

City of Ramsey
Agenda
Regular City Council
Tuesday, February 28, 2017
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Presentation**
3. **Citizen Input**
4. **Consent Agenda**
 1. Receive January 2017 Financial Reports - General Fund and Enterprise Funds
 2. Approve the Following Meeting Minutes:
 1. City Council Work Session dated 02/14/17
 2. City Council Regular dated 02/14/17
 3. Strategic Planning Work Session dated 02/21/17
 3. Approve Licenses
 4. Adopt Resolution #17-02-052 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 9, 2017 through February 22, 2017
 5. Adopt Resolution #17-02-049 Authorizing Partial Payment to DRC, Inc. for Ramsey Municipal Complex Site Demolition
 6. Adopt Resolution #17-02-054 Approving Final Plat (Lot Split) for the Wayne and Jane Olson Subdivision Located at 5830 151st Ln NW
 7. Adopt Resolution #17-02-055 to Enter into a Residential Recycling Program Agreement with Anoka County to Receive SCORE Funds for 2017
 8. Adopt Resolution #17-02-056 Proclaiming March 7, 2017 as: A Day of Action to End Domestic Violence
5. **Approve Agenda**
6. **Public Hearing**
 1. PUBLIC HEARING: Adopt Resolution #17-02-044 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction

2. PUBLIC HEARING: Consider Easement Vacations and Final Plat Request for Brookfield 8th Addition (Project No. 16-78); Case of Brookfield Land, LLC.
7. **Council Business**
 1. Consider Request for Zoning Amendment, Comp Plan Amendment, Preliminary and Final Plat, and Site Plan for Regency Commons (Project No. 16-108); Case of National Self Storage, LLC
8. **Mayor/Council/Staff Input**
9. **Adjournment**

CC Regular Session

4. 1.

Meeting Date: 02/28/2017

By: Diana Lund, Finance

Information

Title

Receive January 2017 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Action:

No action required. Informational only.

Attachments

January 2017 General Fund Financial Report - Budget to actual

January 2017 Enterprise Funds Financial Reports - Budget to Actual

Form Review

Inbox

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 02/23/2017

Reviewed By

Kurt Ulrich

Date

02/23/2017 03:08 PM

Started On: 02/21/2017 05:14 PM

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

GENERAL FUND EXPENDITURES - BY DEPARTMENT -		
Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	1,977,847.00	85,751.64
Com Dev	806,971.00	39,356.59
Contingency	180,448.00	-
Council	127,259.00	20,102.00
Finance	477,560.00	25,932.50
Fire	895,212.00	23,004.71
Legal	128,600.00	-
Police	3,453,477.00	180,216.81
Public Works	3,081,385.00	136,494.77
Grand Total	11,128,759.00	510,859.02

GENERAL FUND EXPENDITURES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	302,406.00	-
Debt Service	120,412.00	-
Other Services & Charges	2,631,607.00	63,619.28
Personal Services	7,249,034.00	420,596.37
Supplies	825,300.00	26,643.37
Grand Total	11,128,759.00	510,859.02

GENERAL FUND REVENUES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	8,685,635.00	-
Charges for Services	619,462.00	25,912.45
Business Licenses/Permits	49,300.00	4,519.67
Fines and Forfeits	66,000.00	150.00
Federal Intergovernmental	7,500.00	-
State Intergovernmental	336,550.00	-
Interest	100,000.00	-
Local Intergovernmental	8,000.00	-
Miscellaneous	31,000.00	3,817.89
Non-Business Licenses/Permits	462,500.00	15,255.65
Transfers in	762,812.00	-
Grand Total	11,128,759.00	49,655.66

This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

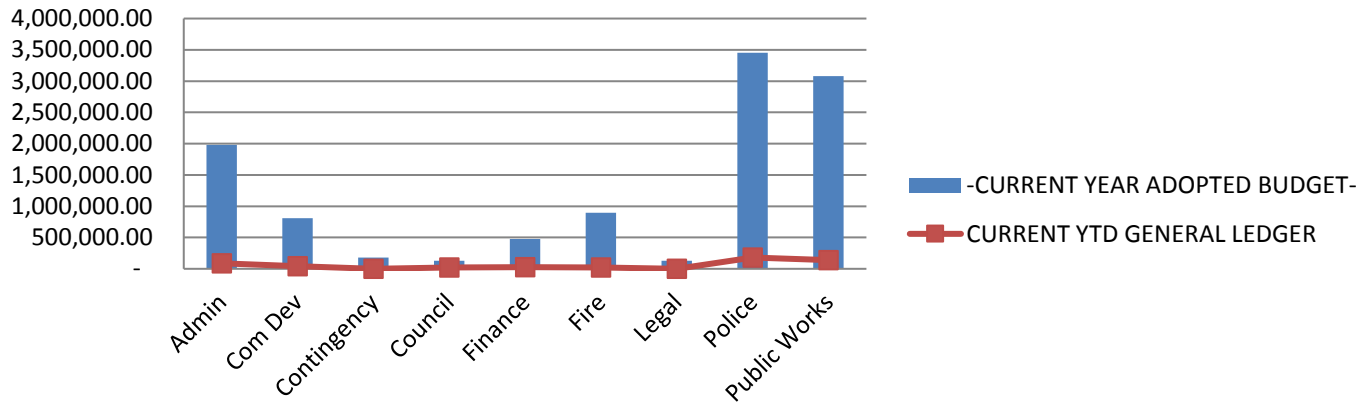
PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY FINANCIAL STATEMENT



JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

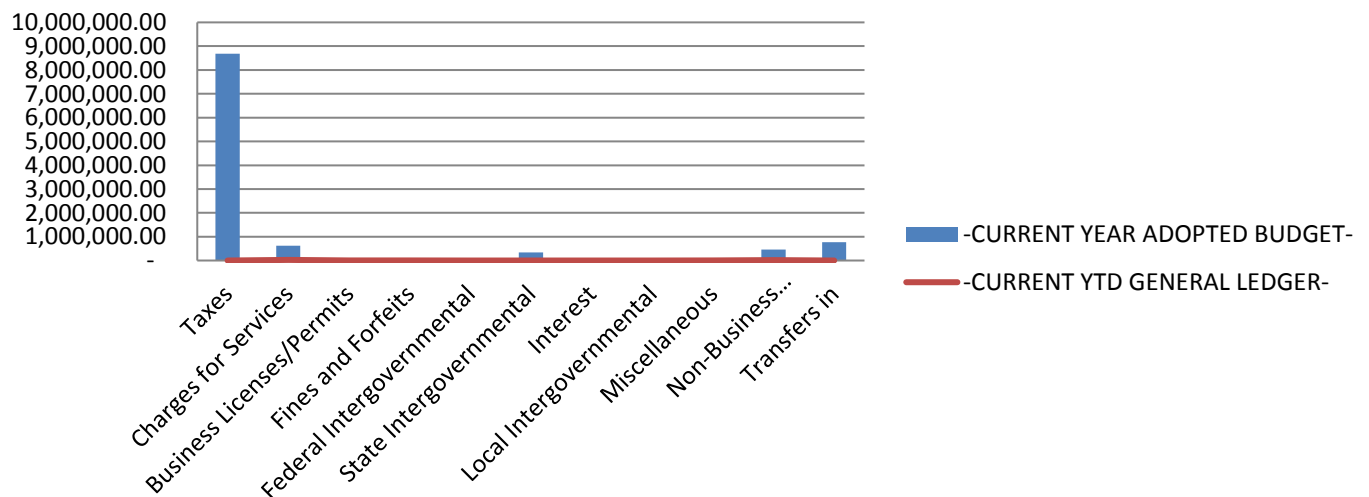
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



This report reflects year to date revenue and expenditures as compared to annual budget. It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

**CITY OF RAMSEY
FINANCIAL STATEMENT**

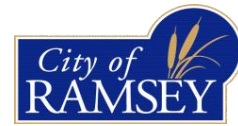


JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

REVENUES			
BUSINESS UNIT	9601	WATER UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(12,000.00)	(372.22)	3.10%
4609 OTHER MISCELLANEOUS REVENUES	62,000.00	2,096.47	3.38%
4651 WATER REVENUE		876.80	0.00%
4652 WATER SALES - RESIDENTIAL	1,098,237.00	(99.36)	-0.01%
4653 WATER SALES-COMMERCIAL	859,824.00	-	0.00%
4654 WATER PENALTIES	37,995.00	(270.63)	-0.71%
4655 WATER METER INSTALLATION	10,000.00	140.00	1.40%
4656 WATER METERS	25,000.00	275.00	1.10%
4657 CONNECTION/RECONNECTION FEES	500.00	-	0.00%
4701 INTEREST ON INVESTMENTS	120,000.00	-	0.00%
Grand Total	2,201,556.00	2,646.06	

EXPENSES			
BUSINESS UNIT	9601	WATER UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	223,557.00	9,227.25	4.13%
6103 FULL TIME-REGULAR-OVERTIME	13,500.00	520.00	3.85%
6105 TEMPORARY-WAGES & SALARIES	17,066.00	-	0.00%
6121 PERA CONTRIBUTIONS	17,779.00	1,008.40	5.67%
6122 FICA/MEDICARE CONTRIBUTIONS	19,574.00	1,059.86	5.41%
6131 GROUP INSURANCE	28,356.00	1,831.50	6.46%
6133 WORKERS COMP INSURANCE PREMIUM	8,914.00	-	0.00%
6208 MISCELLANEOUS OFFICE SUPPLIES	600.00	-	0.00%
6223 GASOLINE	3,500.00	208.80	5.97%
6225 DIESEL FUEL	4,500.00	-	0.00%
6229 SHOP MATERIALS	500.00	564.98	113.00%
6231 UNIFORMS & TURN-OUT GEAR	2,800.00	-	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	18,000.00	127.34	0.71%
6257 OTHER VEHICLE PARTS	7,000.00	7.69	0.11%
6273 UTILITY SYSTEM MAINT SUPPLIES	75,000.00	-	0.00%
6281 SMALL TOOLS & MINOR EQUIPMENT	6,000.00	-	0.00%
6292 WATER METERS FOR RESALE	40,000.00	-	0.00%
6315 MISCELLANEOUS PROFESSIONAL SER	190,000.00	-	0.00%
6322 POSTAGE	1,000.00	50.55	5.06%
6323 CELLULAR PHONES	3,000.00	234.99	7.83%
6335 TRAINING	1,500.00	690.00	46.00%
6352 GENERAL NOTICE & PUBLIC INFOR	700.00	-	0.00%
6361 GENERAL LIABILITY/PROPERTY INS	30,554.00	-	0.00%
6371 ELECTRIC UTILITIES	120,000.00	-	0.00%
6373 GAS	4,000.00	-	0.00%
6374 REFUSE/RECYCLING	700.00	40.80	5.83%
6381 BUILDING & STRUCTURE REPAIR	2,000.00	-	0.00%
6439 OTHER MISCELLANEOUS	53,000.00	-	0.00%
6451 MEMBERSHIP DUES	800.00	-	0.00%
6489 OTHER CONTRACTED SERVICES	72,000.00	-	0.00%
6722 DEPRECIATION	705,629.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	40,000.00	-	0.00%
Grand Total	1,711,529.00	15,572.16	

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

REVENUES			
BUSINESS UNIT	9601	WATER UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-

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

**CITY OF RAMSEY
FINANCIAL STATEMENT**



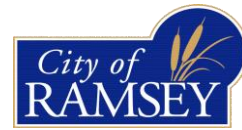
JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

REVENUES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(11,000.00)	(303.49)	2.76%	
4273 OTHER STATE GRANTS & AIDS		27,180.81	0.00%	
4356 SEWER AVAILABILITY CHARGE-ADM	2,000.00	124.25	6.21%	
4609 OTHER MISCELLANEOUS REVENUES	15,000.00	2,096.47	13.98%	
4661 RESIDENTIAL-SEWER CHARGES	1,138,447.00	-	0.00%	
4662 COMMERCIAL-SEWER CHARGES	350,745.00	(65.41)	-0.02%	
4663 SEWER PENALTIES	40,152.00	15.31	0.04%	
4701 INTEREST ON INVESTMENTS	70,000.00	-	0.00%	
4702 MISCELLANEOUS INTEREST	15,276.00	-	0.00%	
Grand Total	1,620,620.00	29,047.94		

EXPENSES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	147,861.00	1,972.86	1.33%	
6121 PERA CONTRIBUTIONS	11,090.00	183.87	1.66%	
6122 FICA/MEDICARE CONTRIBUTIONS	11,404.00	184.17	1.61%	
6131 GROUP INSURANCE	7,821.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	4,799.00	-	0.00%	
6223 GASOLINE	3,500.00	69.36	1.98%	
6225 DIESEL FUEL	2,500.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	11,500.00	-	0.00%	
6275 OTHER EQUIPMENT PARTS	7,000.00	-	0.00%	
6315 MISCELLANEOUS PROFESSIONAL SER	81,000.00	-	0.00%	
6335 TRAINING	1,500.00	-	0.00%	
6361 GENERAL LIABILITY/PROPERTY INS	18,540.00	-	0.00%	
6371 ELECTRIC UTILITIES	15,000.00	-	0.00%	
6373 GAS	3,000.00	-	0.00%	
6374 REFUSE/RECYCLING	700.00	40.80	5.83%	
6377 SEWER SERVICE CHARGE	755,600.00	125,933.30	16.67%	
6489 OTHER CONTRACTED SERVICES	22,000.00	-	0.00%	
6722 DEPRECIATION	498,397.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	34,000.00	-	0.00%	
Grand Total	1,637,212.00	128,384.36		

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

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FINANCIAL STATEMENT**



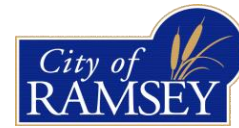
JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

REVENUES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(2,500.00)	(52.71)	2.11%	
4681 CHARGES FOR STREET LIGHTS	145,000.00	-	0.00%	
4683 STREET LIGHTING PENALTIES	5,300.00	3.50	0.07%	
4701 INTEREST ON INVESTMENTS	12,000.00	-	0.00%	
4684 PRIORITY STREET LIGHT	45,000.00	-	0.00%	
Grand Total	204,800.00	(49.21)		

EXPENSES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6371 ELECTRIC UTILITIES	130,000.00	-	0.00%	
6489 OTHER CONTRACTED SERVICES	12,000.00	-	0.00%	
6722 DEPRECIATION	43,800.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	19,000.00	-	0.00%	
Grand Total	204,800.00	-		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



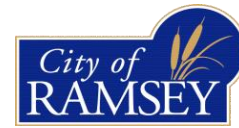
JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

REVENUES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(2,100.00)	(59.43)	2.83%	
4287 OTHER LOCAL GOVERNMENT GRANTS	66,000.00	-	0.00%	
4671 RECYCLING CHARGES	302,000.00	-	0.00%	
4672 RECYCLING PENALTIES	8,000.00	1.17	0.01%	
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%	
Grand Total	375,900.00	(58.26)		

EXPENSES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	20,288.00	883.45	4.35%	
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%	
6121 PERA CONTRIBUTIONS	1,981.00	66.25	3.34%	
6122 FICA/MEDICARE CONTRIBUTIONS	2,117.00	58.73	2.77%	
6131 GROUP INSURANCE	2,110.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	209.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	15,500.00	-	0.00%	
6322 POSTAGE	400.00	12.55	3.14%	
6489 OTHER CONTRACTED SERVICES	315,000.00	25,260.85	8.02%	
6820 OPERATING TRANSFERS TO OTHER F	11,000.00	-	0.00%	
Grand Total	375,885.00	26,281.83		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2016 THROUGH PERIOD ENDING: January 31, 2017

REVENUES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(3,500.00)	(83.48)	2.39%	
4693 STORM WATER-RESIDENTIAL	474,000.00	-	0.00%	
4694 STORM WATER-COMMERCIAL	465,800.00	-	0.00%	
4695 STORM WATER-PENALTIES	18,102.00	1.72	0.01%	
4701 INTEREST ON INVESTMENTS	10,000.00	-	0.00%	
Grand Total	964,402.00	(81.76)		

EXPENSES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	126,773.00	-	0.00%	
6121 PERA CONTRIBUTIONS	9,508.00	11.97	0.13%	
6122 FICA/MEDICARE CONTRIBUTIONS	9,724.00	13.15	0.14%	
6131 GROUP INSURANCE	14,993.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	3,516.00	-	0.00%	
6223 GASOLINE	1,000.00	-	0.00%	
6225 DIESEL FUEL	4,000.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	10,000.00	-	0.00%	
6257 OTHER VEHICLE PARTS	8,000.00	-	0.00%	
6315 MISCELLANEOUS PROFESSIONAL SER	60,000.00	-	0.00%	
6361 GENERAL LIABILITY/PROPERTY INS	8,000.00	-	0.00%	
6371 ELECTRIC UTILITIES	2,800.00	-	0.00%	
6373 GAS	3,000.00	-	0.00%	
6374 REFUSE/RECYCLING	700.00	40.80	5.83%	
6451 MEMBERSHIP DUES	21,000.00	-	0.00%	
6489 OTHER CONTRACTED SERVICES	20,000.00	-	0.00%	
6722 DEPRECIATION	270,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	29,000.00	-	0.00%	
Grand Total	602,014.00	65.92		

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

CC Regular Session

4. 2.

Meeting Date: 02/28/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 02/14/17
2. City Council Regular dated 02/14/17
3. Strategic Planning Work Session dated 02/21/17

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 02/14/17
2. City Council Regular dated 02/14/17
3. Strategic Planning Work Session dated 02/21/17

Attachments

CCWS Mts

CC Mts

Strategic Planning Mts

Form Review

Inbox

Kurt Ulrich

Jo Thieling (Originator)

Kurt Ulrich

Form Started By: Jo Thieling

Final Approval Date: 02/23/2017

Reviewed By

Kurt Ulrich

Jo Thieling

Jo Thieling

Date

02/23/2017 03:04 PM

02/23/2017 04:08 PM

02/23/2017 04:08 PM

Started On: 02/23/2017 01:13 PM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, February 14, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Jill Johns (arrived at 5:37 p.m.)
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Melody Shryock
Councilmember Kristine Williams

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Asst. City Administrator/Economic Development Manager Patrick Brama
Public Information and Event Specialist Nichole Wenberg

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:35 p.m.

2. TOPICS FOR DISCUSSION

2.01: Continued Discussion Regarding Communications Plan

Public Information and Event Specialist Wenberg reviewed the staff report.

Councilmember Johns arrived at 5:37 p.m.

Councilmember Kuzma commented that the communications plan looks good and it will be helpful to have an easy tool for people to use for quick reference.

Councilmember LeTourneau stated that he also likes the plan as it provides focus and a framework but also leaves flexibility to craft the message to the desired audience.

Mayor Strommen agreed and noted that she really likes the definition of audiences and the ability to tweak the message. She asked if additional discussion would be helpful regarding

communication tools that could be used for developers. She noted that the *Ramsey Resident* is helpful for residents while Facebook might be more helpful for developers.

Councilmember LeTourneau stated that he would be in favor of that as long as it does not constrain the flexibility.

Mayor Strommen agreed that primary tools could be identified but that would not limit the ability to use alternate tools as well.

Councilmember LeTourneau stated that he likes that this tool is a way to communicate something but did not want the City to lose focus of the visual aspect of communication as well.

Mayor Strommen agreed that a statement could be added that the tools are not limited to written and/or spoken and could include visual or sensory.

2.02: Discuss Concept Development Project: Case of Flagship Fitness & Aquatic Center

Asst. City Administrator/Economic Development Manager Brama welcomed Adrian Haid and Jeff Minea and opened the floor for them to introduce the case to the Council.

Adrian Haid stated that they have been working with Ramsey for the past 18 months, noting that this City would be a fabulous location for this project. He stated that this would be a very high-end family wellness center. He stated that he has been in the business for 20 years and most of his experience comes from the YMCA and LifeTime Fitness. He stated that this project would be between 64,000 to 70,000 square feet complete with a spa, juice bar, indoor aquatic center, fitness center, and youth center. He stated that while most fitness centers are geared towards fit people his focus would be towards those that are not yet fit. He stated that he would like the entire community to participate in this project.

Councilmember LeTourneau asked if the model is new or consistent with other sites.

Mr. Haid stated that this is his own approach. He noted that other fitness clubs market towards fit people while his focus is to improve the health of those that are not yet fit. He stated that fitness clubs are not providing features for the youth between the ages of 9-12, whose parents might be working out. He stated that his aim is to focus on the entire family and encourage people that are not fit to become healthier and to feel welcome regardless of physical or economic stature. He stated that he would like to have an area where children can learn how to eat well and exercise to gain a different approach to have a healthier mentality. He stated that the City would be proud of all aspects including design and programing. He stated that this would be a 24-hour facility that would bring in consistent traffic, as people come into the facility more frequently than other businesses, which would benefit other businesses in the community. He used the example of Champlin noting that once LifeTime came into that community, other businesses came to the city as well. He stated that this business would allow the community to become healthier and socialize with other members of the community. He stated that when people become healthier, they feel better in other aspects of their life as well. He stated that this

would be a high-end gathering space for the community that could be used regardless of the temperature outside.

Councilmember Shryock asked for information on the membership rates that would be offered.

Mr. Haid stated that he would be willing to offer credits to Ramsey residents. He stated that the children are not charged for membership. He stated that a single person would pay \$64 per month, while a family of four (two adults and two children) would pay \$132 per month. He noted that health insurance often provides a reimbursement of \$20 per month. He noted that he would also provide discounts to students. He noted that initially he would provide a large amount of credits to residents, explaining that if he could provide a discount to someone joining the club that would help that person become healthier and he would also gain a long-term client. He stated that the model is that in the next 20 years the facility would not become overcrowded. He stated that he has a different model which offers different programming for those people that are unfit, so that they are more comfortable and work with personal trainers to find the best program for them. He stated that if there is a child that is not fit, he would involve a personal trainer to work with that child. He explained that he would not nickel and dime those costs to clients, as he sees that as a benefit in building the relationship with the clients.

Councilmember Shryock stated that discounts are great but encouraged Mr. Haid to think about how much people are willing to commit. She stated that discounts are one thing but you would need to ask who is going to join and whether they are willing to commit. She asked if there is a way you could address the unfit clients who may have concern with the long-term commitment to fitness.

Mr. Haid stated that he has experience in the field and noted that fitness becomes a drug. He noted that once people start feeling better they realize the benefit and want to come back. He stated that he will manage by walking the facility and being involved, rather than sitting back at a desk. He explained that the person who signs up the client is responsible for that client as part of his income is tied to those memberships and therefore they want to see people be successful. He noted that he has specialized people he can assign to a client that helps them develop a program that will be successful for them.

Asst. City Administrator/Economic Development Manager Brama thanked Mr. Haid for the introduction to the project and reviewed the staff report.

Councilmember Kuzma asked the difference in acreage if a parking ramp is used.

Jeff Minea replied that if a parking ramp is provided it could shrink the site size to 1.5 to two acres.

Mr. Haid stated that if the ramp is considered he would still want some site parking as well for families.

Councilmember Riley asked for more information on the financing partner.

Mr. Haid stated that PDI would provide the financing for the project as an equity partner.

Mr. Minea stated that PDI would not take equity in the property and would simply provide financing.

Councilmember Riley asked the equity that Mr. Haid would put into the project.

Mr. Haid explained that his personal equity would be \$800,000 to \$900,000.

Mr. Minea stated that the balance, after Mr. Haid's contribution and the City's contribution would be financed.

Councilmember LeTourneau stated that it is interesting and exciting and would like to see this move along. He noted that this is the first time he is seeing this concept. He stated that in the future he will be thinking about the investment the City would be asked for and the methods in which that could be done. He stated that he would like to mitigate the risk as much as possible and determine how the investment would be structured. He stated that as a community they do not embrace risk well.

Councilmember Williams stated that she agrees with Councilmember LeTourneau. She stated that this seems to be very sudden and noted that she would like to know what a community center means to the residents and whether a fitness center would qualify. She agreed that this is an exciting project.

Councilmember Shryock echoed the comments made thus far. She asked how this would play along with the Lake Ramsey discussions and the facilities they have talked about providing at that location. She stated that this is a wonderful concept to have something like this in the community. She stated that when people say community center she thinks of the Eagle's Nest where there is a fitness center, play area, and meeting rooms. She agreed that she would like to continue to explore this idea.

Mayor Strommen stated that this is not the equivalent of a community center and instead views this as a fitness center. She stated that the concept of a community center for Ramsey would look very different than the Eagle's Nest. She stated that her view would be more deconstructed as there are multiple locations within The COR that would provide those services. She agrees that the opinion of the residents would be helpful to determine their thoughts on a community center. She agreed that this should continue to move forward. She noted that this is a fitness center that has its own merits and agreed that more information would be helpful.

City Administrator Ulrich stated that there are examples of hybrid centers, such as Champlin and Andover. He agreed that there would need to be public engagement to determine if there are public and private uses that could work together. He stated that this plan fits within the confines of a public/private hybrid. He agreed that community engagement could help to determine the public uses. He stated that the private portions of the center would take a huge financial burden off the City. He stated that this is a great opportunity that fits the hybrid model and would need more information on the public aspects of the model that would be desired.

Councilmember Kuzma stated that he likes the project a lot. He stated that he does not look at it as a community center but a separate business. He stated that he does not like the eight acres for size and would like to see more details on a parking ramp. He stated that this would bring a big tax base, would create jobs, and would be a destination. He stated that he would like to see additional details.

Mr. Haid stated that this facility would provide 83 jobs with pay ranging from \$23,000 to \$33,000. He stated that the ripple effect would be about another 200 jobs in Ramsey. He stated that they would focus on hiring within the City of Ramsey or those within an eight-mile radius given preference.

Councilmember Johns echoed the comments of Councilmember Kuzma in regard to the parking ramp and believed it's a great project.

Councilmember Shryock stated that this is a great concept that she feels would be supported by the residents. She stated that part of the success of a deconstructed community center would be education. She believed that details would need to be flushed out to ensure the success of the project. She asked the Council to keep in mind the outdoor water facilities, noting that she would want to ensure that the outdoor water recreation facilities are not duplicated.

Mr. Haid stated that he would provide access to the outdoor water park to non-members at an economical rate.

Councilmember Riley stated that if the City of Ramsey is going to contribute funds he would want to hear more about the benefit to the Ramsey residents.

Asst. City Administrator/Economic Development Manager Brama confirmed that the Council is interested in moving forward on this project and advised that he will work with City Administrator Ulrich to flush out further details. He noted that a more formal presentation can be given with a guide of how this could move forward.

Mayor Strommen stated that she would also like to see community engagement to determine the desires of the community.

Councilmember LeTourneau stated that he would like to see the communication message for this as a business and not a community center, noting that the two might overlap in some areas.

2.03: Discuss Concept Development Project: Case of Rum River Hills Golf Course

Asst. City Administrator/Economic Development Manager Brama welcomed Mike Allen and Dick Tulette who are present to discuss the case tonight. He noted that this project has been discussed in the past and therefore he would highlight the newer elements. He reviewed the staff report.

Councilmember Riley stated that one of the biggest questions is regarding whether or not it would be trunk sewer and asked for more information.

Asst. City Administrator/Economic Development Manager Brama stated that the City has a comprehensive sewer and water plan and outlines the trunk sewer and water system in the City, where it will be located and the cost. He provided additional details.

Councilmember Johns asked where the trunk sewer line currently is.

Asst. City Administrator/Economic Development Manager Brama stated that the closest line is at Alpine Drive.

Mayor Strommen stated that this is the question that needs to be answered before a response to this proposal can be given. She stated that if the City is not willing to extend the sewer line, the project would not be possible. She stated that there is a broader conversation the Council needs to have, specific as to where the sewer line extension would occur should the City want to extend the line. She stated that the first question would be whether the Council is willing to reconsider the policy and identify the next potential area they would invest in terms of sewer.

Mike Allen stated that the water line is already there, which is helpful. He stated that there are other needs in the area that would benefit from the trunk sewer line and then they could be a connection on the trunk sewer line. He stated that they do have equity partners but they want to know first if the City is willing to extend the trunk sewer line. He stated that they envision a cool community with an improved golf course, a tunnel that goes across to the strip mall, and homes. He stated that the development of those homes would bring in additional viable businesses to the strip mall. He stated that there are improvements that need to be made to the golf course and this would be a huge positive.

Councilmember Riley stated that the Council previously discussed that it would not make sense to bring the sewer line up to that area. He stated that it seems that someday the sewer will need to be everywhere in the City. He stated that this is an interesting project, noting that the sewer is the biggest question and the tunnel is the second question. He asked if there is a benefit to the tunnel for others in the community.

Mr. Allen replied that the tunnel would be great to provide connections to the community and walking trail and Elmcrest Park.

Councilmember LeTourneau stated that it is great to see the guests back tonight. He stated that the golf course is an amenity and necessity as it helps to define the community. He stated that the investment in the golf course will improve its longevity and success in the community. He stated that he is pleased to see an equity partner, which will help to ensure a higher quality product that will benefit the community. He stated that he is curious as to how to answer the questions regarding the sewer line and noted that once more information is known this discussion can continue.

Mr. Allen stated that the demand for real estate is high. He was unaware of another golf course community and receives interest regularly on the project.

Mayor Strommen confirmed that the questions should begin with the sewer discussions, specifically whether this would be where the trunk expansion would occur.

Councilmember Riley asked how water was extended to this area without sewer.

City Administrator Ulrich stated that the water is at a fixed elevation while sewer is gravity fed and requires a lower elevation. He stated that it is not as complicated or expensive to run a water line.

2.04: Review Preliminary Assessments for Improvement Project #17-00, Sunwood Drive Reconstruction

No comments.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

City Administrator Ulrich noted that Commission and Board interviews will take place on March 14th.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:54 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.

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

The Ramsey City Council conducted a regular meeting on Tuesday, February 14, 2017, 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
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Asst. City Administrator/Economic Development Manager Patrick Brama

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: 2017 State of the City Address

Mayor Strommen presented the 2017 State of the City Address. She stated that 2016 was a year of achievement for Ramsey and the opportunity to shape the future of Ramsey has never been greater. She stated that they have been able to grow the community while providing low-cost government services. She noted that they have been able to welcome seven new businesses and welcome the expansion of five existing businesses. She acknowledged the number of residential homes constructed in 2016. She stated that the City received the Achievement in Financial Reporting Award for the 22nd consecutive year. She reviewed items on the Strategic Plan and identified how the City has continued to work to achieve those goals. She commended Ramsey staff and the residents of Northfork and their homeowner's association for working together cooperatively to achieve a great result on the road project within that community. She stated that

the Draw concert series continues to gain momentum and will continue to provide great entertainment throughout this summer. She stated that the Ramsey Police Department continued its proactive and unique approach to community engagement, while other communities struggled. She stated that the department also held its first ever citizens' academy, in which 12 residents took part and graduated from the program. She thanked the residents of Ramsey for supporting the Police Department and to Police Chief Katers and his staff for their efforts in community engagement. She stated that the building department launched e-permits which provided a more efficient workflow and provided residents and developers with 24-hour access to apply for permits. She stated that the City welcomed Fire Chief Kohner to the Fire Department this past April. She stated that 2016 was a year of success and noted that one key task is to develop a success exit strategy for The COR, noting that the Planning Commission and Council have begun those discussions. She stated that Ramsey has a strong identity and The COR should be a reflection of that identity rather than a replacement. She highlighted the connection to the two rivers, connection to the outdoors, and an entrepreneurial spirit. She recognized her colleagues on the City Council and thanked the staff, volunteers, and residents.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

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

- 4.01: Receive Cash and Investments for Period Ending January 31, 2017
- 4.02: Note the Following Boards and Commissions Meeting Minutes:
 - 1) Planning Commission Work Session Minutes dated December 1, 2016
 - 2) Planning Commission Meeting Minutes dated December 1, 2016
 - 3) Economic Development Authority Meeting Minutes dated December 8, 2016
 - 4) Environmental Policy Board Meeting Minutes dated December 19, 2016
- 4.04: Approve Licenses:
 - Special Events
 - MN State Society Daughters of the American Revolution
- 4.04: Approve the following Meeting Minutes:
 - 1) City Council Work Session dated January 24, 2017
 - 2) City Council Regular dated January 24, 2017
- 4.05: Approve Request to Declare Surplus Property
- 4.06: Approve Renewal of the Master Agreement with OPUS 21 (Utility Billing Provider) for One Year
- 4.07: Adopt Resolution #17-02-046 Approving Cash Disbursements Made and Authorizing Payment of Account Payable Invoicing Received During the Period of January 19, 2017 through February 8, 2017
- 4.08: Adopt Resolution #17-02-041 Calling for a Public Hearing on an Issue of Revenue Bonds by the City of Minneapolis and the Housing and Redevelopment Authority (HRA) of the City of St. Paul on Behalf of Allina Health Systems

- 4.09: Adopt Resolution #17-02-042 Approving a Stormwater Maintenance Agreement for Sunwood Village; Case of CB Ramsey Housing Limited Partnership
- 4:10: Adopt Resolution #17-02-043 Approving an Easement Encroachment for the Installation of a Ground Sign for the Station; Case of DR Horton
- 4.11: Report from the Public Works Committee Meeting:
- 1) Finalize the Landscape Renovation for the Center Median in the Sweet Bay Ridge Development – *Ratify the recommendation of the Public Works Committee to approve of a landscape renovation plan for Sweet Bay Ridge Development center medians.*
 - 2) Request for Rate Change at Electrical Vehicle Charging Station – *Ratify the recommendation of the Public Works Committee to approve the reduction in the electric vehicle charging station’s per/hour pricing from \$1.00/hour to \$.80 cents/hour, but retain the policy of charging for every hour that a vehicle is plugged into the station.*
 - 3) Consider Recommendation to City Council to Accept Draft Feasibility Report for Sunwood Drive Reconstruction, Improvement Project #17-00 – *Ratify the recommendation of the Public Works Committee to accept the recommendations outlined in the draft Feasibility Report for Sunwood Drive Reconstruction, City Improvement Project #17-00.*
 - 4) Consider Recommendation to City Council to Accept Draft Feasibility Report for Alpine Drive Reconstruction, Improvement Project #17-01 – *Ratify the recommendation of the Public Works Committee to accept the recommendations as outlined in the draft Feasibility Report for Alpine Drive Reconstruction, City Improvement Project #17-01.*
 - 5) Consider Recommendation to City Council to Accept Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02 – *Ratify the recommendation of the Public Works Committee to table the Draft Feasibility Report for Rivers Bend Street Reconstruction, Improvement Project #17-02, for further consideration of construction in 2018 with a nearby street reconstruction project.*

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adoption of Resolution #17-02-044 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction

City Engineer Westby reviewed the staff report and recommendation to deny adoption of Resolution #17-02-044 at this time, to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until February 28, 2017, and to revise the Feasibility Report by incorporating the assessment map and roll. He stated that staff has spoken with six out of the seven property owners along Sunwood Drive and they are aware of the desire to postpone the public hearing. He recommended that a benefit appraisal consultation be done and noted that public input would continue to be received until the public hearing on February 28th.

Councilmember LeTourneau asked for information on assessable properties, noting that residential properties seem to have a different method.

City Engineer Westby explained that the per lot rate of assessment for residential development uses access to determine assessment while this method of assessment is based upon frontage on the roadway. He confirmed that residential and commercial properties are assessed in different manners.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to deny adoption of Resolution #17-02-044, Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00 Sunwood Drive Reconstruction, at this time, to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until February 28, 2017, and to revise the Feasibility Report by incorporating the assessment map and roll.

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

7. COUNCIL BUSINESS

7.01: Consider Adopting Ordinance #17-02 Approving a Zoning Amendment for Woodlands 4th Addition (Project #16-102); Case of Lennar Corporation

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission and staff to adopt the ordinance rezoning the property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA). He noted that the Preliminary Plat was approved on January 24, 2017 but was contingent upon compliance with the staff review letter and upon adoption of the Zoning Amendment.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #17-02 Amending Section 117-90 "Map" of Chapter 117 of the City Code of Ramsey, Minnesota.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

7.02: Review Policy Document for Pearson Farm; Case of Capstone Homes

Community Development Director Gladhill reviewed the staff report noting that the purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. He stated that while this is not an official application at this time, it does merit a policy discussion on several aspects of the proposed subdivision. He noted that the concept has been reviewed by the Planning Commission, Park and Recreation Commission, Environmental Policy Board, and the City Council. He stated that the Planning Commission recommends adoption of the policy document.

Councilmember LeTourneau stated that they have always been proactive in obtaining input from the Commissions and Boards and believed that this is a great opportunity where multiple Commissions have had an overlapping process of input.

Mayor Strommen referenced the environmental impact statement and asked if an EAW would determine whether the EIS is necessary.

Community Development Director Gladhill confirmed that the EAW and EIS have minimum mandatory review thresholds. He stated that while an EAW would be triggered, an EIS may not be triggered. He stated that while it may become apparent during the process that an EIS would be necessary, based off the mandatory thresholds an EIS would not be required.

Mayor Strommen suggested changing the language as it appears to state that an EIS would not be necessary and that item may be necessary as the project moves forward.

Community Development Director Gladhill stated that statement could simply be removed as this is a fluid document.

Mayor Strommen stated that she would like to see continued discussion with what might make sense for parks, given the number of homes in this project.

Councilmember Shryock stated that she has been a long-term supporter of the current parks policy but noted that she would be open to additional options for parks.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to adopt the Policy Document for Pearson Farm as discussed.

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

7.03: Consider Resolution #17-02-040 Approving a Comprehensive Plan Amendment for the Armstrong West Area

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to approve the Comprehensive Plan Amendment.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to adopt Resolution #17-02-0400 Approving a Comprehensive Plan Amendment, Contingent Upon Metropolitan Council Approval, to Change a Land Use Designation on the Subject Property to Medium Density Residential and Business Park.

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

7.04: Stone Brook Children's Academy Site Selection

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and asked for the input of the Council on whether staff should negotiate a purchase agreement with Stone Brook Academy and Childcare Center for Site #1 or continue working with Stone Brook on selecting an alternative site.

Councilmember Johns stated that she still likes the project and it would be a good addition to The COR and as a transition from the apartments to the retail. She stated that she would like to see the road go all the way through and would prefer the road to be public versus private but is more concerned with the connection.

Councilmember Riley stated that the Planning Commission reviewed this case again after the last Council meeting and had a great discussion. He noted that this fits in the zoning, and future development will work around this development. He stated that it is hard to dictate how this connects to the future when they do not know how, what or when that will be. He stated that he is supportive of this request.

Councilmember Williams stated that she has not been supportive of this in the past but is supportive of high quality development. She recommended obtaining as many reciprocal easements as possible to ensure that neighboring development can occur in the future.

Councilmember LeTourneau asked for more information on how this project would create remnants.

Councilmember Williams stated that the remnant parcel that bothers her is to the east. She stated that reciprocal easement will assist in allowing flow to the remnant site to the west.

Councilmember Johns asked the applicant if there is an outside play area on this site and whether there is space within the footprint.

Mr. Johnson stated that the site plan identified 10,000 square feet which allows the projections. He stated that under the State, an outside play area of at least 1,500 square feet is required and noted that they are looking at an outdoor play area of about 2,000 square feet in size. He noted that an indoor multi-purpose room would also be provided.

Councilmember Shryock stated that she continues to be supportive of the request and will support site number one.

Councilmember LeTourneau stated that he also agrees with site one. He stated that the remnant pieces concern him. He stated that he is concerned with the price and believed that thoughtful conversations should occur regarding how the remnant pieces will affect the overall return.

Mayor Strommen agreed and stated that she is glad that the extra time was taken to provide the additional information and understand how the property could work together with the remnants. She echoed the comments from Councilmembers LeTourneau and Williams, noting that the risk needs to be mitigated. She believed that discussion will be needed regarding road access, noting that private roads have historically been a hassle for the City.

Councilmember Kuzma stated that this is a good project; however, the last time this discussion occurred he was not in favor of this site. He noted that he still has some reluctance to this site but noted that he is influenced by the input of the Commissions and therefore will support the request.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to direct staff to negotiate a purchase agreement with Stone Brook Academy and Childcare Center for Site #1.

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

7.05: Introduce Ordinance #17-05 Approving a Zoning Amendment for Regency Commons (Project No. 16-108); Case of National Self Storage LLC

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to introduce Ordinance #17-05 to rezone the subject property to E-1 (Employment District) and B-1 (Business District).

Motion by Councilmember Riley, seconded by Councilmember Johns, to introduce Ordinance #17-05 to adjust zoning district boundaries on the Subject Property to E-1 Employment District and B-1 Business District, contingent upon compliance with the Staff Review Letter.

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

7.06: Consider Adopting Resolution #17-02-047 Supporting Pollinator Initiatives in the City of Ramsey and Authorizing the Mayor to Sign the Mayors for Monarchs Pledge

Community Development Director Gladhill reviewed the staff report and advised that the Environmental Policy Board and the Parks and Recreation Commission were supportive of the Mayors for Monarchs program and the EPB was also supportive of a broader pollinator initiative as well.

Parks and Assistant Public Works Superintendent Riverblood stated that both the Park and Recreation Commission and Environmental Policy Board support this action. He noted that he himself is a third-generation beekeeper.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to adopt Resolution #17-02-047 to Support Pollinator Initiatives in the City of Ramsey and to Authorize the Mayor to take the Mayors for Monarchs Pledge on Behalf of the City.

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

7.07: Consider Request from American Print and Digital for Use of Ramsey EDA Revolving Loan Fund

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and noted that the EDA reviewed the case on February 9th and was in support of approving the loan agreement. He reviewed the comments of the EDA with are recommended as a part of the approval, should the Council approve the request.

Councilmember Riley stated that the EDA passed the item on a 6-0 vote with one abstention. He stated that the Council has already approved the change to the policy with this project in mind. He stated that the owner appears to be all in on this project as he is willing to put up his residence as collateral as well.

Councilmember Kuzma asked what the owner is putting up for collateral at this point.

Mr. Mulrooney stated that the owner is putting five percent cash equity into the project, noting that 50 percent of the cash financing will be provided by a local lender, 40 percent will be provided by the SBA 504 loan fund, five percent from the EDA RLF loan, and five percent from the borrower. He stated that the RLF loan was created for this type of purpose, noting a similar project that was approved through this program that assisted a local business in expanding and advised that business is still successful in Ramsey. He stated that requests to the program have been low because of the low interest rates that were available but believed that more requests will come forward as rates increase.

Councilmember Kuzma stated that five percent equity is pretty low for the owner.

Mr. Mulrooney provided additional input on the funding process. He stated that the company has a fairly good growth history but there is a funding gap. He stated that this expansion will allow the business to be more competitive and gain the equipment necessary to stay competitive. He stated that the borrower lacks liquidity and the RLF can fulfil its mission of filling the gap in funding.

Councilmember LeTourneau appreciated the questions asked tonight and the input of the EDA. He noted that there is a substantial vetting process to line an applicant up with this funding that is a great tool to allow small businesses to grow in the community, create more jobs and become more successful.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to approve the draft loan agreement with American Print & Digital and approve an EDA RLF loan in an amount up to \$72,500 (not to exceed 5% of the project cost), subject to the following: the borrower providing a second mortgage on his residence to secure the loan, the borrower receiving approval of the project loan by the bank and the SBA, and review and approval of the loan agreement by the City Attorney and the CMDC.

Further discussion: Councilmember Kuzma stated that he has concerns that the applicant would be taking on a tremendous amount of debt with the building and machines. He stated that the profit margins would typically be smaller because they work with print brokers and therefore would not support this.

Councilmember LeTourneau stated that he is comforted by the commitment for the business owner to place his residence as collateral to help mitigate the risk and therefore believes this is worthwhile.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Riley, Johns, Shryock, and Williams. Voting No: Councilmember Kuzma.

7.08: Consider Adopting Resolution #17-02-045 to Hire Two Patrol Officers

Police Chief Katers reviewed the staff report and recommendation to hire Mr. Robert Pullar and Ms. Melissa Stephens as City of Ramsey Police Officers, on or near March 1, 2017 at \$25.06 per hour, which is step one of the wage scale.

Councilmember Kuzma stated that he is excited that they are able to bring two new members to the department to strengthen the office.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to adopt Resolution #17-02-045 to Hire Two Police Officers.

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

7.09: Consider Adopting Resolution #17-02-048 Approving Final Application to Resilient Communities Project

Community Development Director Gladhill reviewed the staff report and recommendation for the Council to authorize the final application for the Resilient Communities Program.

Councilmember Shryock stated that this is a great opportunity for the City and the material for the application is all items the Council has seen in the past. She appreciated the work that was put into this.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to adopt Resolution #17-02-048 Authorizing Application to the Resilient Communities Program of the University of Minnesota.

Further discussion: Councilmember Kuzma stated that he is still concerned with the cost over the two years and is not sure that this is the best use of funds. He felt that perhaps the City is creating projects but noted that staff identified a true need for this. He stated that he is not going to support this item as he is leery of the cost.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Shryock, LeTourneau, Johns, Riley, and Williams. Voting No: Councilmember Kuzma.

7.10: Consider Adopting Ordinance #17-03 to Amend Board of Appeals and Adjustment/Official Map – An Ordinance Amending Chapter 2 – Section 2-159 (Duties, Responsibilities, and Objectives) of the Ramsey City Code

Community Development Director Gladhill reviewed the staff report and recommendation from the Planning Commission to adopt Ordinance #17-03 amending section 2-159 of the City Code to combine the two Boards as outlined.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #17-03 Amending Section 2-159 (Duties, Responsibilities, and Objectives) of the Ramsey City Code.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

7.11: Consider Approving Work Plan and Budget for Comprehensive Plan Update; Transportation Chapter

Community Development Director Gladhill reviewed the staff report and recommendation to approve the work plan and budget for the Comprehensive Plan transportation chapter.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to approve the work plan and budget for the Comprehensive Plan Transportation Chapter.

Further discussion: Councilmember LeTourneau commented that it is amazing how complicated updating the Comprehensive Plan is and appreciated both the internal and external assistance the City receives.

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

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Receive Progress Report on The COR Development Plan Update

Community Development Director Gladhill provided a progress report on The COR Development Plan update.

8.02: Receive Update on Mississippi River Corridor Critical Area (MRCCA) Revised Rules

Community Development Director Gladhill provided an update on the newly adopted Revised Rules for the Mississippi River Corridor Critical Area (MRCCA). He stated that the rules have been adopted by the Minnesota Department of Natural Resources and advised that the City must incorporate the revised rules into City Code.

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock noted that the Youth First Community of Promise is planning their Mayor's Prayer Breakfast on March 3rd. She noted that tickets are available on their website.

Councilmember Riley stated that one week ago, he spoke with a group of Cub Scouts.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:40 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.

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

The Ramsey City Council conducted a City Council Strategic Planning Work Session on Tuesday, February 21, 2017, 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
Fire Chief Matt Kohner
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
City Clerk Jo Ann Thieling
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Asst. City Administrator/Economic Development Manager Patrick Brama

1. CALL TO ORDER

Mayor Strommen called the City Council Strategic Planning Work Session to order at 5:40 p.m.

2. TOPICS FOR DISCUSSION

2.01: Strategic Planning

- Review Agenda and Meeting Objectives

City Administrator Ulrich welcomed everyone to the meeting and played a short video as an introduction to strategic planning. He stated that the City does a lot of different things ranging from law enforcement, road construction, park and recreation, and firefighting. He stated that the core reason for providing services must first be identified which will help to identify the other actions necessary. He summarized the course and purpose for the meeting tonight.

- Lightning Round Table: Greatest Accomplishments in 30 seconds

City Administrator Ulrich asked each of the members present to identify the greatest accomplishment of 2016 in 30 seconds or less.

Public Works Director Riemer stated that Armstrong interchange was a big accomplishment for the City and stated that road reconstruction has also been a great accomplishment. He stated that the City Council ran unopposed and therefore the perception would be that the Council did their job well.

Community Development Director Gladhill stated that the City continued to engage its residents in new and exciting ways, mentioning the launch of e-permits and the upcoming interactive sessions for the Comprehensive Plan process. He stated that it is great that the City is able to increase the involvement of residents in decision making.

City Engineer Westby stated that completing Andrie Street was a huge accomplishment, noting that large amount of effort and time was spent with the residents in that area to make that project a success.

Human Resources Director Lasher highlighted the retirement of Fire Chief Kapler and the hiring of Fire Chief Kohner. She stated that Fire Chief Kohner is not only continuing the great work the department has done but is also implementing new ideas.

Councilmember LeTourneau stated that a high personal accomplishment for himself was the amount of time he was able to contribute to the Council, with what occurred for him personally, and thanked the Council for letting him continue in his position. He also highlighted the work of the EPB, recognizing the new focus that their statement of purpose has provided.

Councilmember Johns agreed that the Council has been working very well with the different Commissions; noting that defining responsibilities and changing things up has worked well.

Councilmember Williams highlighted the work of the EDA, specifically the deal with Platinum Properties to clearly identify the wants of the City.

Councilmember Kuzma stated that he is most proud of his fellow Councilmembers, noting that four members ran in the election unopposed and received 98 or 99 percent of the vote. He noted that is a great success from where the Council had been in the past.

Councilmember Riley stated that the completion of the new fire station was a great accomplishment, noting that the project came in as scheduled. He stated that the ease of the transition of the business park, although not yet complete, is also a big accomplishment.

Asst. City Administrator/Economic Development Manager Brama stated that his top accomplishments would be the Armstrong interchange, the completion of fire station two, improved events with positive momentum, and residential development that will drive increased business development.

Councilmember Shryock appreciated the work of the staff and Council, noting that the groups both continue to cooperate and work hard to create a great highly functioning community. She recognized the increased outreach the City has done, using the Highway 10 Corridor as an example, noting that the City is emerging as a leader that is willing to take those first steps and push forward.

Mayor Strommen referenced the uncontested elections, which she believed is a reflection of the great work the Council has done.

City Administrator Ulrich agreed that the continuity of staff and the Council is important and allows planning sessions like tonight to continue to be productive. He stated that community planning and visioning has continued to build a level of trust with the community.

Police Chief Katers highlighted the Citizen's Academy and other outreach the department has done that has helped to create transparency. He stated that the residents know the service that is provided but they were able to better learn the why the services are provided. He stated that there have been huge strides made in terms of communication.

Finance Director Lund stated that the budget was balanced, even with incorporation of the new personnel positions and road improvements to create a stable tax rate. She also highlighted the AA+ bond rating.

Fire Chief Kohner stated that he would like to focus on community engagement the fire department has done, which helps to provide safer living for the residents and businesses. He stated that the amount of presentations was increased to provide that level of outreach to seniors. He also highlighted the partnership with Allina and an increased response to high level medical calls.

City Clerk Thieling stated that there was a busy election but, with her great team of helpers, they were able to make the event go smoothly and the noted the Councilmembers ran unopposed.

Parks and Assistant Public Works Superintendent Riverblood stated that the unopposed Council was also at the top of his list as that helps to provide quality, high efficient services.

Councilmember Kuzma noted that another accomplishment was the installation of the public safety data system.

City Administrator Ulrich provided an overview of the items that were mentioned and the great accomplishments that were made throughout the year.

- Traffic Light Report 2016: Status of Action Items / Celebrate Success

City Administrator Ulrich provided an overview of the Strategic Plan and the status on the different items.

Finance Director Lund provided additional information on the budget process and a new, more interactive system that can be used to make the process more efficient, fluid, and easy to follow.

City Administrator Ulrich noted that the City is gaining a quote for services and will bring that information back to the Council if desired.

It was the consensus of the Council to further research the more user-friendly and interactive tool for the budgeting process.

Mayor Strommen stated that this direction appears to be more microscale, in regard to the action items on this plan, and believed that this discussion should be on a larger scale as the plan itself may be amended.

City Administrator Ulrich provided a brief overview of the status of the different items on the Strategic Plan and highlighted the items marked yellow.

Councilmember Shryock referenced the key outcome indicators and asked if those are all items that were on the plan prior to completion of the project or whether they were added upon completion.

City Administrator Ulrich stated that primarily those are items that were identified ahead of time and therefore those items are not always all met. He noted that sometimes there are changes in the plan along the way or explained that in some instances the progress is underway and completed but not all the outcomes had been completed yet.

Councilmember Shryock suggested perhaps amending the outcomes as they go to mark the outcomes that were completed, cross off outcomes that did not occur, and add on outcomes that were not predicted ahead of time but did occur.

- Small Group Exercise: Strengths, Weakness, Opportunities, Threats (SWOT)

City Administrator Ulrich split the group into four smaller groups and asked each group to appoint a spokesperson to report at the end of the session. He noted that the one hour timeframe would be split into 30 minutes of identification and discussion and 30 minutes of reporting.

The group broke into small groups to conduct discussions.

City Administrator Ulrich brought the group back together to report the results of their small group discussions.

Community Development Director Gladhill summarized the results of his group's discussion. He began with strengths, identifying a stable tax base, collaborative environment, robust database of survey data, and technology enhancements. He stated that for weakness they identified that there are more opportunities for communication, specifically in The COR and lofty goals, with additional resources needed to accomplish. He stated that for opportunities they identified the built-in natural environment, communication of success, technology enhancements,

variety of housing products, support from neighbors, and legislative support. He stated that for threats they identified funding, especially for transportation as well as the built-in natural environment, return on investments, and the perception of affordable housing.

Asst. City Administrator/Economic Development Manager Brama reported the results of his group identifying the strengths as the mix of housing products, the connection between the rural and urban community, The COR, City owned land which provides control over the land and visions, the Highway 10 access planning study, and the two rivers. He stated that for weaknesses they identified the appearance, perception, and functionality of Highway 10, the MUSA bisect, the lack of control the City has over highways 10 and 47 and County roads, City owned land, and a need for more restaurants and retail. He stated that for opportunity, they identified The ROR (rest of Ramsey) where there is room for growth and development, the appearance of Highway 10, and the ability to take the Highway 10 access plan to the next study. He stated that for threats they identified the two rivers which threaten retail and commercial development, railroad crossings, control over funding for major corridors, and the impacts of a community on the tax base.

City Clerk Thieling communicated the results of her group. She identified the strengths which included great leadership, stable long-term staff with institutional knowledge, great citizen participation, stable tax base, long-term strategic thinking, natural resources, and the City is easy to work with in regard to working with developers, businesses, etc. She stated that for weaknesses they identified transportation infrastructure, lack of long-term funding for roads, water resources, communication, and lack of three deep staff training to cover in shortages. She identified the opportunities noting that the City has room to grow, a possible new zip code and post office, new schools, positive City reputation, transportation improvements, recreation based on natural resources, population close to critical mass which will draw retail, and employee advancement opportunity. She stated that the threats include prior bad press, natural disasters (i.e. train derailments), illegal drug use, competing cities for economic development, lack of state and federal resources for transportation, and Asian Carp in the river(s).

City Engineer Westby reported the results of his group's discussion. He stated that the strengths included the positive Council/staff relationship, good inter-Council relationship, public engagement, high-median household income, and financial stability. He stated that for weaknesses, they identified challenging geography, low density and number of residents, lack of parks in new residential developments, and general lack of understanding/civic engagement on a large scale. He stated that for opportunities they identified the rivers, recreation, high-median household income, good reputation with developers and builders, the purchase of land by the School District for an elementary school, and a lot of entrepreneurs. He stated that for threats they identified the challenging geography, a location between two historical communities, neighboring communities giving away land for development, and a lack of transportation funding. He noted that his group determined that Highway 10 would fit into all four categories.

Councilmember Shryock stated that, in general, the responses were very alike and, going forward, that will assist in this process.

Human Resources Manager Lasher suggested that positive relationships were identified on all of the boards.

Councilmember Kuzma noted that while some groups think of items as threats, others view them as opportunities.

RECESS AND RECONVENE

The meeting was recessed at 7:10 p.m.

The meeting was reconvened at 7:25 p.m.

- Small Group Exercise: Strengths, Weakness, Opportunities, Threats (SWOT) Remission and Goals - continued

City Administrator Ulrich stated that during the break, staff grouped the results of the SWOT exercise to identify common themes.

Community Development Director Gladhill reviewed the common themes identified during the small group exercise and noted that these themes will be used in the updating of the Comprehensive Plan.

City Administrator Ulrich explained the correlation between the different categories and noted that they will be able to use the strengths and opportunities to overcome the weaknesses and challenges.

- Review and Prioritize Existing and Proposed Action Items for 2017 - Discuss and Identify Resources Needed to Accomplish Strategic Action Items

City Administrator Ulrich asked if there are any additional items that should appear on the list.

Councilmember Johns noted that the potential new elementary school brings opportunities for planning in terms of infrastructure and trail/sidewalk connections within the one mile walking area.

City Administrator Ulrich noted that there are four corridors identified (Highway 10, Highway 47, County Road 5 and Armstrong Boulevard) ranking Highway 10 as the highest priority.

Mayor Strommen asked how the corridor studies relate to the transportation chapter of the new Comprehensive Plan. She stated that while each of the corridors are important, there is an overall question of how people move in and out of the city. She asked if they are looking at this plan from the right scale.

Community Development Director Gladhill stated that the transportation chapter is very broad and looks at a high-level overview and will identify gaps. He stated that the corridor studies would occur to flush out further details after the transportation plan is completed.

Councilmember Riley suggested removing Armstrong from the corridor study as he did not feel that it held the same importance as the other three roadways.

City Administrator Ulrich noted that Armstrong was added as there were concerns with safety and noise but improvements have been made to address those concerns. He agreed that Armstrong does not have the same type of concerns that the other roadways have.

It was the consensus of the Council to remove Armstrong from the list of corridors.

Councilmember Riley suggested adding the School District to the Highway 5 corridor as their purchase and development will increase the need for this corridor.

Mayor Strommen stated that while the corridor studies are great, she wanted to ensure that a large-scale picture is not lost in the process as there is a need to identify the flow of traffic in and out of the community.

Community Development Director Gladhill noted that staff will be meeting with the School District and County monthly to discuss this elementary school project.

Councilmember Shryock stated that perhaps the School District should be considered with key outcomes for other areas as well.

Mayor Strommen stated that she is struggling with where to place the item but agreed that planning for the second elementary school should be reflected in the plan.

It was the consensus of the Council to place the item under smart citizen focused government.

Mayor Strommen referenced the long-term water supply and confirmed the consensus of the group to also reflect sewer under that item. It was noted that the language should be changed from develop to update as there are already sewer and water plans that simply need to be updated.

Community Development Director Gladhill noted that the item will be retitled to long-term water resource and there will be individual tactics regarding water and sewer.

Councilmember Williams provided a suggested edit for the element regarding retail development, as the plan currently addressed key metrics that are not in harmony with what is reasonable to occur in Ramsey.

Community Development Director Gladhill suggested changing the language to say that they would like to see an increase in retail development, leaving out the key metrics.

Mayor Strommen noted that she would want to see quality retail development and perhaps the metrics could be developed at a later time.

Councilmember Kuzma stated that he would not want to see the wording so loose that it takes away from the drive and momentum.

Councilmember LeTourneau agreed that is why a goal is important to tie into the item. He asked if the business park mentioned west of Armstrong is still feasible or whether that item should be generalized.

Asst. City Administrator/Economic Development Manager Brama provided additional details on the proposed business park, noting that they are in the process of rezoning and amending the Comprehensive Plan. He estimated that the timeline would be five to six months, should everything continue to move forward. He noted that a detailed case will come before the Council on March 14th. He also provided information on Highway 10 planning and a communications plan for the residents, businesses, and stakeholders. He stated that the communications plan will come before the Council in the next month or so.

City Administrator Ulrich referenced code enforcement, specifically proactive versus reactive. He asked the opinion of the Council in terms of the level of enforcement provided.

Community Development Director Gladhill noted that currently the City is exclusively reactive with code enforcement. He noted that it is a struggle to find a balance between enforcement and available staffing. He stated that at some time there would need to be more resources if there is a desire for more code enforcement activity.

Police Chief Katers noted that it is a joint effort between Community Development and the Police departments. He agreed that if there is a higher level of enforcement desired there would need to be more resources allocated. He stated that they do hear the complaint of unequal enforcement but noted that they are reactive at this point.

Community Development Director Gladhill noted that even at this level it is hard to keep up with being reactive to complaints.

Police Chief Katers stated that perhaps this is not the best use of time for a licensed officer. He asked for the input of the Council on this matter.

Councilmember Kuzma stated that he does not believe there is a problem and likes the reactive nature of code enforcement, noting that he does not want the City to go out looking for violations to issue residents.

Councilmember Shryock agreed that the City should not go out looking for violations. She liked the reactive process but was concerned that staff has time following up on the complaints they do receive as that can be frustrating for residents. She noted that perhaps that concern could be addressed but still remain reactive.

Mayor Strommen stated that the goal is not to punish people that are not compliant but to make sure that people feel safe and have pride in their neighborhood and therefore code enforcement should be the last tool used to reach that outcome. She asked if there are neighborhoods with

clusters of violations and noted that perhaps there is a different tool that could be employed in those situations outside of code enforcement. She noted that some people are not aware that they would need to call with complaints and so perhaps there is another tool that could be used.

Community Development Director Gladhill agreed that there could be more resources, such as a housing resources position that could look at other forms of assistance and outreach.

Councilmember Shryock stated that sounds similar to the neighborhood resource coordinator that other communities have. She asked if there is a section on the website that allows people to click on their question to find an answer. It was confirmed the City website does have this ability.

Councilmember LeTourneau stated that he would support putting more resources towards this issue so that staff can outline how to address this issue outside of simply code enforcement. He stated that staff should also include a staffing estimate not only for creation but for ongoing responsibilities.

City Administrator Ulrich noted that staff will explore that element.

It was the Council consensus to delete number 21 from the tactics.

Mayor Strommen referenced the illegal drug use and Drug Task Force officer position. She asked if a list should be created to track items like this, as obviously the item has not yet been completed.

Police Chief Katers noted that they can measure the figures as time goes on and continue to provide reporting to measure the level of effectiveness.

Councilmember Shryock noted that this is an instance where certain elements of the item could be crossed off as completed while others be identified as continued monitoring or work occurring.

Councilmember LeTourneau stated that the event of hiring the individual was accomplished and the key outcomes, while important, were not the original event.

Councilmember Kuzma stated that he did not notice the rebuild of the website on the list and noted that could be incorporated.

Councilmember LeTourneau noted that there also needs to be focus on social media and the incorporation of those tools to reach residents, in addition to the City website.

Councilmember Riley referenced the item regarding more volunteers and the hiring of a staff person to coordinate volunteers, noting that it seems counterintuitive.

Councilmember Shryock noted that there is a process beyond the discussion tonight where the Council and staff can flush out further details and identify if perhaps there is a current staff person that would be able to coordinate volunteers.

City Administrator Ulrich noted that perhaps at a future work session the Council and staff can discuss the process for a potential public works facility. He noted that some crucial decisions will need to be made regarding this project in 2017/2018.

- Discuss Next Steps/Closing Comments

City Administrator Ulrich noted that staff will make revisions as discussed and bring the item back to the Council at a future work session within 30 to 45 days.

Councilmember LeTourneau noted that the initiatives should also be reviewed to determine if another strategic tactic should be listed on the items that have been greyed out, and also to review the tactics against the SWOT analysis.

Mayor Strommen cautioned to ensure there is sufficient time available for discussion at the future work session, noting that it should be the only topic on the agenda.

3. ADJOURNMENT

The Strategic Planning Work Session of the City Council was adjourned at 8:53 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. 3.

Meeting Date: 02/28/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve Licenses

Purpose/Background:

Purpose: The purpose of this case is to approve license requests for 2017.

Background: Certain businesses in the City of Ramsey are required to apply for a license in addition to the Business Registration Certificate (BRC). Other businesses that may require a license, but are not required to have a BRC may also be included in this approval. Those new license requests and/or renewals are attached for Council approval.

Recommendation:

Staff recommends approval of license applications.

Action:

Motion to approve license applications.

Attachments

Licenses

Form Review

Form Started By: Jo Thieling
Final Approval Date: 02/23/2017

Started On: 02/23/2017 11:03 AM

License Applications
02/28/2017

Therapeutic Massage Therapist	Xiangju Zhao at Oasis Massage	14037 St. Francis Blvd NW	Ramsey, MN 55303	312-721-9192
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CC Regular Session

4. 4.

Meeting Date: 02/28/2017

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #17-02-052 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 9, 2017 through February 22, 2017

Action:

Motion to Adopt Resolution #17-02-052 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 9, 2017 through February 22, 2017.

Attachments

Bills List 2/28/2017

Resolution 2/28/2017

Form Review

Inbox

Diana Lund

Kurt Ulrich

Form Started By: Jackie Lipski

Final Approval Date: 02/23/2017

Reviewed By

Diana Lund

Kurt Ulrich

Date

02/22/2017 02:16 PM

02/23/2017 03:08 PM

Started On: 02/22/2017 01:57 PM

RAMSEY CITY COUNCIL MEETING
2/28/2017
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 2/9/17-2/22/17	286,234.30
Accounts Payable 2/9/17-2/22/17	285,246.84
Payroll 2/10/2017	138,067.02
Debt Service	5,178.75
Pay Estimate- Project	58,909.31

TOTAL SUBMITTED FOR APPROVAL THIS MEETING

\$ 773,636.22

	<u>APPROVED PREV. MTG</u>	<u>2017 Y.T.D.</u>
<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>		
NET PAYROLL TOTAL	\$ 152,910.97	\$ 434,047.88
- CORRECTION TO PAYROLL		
PREPAIDS	520,990.86	920,696.67
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	525,942.50	525,942.50
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	579,442.91	843,432.39
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		283,687.00
- CHECKS VOIDED	0.00	0.00

TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED

\$ 1,779,287.24

\$ 3,007,806.44

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary

2/9/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
102011	2/9/2017		100116 CONNEXUS ENERGY						
		2,063.93	MISC CITY ACCTS		85190	759126-303107 JAN 17	0220.6371		ELECTRIC UTILITIES
		5,715.04	MISC CITY ACCTS		85190	759126-303107 JAN 17	0194.6371		ELECTRIC UTILITIES
		139.31	MISC CITY ACCTS		85190	759126-303107 JAN 17	0194.6371		ELECTRIC UTILITIES
		72.91	MISC CITY ACCTS		85190	759126-303107 JAN 17	9230.6371		ELECTRIC UTILITIES
		6,587.55	MISC CITY ACCTS		85190	759126-303107 JAN 17	9240.6371		ELECTRIC UTILITIES
		30.99	MISC CITY ACCTS		85190	759126-303107 JAN 17	9410.6371	00041018	ELECTRIC UTILITIES
		1,195.17	MISC CITY ACCTS		85190	759126-303107 JAN 17	9410.6371	00041012	ELECTRIC UTILITIES
		9,607.45	STREET LIGHTS		85191	759126-303101 JAN 17	9603.6371		ELECTRIC UTILITIES
		85.00	SIRENS		85192	759126-303095 JAN 17	0250.6371		ELECTRIC UTILITIES
		902.30	TRAFFIC SIGNALS		85193	759126-303100 JAN 17	0260.6371		ELECTRIC UTILITIES
		6,562.93	LIFT STAT/WELLS/WTR TWR		85194	759126-303102 JAN 17	9601.6371		ELECTRIC UTILITIES
		738.01	LIFT STAT/WELLS/WTR TWR		85194	759126-303102 JAN 17	9602.6371		ELECTRIC UTILITIES
		836.82	PW MISC ACCTS		85195	759126-303106 JAN 17	0311.6371		ELECTRIC UTILITIES
		1,501.78	PW MISC ACCTS		85195	759126-303106 JAN 17	0452.6371		ELECTRIC UTILITIES
		278.94	PW MISC ACCTS		85195	759126-303106 JAN 17	9601.6371		ELECTRIC UTILITIES
		278.94	PW MISC ACCTS		85195	759126-303106 JAN 17	9602.6371		ELECTRIC UTILITIES
		278.93	PW MISC ACCTS		85195	759126-303106 JAN 17	9605.6371		ELECTRIC UTILITIES
		36,876.00							
102012	2/9/2017		115597 HOFFMAN, WILLIAM						
		3.99	REIMBURSE CLOUD FEE ERROR		85196	020817	9601.4609		OTHER MISCELLANEOUS
		3.99							
102013	2/9/2017		106555 MINNEAPOLIS, CITY OF						
		109.80	DEC 16 TRANSACTIONS		85187	400451000712	0211.6489		OTHER CONTRACTED SEI
		109.80							
102014	2/9/2017		100360 NORTH STAR TOWING INC						
		396.36	NOV 16 FORFEITURE TOW		85188	50238	0211.6389		TOWING SERVICES
		150.00	TOW TO PD LOT		85189	52107	0211.6389		TOWING SERVICES
		546.36							
102015	2/14/2017		100619 BRAUN INTERTEC CORPORATION						
		3,669.95	DEP- UST REMOVAL SERVICES		85214	021117	9410.6315		MISCELLANEOUS PROFES
		3,669.95							
102016	2/14/2017		110734 CITY OF RAMSEY						
		22.66	709988723		85215	020917	9601.4651		WATER REVENUE

CITY OF RAMSEY
Council Check Register by GL
Council Check Register and Summary
2/9/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Continued...
102016	2/14/2017		110734 CITY OF RAMSEY							
		22.66	48613878		85215	020917	9601.4651		WATER REVENUE	
		140.00	71892199		85215	020917	9601.4651		WATER REVENUE	
		140.00	724431		85215	020917	9601.4651		WATER REVENUE	
		40.00	55994616		85215	020917	9601.4651		WATER REVENUE	
		139.85	700617252		85215	020917	9601.4651		WATER REVENUE	
		23.00	41263143		85215	020917	9601.4651		WATER REVENUE	
		<u>528.17</u>								
102017	2/14/2017		100291 MET COUNCIL SAC							
		2,485.00	JAN 2017 SAC CHARGES		85216	021417	9602.2083		SAC CHARGES	
		24.85	JAN 2017 SAC CHARGES		85216	021417	9602.4356		SEWER AVAILABILITY CH	
		<u>2,460.15</u>								
102018	2/14/2017		100391 POSTMASTER							
		1,302.93	POSTCARDS- COMP PLAN WRKSH		85217	021417	0191.6249		MISCELLANEOUS OPERA	
		<u>1,302.93</u>								
102019	2/14/2017		106418 PURMORT HOMES INC							
		103,000.00	COR 3 NO COMMONS REDUCTION 2		85218	021017	9804.6433	00115423	REFUNDS	
		<u>103,000.00</u>								
102020	2/14/2017		112079 TOKLE INSPECTIONS INC							
		2,324.25	DEC 2016 SERVICES		85213	021317	0240.6315		MISCELLANEOUS PROFES	
		<u>2,324.25</u>								
102128	2/17/2017		115601 CULLINAN RIGGING AND ERECTING INC							
		990.00	REFUND SURETY ESCROW 114453		85250	021517	9804.6433	00114453	REFUNDS	
		<u>990.00</u>								
102129	2/17/2017		107244 NORTHLAND TRUST SERVICES INC							
		5,178.75	DEBT SERVICE SERIES 2013A		85251	011717	9348.6611		BOND INTEREST	
		<u>5,178.75</u>								
102130	2/17/2017		103645 ROTO ROOTER SERVICES COMPANY							
		1.00	REFUND PERMIT RA034164 CANCEL		85252	021517	9101.2081		SURCHARGES-PERMITS	
		26.00	REFUND PERMIT RA034164 CANCEL		85252	021517	9101.4220		SEPTIC SYSTEM PERMIT	
		<u>27.00</u>								
102131	2/17/2017		112719 WHEELS OF THUNDER							
		1,740.50	RAM RESIDENT MAR/APR 2017		85253	021417	9101.4609		OTHER MISCELLANEOUS	
		<u>1,740.50</u>								
102132	2/21/2017		101209 A TOUCH OF MAGIC INC							
		262.50	BUS EXPO 2017 DEPOSIT		85298	021717	9230.6249	00923001	MISCELLANEOUS OPERA	
		<u>262.50</u>								
102133	2/21/2017		100948 ANOKA COUNTY LICENSE CENTER							
		11.00	TABS SQUAD 367		85299	021617	0211.6249		MISCELLANEOUS OPERA	
		<u>11.00</u>								
102134	2/21/2017		100948 ANOKA COUNTY LICENSE CENTER							
		11.00	TABS SQUAD 366		85300	021617A	0211.6249		MISCELLANEOUS OPERA	
		<u>11.00</u>								
102135	2/21/2017		111377 ANOKA MUNICIPAL UTILITY							

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102135	2/21/2017		111377 ANOKA MUNICIPAL UTILITY							
		65.38	14034 DYSPROSIUM ST LIGHT		85306	22-610280-00 FEB 17	9603.6371		ELECTRIC UTILITIES	
		38.82	BUNKER LK BLVD/DYSPOSIUM		85307	22-612000-01 FEB 17	0260.6371		ELECTRIC UTILITIES	
		134.41	CTY RD 116/HWY 47 SIGNAL		85308	22-613120-01 FEB 17	0260.6371		ELECTRIC UTILITIES	
		56.80	RAMSEY ST LIGHTS		85309	22-990005-01 FEB 17	9603.6371		ELECTRIC UTILITIES	
		<u>295.41</u>								
102136	2/21/2017		100297 CENTERPOINT ENERGY							
		416.89	FEB 17 15050 ARMSTRONG BLVD		85301	5914352-9 FEB 17	0220.6373		GAS	
		627.13	FEB 17 5650 ALPINE DR		85302	5961540-1 FEB 17	0220.6373		GAS	
		<u>1,044.02</u>								
102137	2/21/2017		113719 NEOFUNDS BY NEOPOST							
		2,000.00	POSTAGE FOR MACHINE		85305	022117	9101.1551		POSTAGE METER DEPOSIT	
		<u>2,000.00</u>								
102138	2/21/2017		100678 PETTY CASH							
		16.00	PLATES FOR 363		85303	022117	0194.6249		MISCELLANEOUS OPERA	
		10.25	POSTAGE		85303	022117	0211.6322		POSTAGE	
		2.98	NETWORK COUPLER		85303	022117	0192.6281		SMALL TOOLS & MINOR I	
		12.82	GREETING CARDS		85303	022117	0130.6208		MISCELLANEOUS OFFICE	
		20.00	INMATE PHONE CALLS		85303	022117	0211.6249		MISCELLANEOUS OPERA	
		6.45	WATER SAMPLES		85303	022117	9601.6315		MISCELLANEOUS PROFES	
		<u>68.50</u>								
102139	2/21/2017		100391 POSTMASTER							
		1,302.93	MAR/APR 17 POSTAGE RAM RES		85304	021717	0195.6322		POSTAGE	
		<u>1,302.93</u>								
90406574	2/10/2017		100398 PUBLIC EMPLOYEES RETIREMENT ASSN							
		16,823.56			85205	0209171024564	9101.2174		PERA-EMPLOYEE	
		22,301.96			85206	0209171024565	9101.2183		PERA-EMPLOYER	
		<u>39,125.52</u>								
90618688	2/10/2017		100601 MN DEPT OF REV WH							
		9,539.85			85207	0209171024566	9101.2172		STATE WITHHOLDING	
		<u>9,539.85</u>								
95634729	2/10/2017		101306 IRS							
		24,176.71			85208	0209171024567	9101.2171		FEDERAL WITHHOLDING	
		11,169.68			85209	0209171024568	9101.2173		FICA & MEDICARE-EMPLC	
		11,169.68			85210	0209171024569	9101.2182		FICA & MEDICARE-EMPLC	
		<u>46,516.07</u>								
98021017	2/10/2017		115568 ALERUS FINANCIAL NA							
		661.00			85202	02091710245614	9101.2176		LIFE/HEALTH-EMPLOYEE	
		<u>661.00</u>								
98021617	2/16/2017		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM							
		96.05	JAN 17 PURCHASES		85254	012717	0194.6281		SMALL TOOLS & MINOR I	

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98021617	2/16/2017		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						Continued...
		66.36	JAN 17 PURCHASES		85254	012717	0452.6249		MISCELLANEOUS OPERA
		188.03	JAN 17 PURCHASES		85254	012717	9601.6281		SMALL TOOLS & MINOR E
		<u>350.44</u>							
99021017	2/10/2017		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		3,114.56			85198	02091710245610	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>3,114.56</u>							
99021417	2/14/2017		100629 MN DEPT OF REV SALES TX						
		42.75	Jan Sale/Use Tax		85114	JAN2017	9101.4305		RENTAL FEES
		28.32	Jan Sale/Use Tax		85114	JAN2017	9101.4328		ACCIDENT REPORTS
		5.65	Jan Sale/Use Tax		85114	JAN2017	9101.4308		SALES OF MAPS & PUBLIC
		.31	Jan Sale/Use Tax		85114	JAN2017	9101.4609		OTHER MISCELLANEOUS
		19.59	Jan Sale/Use Tax		85114	JAN2017	9601.2082		SALES/USE TAX PAYABLE
		<u>96.00</u>							
99021517	2/15/2017		108768 COMDATA NETWORK INC						
		200.00	U OF M CONTLEARNING , ANDERSON		85211	JAN17 COMDATA	0191.6335		TRAINING
		59.55	AMAZON MKTPLACE PMTS , BLUML		85211	JAN17 COMDATA	0211.6231		UNIFORMS & TURN-OUT
		19.90	AMAZON MKTPLACE PMTS , BLUML		85211	JAN17 COMDATA	0211.6208		MISCELLANEOUS OFFICE
		6.99	AMAZON MKTPLACE PMTS , BLUML		85211	JAN17 COMDATA	0211.6208		MISCELLANEOUS OFFICE
		24.50	SQU*SQ *HANS' BAKERY , BLUML		85211	JAN17 COMDATA	0211.6331		TRAVEL & LODGING
		39.24	SQUARE *SQ *BRIO , BLUML		85211	JAN17 COMDATA	0211.6331		TRAVEL & LODGING
		50.00	TLO TRANSUNION , BLUML		85211	JAN17 COMDATA	0211.6315		MISCELLANEOUS PROFES
		25.99	AMAZON MKTPLACE PMTS , BRAY		85211	JAN17 COMDATA	0194.6281		SMALL TOOLS & MINOR E
		4.49	AMAZON MKTPLACE PMTS , BRAY		85211	JAN17 COMDATA	0194.6281		SMALL TOOLS & MINOR E
		30.00	LITTLE DUKES RAMSEY , BRAY		85211	JAN17 COMDATA	0194.6225		DIESEL FUEL
		7.25	LITTLE DUKES RAMSEY , BRAY		85211	JAN17 COMDATA	0194.6225		DIESEL FUEL
		89.08	WM SUPERCENTER , BRAY		85211	JAN17 COMDATA	0194.6249		MISCELLANEOUS OPERA
		450.00	ACT*ATOM , FRANKFURTH		85211	JAN17 COMDATA	0211.6335		TRAINING
		163.90	COBORN'S SUPERSTORE , FRANKFUR		85211	JAN17 COMDATA	0211.6331		TRAVEL & LODGING
		120.00	MINNESOTA SHERIFFS ASS , FRANK		85211	JAN17 COMDATA	0211.6335		TRAINING
		475.00	PAYPAL *UMCPI , FRANKFURTH		85211	JAN17 COMDATA	0211.6335		TRAINING
		475.00	PAYPAL *UMCPI , FRANKFURTH		85211	JAN17 COMDATA	0211.6335		TRAINING
		107.11	ADOBE , FREDRICKSON		85211	JAN17 COMDATA	0192.6405		OFFICE & DATA PROCESSI
		13.98	AMAZON MKTPLACE PMTS , FREDRIC		85211	JAN17 COMDATA	0130.6208		MISCELLANEOUS OFFICE

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		7.49	AMAZON MKTPLACE PMTS , FREDRIC		85211	JAN17 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICE
		9.99	AMAZON MKTPLACE PMTS , FREDRIC		85211	JAN17 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICE
		23.90	AMAZON MKTPLACE PMTS , FREDRIC		85211	JAN17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICE
		7.99	AMAZON MKTPLACE PMTS , FREDRIC		85211	JAN17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICE
		211.98	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6249		MISCELLANEOUS OPERA
		21.98	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6249		MISCELLANEOUS OPERA
		8.71	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6249		MISCELLANEOUS OPERA
		249.94	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		250.18	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		239.80	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		52.38	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		22.66	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		46.20	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		1.15	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		48.99	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		.77	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		33.99	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		33.99	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		19.00	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		23.64	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		849.99	WWW.NEWEGGBUSINESS.COM FREDRICK		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		125.98	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		6.24	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		13.14	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		279.98	WWW.NEWEGGBUSINESS.COM , FREDR		85211	JAN17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR F
		785.00	AMERICAN PLANNING ASSO , GLADH		85211	JAN17 COMDATA PCARD	0191.6335		TRAINING
		89.79	CHANTICLEAR PIZZA , GLADHILL		85211	JAN17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA

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99021517	2/15/2017		108768 COMDATA NETWORK INC						Continued...
		26.62	PAYPAL *MNAPA, GLADHILL		85211	JAN17 COMDATA PCARD	0191.6335		TRAINING
		26.62	PAYPAL *MNAPA, GLADHILL		85211	JAN17 COMDATA PCARD	0191.6335		TRAINING
		85.00	FBI NATIONAL ACADEMY A, KATER		85211	JAN17 COMDATA PCARD	0211.6451		MEMBERSHIP DUES
		89.95	BLUE VELVET, KOHNER		85211	JAN17 COMDATA PCARD	0220.6249		MISCELLANEOUS OPERA
		90.79	COBORN'S SUPERSTORE, KOHNER		85211	JAN17 COMDATA PCARD	0220.6249		MISCELLANEOUS OPERA
		58.18	JIMMY JOHNS, KOHNER		85211	JAN17 COMDATA PCARD	0220.6249		MISCELLANEOUS OPERA
		104.97	MICHAELS STORES 2728, KOHNER		85211	JAN17 COMDATA PCARD	0220.6249		MISCELLANEOUS OPERA
		125.00	MINN FIRE SVC CERT BOA, KOHNE		85211	JAN17 COMDATA PCARD	0220.6335		TRAINING
		200.00	NATL PUBLIC EMPLOYER L, LASHE		85211	JAN17 COMDATA PCARD	0130.6451		MEMBERSHIP DUES
		377.21	1530 LKQ VIKING AUTO, RIEMER		85211	JAN17 COMDATA PCARD	0311.6257		OTHER VEHICLE PARTS
		24.00	IN *COUNTRY SIDE SERVI, RIEME		85211	JAN17 COMDATA PCARD	0312.6257		OTHER VEHICLE PARTS
		19.97	MENARDS COON RAPIDS MN, RIEME		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		10.44	MENARDS COON RAPIDS MN, RIEME		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		3.88	MENARDS COON RAPIDS MN, RIEME		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		1,127.04	MENARDS COON RAPIDS MN, RIEME		85211	JAN17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		199.00	PAYPAL *SEAVEYASSOC, RIEMER		85211	JAN17 COMDATA PCARD	0311.6335		TRAINING
		249.00	PAYPAL *SEAVEYASSOC, RIEMER		85211	JAN17 COMDATA PCARD	0311.6335		TRAINING
		96.00	THE HOME DEPOT, RIEMER		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		96.00	THE HOME DEPOT, RIEMER		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		96.00	THE HOME DEPOT, RIEMER		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		18.97	THE HOME DEPOT, RIEMER		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		.75	THE HOME DEPOT, RIEMER		85211	JAN17 COMDATA PCARD	0311.6259		BUILDING MAINT/REPAIR
		70.00	U OF M CONTLEARNING OS, RIEME		85211	JAN17 COMDATA PCARD	0311.6335		TRAINING
		70.00	U OF M CONTLEARNING OS, RIEME		85211	JAN17 COMDATA PCARD	0311.6335		TRAINING
		70.00	U OF M CONTLEARNING OS, RIEME		85211	JAN17 COMDATA PCARD	0311.6335		TRAINING
		25.85	ACTIVE911 INC, SCHIFERLI		85211	JAN17 COMDATA PCARD	0220.6452		SUBSCRIPTIONS
		906.61	PAUL CONWAY SHIELDS, SCHIFERL		85211	JAN17 COMDATA PCARD	0220.6231		UNIFORMS & TURN-OUT

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99021517	2/15/2017		108768 COMDATA NETWORK INC						Continued...
		31.94	WPSG, INC , SCHIFERLI		85211	JAN17 COMDATA PCARD	0220.6231		UNIFORMS & TURN-OUT (
		105.35	WPSG, INC , SCHIFERLI		85211	JAN17 COMDATA PCARD	0220.6231		UNIFORMS & TURN-OUT (
		69.95	DOMINO'S 7360 , THIELING		85211	JAN17 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA
		1,000.00	INTERNATION , ULRICH		85211	JAN17 COMDATA PCARD	0130.6451		MEMBERSHIP DUES
		16.06	BILL'S SUPERETTE , WENBERG		85211	JAN17 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA
		5.34	DOLLAR TREE , WENBERG		85211	JAN17 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA
		85.00	MINNESOTA ASSOCIATION , WENBER		85211	JAN17 COMDATA PCARD	0130.6451		MEMBERSHIP DUES
		10.00	MINNESOTA ASSOCIATION , WENBER		85211	JAN17 COMDATA PCARD	0130.6335		TRAINING
		27.76	WM SUPERCENTER , WENBERG		85211	JAN17 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA
		199.00	FREDPRYOR CAREERTRACK , WESTBY		85211	JAN17 COMDATA PCARD	0301.6335		TRAINING
		8.00	IP JACKSON RAMP , WESTBY		85211	JAN17 COMDATA PCARD	0301.6331		TRAVEL & LODGING
		95.00	U OF M CONTLEARNING , WESTBY		85211	JAN17 COMDATA PCARD	0301.6335		TRAINING
		305.00	U OF M CONTLEARNING , WESTBY		85211	JAN17 COMDATA PCARD	0301.6335		TRAINING
		71.04	ALCOPRO , BLUML		85211	JAN17 COMDATA PCARD	0230.6275		OTHER EQUIPMENT PART
		21.75	MN DVS ANOKA , BLUML		85211	JAN17 COMDATA PCARD	0230.6249		MISCELLANEOUS OPERA
		21.75	MN DVS ANOKA , BLUML		85211	JAN17 COMDATA PCARD	0223.6249		MISCELLANEOUS OPERA
		1.07	MN DVS ANOKA , BLUML		85211	JAN17 COMDATA PCARD	0223.6249		MISCELLANEOUS OPERA
		562.84	HIRSHFIELDS COON RAPID , NELSO		85211	JAN17 COMDATA PCARD	9601.6229		SHOP MATERIALS
		690.00	MINNESOTA RURAL WATER , NELSON		85211	JAN17 COMDATA PCARD	9601.6335		TRAINING
		21.91	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		33.33	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		13.33	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		47.02	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		40.68	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		27.21	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		16.32	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		38.82	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE

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		42.62	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		50.83	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		37.33	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		28.00	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		62.12	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		50.05	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		34.19	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		49.59	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		74.45	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		36.00	ROGERS BPQPS		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		37.39	CASEYS GEN STORE		85212	JAN17 COMDATA FUEL	0301.6223		GASOLINE
		32.73	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0240.6223		GASOLINE
		50.00	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		74.43	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		36.40	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0240.6223		GASOLINE
		30.00	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0240.6223		GASOLINE
		28.74	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		18.39	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		28.00	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0240.6223		GASOLINE
		33.33	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		29.95	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		50.27	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		42.44	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		33.57	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0301.6223		GASOLINE
		50.01	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		50.71	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		59.68	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE

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99021517	2/15/2017		108768 COMDATA NETWORK INC						Continued..
		53.50	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		48.91	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		92.23	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		69.25	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		70.48	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		54.14	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0311.6223		GASOLINE
		49.03	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		54.37	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		13.58	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0191.6223		GASOLINE
		31.78	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0301.6223		GASOLINE
		47.86	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0194.6223		GASOLINE
		37.50	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0194.6223		GASOLINE
		39.48	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0194.6223		GASOLINE
		30.11	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0220.6225		DIESEL FUEL
		21.28	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		29.01	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		36.71	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		44.79	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		42.52	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0220.6223		GASOLINE
		46.17	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		49.34	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		55.18	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		29.65	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0452.6223		GASOLINE
		50.85	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0301.6223		GASOLINE
		21.87	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE
		26.25	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE
		17.29	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE

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99021517	2/15/2017		108768 COMDATA NETWORK INC							
		32.50	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		25.96	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		45.78	CASEYS GEN STORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.97	CASEYS GEN STORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.61	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		20.33	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		30.77	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.48	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.35	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		17.30	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.51	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.87	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.38	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.50	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.01	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.67	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		23.63	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		36.20	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		26.52	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		31.25	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		20.05	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		23.53	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		24.28	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.05	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		39.96	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.70	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		38.98	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	

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99021517	2/15/2017		108768 COMDATA NETWORK INC							
		18.01	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.21	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.92	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		25.25	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.42	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		34.27	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		26.11	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		25.62	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		48.23	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		37.35	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		64.50	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.95	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		18.48	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		15.69	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		27.15	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		36.09	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		30.41	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		35.45	CASEYS RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		36.25	GULF OIL		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		31.51	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		74.83	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		36.24	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		26.73	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		17.55	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		24.68	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		24.32	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.18	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	

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99021517	2/15/2017		108768 COMDATA NETWORK INC							
		41.43	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		15.50	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		30.07	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.02	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.26	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		25.33	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		7.17	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		27.02	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		16.93	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		30.03	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		39.67	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		17.88	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		43.34	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		42.33	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		43.28	HOLIDAY STNSTORE		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		16.73	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		13.77	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		18.24	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		10.95	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		14.13	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		8.90	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		17.18	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		18.43	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		23.50	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		27.55	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		27.43	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		27.01	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	

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99021517	2/15/2017		108768 COMDATA NETWORK INC							
		21.20	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.93	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		29.43	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		29.35	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		21.63	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		36.83	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		26.36	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.54	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		25.80	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		38.43	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		2.64	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		18.70	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		16.42	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		37.01	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		14.83	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		13.74	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		17.89	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		45.73	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		45.59	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		39.30	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		29.02	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		45.06	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		44.58	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		21.80	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		37.96	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		15.98	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		27.27	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	

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99021517	2/15/2017		108768 COMDATA NETWORK INC							
		29.46	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.41	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		15.90	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		17.03	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		23.60	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.41	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.87	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		25.30	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		35.55	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		18.67	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		31.27	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.15	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		20.36	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		29.13	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		35.44	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		29.20	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		20.55	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.66	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		35.31	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		41.73	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		37.89	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		21.88	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		64.08	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		20.95	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.28	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.24	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		21.33	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	

CITY OF RAMSEY

Council Check Register by GL
Council Check Register and Summary

2/9/2017 -- 12/31/2017

<u>Check #</u>	<u>Date</u>	<u>Amount</u>	<u>Supplier / Explanation</u>	<u>PO #</u>	<u>Doc No</u>	<u>Inv No</u>	<u>Account No</u>	<u>Subledger</u>	<u>Account Description</u>	<u>Continued...</u>
99021517	2/15/2017		108768 COMDATA NETWORK INC							
		22.11	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		31.86	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		31.70	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		26.57	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		28.57	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		35.16	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		33.34	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		27.72	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		15.29	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.88	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		35.03	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.59	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		30.39	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		20.69	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		38.94	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		19.01	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		15.63	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.83	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		30.85	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		51.03	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		41.25	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		32.02	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		35.70	SUPERAMERICA		85212	JAN17 COMDATA FUEL	0211.6223		GASOLINE	
		22.50	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	9601.6223		GASOLINE	
		66.43	BILL'S SUPERETTE		85212	JAN17 COMDATA FUEL	9601.6223		GASOLINE	
		40.49	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	9601.6223		GASOLINE	
		29.33	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	9601.6223		GASOLINE	

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary

2/9/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99021517	2/15/2017		108768 COMDATA NETWORK INC						Continued...
		50.05	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	9601.6223		GASOLINE
		69.36	LITTLE DUKES RAMSEY		85212	JAN17 COMDATA FUEL	9602.6223		GASOLINE
		<u>20,276.89</u>							
99021617	2/16/2017		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		428.32	Jan Surcharges		85186	JAN2017	9101.2081		SURCHARGES-PERMITTS
		25.00-	Jan Surcharges		85186	JAN2017	9101.4604		SURCHARGES
		<u>403.32</u>							
99333364	2/10/2017		100223 ICMA RETIREMENT TRUST 457						
		1,895.33			85197	0209171024561	9101.2175		DEFERRED COMPENSATIC
		<u>1,895.33</u>							
99419668	2/10/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		4,475.00			85200	02091710245612	9101.2175		DEFERRED COMPENSATIC
		<u>4,475.00</u>							
99420697	2/10/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,205.86			85201	02091710245613	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>1,205.86</u>							
		<u>291,413.05</u>	Grand Total						
							<u>Payment Instrument Totals</u>		
							Checks	163,753.21	
							EFT Payments	<u>127,659.84</u>	
							Total Payments	291,413.05	

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
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Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
110402	ADVANCE AUTO PARTS	JAN 2017 PURCHASES	PV	85260	001	09101	1/31/2017	013117	123.99
	ADVANCE AUTO PARTS	JAN 2017 PURCHASES	PV	85260	002	09101	1/31/2017	013117	155.99
	AAP FINANCIAL SERVICES	JAN 2017 PURCHASES	PV	85260	003	09101	1/31/2017	013117	158.31
	P O BOX 742063	JAN 2017 PURCHASES	PV	85260	004	09101	1/31/2017	013117	8.00
	ATLANTA GA 30374-2063								Summary Total 446.29
									Payment Amount 446.29
100017	AIRGAS USA, LLC	MISC GASES	PV	85261	001	09101	1/31/2017	9942020942	28.76
	AIRGAS USA LLC								Summary Total 28.76
	P O BOX 802576								Payment Amount 28.76
	CHICAGO IL 60680-2576								
100021	AMERICAN PUBLIC WORKS ASSN	RENEW: GRANT RIEMER	PV	85266	001	09101	2/8/2017	144363 2017/2018	237.50
	AMERICAN PUBLIC WORKS ASSN								Summary Total 237.50
	PO BOX 802296								Payment Amount 237.50
	KANSAS CITY MO 64108-2296								
107526	ANCOM TECHNICAL CENTER	ENGRAVE 35 RADIOS-PD	PV	85219	001	09290	2/3/2017	66656	420.00
	ANCOM TECHNICAL CENTER								Summary Total 420.00
	1800 EAST CLIFF ROAD SUITE 17								Payment Amount 420.00
	BURNSVILLE MN 55337								
100029	ANOKA AREA CHAMBER OF COMMERCE	FEB 17 CHAMBER LUNCHEON	PV	85265	001	09101	2/10/2017	017860	25.00
	ANOKA AREA CHAMBER OF COMMERCE	FEB 17 CHAMBER LUNCHEON	PV	85265	002	09101	2/10/2017	017860	50.00
	12 BRIDGE SQUARE	FEB 17 CHAMBER LUNCHEON	PV	85265	003	09101	2/10/2017	017860	12.50
	ANOKA MN 55303	FEB 17 CHAMBER LUNCHEON	PV	85265	004	09101	2/10/2017	017860	12.50
									Summary Total 100.00
									Payment Amount 100.00
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	JAN 2017 INTERNET ACCESS	PV	85264	001	09101	2/10/2017	2017-008	651.19

CITY OF RAMSEY
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Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
	ANOKA COUNTY CENTRAL COMMUNICATIONS 325 EAST MAIN STREET ANOKA MN 55303								Summary Total 651.19
									Payment Amount 651.19
100049	ANOKA COUNTY ENVIRONMENTAL SRV ANOKA COUNTY ENVIRONMENTAL SRV 2100 - 3RD AVENUE SUITE 600 ANOKA MN 55303	USED OIL GENERATOR LICENSE	PV	85262	001	09101	2/10/2017	30705	100.00
									Summary Total 100.00
									Payment Amount 100.00
100048	ANOKA COUNTY TREASURER GIS DEPT ANOKA COUNTY TREASURER GIS DEPT 2100 - 3RD AVENUE ANOKA MN 55303	MAPS	PV	85263	001	09101	2/13/2017	5799	165.00
									Summary Total 165.00
									Payment Amount 165.00
107587	ANOKA COUNTY TREASURY DEPARTMENT ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303	MAR 2017 BROADBAND	PV	85221	001	09101	2/1/2017	B170201M	604.50
									Summary Total 604.50
									Payment Amount 604.50
100063	ASPEN MILLS ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432	J. BONINE BELT	PV	85220	001	09101	2/2/2017	193579	40.65
									Summary Total 40.65
									Payment Amount 40.65
106346	BAUER BUILT INCORPORATED BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR BLAINE MN 55449	WORK 565	PV	85222	001	09101	2/8/2017	940042333	1,242.10
		WORK 565	PV	85222	002	09101	2/8/2017	940042333	257.00
									Summary Total 1,499.10
									Payment Amount 1,499.10

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Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100297	CENTERPOINT ENERGY	14515 E TOWN CENTER DR	PV	85310	001	09601	2/8/2017	8782239-1 FEB 17	78.42
	CENTERPOINT ENERGY							Summary Total	78.42
	P O BOX 4671	7550 SUNWOOD DR	PV	85311	001	09101	2/8/2017	6702493-5 FEB 17	4,094.63
	HOUSTON TX 77210-4671							Summary Total	4,094.63
		6701 HIGHWAY 10	PV	85312	001	09410	2/8/2017	6011580-5 FEB 17	332.43
								Summary Total	332.43
								Payment Amount	4,505.48
112019	CENTRAL HYDRAULICS INC	MISC PARTS	PV	85224	001	09605	2/9/2017	0045703	193.56
	CENTRAL HYDRAULICS INC							Summary Total	193.56
	21877 INDUSTRIAL COURT	MISC PARTS	PV	85336	001	09605	2/16/2017	0045799	52.10
	ROGERS MN 55374							Summary Total	52.10
								Payment Amount	245.66
115600	CENTRAL MINNESOTA DEVELOPMENT COMPANY	JAN 2017 SERVICES	PV	85223	001	09230	2/6/2017	20170206	1,675.00
	CENTRAL MINNESOTA DEVELOPMENT COMPANY							Summary Total	1,675.00
	1885 STATION PARKWAY SUITE A								
	ANDOVER MN 55304							Payment Amount	1,675.00
106670	CENTRAL POWER DISTRIBUTORS INC	LOOPS	PV	85337	001	09101	2/16/2017	513371	20.63
	CENTRAL POWER DISTRIBUTORS INC							Summary Total	20.63
	3801 THURSTON AVENUE								
	ANOKA MN 55303							Payment Amount	20.63
114549	CHET S SHOES INC	BOOTS- M. BERGE	PV	85267	001	09101	1/31/2017	34962	150.00
	CHET S SHOES INC							Summary Total	150.00
	8870 RENDOVA STREET NE								
	CIRCLE PINES MN 55014							Payment Amount	150.00
114451	COMPASS MINERALS	ROAD SALT	PV	85268	001	09101	2/9/2017	71606085	7,639.59
	COMPASS MINERALS							Summary Total	7,639.59
	P O BOX 277043	ROAD SALT	PV	85313	001	09101	2/10/2017	71606721	7,719.25

CITY OF RAMSEY
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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
Summary Total									7,719.25
ATLANTA GA 30384-7043		ROAD SALT	PV	85314	001	09101	2/13/2017	71607195	1,817.32
Summary Total									1,817.32
		ROAD SALT	PV	85315	001	09101	2/14/2017	71607788	8,039.24
Summary Total									8,039.24
Payment Amount									25,215.40
111818 DEANO'S COLLISION SPECIALISTS INC		WORK ON 323	PV	85269	001	09101	2/15/2017	46529	477.95
DEANO'S COLLISION SPECIALISTS INC		WORK ON 323	PV	85269	002	09101	2/15/2017	46529	912.06
Summary Total									1,390.01
Payment Amount									1,390.01
11063 173RD AVENUE ELK RIVER MN 55330									
100144 DEHN OIL COMPANY		DIESEL FUEL	PV	85270	001	09101	2/7/2017	46453	302.25
Summary Total									302.25
DEHN OIL COMPANY 6735 141ST AVENUE NW		DIESEL FUEL	PV	85271	001	09101	2/7/2017	46452	1,117.50
Summary Total									1,117.50
Payment Amount									1,419.75
RAMSEY MN 55303									
115607 DVS		FIRE PLATES (26)	PV	85317	001	09101	2/17/2017	021717	78.00
Summary Total									78.00
Payment Amount									78.00
DVS ATTENTION: SPECIAL PLATES 445 MINNESOTA STREET ST PAUL MN 55101									
100158 ECM PUBLISHERS INC		PT ADMIN ASSIST. AD	PV	85225	001	09101	2/5/2017	456384	183.00
Summary Total									183.00
ECM PUBLISHERS INC 4095 COON RAPIDS BLVD		BOARDS/COMM NOTICE	PV	85226	001	09101	2/3/2017	455982	53.75
Summary Total									53.75
COON RAPIDS MN 55433		PT BUILDING MAINT AD	PV	85227	001	09101	2/5/2017	456385	183.00
Summary Total									183.00
		PH SUNWOOD DR RECON	PV	85272	001	09435	2/3/2017	455981	182.75
Summary Total									182.75
Payment Amount									602.50

CITY OF RAMSEY
Create Payment Control Groups

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
106624	EHLERS AND ASSOCIATES, INC	GENERAL TIF	PV	85318	001	09230	2/10/2017	72781	440.00
								Summary Total	440.00
	EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105	RE: LIFE FITNESS EXPAN.	PV	85319	001	09230	2/10/2017	72782	110.00
								Summary Total	110.00
								Payment Amount	550.00
104267	ELITE SANITATION	PORTABLE TOILETS	PV	85320	001	09101	2/14/2017	23788	108.00
								Summary Total	108.00
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330							Payment Amount	108.00
100993	EMBEDDED SYSTEMS, INC	REPAIR SIREN 1	PV	85273	001	09101	2/10/2017	34184	78.00
								Summary Total	100.00
	EMBEDDED SYSTEMS, INC 11931 HWY #65 NE BLAINE MN 55434	REPAIR SIREN 1	PV	85273	002	09101	2/10/2017	34184	100.00
								Summary Total	178.00
								Payment Amount	178.00
100169	EMERGENCY APPARATUS MAINTENANCE INC	REPAIR ON 565	PV	85321	001	09101	2/14/2017	91630	3,553.47
								Summary Total	3,553.47
	EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014							Payment Amount	3,553.47
113321	FACTORY MOTOR PARTS CO	ELEMENT 323	PV	85228	001	09101	2/8/2017	6-1465995	41.81
								Summary Total	41.81
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107	MISC SUPPLIES	PV	85338	001	09101	2/21/2017	6-1466913	31.16
		MISC SUPPLIES	PV	85338	002	09101	2/21/2017	6-1466913	11.94
								Summary Total	43.10
								Payment Amount	84.91
107099	FASTENAL	MISC SUPPLIES	PV	85229	001	09101	2/1/2017	MNTC8149181	6.17
								Summary Total	6.17
	FASTENAL COMPANY P O BOX 978	MISC PARTS	PV	85274	001	09101	2/7/2017	MNTC8149345	39.01

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CITY OF RAMSEY
Create Payment Control Groups

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
	WINONA MN 55987								39.01
		MISC PARTS	PV	85275	001	09101	2/7/2017	MNTC8149339	32.51
									Summary Total 32.51
									Payment Amount 77.69
100143	FERGUSON WATERWORKS # 2516	MISC METER PARTS	PV	85276	001	09601	2/10/2017	0231012	4,132.82
	FERGUSON WATERWORKS 2516 P O BOX 802817								Summary Total 4,132.82
	CHICAGO IL 60680-2817	MISC METER SUPPLIES	PV	85322	001	09601	2/14/2017	0231010	370.15
									Summary Total 370.15
									Payment Amount 4,502.97
100181	FIRST STATE TIRE RECYCLING INC	TIRES TO RECYCLE	PV	85339	001	09101	2/17/2017	28991	44.16
	FIRST STATE TIRE RECYCLING 1500 278TH LANE NE ISANTI MN 55040								Summary Total 44.16
									Payment Amount 44.16
100186	FRANKENSIGNS INC	VINYL SIGNS- PD	PV	85323	001	09101	2/10/2017	269046	48.00
	FRANKENSIGNS 9133 DAVENPORT STREET NE P O BOX 490301 BLAINE MN 55449								Summary Total 48.00
									Payment Amount 48.00
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	85277	001	09101	2/8/2017	1006329956	21.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	85277	002	09101	2/8/2017	1006329956	5.00
	P O BOX 842385	UNIFORM CLEANING	PV	85277	003	09101	2/8/2017	1006329956	26.52
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	85277	004	09101	2/8/2017	1006329956	26.52
									Summary Total 79.04
									Payment Amount 79.04
100650	GRAINGER	BATTERY	PV	85278	001	09101	2/9/2017	9355405201	89.52
	GRAINGER INC DEPT. 806511127 PALATINE IL 60038-0001								Summary Total 89.52
									Payment Amount 89.52

CITY OF RAMSEY
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Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Item Co	Due Date	Invoice Number	Payment Amount
COON RAPIDS MN 55433								57.90
Summary Total								57.90
Payment Amount								104.75
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	85285	001 09601	2/8/2017	25845	147.86
MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077								147.86
Summary Total								147.86
Payment Amount								147.86
101164	MILLER CHEVROLET	WORK ON 664	PV	85341	001 09101	2/21/2017	CTCS571458	260.00
MILLER CHEVROLET WORK ON 664								136.99
21150 JOHN MILLESS DR P O BOX 130 ROGERS MN 55374 WORK ON 667								396.99
Summary Total								396.99
Payment Amount								793.98
100328	MN DEPT OF HEALTH WATER	JAN-MAR 17 # 1020035	PV	85330	001 09601	2/15/2017	021517	6,832.00
MN DEPT OF HEALTH DRINKING WATER PROTECTION SECTION P O BOX 64494 ST PAUL MN 55164-0494								6,832.00
Summary Total								6,832.00
Payment Amount								6,832.00
111618	MN POLLUTION CONTROL AGENCY	J. DUBE EXAM CLASS SC FEE	PV	85232	001 09602	2/15/2017	021517	55.00
MN POLLUTION CONTROL AGENCY ATTENTION: FISCAL SERVICES 520 LAFAYETTE ROAD NORTH ST PAUL MN 55155-4194								55.00
Summary Total								55.00
Payment Amount								55.00
100345	NAPA AUTO PARTS ELK RIVER	LAMP	PV	85233	001 09101	2/13/2017	896339	9.38
NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW								13.38
PRIMARY WIRE								13.38
Summary Total								13.38
P O BOX 1041 ELK RIVER MN 55330								9.95
PLUGS								9.95
Summary Total								9.95

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CITY OF RAMSEY
Create Payment Control Groups

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
Payment Amount									32.71
115167	NET TRANSCRIPTS INC	JAN 17 TRANSCRIPTIONS	PV	85236	001	09101	1/15/2017	0011563	737.81
Summary Total									737.81
Payment Amount									737.81
100354	NEWMAN TRAFFIC SIGNS	POSTS	PV	85286	001	09101	2/9/2017	0306722	819.76
Summary Total									819.76
Payment Amount									819.76
100360	NORTH STAR TOWING INC	TOW- DWI CASE	PV	85237	001	09101	10/10/2015	44125	91.06
Summary Total									91.06
Payment Amount									91.06
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	85238	001	09101	2/7/2017	184613	161.49
Summary Total									161.49
100363	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433	MISC SUPPLIES	PV	85239	001	09101	2/6/2017	184595	34.20
Summary Total									34.20
100363	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433	MISC SUPPLIES	PV	85240	001	09101	2/10/2017	184657	30.75
Summary Total									30.75
Payment Amount									226.44
115071	NORTHLAND OCCUPATIONAL HEALTH	DUES/PRE EMPLOY TESTS	PV	85241	001	09101	2/7/2017	1256	100.00
115071	NORTHLAND OCCUPATIONAL HEALTH	DUES/PRE EMPLOY TESTS	PV	85241	002	09101	2/7/2017	1256	350.00
Summary Total									450.00
Payment Amount									450.00

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Payment Instrument Check Payment
Pay Through Date 12/31/2017

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110480	OPUS 21 MANAGEMENT SOLUTIONS	JAN 2017 BILLING	PV	85242	001	09601	2/4/2017	170186	2,447.20
	OPUS 21 MANAGEMENT SOLUTIONS	JAN 2017 BILLING	PV	85242	002	09601	2/4/2017	170186	2,447.20
	680 COMMERCE DRIVE SUITE 160	JAN 2017 BILLING	PV	85242	003	09601	2/4/2017	170186	2,447.20
	WOODBURY MN 55125	JAN 2017 BILLING	PV	85242	004	09601	2/4/2017	170186	2,447.20
		JAN 2017 BILLING	PV	85242	005	09601	2/4/2017	170186	2,447.21
Summary Total									12,236.01
Payment Amount									12,236.01
111488	POPP.COM INC	JAN 2017 SERVICE	PV	85287	001	09101	1/31/2017	992392748	107.59
	POPP.COM INC	JAN 2017 SERVICE	PV	85287	002	09101	1/31/2017	992392748	37.66
	620 MENDELSSOHN AVENUE NORTH SUITE 101	JAN 2017 SERVICE	PV	85287	003	09101	1/31/2017	992392748	32.28
	GOLDEN VALLEY MN 55427	JAN 2017 SERVICE	PV	85287	004	09101	1/31/2017	992392748	182.90
		JAN 2017 SERVICE	PV	85287	005	09101	1/31/2017	992392748	32.28
		JAN 2017 SERVICE	PV	85287	006	09101	1/31/2017	992392748	91.45
		JAN 2017 SERVICE	PV	85287	007	09101	1/31/2017	992392748	37.66
		JAN 2017 SERVICE	PV	85287	008	09101	1/31/2017	992392748	106.78
		JAN 2017 SERVICE	PV	85287	009	09101	1/31/2017	992392748	85.36
		JAN 2017 SERVICE	PV	85287	010	09101	1/31/2017	992392748	104.52
		JAN 2017 SERVICE	PV	85287	011	09101	1/31/2017	992392748	56.77
Summary Total									875.25
Payment Amount									875.25
107978	PREMIER COMMERCIAL PROPERTIES INC	JAN 17 HIWAY 10 SERVICES	PV	85331	001	09410	1/31/2017	5168	200.00
	PREMIER COMMERCIAL PROPERTIES INC	JAN 17 HIWAY 10 SERVICES	PV	85331	002	09410	1/31/2017	5168	200.00
	6897 139TH LANE NW	JAN 17 HIWAY 10 SERVICES	PV	85331	003	09410	1/31/2017	5168	200.00
	RAMSEY MN 55303	JAN 17 HIWAY 10 SERVICES	PV	85331	004	09410	1/31/2017	5168	200.00
Summary Total									800.00
Payment Amount									800.00
100413	RANDALL, GOODRICH AND HAAG, P.L.C.	JAN/FEB 17 PROSECUTION	PV	85332	001	09101	2/17/2017	021717	3,197.80
Summary Total									3,197.80
Payment Amount									3,197.80

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2017

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
113737	RATWIK, ROSZAK AND MALONEY, PA	JAN 17 SERVICES	PV	85344	001	09101	2/1/2017	59967	188.50
	RATWIK, ROSZAK AND MALONEY, PA	JAN 17 SERVICES	PV	85344	002	09101	2/1/2017	59967	72.50
	300 U.S. TRUST BUILDING	JAN 17 SERVICES	PV	85344	003	09101	2/1/2017	59967	305.74
	730 SECOND AVENUE SOUTH	JAN 17 SERVICES	PV	85344	004	09101	2/1/2017	59967	1,508.00
	MINNEAPOLIS MN 55402			Summary Total					2,074.74
		JAN 17 RETAINER	PV	85345	001	09604	2/1/2017	59968	87.00
		JAN 17 RETAINER	PV	85345	002	09604	2/1/2017	59968	3,971.04
				Summary Total					4,058.04
				Payment Amount					6,132.78
106617	ROTARY CLUB OF RAMSEY	2017 1ST QTR DUES K. ULRICH	PV	85243	001	09101	2/9/2017	49	150.00
	ROTARY CLUB OF RAMSEY			Summary Total					150.00
	ATTEN: KEVIN BITTNER			Payment Amount					150.00
	BOLTON AND MENK INC			Payment Amount					150.00
	7533 SUNWOOD DRIVE SUITE 206			Payment Amount					150.00
	RAMSEY MN 55303			Payment Amount					150.00
100431	SAFETY KLEEN CORPORATION	RECYCLE OIL	PV	85288	001	09101	1/31/2017	CN04191003	110.97
	SAFETY KLEEN CORPORATION			Summary Total					110.97
	PO BOX 382066			Payment Amount					110.97
	PITTSBURGH PA 15250-8066			Payment Amount					110.97
115583	SANDARIN, BARBARA	YOGA INSTRUCTION 4 WEEKS	PV	85244	001	09101	2/8/2017	801	180.00
	BARBARA SANDARIN			Summary Total					180.00
	1824 113TH LANE NW			Payment Amount					180.00
	COON RAPIDS MN 55433			Payment Amount					180.00
112545	SHI	CLOUD RENEWAL	PV	85245	001	09101	2/6/2017	B06080702	814.00
	SHI INTERNATIONAL CORP.			Summary Total					814.00
	P O BOX 952121			Payment Amount					814.00
	DALLAS TX 75395-2121			Payment Amount					814.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2017

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Amount
RAMSEY MN 55303					
				Payment Amount	81.23
				Total Amount to be Processed	285,246.84
				Total Number of Payments to be Processed	67



45 S. 7th Street, Suite 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

01/17/2017
 RAMS13A

RE: CITY OF RAMSEY, MINNESOTA
 \$635,000 GENERAL OBLIGATION EQUIPMENT
 CERTIFICATES OF INDEBTEDNESS,
 SERIES 2013A

*9348 6611
 517875
 [Signature]*

Debt Service: 03/01/2017

Principal:	0.00
Interest:	5,178.75
Total Principal & Interest:	----- 5,178.75
Less Cash on Hand (Escrow Funds)	(0.00)

Paying Agent Annual Fee	0.00

=====
Total Amount Due: RECEIVED 5,178.75

JAN 19 2017

CHECK PAYMENTS due: 02-22-17

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 02-24-17

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

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

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2017

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount	
115603	DRC INC	PAY EST 1 OLD MUNI DEMO	PV	85259	001	09412	2/16/2017	021617	58,909.31
DRC INC 4880 CLEAR SPRING ROAD MINNETONKA MN 55345									
Summary Total									58,909.31
Payment Amount									58,909.31
Total Amount to be Processed									58,909.31
Total Number of Payments to be Processed									1

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-052

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF FEBRUARY 9, 2017 THROUGH FEBRUARY 22, 2017.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of February 9, 2017, through February 22, 2017, in the amount of \$ 773,636.22 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 February 9, 2017, through February 22, 2017, in the amount of \$ 773,636.22.

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 28th day of February 2017.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 5.

Meeting Date: 02/28/2017

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #17-02-049 Authorizing Partial Payment to DRC, Inc. for Ramsey Municipal Complex Site Demolition

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

Hakanson Anderson has inspected the completed work and recommends partial payment to DRC, Inc. for Ramsey Municipal Complex site demolition in the amount of \$58,909.31.

Action:

Motion to adopt Resolution #17-02-049 authorizing partial payment to DRC, Inc. for Ramsey Municipal Complex site demolition in the amount of \$58,909.31.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	02/23/2017 01:39 PM
Patrick Brama	Patrick Brama	02/23/2017 02:47 PM
Kurt Ulrich	Kurt Ulrich	02/23/2017 03:08 PM
Form Started By: MaryJo Warner		Started On: 02/16/2017 03:06 PM
Final Approval Date: 02/23/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-049

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO DRC, INC. FOR RAMSEY MUNICIPAL COMPLEX SITE DEMOLITION

WHEREAS, pursuant to a resolution of the City Council adopted August 23, 2016, the City Council accepted final plans and specifications and authorized advertisement for bids for said project; and

WHEREAS, pursuant to a resolution of the City Council adopted on November 22, 2016 the bid of DRC, Inc. in the amount of \$119,500.00 for the total bid is the lowest responsible bidder; and

WHEREAS, as of February 28, 2017 \$0 has been paid to date; and

WHEREAS, Hakanson Anderson has inspected the completed work and recommends partial payment to DRC, Inc. in the amount of \$58,909.31.

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

- 1) That the City Council hereby authorizes partial payment to DRC, Inc. for Ramsey Municipal Complex Site Demolition in the amount of \$58,909.31.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of February 28, 2017.

That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

The motion for the adoption of the foregoing resolution was duly seconded by 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 28th day of February 2017.

Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet
OLD MUNICIPAL CENTER DEMOLITION

City of Ramsey

Estimate no 1

TOTAL CONTRACT	\$	119,500.00
	\$	-
TOTAL CONTRACT	\$	119,500.00
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	62,009.80
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	62,009.80
RETAINED PERCENTAGE 5%	\$	3,100.49
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	58,909.31
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	-
PAY CONTRACTOR PER ESTIMATE NO. 1	\$	58,909.31

Certificate for Partial Payment

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

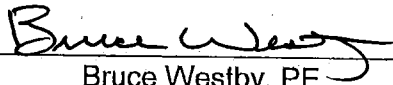
Contractor: DRC, Inc.

By  Name President Title

Date Feb 14, 2017

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

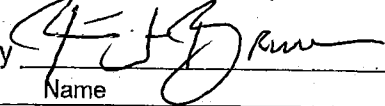
ENGINEER: CITY OF RAMSEY

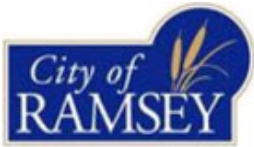
By  City Engineer
Bruce Westby, PE

Date 2/16/17

APPROVED FOR PAYMENT:

OWNER: City of Ramsey

By  Title 2-16-17 ASST. CITY ADMIN. Date



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

CC Regular Session

4. 6.

Meeting Date: 02/28/2017

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #17-02-054 Approving Final Plat (Lot Split) for the Wayne and Jane Olson Subdivision Located at 5830 151st Ln NW

Purpose/Background:

Wayne Olson has applied for a Minor Plat to create one (1) new buildable lot. This action requires City Council approval in order to record the Final Plat Sheet. There is no new public infrastructure associated with the Plat, and therefore no Development Agreement is required. The Applicant is responsible for standard Development Fees.

Notification:

Staff attempted to notify all Property Owners within 350 feet of the Subject Property.

Observations/Alternatives:

Alternative #1 - approve the lot split as presented. It appears that the newly created parcel and existing home would conform to Zoning Code requirements.

Alternative #2 - postpone a decision for additional information.

Alternative #3 - deny the request.

Funding Source:

There are no public dollars associated with the request.

Recommendation:

Staff recommends approval of the request.

Action:

Motion to adopt Resolution #17-02-054 approving the Final Plat for the Wayne and Jane Olson Subdivision.

Attachments

Site Location Map

Sketch Plan

Final Plat

Resolution #17-02-054

Form Review

Inbox

Kurt Ulrich

Form Started By: Tim Gladhill

Final Approval Date: 02/23/2017

Reviewed By

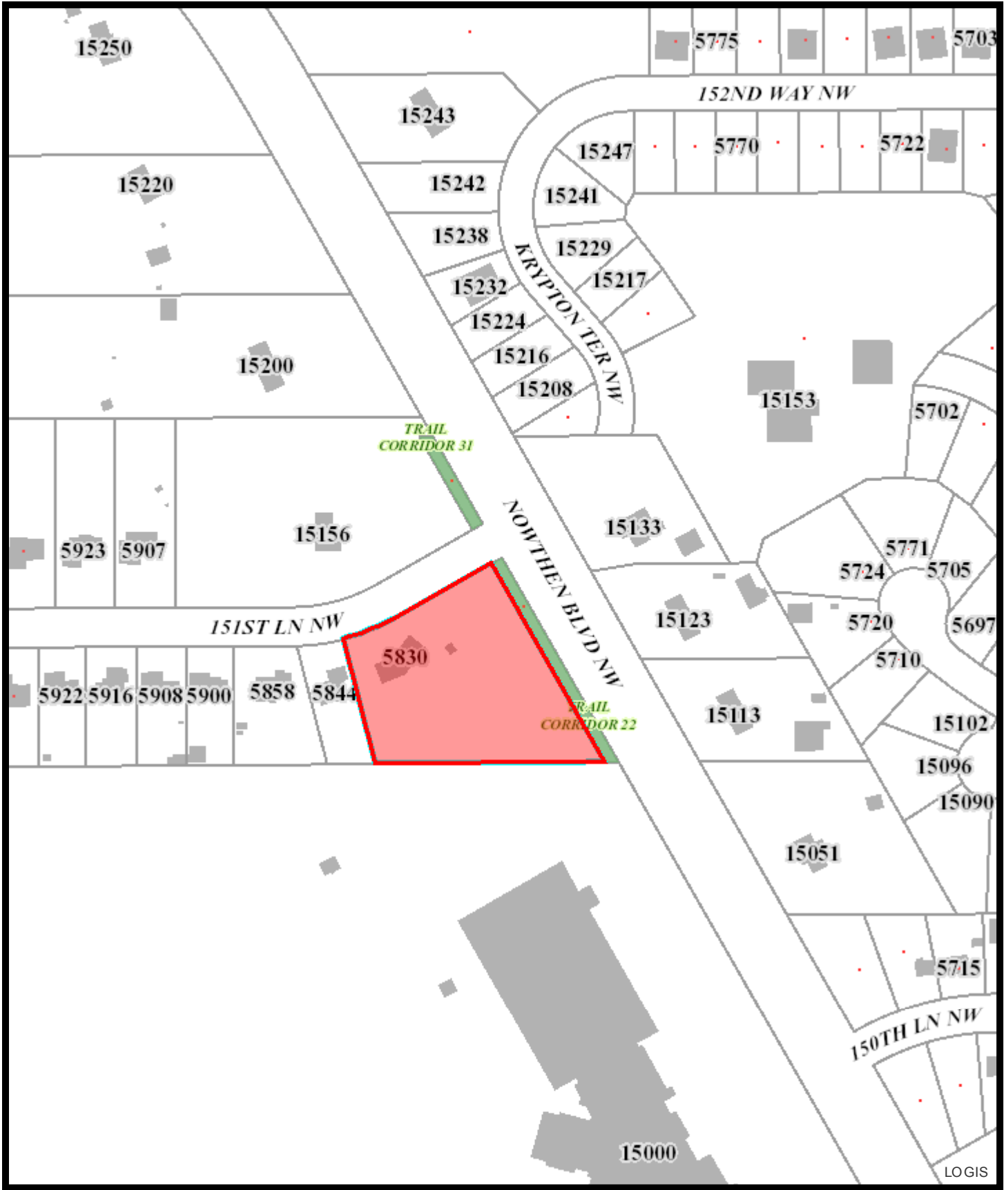
Kurt Ulrich

Date

02/23/2017 03:08 PM

Started On: 02/22/2017 10:15 AM

Site Location Map



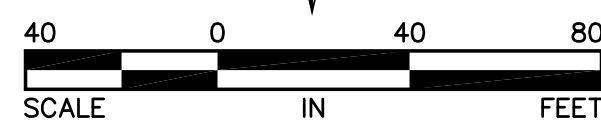
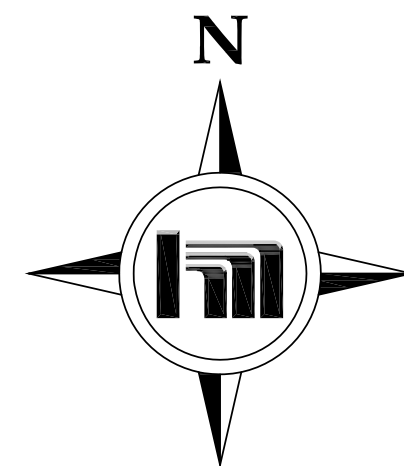
Sketch Plan
of
WAYNE & JANE OLSON SUBDIVISION
for
WAYNE E. & JANE I. OLSON

DESCRIPTION OF PROPERTY SURVEYED: PID NO. 23-32-25-42-0012
Lot 3, Block 2, HAUBRICH ADDITION, Anoka County, Minnesota.

NOTES:

- The professional surveyor has made no investigation or independent search for easements of record, encumbrance, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
- Bearings are based on the Anoka County Coordinate System (NAD83 1996 Adjustment).
- The purpose of the subdivision is to divide Lot 3, Block 2, HAUBRICH ADDITION.

Municipality:	City of Ramsey	Owner:	Wayne E. & Jane I. Olson 5830 151st Ln. NW Ramsey, MN 55303
Existing Zoning:	R-1 - Residential MUSA	Subdivider:	Same as owner (763) 439-2201
Watershed District:	Lower Rum River WMO	Designer/Surveyor:	Hakanson Anderson Assoc. 3601 Thurston Avenue Anoka, MN 55303 (763) 427-5860
Plot Area:	Total Area: 95,108 sq. ft. = 2.183 acres Proposed ROW: 0 sq. ft. = 0.00 acres Park Area: 0 sq. ft. = 0.00 acres		
Tract Summary:	Number of Tracts: 2 Average Tract Area: 47,554 sq.ft.		



LEGEND

- = DENOTES IRON MONUMENT FOUND
- = IRON MONUMENT SET AND MARKED WITH LICENSE NO. 18420



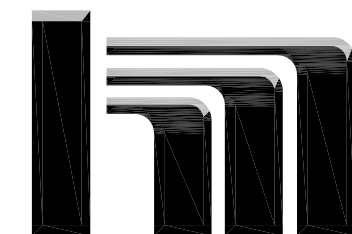
Jan 25, 2017 - 11:48am K:\cad\laura\land\Desktop_2008\4128.01\dwg\4128.01_SKETCH_PLAN_C3D.dwg

DATE	REVISION

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

Charles R. Christopherson
CHARLES R. CHRISTOPHERSON, LS
Date 1/25/17 Lic. No. 18420

DESIGNED BY: CRC
DRAWN BY: MSS
CHECKED BY: CRC



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

WAYNE & JANE OLSON SUBDIVISION
WAYNE E. & JANE I. OLSON

SKETCH PLAN
CITY OF RAMSEY, MINNESOTA

SHEET 1 OF 1 SHEETS
4128.01

WAYNE AND JANE OLSON SUBDIVISION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 23, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That Wayne E. Olson and Jane I. Olson, husband and wife, owners of the following described property:

Lot 3, Block 2, HAUBRICH ADDITION, Anoka County, Minnesota.

Have caused the same to be surveyed and platted as WAYNE AND JANE OLSON SUBDIVISION and do hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Wayne E. Olson and Jane I. Olson, husband and wife, have hereunto set their hands this _____ day of _____, 20__.

Wayne E. Olson _____ Jane I. Olson _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__ by Wayne E. Olson and Jane I. Olson, husband and wife.

Notary Public, _____

My commission expires _____

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

Dated this ____ day of _____, 20__.

Charles R. Christopherson, Licensed Land Surveyor
Minnesota License No. 18420

STATE OF MINNESOTA
COUNTY OF ANOKA

This instrument was acknowledged before me this ____ day of _____, 20__ by Charles R. Christopherson.

Notary Public, Minnesota.

My commission expires _____

City Council, City of Ramsey, Minnesota

This plat of WAYNE AND JANE OLSON SUBDIVISION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By : _____, Mayor

By : _____, Clerk

ANOKA COUNTY SURVEYOR

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

Larry D. Holm,
Anoka County Surveyor

ANOKA COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

Property Tax Administrator

By : _____, Deputy

ANOKA COUNTY RECORDER/REGISTRAR OF TITLES

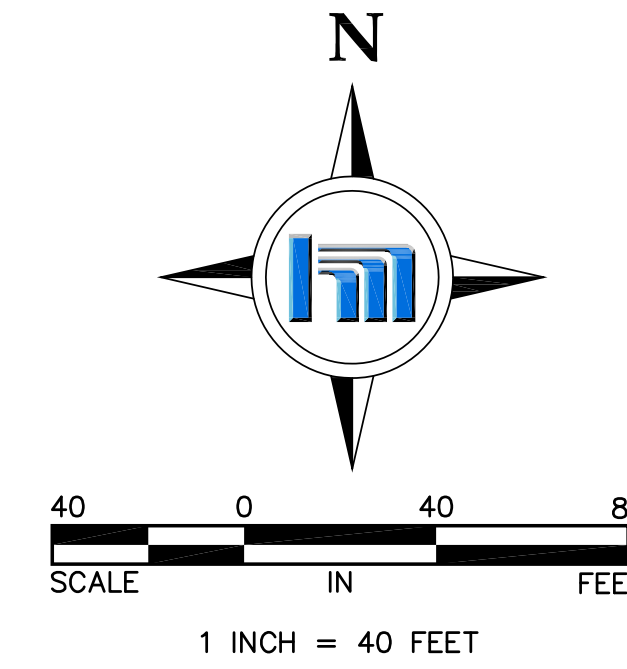
County of Anoka, State of Minnesota

I hereby certify that this plat of WAYNE AND JANE OLSON SUBDIVISION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at _____ o'clock ____ .M. and was duly recorded in Book _____ Page _____, as

Document Number _____.

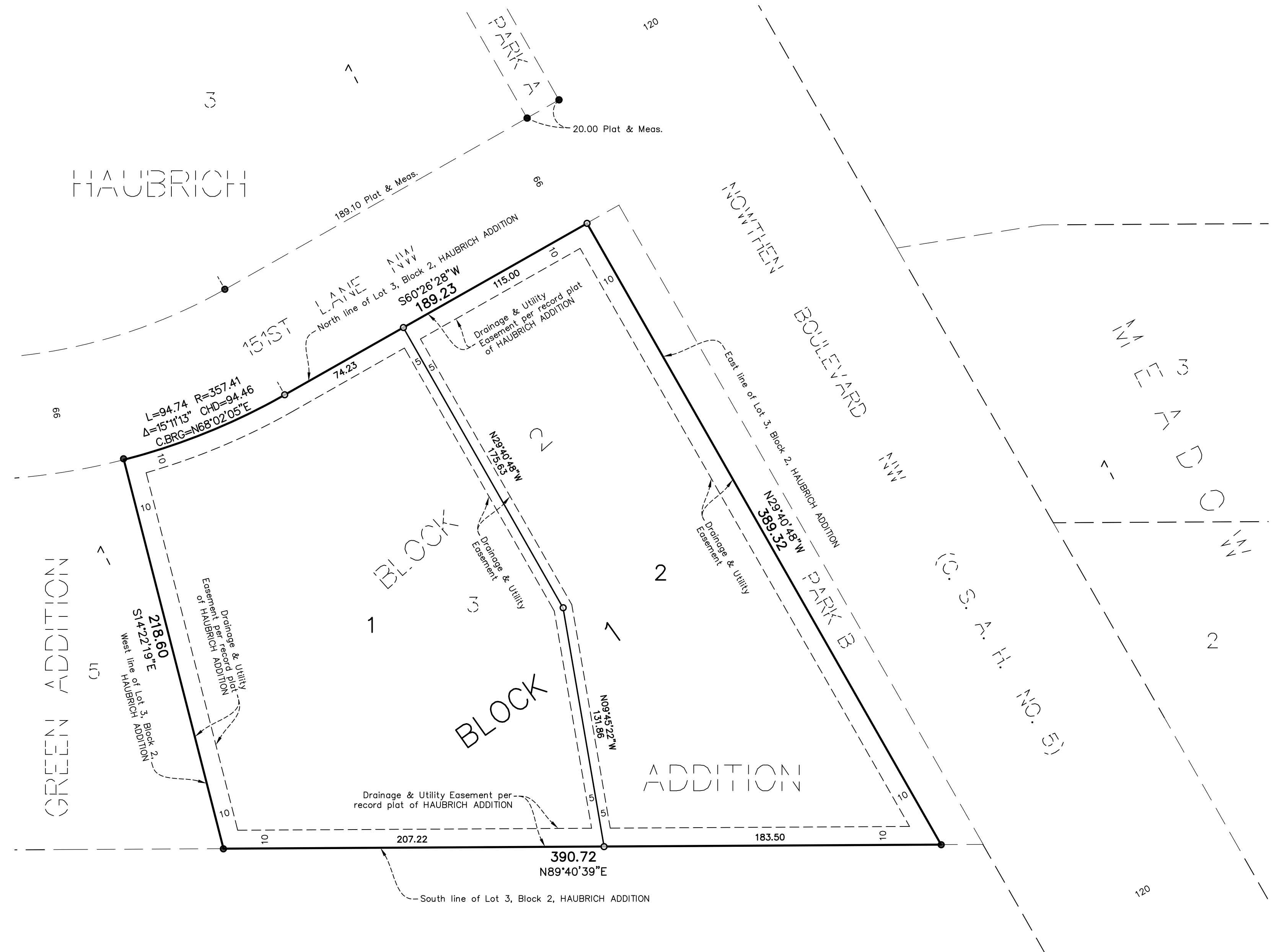
County Recorder/Registrar of Titles

By : _____, Deputy



- Denotes 1/2 inch by 14 inch iron monument set and marked with Minnesota License No. 18420.
- Denotes found iron monument

For the purposes of this plat the South line of Lot 3, Block 2, HAUBRICH ADDITION is assumed to bear N89°40'39"E.



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

RESOLUTION #17-02-054

RESOLUTION GRANTING FINAL PLAT APPROVAL OF THE WAYNE AND JANE OLSON SUBDIVISION

WHEREAS, Wayne Olson, hereafter referred to as “Developer”, properly applied for final plat approval of the following described property located in the City of Ramsey:

Lot 3, Block 2, Haubrich Addition

(the ‘Subject Property’);

WHEREAS, the City of Ramsey received an application for Sketch Plan and Final Plat on January 31, 2017.

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

That the Ramsey City Council hereby grants final plat approval to WAYNE AND JANE SUBDIVISION in accordance with relevant City Codes and authorizes the Mayor and City Clerk to sign on behalf of the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28th day of February, 2017.

Mayor

ATTEST:

City Clerk

Meeting Date: 02/28/2017

By: Chris Anderson, Community
Development

Information

Title

Adopt Resolution #17-02-055 to Enter into a Residential Recycling Program Agreement with Anoka County to Receive SCORE Funds for 2017

Purpose/Background:

Each year, Anoka County receives funding from the State of Minnesota pursuant to Minnesota Statute § 115A.557. The County distributes these funds, known as SCORE funds (Select Committee On Recycling and the Environment) to municipalities within the county. In 2017, the allocation includes a base of \$10,000 plus \$5.00 per household. Ramsey's base allocation for 2017 is \$53,450.00.

The funding is intended to help municipalities achieve their recycling goals as established by the Anoka County Board of Commissioners. Ramsey's 2017 recycling goal, established by Anoka County, is 2,555 tons. The goal is based on 205 pounds per person (single family households, up to four [4] units) and 160 pounds per person for multi-tenant households (five [5] or more units). The City of Ramsey has traditionally used these funds to promote recycling and waste reduction education and awareness, notifying new residents of the recycling program components, to offset costs of the spring and fall recycling day events and other collection events/opportunities, and to fund the recycling coordinator position, which duties are a component of the City Planner position.

To receive the SCORE funding, each municipality must enter into an agreement with Anoka County that outlines required components of a municipality's recycling program. These required components include providing households an opportunity to recycle at least four (4) broad types of materials, a public information program, recycling drop-off opportunities, and notifying new residents of the recycling program. Furthermore, municipalities are encouraged, but not required, to look at opportunities to expand its recycling program by offering additional drop-off events, implement and/or enhance recycling at community events, enhance multi-family recycling opportunities, and/or develop opportunities for source separated compostables/organics collection.

Observations/Alternatives:

While Staff recognizes the benefits that could be realized by the community with additional funding, there are not sufficient staffing resources to really take advantage of the additional funding at this time. However, the parks recycling program is now well established, thanks largely to the efforts of Public Works staff, and additional funds will assist with those collection efforts. Also, Staff continues to look at improving recycling at our community events (e.g. Happy Days) and thus, additional funds are being requested to assist with those endeavors. Staff is currently in the process of developing a pilot program for organics recycling (a drop-off program). Thus, additional funds are being requested to assist with education, marketing, and program implementation.

In addition to the base allocation of \$53,450, Staff is proposing to request \$3,000 for parks and community event recycling as well as \$3,000 for organics collection. The assumption is that these additional funding options will continue into the future. If a new public works campus is eventually constructed, it would include some space specifically for recycling. At that time, Ramsey would hopefully be able to take better advantage of this additional funding.

Alternatives:

Alternative #1. Enter into the residential recycling agreement for the base allocation of \$53,450.00 plus an

additional \$6,000.00 to focus on municipal parks/community event recycling and an organics pilot program. Both of these areas of focus will not only assist the City in meeting the 2017 tonnage goal established by the Anoka County Board of Commissioners but will also offset ongoing expenses incurred by the City in collecting recyclables throughout the parks system. Staff supports this option.

Alternative #2. Enter into the residential recycling agreement with the County for the base allocation of \$53,450.00 only. This would allow the City to continue to promote recycling and waste reduction ideas and coordinating the spring and fall recycling events; however, it would limit the City's ability to pursue new opportunities to increase recycling efforts that would help the City continue to meet its established tonnage goals.

Alternative #3. Enter into the residential recycling agreement with the County for the base allocation of \$53,450.00 plus the full additional funding of \$37,035.00 for targeted programs. Staff does not believe there are sufficient resources available to develop and implement additional programming entirely in 2017 to justify the full allocation.

Alternative #4. Do not enter into the residential recycling agreement with the County. By not executing this agreement with the County, the City would not receive any SCORE funding for 2017 (a loss of \$53,450.00). A portion of the City Planner position is funded through this allocation (duties related to managing the recycling program) as are all recycling related activities, including the spring/fall recycling events. Staff does not support this option.

Funding Source:

Ramsey's recycling program and related staff time are funded with SCORE funds received from Anoka County annually and recorded under the Recycling Enterprise Fund.

Recommendation:

Staff recommends adopting Resolution #17-02-055 authorizing the Mayor, on behalf of the City, to sign the Agreement for Residential Recycling Program with Anoka County, to receive the base SCORE funds for 2017 as well as an additional allocation of \$6,000.00 for municipal park/community event recycling and an organics pilot program.

Action:

Adopt Resolution #17-02-055 authorizing the Mayor to sign the Agreement for Residential Recycling Program between the City of Ramsey and Anoka County to receive the base SCORE funds of \$53,450.00 and an additional targeted program funding allocation of \$6,000.00 to continue with and expand municipal park/community event recycling and to develop and implement an organics collection pilot program.

Attachments

- Recycling Agreement
- Memo from Anoka County
- Resolution #17-02-055

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/23/2017 12:43 PM
Diana Lund	Diana Lund	02/23/2017 12:49 PM
Kurt Ulrich	Kurt Ulrich	02/23/2017 03:08 PM
Form Started By: Chris Anderson		Started On: 01/17/2017 08:24 AM
Final Approval Date: 02/23/2017		

2017 AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January, 2017, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF RAMSEY, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, the County will receive funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") during 2017; and

WHEREAS, pursuant to legislation a portion of the SCORE funds must be used to encourage recycling of source-separated compostable materials; and

WHEREAS, the County will also receive funding pursuant to Minn. Stat. § 473.8441 (hereinafter "LRDG funds") during 2017; and

WHEREAS, the County also has additional budgeted program funding available to supplement SCORE and LRDG funds for solid waste recycling programs, so that the available amount for the Residential Recycling Program is \$1,536,699; and

WHEREAS, the County Solid Waste Master Plan 2012 and MPCA Metropolitan Solid Waste Management Policy Plan 2010-2030 state that MSW generated in the County that is not reused, recycled or composted, will be processed to the extent that processing capacity is available; and

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by the Anoka County Board of Commissioners by providing said SCORE and LRDG funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

1. **PURPOSE.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality which will help the County and member municipalities meet the goals set in the 2012 Anoka County Solid Waste Management Master Plan.
2. **TERM.** The term of this Agreement is from January 1, 2017 through December 31, 2017, unless earlier terminated as provided herein.
3. **DEFINITIONS.**
 - a. "Full Service Recycling drop-off center" means centralized permanent drop-off center that is open at least two times a week and accepts at least four types of materials beyond traditional curbside recyclables, i.e.: mattresses, appliances, scrap metal, carpet, furniture, source-separated compostable materials, electronics, etc. Materials will be accepted at either a discounted rate or at no cost.

- b. "Mixed municipal solid waste" (MSW) shall have the meaning set forth in Minn. Stat. §115A.03, Subd. 21.
 - c. "Multi-unit households" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.
 - d. "Opportunity to recycle" means providing recycling and curbside pickup or collection centers for recyclable materials for residents, including single and multi-family dwellings, as required by Minn. Stat. § 115A.552, Subd. 1.
 - e. "Problem material" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 24a.
 - f. "Public entity waste" shall have the meaning set forth in Minn. Stat. § 115A.471(b).
 - g. "Quasi-Municipal event" means community festivals which appear to the public to be supported and run by the Municipality but in fact are sponsored or co-sponsored by an independent non-profit 501c (3) organization, for example: the Anoka Halloween Parade.
 - h. "Recyclable materials" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 25a.
 - i. "Recycling" means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.
 - j. "Refuse derived fuel" (RDF) as defined by Minn. Stat. § 115A.03, Subd. 25d., or other material that is destroyed by incineration is not a recyclable material.
 - k. "Source-separated compostable materials" (commonly called "organics") shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 32a.
 - l. "Yard waste" shall have the meaning set forth in Minn. Stat. § 115A.03, Subd. 38.
4. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 2,555 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.
- a. The Municipal recycling program shall include the following components:
 - i. Each household (including multi-unit households) in the Municipality shall have the opportunity to recycle at least four broad types of materials, including but not limited to, paper (including cardboard/paperboard cartons), glass, plastic, metal and textiles.
 - ii. The recycling (including any organics) program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.

- iii. The Municipality shall implement a public information program that contains at least the following components:
 - (1) One promotion is to be mailed to each household focused exclusively on the Municipality's recycling program;
 - (2) One promotion advertising recycling opportunities available for residents is to be included in the Municipality's newsletter or local newspaper; and
 - (3) Two community outreach activities at Municipal or Quasi-Municipal events to inform residents about recycling opportunities.
 - iv. The public information components listed above shall focus on all recyclable materials and the various opportunities to recycle within the Municipality. The Municipality shall incorporate SWMCB Rethink Recycling images and use the toolkits provided when preparing promotional materials. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents. The County shall work with the Municipality on promotional materials to coordinate messages and provide promotional materials for review prior to publication to ensure accuracy.
 - v. The Municipality shall regularly attend the monthly Solid Waste Abatement Advisory Team meetings per year.
 - vi. The Municipality shall offer one or two spring and fall cleanup/recycling drop-off event(s) where items not normally accepted at the curb are collected for recycling. If the Municipality is hosting a monthly drop-off as described in 4.b.i below, the spring/fall cleanup/recycling drop-off events may be included within that program.
- b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.
- i. Organize monthly/quarterly recycling drop-off events which can be held in conjunction with a neighboring municipality(ies) on a cooperative basis for the citizens of both/all municipalities.
 - ii. Provide a community event recycling program, which at a minimum would consist of providing recycling opportunities at all Municipal sponsored or Quasi-Municipal events and festivals. The feasibility of adding organics collection at the event may also be explored and added to the event as an enhancement to the waste abatement program.
 - iii. Provide the opportunity for citizens to engage in recycling activities at Municipal and Quasi-Municipal facilities such as athletic fields and public centers.
 - iv. Organize and manage a Full Service Recycling Drop-off Center.
 - v. Develop enhanced recycling promotion and assistance for multi-units.
 - vi. Develop additional opportunities for Source-Separated Compostable Materials collection.

- c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall work with the County to prepare a plan to achieve the recycling goals set forth in this Agreement.
 - d. The Municipality's recycling program shall be limited to residential programming for funding reimbursements under this Agreement. The County will not reimburse business recycling programming or household hazardous waste programming by the Municipality. Any inquiries or requests regarding these topics should be sent to the County for response.
 - e. In addition to the above requirements designed to increase residential recycling opportunities, the Municipality shall provide recycling opportunities in all municipal buildings including but not limited to, city offices, public meeting rooms and parks, as required by Minn. Stat. § 115A.151. If items collected through the Municipal recycling program prove to be contaminated or not recyclable, those items shall be treated as public entity waste and must be processed at a resource recovery facility.¹ Minn. Stat. §§115A.46 and 115A.471.
 - f. If the Municipality enters into a contract for the management of mixed municipal solid waste, the Municipality shall require that all MSW collected under the agreement is processed as long as processing capacity exists.²
5. **REPORTING.** The Municipality shall submit the following reports semi-annually to the County no later than July 20, 2017 and January 10, 2018.
- a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this Agreement. The Municipality shall also report the number of cubic yards or tons of yard waste collected for composting or land spreading, together with a description of the methodology used for calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.
 - b. Information regarding any revenue received from sources other than the County for the Municipality's recycling programs.
 - c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling programs.

¹ See pages 44-45 of the 2012 Anoka County Solid Waste Management Master Plan regarding the requirements for Public Entity Waste.

² *Ibid.*

The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

6. **BILLING AND PAYMENT PROCEDURE.** The Municipality shall submit itemized invoices semi-annually to the County for abatement activities no later than July 20, 2017 and January 10, 2018. Costs not billed by January 10, 2018 may not be eligible for funding. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.
7. **ELIGIBILITY FOR FUNDS.** The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum as computed below, which shall not exceed \$99,534.00. The project maximum for eligible expenses shall be computed as follows:
 - a. A base amount of \$10,000.00 and \$5.00 per household for recycling activities only;
 - b. Enhancement activities as provided according to the schedule in Attachment A for each of the following services: Full Service Recycling Drop-off Center, Spring/Fall or Monthly/Quarterly Drop-off Events; Municipal Park Recycling; Community Event Recycling; Special Curbside Pickup Events; Multi-unit Recycling; and Organics Collection;
 - c. After considering the 2017 Municipal Funding Request (Attachment B) designating the additional Grant Projects that the City will undertake in the upcoming year; and
 - d. Including an additional change order contingency of up to 10% of the total of the first three items in this list.

For the Municipality's convenience in determining the amounts for the 2017 Municipal Funding Request, a work plan is included with the Packet. (See Attachment C.) Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event the City does not undertake and complete the additional Grant Projects referenced in Attachment B. The County also reserves the ability to assess the programs and reallocate unused SCORE and LRDG funds mid-year if any participating municipality demonstrates the need for the funding and funds are available.

8. **RECORDS.** The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, Subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.

9. **AUDIT.** Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.

10. **GENERAL PROVISIONS.**

- a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement. In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement. The Municipality shall also comply with all relevant portions of the 2012 Anoka County Solid Waste Management Master Plan, and shall participate in the preparation of the successor Master Plans.
- b. No person shall illegally, on the grounds of race, creed, color, religion, sex, marital status, public assistance status, sexual preference, handicap, age or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to unlawful discrimination under any program, service or activity hereunder. The Municipality agrees to take affirmative action so that applicants and employees are treated equally with respect to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, selection for training, rates of pay, and other forms of compensation.
- c. The Municipality shall be responsible for the performance of all subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.
- d. The Municipality agrees that the Municipality's employees and subcontractor's employees who provide services under this Agreement and who fall within any job classification established and published by the Minnesota Department of Labor & Industry shall be paid, at a minimum, the prevailing wages rates as certified by said Department.
- e. It is understood and agreed that the entire agreement is contained herein and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.
- f. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.
- g. Contracts let and purchases made under this Agreement shall be made by the Municipality in conformance with all laws, rules, and regulations applicable to the Municipality.

- h. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.
- i. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and the Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.

11. **PUBLICATION.** The Municipality shall acknowledge the financial assistance of the County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE funds." The Municipality shall provide copies of all promotional materials funded by SCORE funds.

The County shall provide all printed public information pieces about County programs. A Municipality shall not modify County publications related to business recycling, household hazardous waste management or the County compost sites.

Information about the County's business recycling program, household hazardous waste management program or County compost sites that a Municipality plans to publish in a Municipal communication, printed or electronic, shall be provided to the County for review and approved by the County prior to publication to ensure accuracy and consistency.

12. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

13. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days' written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

IN WITNESS WHEREOF, the parties hereunto set their hands as of the dates first written above:

CITY OF RAMSEY

By: _____

Name: _____

Title: _____

Date: _____

By: _____
Municipality's Clerk

Date: _____

Approved as to form and legality:

By: _____

Date: _____

COUNTY OF ANOKA

By: _____

Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Date: _____

By: _____

Jerry Soma
County Administrator

Date: _____

Approved as to form and legality:

By: _____

Kathryn M. Timm
Assistant County Attorney

Date: _____

**2017 Funding for Municipal Waste Abatement Programs
Attachment A**

Municipality	2017 Base Funding and Goals										2017 Additional Enhancement Funds Available										Total Funds Available for 2017 Base + Enhancement Funds
	Contract Number	Total Pop	HH	Base Funding: \$10,000 + \$5.00/HH		Goals: 160 PP MF + 205 PP SF	Total	Park and Community Event Recycling			Curbside and Multi-Unit Recycling			General Enhancement Grant \$0.50/HH	Organics Grant \$1/HH						
				\$10,000 Base	\$5.00/HH			Up to 2,000 households	2,001-4,999 households	5,000 and up households	Up to 2,000 households	2,001-4,999 households	5,000 and up households								
Andover	C0005384	31,704	10,257	\$ 10,000	\$ 51,285	\$ 61,285	\$ 3,230	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 10,257	\$ 130,671						
Anoka	C0005385	17,665	7,374	\$ 10,000	\$ 36,870	\$ 46,870	\$ 3,667	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 7,374	\$ 81,931						
Bethel	C0005386	473	178	\$ 10,000	\$ 890	\$ 10,890	\$ 48	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 178	\$ 24,157						
Blaine	C0005387	63,180	23,104	\$ 10,000	\$ 115,520	\$ 125,520	\$ 6,257	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 23,104	\$ 184,176						
Centerville	C0005388	4,005	1,345	\$ 10,000	\$ 6,725	\$ 16,725	\$ 405	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,345	\$ 31,743						
Circle Pines	C0005389	4,604	1,965	\$ 10,000	\$ 9,975	\$ 19,975	\$ 491	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,965	\$ 35,968						
Columbia Heights	C0005390	18,895	8,141	\$ 10,000	\$ 40,705	\$ 50,705	\$ 1,974	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 8,141	\$ 86,917						
Columbus	C0005391	3,828	1,426	\$ 10,000	\$ 7,130	\$ 17,130	\$ 392	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,426	\$ 32,269						
Coon Rapids	C0005392	62,527	24,023	\$ 10,000	\$ 120,415	\$ 130,415	\$ 6,190	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 24,023	\$ 220,150						
East Bethel	C0005393	11,761	4,115	\$ 10,000	\$ 20,575	\$ 30,575	\$ 1,190	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 4,115	\$ 82,748						
Fridley	C0005394	28,547	11,530	\$ 10,000	\$ 57,650	\$ 67,650	\$ 2,723	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 11,530	\$ 108,945						
Ham Lake	C0005395	15,773	5,368	\$ 10,000	\$ 26,790	\$ 36,790	\$ 1,593	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,368	\$ 68,827						
Hilltop	C0005396	799	388	\$ 10,000	\$ 1,940	\$ 11,940	\$ 70	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 388	\$ 25,522						
Lexington	C0005397	2,040	772	\$ 10,000	\$ 3,860	\$ 13,860	\$ 200	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 772	\$ 28,018						
Lino Lakes	C0005398	20,519	6,412	\$ 10,000	\$ 32,060	\$ 42,060	\$ 2,082	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 6,412	\$ 75,678						
Linwood Township	C0005399	5,364	1,949	\$ 10,000	\$ 9,745	\$ 19,745	\$ 545	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,949	\$ 35,669						
Nowthen	C0005400	4,428	1,460	\$ 10,000	\$ 7,400	\$ 17,400	\$ 453	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,460	\$ 62,620						
Oak Grove	C0005401	8,313	2,809	\$ 10,000	\$ 14,045	\$ 24,045	\$ 849	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,809	\$ 44,259						
Ramsey	C0005402	25,862	8,680	\$ 10,000	\$ 43,450	\$ 53,450	\$ 2,555	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 8,680	\$ 90,485						
Spring Lake Park	C0005404	6,326	2,620	\$ 10,000	\$ 13,100	\$ 23,100	\$ 620	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,620	\$ 43,030						
St. Francis	C0005383	7,327	2,603	\$ 10,000	\$ 13,015	\$ 23,015	\$ 727	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,603	\$ 42,920						
		344,838	126,569	\$ 210,000	\$ 632,845	\$ 842,845	\$ 34,261	\$ 8,000	\$ 8,000	\$ 27,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 126,569	\$ 1,536,699						

2017 Total Allocation includes state SCORE and LRDP funds and additional budgeted program funding. Population and Household Counts are based on 2015 Met Council Estimates. Goals are based on 205 pounds/person/year single family home up to 4 units and 160 pounds/person/year multi-units 5 units or more

**2017 Municipal Funding Request
Attachment B**

The City of Ramsey is requesting the following funding for their municipal efforts in 2017.

Grant Projects	Eligible Allocations	Amount Requested
Municipal Base Funding Allocation	\$53,450.00	\$53,450.00
Full Service Drop-off Center Allocation (Staffed or unstaffed)	\$0.00	
Monthly/Quarterly Drop-off Events	\$15,000.00	\$
Municipal Park/Community Event Recycling	\$3,000.00	\$
Multi-Unit /Curbside Recycling	\$6,000.00	\$
General Enhancement Grant (Additional promotion efforts, staffing.) Insert a description of the efforts being proposed below.	\$4,345.00	\$
Source-Separated Compostables/Organics Grant	\$8,690.00	\$
Total Amount Eligible Being Requested for 2017	\$90,485.00	\$*

Please describe the efforts being proposed for each Enhancement Grant requested.

The City of Ramsey requests *_____ for 2017 Municipal Funding.

Date _____

Name _____

Title _____

*these amounts should match and may not exceed eligible allocation total. This amount will be 10% less than the contract maximum for the grant.

2017 Municipal Funding Request Attachment C

The City of Ramsey is requesting the following funding for their municipal abatement efforts in 2017.

BASE FUNDING REQUESTED	Dollar Amount
Administration	
Recycling Coordinator	17,000
Other Staff (Com. Dev. Asst., Finance Staff, Intern)	7,000
Office Supplies (overhead such as space 'rental', utilities, support systems, etc.)	10,000
Training/Mileage/Dues	500
<i>Subtotal</i>	\$ 34,500.00

Curbside Collection	
Estimated Curbside Collection Contract Costs (\$27,500 x 12 months)	330,000
Estimated Curbside Collection Revenue (\$75,000 per quarter and rec. penalties)	330,000
Difference that requires funding	0
<i>Subtotal</i>	\$ -

Regular Drop-off Expenses	
Equipment - standard equipment maintenance (loader, grader, H2O truck, etc)	1,500
Facility costs e.g. electricity, rent, supplies	
Service Providers (paper shredding)	2,000
Labor (Public Works Staff)	3,950
Estimated revenue	
Difference that requires funding	<i>Subtotal</i> \$ 7,450.00

Promotion	
Printing (2 postcards and 2 separate mailing pieces at minimum)	3,000
Postage (2 postcards and 2 separate mailing pieces at minimum)	6,000
Advertising (recycling info in newsletter)	1,000
Incentive products	
Contracted performances e.g. Climb, Tricia and the Toonies	1,500
<i>Subtotal</i>	\$ 11,500.00

Yard Waste	
Special Collections	
Estimated Curbside Collection Contract Costs	
Estimated Curbside Collection Revenue	
Difference that requires funding	<i>Subtotal</i> \$ -

Problem Materials	
Tires	
Oil	
<i>Subtotal</i>	\$ -

ADDITIONAL ENHANCEMENT FUNDS REQUESTED

Special Monthly Drop-off Events		
Equipment (at least 2 additional collection events, similar eq. needs as line 22)		
Service Providers/Collection Costs		
Labor - Staff/organizations		
Other		
<i>Special Monthly Enhancement Subtotal</i>		\$ -
Full Service Drop-off Center		
Equipment		
Service Providers/Collection Costs		
Labor - Staff/organizations		
<i>Full Service Drop-off Enhancement Subtotal</i>		\$ -
Park Recycling		
-- Recycling Containers	Price/container	
-- Recycling Bags		1,000
Service Providers/Collection Costs		
Labor - Staff costs needed for collection		1,000
<i>Park Recycling Subtotal</i>		\$ 2,000.00
Event Recycling - Please list any organics costs in organics section.		
-- Recycling Containers	Price/container	
-- Recycling Bags		
Service Providers/Collection Costs		
Labor - Staff costs needed for collection		1000
<i>Event Recycling Subtotal</i>		\$ 1,000.00
Special Curbside Recycling Pickups		
Collection Costs		
Subsidy to resident -- # of items collected x _____		
<i>Special Curbside Subtotal</i>		\$ -
Multi-Unit Recycling Outreach		
Equipment/Promotion		
Staff costs		
<i>Multi-unit Enhancement Subtotal</i>		\$ -
General Enhancement Costs - could be used for any eligible expense		
Promotion/Printing/Postage/Advertising		
General Intern Costs		
<i>General Enhancement Subtotal</i>		\$ -
Organics Collection Costs		
Equipment		
-- Organics Containers/Starter Kits	Price/container	
-- Compostable Bags		
-- Compostable Serving Ware - cups/bowls/utensils		
-- Container rental/month x		
Service Providers/Collection Costs		3000
Labor - Staff/organizations # of hours		
<i>Organics Collection Subtotal</i>		\$ 3,000.00
TOTAL REQUESTED FUNDS		\$ 59,450.00



Anoka County

PARKS & COMMUNITY SERVICES DIVISION

Integrated Waste Management

Date: December 13, 2016
To: Municipal Recycling Coordinators
From: ^{Sue} Sue Doll, Solid Waste Specialist
Regarding: Municipal Contracts for 2017, Funding and Goals

The 2017 Residential Recycling Agreements include a fixed base of \$10,000 for each municipality and \$5.00 per household. In addition, targeted program funds are available for specific program areas and funds may be used for problem materials and yard waste/organics. The household count is based on the latest population and household estimate available from the Metropolitan Council. This funding allocation is not dependent upon the receipt of the second SCORE allocation. The county will use reserve funds if the second grant payment is not received in the spring of 2017.

The 2017 funding includes enhancement funds for the following program areas:

- Full Service Drop-off Recycling Centers – \$30,000
- Monthly/Quarterly Drop-off Events – \$10,000 to \$15,000 depending on the number of households*
- Park and Community Event Recycling – \$1,000 to \$3,000 depending on the number of households**
- Curbside and Multi-Unit Recycling – \$2,000 to \$6,000 depending on the number of households***
- General Enhancement Grant \$0.50/Household (HH)
- Organics Collection \$1/HH

*Up to 4,999 HH – \$10,000 and 5,000 HH and up – \$15,000

**Up to 2,000 HH – \$1,000; 2001 – 4,999 HH – \$2,000 and 5,000 HH and up – \$3,000

***Up to 2,000 HH – \$2,000; 2001 – 4,999 HH – \$4,000 and 5,000 HH and up – \$6,000

The contract again includes a change order of up to 10% of your total allocation.

The 2017 municipal recycling goal is 205 pounds per person for single family households (up to 4 units) and 160 pounds per person for multi-unit households (5 units or more). This goal reflects the estimated tonnage needed to assist the county in achieving its recycling goal as established by the State of Minnesota. The goals have been set to reflect the differences between single family and multi-unit housing.

Three copies of the contract have been enclosed for signature by your municipality. Please have **all three** signed and fill in the 2017 Municipal Funding Request – Attachments B and C. Attachment C provides additional space to list how each category selected will be spent. Each contract must have a completed Attachment B and C. Mail **all three** signed copies back to our department and we will obtain remaining signatures. We would like to receive all contracts back by the end of February so that we know what funds may be available for redistribution.

Thank you for your cooperation and efforts to reduce waste and increase the amount of material recycled in our county. Please do not hesitate to contact me if you have any questions regarding this information.

Respectful, Innovative, Fiscally Responsible

1530 Bunker Lake Blvd NW ▲ Andover, MN 55304 ▲ www.anokacounty.us/recycle
Office: 763-323-5730 ▲ Fax: 763-323-5731 ▲ recycle@co.anoka.mn.us

Printed on 30% post-consumer recycled paper

Affirmative Action / Equal Opportunity Employer

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

RESOLUTION #17-02-055

RESOLUTION TO ENTER INTO A RESIDENTIAL RECYCLING PROGRAM AGREEMENT WITH ANOKA COUNTY TO RECEIVE 2017 SCORE FUNDS

WHEREAS, Anoka County annually receives funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557. This funding is provided by the Select Committee On Recycling and the Environment (SCORE); and

WHEREAS, in 2017, Anoka County will distribute the SCORE funds amongst municipalities using the following formula: a base allocation of \$10,000 plus \$5.00 per household; and

WHEREAS, the City of Ramsey's base allocation of SCORE funds for 2017 is \$53,450.00; and

WHEREAS, the City of Ramsey is eligible for additional targeted program funds to focus on activities such as municipal park and event recycling (up to \$3,000.00), monthly/quarterly drop-off events (up to \$15,000.00), curbside and multi-unit recycling (up to \$6,000.00), general program enhancements (up to \$4,345.00), and organics collection (up to \$8,690.00); and

WHEREAS, the Anoka County Board of Commissioners annually sets recycling goals for municipalities to achieve and the 2017 goals are based on 205 pounds per person for single-family households (up to four [4] units) and 160 pounds per person for multi-unit households (five [5] or more units); and

WHEREAS, the City of Ramsey's recycling goal for 2017 is 2,555 tons.

WHEREAS, Anoka County wishes to assist municipalities in meeting the recycling goals established by the Anoka County Board of Commissioners by providing SCORE funds to municipalities for solid waste recycling programs; and

WHEREAS, SCORE funding can be and previously has been used to implement various components of the City's recycling program including: recycling and waste reduction education and awareness activities, notifying new residents of Ramsey's recycling program, spring and fall recycling events, and to fund the recycling coordinator position; and

WHEREAS, in order to receive SCORE funds, the City of Ramsey must enter into a Residential Recycling Program Agreement with Anoka County.

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

- 1) That the Mayor is hereby authorized to sign the Agreement for Residential Recycling Program between the City of Ramsey and Anoka County to receive the base allocation of SCORE funds and additional targeted program funds for municipal parks and community event recycling and organics collection.

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 28th day of February, 2017.

Mayor

ATTEST:

City Clerk

Meeting Date: 02/28/2017

By: Jo Thieling, Administrative Services

Information

Title

Adopt Resolution #17-02-056 Proclaiming March 7, 2017 as: A Day of Action to End Domestic Violence

Purpose/Background:

Purpose: To adopt a resolution showing the City of Ramsey's support in proclaiming a day of action to end domestic violence.

Background: A request was received from Connie Moore, Executive Director of Alexandra house, to formally recognize March 7 as a Day of Action to End Domestic Violence. Domestic and sexual violence is endemic in our communities and our state. Domestic and sexual violence do not exist in silos in our communities. Many forms of injustice and violence intersect with each other to make our communities unsafe. The devastating effects of economic violence ripple throughout our state, which leave our neighbors struggling to make ends meet.

For a number of years, six statewide coalitions, encompassing over 80 domestic violence organizations statewide, dedicated to ending sexual and domestic violence, have organized the "**Action Day to End Violence Against Women**" at the Capitol. Historically, this event has been a collective effort to raise awareness about the devastating impact of violence against women in Minnesota and included meetings with legislators and a noon rally. This year the coalition is trying a different approach. The various coalitions and domestic and sexual violence organizations are each organizing an event within their own community and asking their cities and counties to declare March 7, 2017, A Day of Action to End Domestic Violence.

By locally proclaiming March 7, 2017, *A Day of Action to End Domestic Violence*, the City of Ramsey shows its recognition of both the gravity of the problem and the importance of the ongoing work to create a violence-free community in the region. The City's proclamation will add to the chorus of voices across the state insisting that women, men, and children all have a right to seek peace and safety in their lives.

The resolution/proclamation is attached for Council review and formal adoption. Upon adoption, staff will forward a copy to Ms. Moore.

Action:

Motion to adopt Resolution #17-02-056 Proclaiming March 7, 2017 as: A Day of Action to End Domestic Violence.

Attachments

Res Procl a Day of Action to End Domestic Violence

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/23/2017 03:08 PM
Form Started By: Jo Thieling		Started On: 02/23/2017 02:06 PM
Final Approval Date: 02/23/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-02-056

RESOLUTION PROCLAIMING MARCH 7, 2017 A DAY OF ACTION TO END DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, domestic violence, a pattern of behavior used to gain or maintain power and control over an intimate partner, happens here in our community and across our state to one in three women; and

WHEREAS, empathy happens here for the family, friends, and communities that have experienced the painful death of someone to domestic violence as at least 21 people were murdered due to domestic violence in 2016 alone; and

WHEREAS, refuge happens here through over 80 domestic violence programs in Minnesota providing services to over 65,000 victims annually; and

WHEREAS, healing happens here through trauma informed treatment and connection; and

WHEREAS, accountability happens here with over 10,000 orders for protection issued each year; and

WHEREAS, honoring the pioneering work of Minnesota advocates who founded one of the nation's first shelters happens here; and

WHEREAS, collaboration happens here between domestic violence programs, law enforcement, court advocates, housing agencies, and community members to ensure the safety of survivors; and

WHEREAS, domestic violence is a leading cause of homelessness for women and their children, economic empowerment happens here when affordable housing is recognized as a human right; and

WHEREAS, the solutions to end domestic violence happen here, with the commitment of our entire community.

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

- 1) That the City Council of the City of Ramsey hereby proclaims March 7, 2017 as A Day to End Domestic Violence.

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:

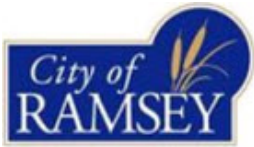
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of February, 2017.

Mayor Sarah Strommen

ATTEST:

City Clerk Jo Ann M. Thieling



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

CC Regular Session

6. 1.

Meeting Date: 02/28/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

PUBLIC HEARING: Adopt Resolution #17-02-044 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction

Purpose/Background:

Purpose:

The purpose of this case is to conduct a Public Hearing and adopt Resolution #17-02-044 accepting the Feasibility Report and ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction.

Background:

City Improvement Project 17-00 proposes to reconstruct the segment of Sunwood Drive between Ramsey Boulevard/County State Aid Highway (CSAH) 56 and Bunker Lake Boulevard /County Road 116 which is approximately 3,050 linear feet (0.58 miles) in length. A map showing the scope of the proposed improvements is included as *Figure 1* in *Appendix A* of the attached draft Feasibility Report.

City staff evaluates and rates the pavement condition of all city streets on an annual basis using the Pavement and Surface Evaluation Rating (PASER) system. In the fall of 2016, this segment of Sunwood Drive received PASER ratings of 3 to 4 which means the pavement is in very poor condition and past the point of applying mill and overlay improvements. Pictures of this street segment are located in *Appendix A* of the attached Feasibility Report.

Existing Conditions

Based on record plans, this segment of Sunwood Drive was constructed in 1996 using B618 concrete curb and gutter at a consistent width of 40 feet from face-of-curb to face-of-curb, centered within an 80 foot wide right-of-way. Record plans show that 3½ inches of bituminous pavement was constructed over 5 inches of class 5 aggregate base. However, recently completed soil borings and pavement corings revealed an average of about 4¾ inches of bituminous pavement along the corridor. Also, 8 foot wide parking lanes are delineated along both sides of the street using 4 inch wide white striping.

A storm sewer system consisting of concrete catch basins and pipes drain runoff from the street to adjacent low-lying areas. Sanitary sewer and watermain also exist under the pavement section.

An off-street bituminous trail exists along the north side of Sunwood Drive but the trail is in relatively good condition so no improvements are proposed to the trail as part of this project.

A total of four pavement corings were completed by WSB and Associates (WSB) to assist with the preparation of this report. In addition, eleven soil borings were completed by Northern Technologies, Inc. (NTI). Copies of WSB's and NTI's reports are included in *Appendix D* of the attached draft Feasibility Report.

Proposed Improvements

Damaged sections of existing concrete curb and gutter will be removed and replaced, including concrete cross gutters at driveways and intersections which facilitate drainage to prevent pockets of standing water which can freeze in the winter resulting in unsafe conditions for drivers and pedestrians.

The existing bituminous pavement is proposed to be reconstructed using a process called Stabilized Full Depth Reclamation (SFDR). The SFDR process would include milling the top 3 inches or so of existing bituminous pavement and disposing of the millings off site. All remaining existing bituminous pavement will then be reclaimed (ground up and mixed) along with most of the existing class 5 aggregate base. Approximately 1 inch of reclaimed material will need to be removed from site. The remainder of the reclaim material will be spread on top of the existing subgrade and a stabilizing agent will then be mixed into the reclaim material. This stabilized reclaim material will be shaped and compacted into a 5 inch lift, then 4 inches of bituminous pavement will be placed on top of the compacted stabilized reclaim material. This new pavement section will result in a 10-ton pavement design meeting current State Aid pavement design standards.

The existing storm sewer system is in good condition and based on preliminary review appears to meet all applicable current State Aid design standards meaning no improvements are proposed, other than necessary casting adjustments.

The existing sanitary sewer and watermain appear to be in good condition but inspections will be completed during final design to ensure no repairs are needed prior to completing the proposed improvements.

Estimated Costs

The engineer's opinion of probable costs for completing the proposed improvements on Sunwood Drive as outlined in the attached draft Feasibility Report is \$607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in **Appendix B** of the Feasibility Report.

Funding Sources

The improvements are proposed to be funded using a combination of Street Reconstruction and Overlay Program (SROP) bond funds, stormwater utility funds, and special assessments to benefiting properties. The majority of the proposed improvements will be funded using SROP bond funds, which will be paid back over a 10 year term using the general fund. This cost is estimated at \$447,950 in the Feasibility Report. Stormwater utility funds will pay for required storm sewer improvements estimated to cost \$7,300. Special assessments are proposed to fund up to 25% of eligible construction costs totaling \$151,750 per the City's adopted Special Assessments Policy. A total of 9 parcels receive special benefit from the improvements as identified in the attached revised preliminary assessment map and roll.

Special Assessments

Per the City's adopted Special Assessments Policy special assessments can be used to pay for 25% of eligible street reconstruction improvement costs, which equals \$151,750 for this project. Preliminary assessments are calculated using methods that result in reasonable and equitable distribution of assessments that are uniform upon the same class of properties within the assessable area. The test for determining the validity of a special assessment is whether the improvement for which the assessment was levied has increased the market value of the property against which the assessment was levied in at least the amount of the assessment.

The City's adopted Special Assessments Policy identifies three optional methods for calculating assessments. The 9 identified benefiting properties are zoned E1 or E2 (industrial). Only two assessment methods are recommended for assessing industrial parcels, these being the "adjusted front footage" and "area" methods. Staff initially reviewed both methods as they would be applied in the current context of the policy. This review showed that the adjusted front footage method results in less variance between assessments (\$9K - \$40K), while the area method resulted in assessments that are more variable (\$3K - \$42K) and therefore appeared to better assign benefit based on lot geometry, which includes significant differences in lot depths.

Staff therefore first applied the area method to calculate assessments. In doing so, Staff reviewed all assessable

parcels to determine whether any appreciable differences existed between parcels that might impact the benefit received from the proposed improvements. Staff identified two appreciable differences that might impact the benefit received. The first was whether a parcel has direct access onto the improved street. The second was whether the parcel abuts other City streets that could result in future assessments to the parcel. Similar adjustments can be found to varying degrees in other cities assessment policies. Staff therefore applied the following adjustments to the area method of assessment to develop a revised assessment roll.

- Properties abutting Sunwood Drive only with access onto Sunwood Drive were proposed to be assessed for 100% of their property area.
- Properties abutting Sunwood Drive and other City streets, with access onto Sunwood Drive, were proposed to be assessed for 75% of their property area.
- Properties abutting Sunwood Drive with no access onto Sunwood Drive were proposed to be assessed for 50% of their property area.

Staff presented the revised preliminary assessment roll to 6 of 7 assessable property owners. While most property owners did not specifically object to their proposed preliminary assessment, one property owner did object to their preliminary assessment and recommended the use of another method based on assessable property value which would significantly reduce their preliminary assessment.

Based on feedback received, Staff contacted the appraisal firm that prepared the benefit appraisal consultation reports for all recent street reconstruction projects in Ramsey to discuss optional assessment methods for industrial parcels. Based on this discussion, Staff revised the assessment roll by applying the front footage method to calculate special assessments for all assessable properties. The appraiser also calculated estimated special benefits for each assessable property which was also added to the revised assessment roll. Then the lesser of the calculated front footage assessment and estimated special benefit was used for the proposed preliminary assessment for each property. A copy of the revised assessment roll is attached.

All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, which meets current State Aid standards, and since the existing and proposed pavement sections both meet 10-ton design standards and are therefore equivalent sections.

Public Input

Below is a very brief and general summary of the comments received from each assessable property owner.

- Altron, Inc. – Does not generally oppose the proposed improvements or their proposed assessment, but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing.
- B & F Fastener Supply – Does not generally oppose the proposed improvements or their proposed assessment, and they do not plan to attend the public hearing.
- Class C Components – Does not generally oppose the proposed improvements but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing.
- Connexus Energy – Does not generally oppose the proposed improvements but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing. They are specifically requesting that their assessment be reduced because their property is undeveloped (except for the driveway that provides access onto Sunwood Drive).
- In'Tech, Industries – Does not generally oppose the proposed improvements or their proposed assessment, and does not object to postponing the public hearing.
- Vision Ease – Does not generally oppose the proposed improvements but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing.
- Anderson Dahlen – No feedback has been received to date but Staff is working to schedule a meeting prior to the Public Hearing.

To ensure Staff will be able to meet with all assessable property owners prior to the Public Hearing to review the attached revised assessment roll, Staff recommends postponing the public hearing until March 14, 2017. Another two week delay should not significantly impact bids and will not prevent the project from being completed in 2017.

Notification:

Public Hearing Notices were published in the Anoka Union Herald on January 27th and February 3rd, 2017, were mailed to all property owners proposed to be assessed for a portion of the improvements, and was posted in City Hall as required by State Statute. Postponing the public hearing does not require additional publications.

Observations/Alternatives:

Observations:

This project would best be constructed as a stand-alone project and is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed in the Feasibility Report.

The proposed pavement design is anticipated to provide a life of at least 30 years, assuming proactive, regular pavement maintenance treatments are performed throughout the life of the pavement. While a 60-year design life is typically targeted for reconstructed streets, this project is not proposing a full reconstruction due to the good condition of the majority of existing 20 year old curb and gutter. At the time the existing curb and gutter that is left in place needs to be reconstructed, which will likely occur 30 years or more in the future, Staff will evaluate whether it would be cost-effective to reconstruct the pavement section again.

The preliminary Assessment Map and Roll included in *Appendix C* of the Feasibility Report were preliminarily approved by Council on January 24th. On February 14th Council approved revising the Feasibility Report to incorporate a revised assessment map and assessment roll. Staff is currently revising the Feasibility Report to fully address the attached revised assessment map and roll. The revised report will be attached to the Council case for the Public Hearing on March 14, 2017.

Alternatives:

Alternative #1 – Motion to deny adoption of Resolution #17-02-044 at this time and to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until March 14, 2017.

Alternative #2 – Motion to deny adoption of Resolution #17-02-044 at this time.

Funding Source:

City staff prepared the Feasibility Report in-house as part of staff's normal duties.

The engineer's opinion of probable costs for the proposed improvements on Sunwood Drive as outlined in the Feasibility Report is \$607,000. Assessable industrial parcels are preliminarily proposed to be assessed for up to 25 percent of eligible project costs totaling \$151,750. The City will pay the remaining 75% of project costs including \$447,950 from the 5 year Street Reconstruction and Overlay Program bond funds, and \$7,300 from stormwater utility funds.

NTI completed a Geotechnical Exploration and Engineering Review at a cost of \$4,400 which is included in Appendix D of the Feasibility Report. WSB and Associates, Inc. completed Pavement Evaluations and Recommendations at a not-to-exceed cost of \$2,687.50 which is also included in Appendix D.

Recommendation:

Staff recommends Alternative #1. Staff does not support Alternative #2.

Action:

Motion to deny adoption of Resolution #17-02-044 at this time and to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until March 14, 2017.

Attachments

Revised Assessment Map

Revised Assessment Roll

Spec Assessments Policy

Draft Feasibility Report

Resolution

Form Review

Inbox

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 02/23/2017

Reviewed By

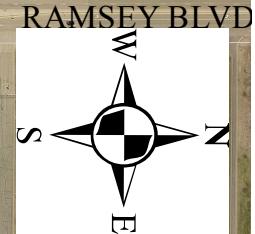
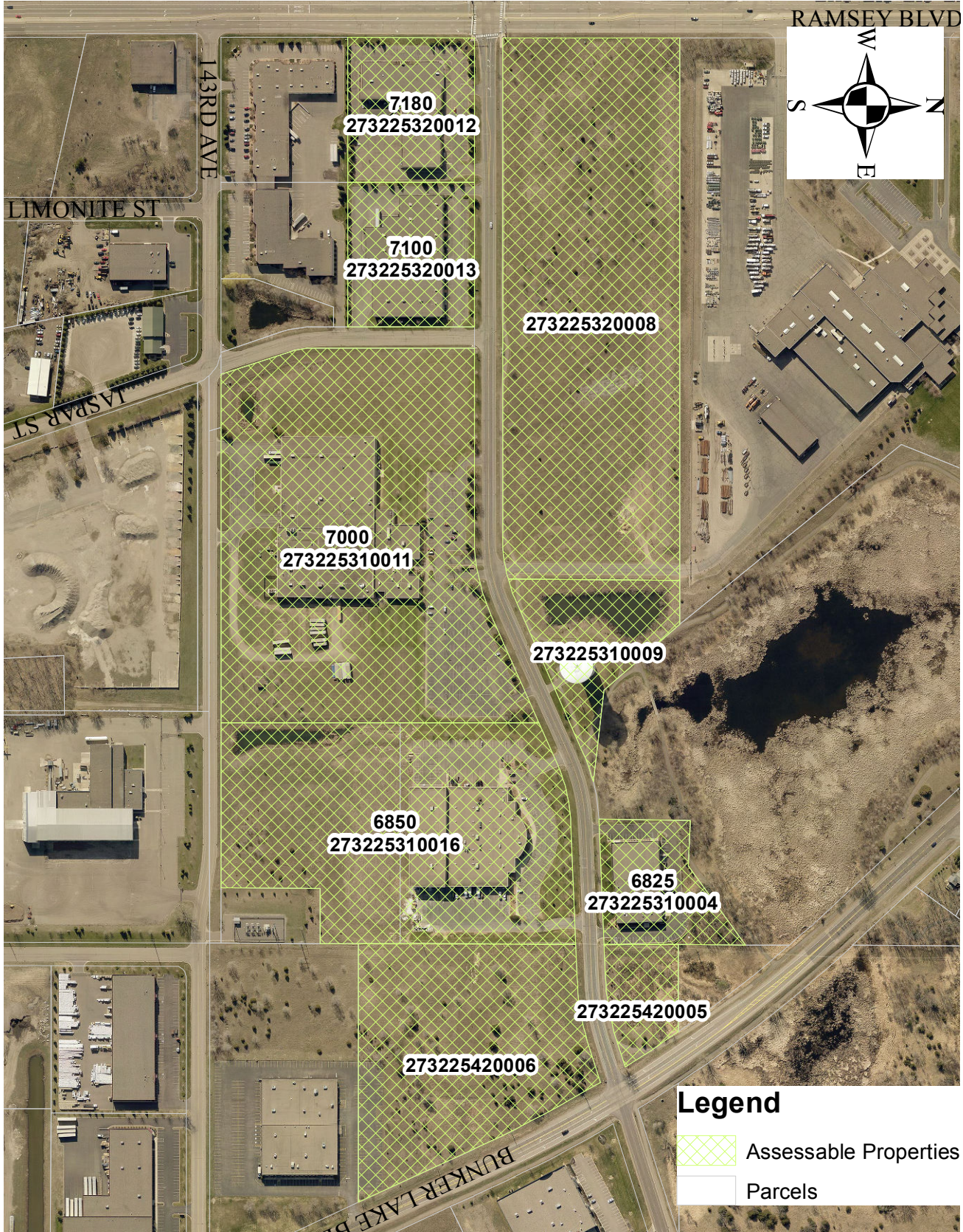
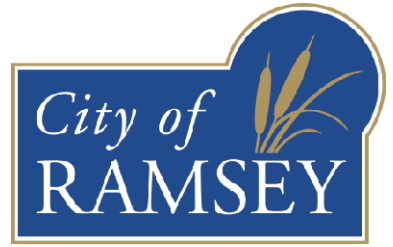
Kurt Ulrich

Date

02/23/2017 03:08 PM

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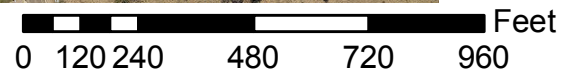
SUNWOOD DRIVE ASSESSABLE PROPERTIES IP #17-00



Legend

- Assessable Properties
- Parcels

PRELIMINARY ASSESSMENT MAP



DRAFT

PRELIMINARY ASSESSMENT ROLL - IP #17-00										
PID No.	Property Owner	Property Front Footage (Lin Ft)	Front Footage Rate (\$/Lin Ft)	Property Address	City	State	Zip	Calculated Front Footage Assessment	Estimated Special Benefit	Proposed Preliminary Assessment
273225310004	NORTH SUBURBAN MANAGEMENT LLC	355.29	\$26.09482179	6825 SUNWOOD DR NW	RAMSEY	MIN	55303	\$9,271.23	\$8,500.00	\$8,500.00
273225310009	RAMSEY CITY OF	622.49	\$26.09482179		RAMSEY	MIN	55303	\$16,243.77	\$10,500.00	\$10,500.00
273225310011	VISION EASE LP	1,098.25	\$26.09482179	7000 SUNWOOD DR NW	RAMSEY	MIN	55303	\$28,658.64	\$25,500.00	\$25,500.00
273225310016	KNOLL PROPERTIES LLC	641.97	\$26.09482179	6850 SUNWOOD DR NW	RAMSEY	MIN	55303	\$16,752.09	\$27,000.00	\$16,752.09
273225320008	CONNEXUS ENERGY	1,530.01	\$26.09482179		RAMSEY	MIN	55303	\$39,925.34	\$47,500.00	\$39,925.34
273225320012	RMR CAPITAL LLC	408.06	\$26.09482179	7180 SUNWOOD DR NW	RAMSEY	MIN	55303	\$10,648.25	\$6,500.00	\$6,500.00
273225320013	OBRIEN PROP OF MINNESOTA LLC	408.07	\$26.09482179	7100 SUNWOOD DR NW	RAMSEY	MIN	55303	\$10,648.51	\$6,500.00	\$6,500.00
273225420005	RAMSEY CITY OF	353.22	\$26.09482179		RAMSEY	MIN	55303	\$9,217.21	\$10,500.00	\$9,217.21
273225420006	PHILLIPS ALAN C & D V TRUSTEES	397.97	\$26.09482179		RAMSEY	MIN	55303	\$10,384.96	\$10,500.00	\$10,384.96
TOTALS		5,815.33						\$151,750.00	\$153,000.00	\$133,779.60



SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

- SECTION 1. General Policy Statement.
- SECTION 2. Improvements and Maintenance Costs Eligible for Special Assessment.
- SECTION 3. Initiation of Public Improvement Projects.
- SECTION 4. Public Improvement Procedures.
- SECTION 5. Financing of Public Improvements.
- SECTION 6. General Assessment Policies.
- SECTION 7. Methods of Assessment.
- SECTION 8. Standards for Public Improvement Projects.
- SECTION 9. Policies of Reassessment.
- SECTION 10. Assessment Computations.
- SECTION 11. Deferment of Assessments.

SECTION 1. GENERAL POLICY STATEMENT.

The purpose of this policy is to establish a fair and equitable manner of assessing the increase in market value (special benefit) associated with public improvements. The procedures used by the City for levying special assessments are those specified by the City Charter and Minnesota Statutes Chapter 429, which provide that all or a part of the cost of improvements may be assessed against benefiting properties.

Three basic criteria must be satisfied before a particular parcel can be assessed. The criteria are as follows:

1. The land must have received special benefit from the improvement.
2. The amount of the assessment must not exceed the special benefit.
3. The assessment must be uniform in relation to the same class of property within the assessment area.

It is important to recognize that the actual cost of extending an improvement past or through a particular parcel is not the controlling factor in determining the amount to be assessed. However, in many cases the method for assigning the value of the benefit received by the improvement, and therefore the amount to be assessed, will focus on calculating the proportionate cost of providing the improvement, provided the cost does not exceed the increase in property market value resulting from the improvement. The entire project shall be considered as a whole for the purpose of calculating and computing an assessment rate. In the event City staff has doubt as to whether the costs of the project may exceed the special benefits to the property, the City Council may obtain such appraisals as may be necessary to support the proposed assessment.

The assessment policy is intended to serve as a guide for a systematic assessment process in the City. There may be exceptions to the policy or unique circumstances or situations that may require special consideration and discretion by City staff and the City Council.

SECTION 2. IMPROVEMENTS AND MAINTENANCE COSTS ELIGIBLE FOR SPECIAL ASSESSMENT.

Subd. 1. Public improvements, and related acquisition, construction, extension, and maintenance of such improvements, authorized by Minnesota Statutes, Sections 429.021 and 459.14, subd. 7, that are eligible for special assessment within the City include the following:

1. Streets, sidewalks, pavement, curbs and gutters, including the beautification thereof.
2. Parking lots.
3. Water works systems and appurtenances, within and without the corporate limits.
4. Sanitary sewer and storm sewer systems including appurtenances, within and without the corporate limits.
5. Street boulevard trees.
6. Street lights, street lighting systems and special lighting systems.
7. Steam heating mains.
8. Parks, playgrounds, and recreational facilities, including the purchase of equipment, within or without the corporate limits.
9. Abatement of nuisances, including but not limited to, draining and filling swamps, marshes, and ponds on public and private property.
10. Dikes and other flood control works.
11. Retaining walls and area walls.
12. A pedestrian skyway system upon a petition pursuant to section 429.031, subdivision 3.
13. Underground pedestrian concourses.
14. Public malls, plazas or courtyards.
15. District heating systems.
16. Fire protection systems in existing buildings upon a petition pursuant to section 429.031, subdivision 3.
17. Highway sound barriers.
18. Gas and electric distribution facilities.

Subd. 2. The City is also authorized by ordinance adopted pursuant to Minnesota Statutes Section 429.101 to recover, through special assessment, certain costs, including the following:

1. Snow, ice, or rubbish removal from sidewalks.
2. Weed elimination from streets or private property.
3. Removal or elimination of public health or safety hazards from private property excluding any structure included under the provisions of Minnesota Statutes, sections 463.15 to 463.26.
4. Installation or repair of water service lines, street sprinkling, sweeping, or other dust treatment of streets.
5. The trimming and care of trees and the removal of unsound trees from any street.
6. The treatment and removal of insect infested or diseased trees on private property.
7. The repair of sidewalks and alleys.
8. The operation of a street lighting system.
9. The operation and maintenance of a fire protection or a pedestrian skyway system.

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.
2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.
3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

The following is the general procedure followed by the City Council for all public improvement projects from initiation of such a project through certification of the assessment roll to the County Auditor. Formats for the various reports and resolutions referenced in this section are made a part of the policies and procedures of the City. **Applicable state law and City Charter provisions take precedence over the following general procedure.**

1. Staff reviews the petition or Developer's request for submission to Council.
2. Council accepts or rejects the petition or request. If based upon a petition, the Council adopts a resolution declaring whether the required percentage of property owners signed the petition. If the petition or request is accepted, Council orders the preparation of a feasibility report.
3. Staff prepares the feasibility report. The report shall preliminarily evaluate whether the proposed improvement is necessary, cost-effective, and feasible and whether it should be made as proposed or in conjunction with another project. The report shall include an estimate of the cost of the improvement as proposed. Council may refer the report to the Planning and Zoning Commission.
4. Council accepts or rejects the feasibility report. If accepted, Council orders a public hearing on the improvements.
5. Staff posts and publishes the hearing notice and mails notices to affected property owners as provided in Minn. Stat. § 429.031(a).
6. Council conducts a public hearing.
7. Within six (6) months of the hearing date, but no sooner than sixty (60) days after per City Charter § 8.4.1, Council adopts or rejects a resolution ordering the improvement to be constructed and advertisement of bids. If adopted, staff prepares final plans, advertises for and opens bids as provided in Minn. Stat. § 429.041, prepares a bid tabulation, makes a recommendation to City Council for award, and prepares a proposed assessment roll. Bonds to finance project costs may be issued at any time after the improvements are ordered.

8. Council reviews the proposed assessment roll and orders an assessment hearing.
9. Staff publishes a hearing notice and mails notice of the hearing date and proposed assessments to the affected property owners as provided in Minn. Stat. § 429.061.
10. Council conducts the assessment hearing and adopts, revises, or rejects the resolution determining the amount of the total expense the City will pay, if any, and establishing the assessment roll. If adopted, Council authorizes certification of the assessment to the County Auditor.
11. Council awards contracts based on the bids received.
12. Staff certifies the assessment roll to the County Auditor.
13. Staff supervises construction and prepares payments.

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

The City encourages public improvement projects when the area benefiting and needing such improvements develop. Examples of this policy can be seen through the subdivision regulations, zoning ordinance, and building codes. Developers are required to provide the needed improvements and services before development occurs, thereby avoiding unexpected hardships on the property owners purchasing such property and the general public. However, it is recognized that certain areas of the City have developed without all needed public improvements (e.g. parks, water, sewer, and street improvements) and that methods must be found to provide these improvements without causing undue hardships on the general public or the individual property owners.

Special assessments are generally accepted as a means by which areas can obtain improvements or services; however, the method of financing assessment is a critical factor to both the City and the property owner. Full project costs spread over a very short term can cause an undue hardship on the property owner and, likewise, city costs and systems costs spread over a long period of time can cause an undue hardship on the City.

It is the policy of the City to not defer assessments except in cases where hardship to senior citizens 65 years of age or older, or persons retired by virtue of a permanent and total disability, would result. Also, the City Council may elect to defer assessments on undeveloped land for a specified length of time or until the lands are developed. Terms and conditions of any such deferral will be established in the resolution adopting the assessments.

SECTION 6. GENERAL ASSESSMENT POLICIES APPLICABLE TO ALL TYPES OF IMPROVEMENTS.

The cost of any improvement shall be assessed based upon benefits received. The following general principles shall be used as a basis of the City's assessment policy:

1. **Project Cost.** The "project cost" of an improvement includes the costs of all necessary construction work required to accomplish the improvement (direct costs), plus engineering, legal, administrative, financing and other contingent costs, including acquisition of right-of-way and other property (indirect costs). The finance charges include all costs of financing the project. These costs include, but are not limited to, financial consultant's fees, bond rating agency fee, bond attorney's fees, and capitalized interest. The interest charged to the project shall be included as financing charges.

2. **City Cost.** The “city cost” of an improvement is the amount of the total improvement expense the City will pay as determined by Council resolution. Where the project cost of an improvement is not entirely attributed to the need for service to the area served by the improvement, or where unusual conditions beyond the control of the owners of the property in the area served by the improvement would result in an inequitable distribution of special assessments, or for any other reason determined by the City, the City, through the use of other funds, may pay such “city cost.”
3. **Assessable Cost.** The “assessable cost” of an improvement is equal to the “project cost” minus the “city cost.”
4. **Interest.** The City will charge interest on special assessments at a rate specified in the resolution approving the assessment roll. If bonds were sold to finance the improvement project, the interest rate shall be equal to the interest rate of the bonds plus 2% (2% above bond rate), rounded to the nearest quarter of a percent. If no bonds were sold, the interest rate shall be set at the U.S. Treasury rate (10-year for 10 year assessment; 15-Year for 15 year assessment) plus 2 percentage points.
5. **Prepayment.** Property owners may pay their assessments in full, interest free, for a period of 30 days after the assessment hearing. After such period interest shall be computed from the date specified in the assessment resolution. The City will transmit a certified duplicate of the assessment roll with each installment, including interest, to the County Auditor, or in lieu of such certification, annually certify to the County Auditor by November 30 in each year, the total amount of installments of and interest on assessments on each parcel that are to become due in the following year.
6. **Extensions.** Where an improvement is designed for service of an area beyond that receiving the initial benefit, the City may pay for increased project costs due to such provisions for future service extensions. The City will levy assessments to cover this cost when a new improvement is installed as an extension of the existing improvement upon identification of such additional amount in the notice of hearing for the extensions or new improvements. As an alternative, the City may assess these costs to the area of future extension immediately based on the value of benefit received.
7. **Project Assistance.** If the City receives financial assistance from the Federal Government, the State of Minnesota, the County, or from any other source to defray a portion of the costs of a given improvement, such aid will be used first to reduce the “city cost” of the improvement. If the financial assistance received is greater than the “city cost,” the remainder of the aid will be placed in the Public Improvement Revolving Fund to be applied towards other City projects.
8. **Assessable Property.** Property owned by the City and other political subdivisions including municipal building sites, parks and playgrounds, but not including public streets, alleys, and right-of-way, shall be regarded as being assessable on the same basis as if such property was privately owned. Private right-of-way shall be assessable.
9. **Individual Benefits.** The City may construct improvements specifically designed for or shown to be of benefit solely to one or more properties. The costs for these improvements will be assessed directly to such properties, and not included in the assessments for the remainder of the project. An example would be utility service lines running from the main lines to the property.
10. **Benefit Appraisals.** In the event that City staff has doubt as to whether the proposed assessments exceed the special benefits to the property(ies) in question, the City Council may order benefit appraisals or benefit appraisal consultations as deemed necessary to support the proposed assessments. As a general rule, benefit appraisals or benefit appraisal consultations may be ordered when the proposed assessment exceeds \$5,000 for a standard city street

reconstruction project on a residential lot, or \$20,000 per acre for commercial or industrial property.

11. **Condemnation Awards.** A property owner may elect to offset special assessments against condemnation awards. In such case, the property owner must execute an agreement (Net Assessment Agreement) with the City.
12. **Subgrade Corrections.** All costs relative to subgrade soil corrections deemed necessary to construct or reconstruct City streets will be considered a “city cost” and will not be assessed.
13. **Rural to Urban Conversion.** All costs relative to converting an existing rural street section to an urban street section by filling roadside drainage ditches and adding curb and gutter and storm sewer will be considered a “city cost” and will not be assessed.
14. **Oversizing.** All costs relative to oversizing an existing City street by increasing the width of the street and/or the load carrying capacity of the pavement section will be considered a “city cost” and will not be assessed.

SECTION 7. METHODS OF ASSESSMENT.

Subd. 1. General Statement. There are three different methods of assessment: adjusted front footage, area, and per lot. The feasibility report will recommend one or a combination of these methods for each project, based upon which method would best reflect the benefit received for the area to be assessed. The City Council will select the preferred method of calculating the assessments along with other applicable assessment criteria.

Subd. 2. Policy Statement. The following methods of assessment, as described and defined below, are hereby established as the preferred methods of assessment in the City.

A. “Adjusted Front Footage” Method of Assessment.

The “adjusted front footage” method of assessment is based on the quotient of the “assessable cost” divided by the total assessable frontage benefiting from the improvement. This method is typically applied to commercial, industrial, and multi-family residential properties. For the purpose of determining the “assessable frontage,” all properties, including those owned by governmental entities, shall have their frontages included in such calculation.

The actual physical dimensions of a parcel abutting an improvement (i.e., street, sewer, water, etc.) shall not be construed as the frontage utilized to calculate the assessment for a particular parcel. Rather, an “adjusted front footage” will be determined. The purpose of this method is to equalize assessment calculations for lots of similar size. Individual parcels by their very nature differ considerably in shape and area. The following procedures will apply when calculating adjusted front footage. The selection of the appropriate procedure will be determined by the specified configuration of the parcel. All measurements will be scaled from available plat and section maps and will be rounded down to the nearest foot dimension with any excess fraction deleted.

1. ***Rectangular Interior Lots.*** The rectangular lot is defined as having no more than 2 feet of difference between the front and rear lot lines. The adjusted front footage is the actual front footage of the lot. For rectangular lots whose frontage is greater than its depth, the “odd shaped lot” method shall be used.

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the “odd shaped lot” method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.
3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.
4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the “corner lot adjustment”.
5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. “Area” Method of Assessment.

The “area” method of assessment is based on the number of square feet or acres within the boundaries of the appropriate property lines of the parcels benefiting from the project. This method is most often applied to commercial and industrial lots. The assessment rate (i.e., cost per square foot) shall be calculated by dividing the total assessable cost by the total assessable area. On large lots, the City Engineer may determine that only a portion of the lots receives the benefit and may select a lot depth for the calculations equal to the benefit received.

All properties included in the benefited area, including those owned by governmental entities, churches, etc., shall be assessable. The following items may not be included in area calculations: public right-of-ways, and natural waterways, swamps and lakes and other wetlands designated by the Minnesota Department of Natural Resources or the City. The City Engineer will make a recommendation on the boundaries or parameters of the benefited area in the feasibility report.

C. “Per Lot” Method of Assessment.

The “per lot” method of assessment is based on equal assessment of all lots within the benefited area. This method is typically applied to single-family residential lots with similar sizes and configurations. The “assessment per lot” shall be the quotient of the “assessable cost” divided by the total assessable lots or parcels benefiting from the improvement. For the purpose of determining the “lots” or “parcels” all parcels, including those owned by governmental entities, shall be included in such calculations.

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

The following standards are hereby established by the City to provide a uniform guide for improvements within the City.

A. Surface Improvements

Surface improvements shall normally include all improvements visible on or above the ground within the right-of-way, and include, but are not limited to, trees, lighting, sidewalks, trails, signing, street and accessory improvements such as drainage ponds and facilities, parking lots, parks and playgrounds. Surface improvements shall also normally include aggregate or granular base materials for bituminous and concrete pavements.

Policy Statement. Prior to construction or completion of surface improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

When practicable, no surface improvements to less than both sides of a full block of street shall be approved except as necessary to complete partially completed improvements initiated previously. Concrete or bituminous curbing, or concrete curb and gutter, shall be installed at the same time as street surfacing.

B. Sub-Surface Improvements

Sub-surface improvements shall normally include such items as water distribution, sanitary sewer and storm sewer lines and appurtenant infrastructure, and electric and gas utilities.

Main lines are the publicly owned and maintained lines or facilities such as trunk lines, interceptors, mains, and laterals. Service lines are those privately owned lines or facilities extending from the main line to the property line.

Policy Statement. Sub-surface improvements shall be made to serve current and projected land use. All installations shall conform to applicable standards established by local, state and/or federal agencies of competent jurisdiction. All installations shall also comply, to the maximum extent feasible, with nationally recognized standards such as those of the American Insurance Association.

Service lines from the lateral or trunk utility to the property line of all planned service locations such as residences or buildings on properties whose owner has requested service shall be installed in conjunction with the construction of the mains.

C. Subgrade Improvements

Subgrade improvements shall normally include such items as subgrade corrections (removing layers/pockets of unsuitable soils and replacing them with aggregate base, select granular material, or other more suitable soils) and installation of geotextile fabrics.

Policy Statement. Prior to construction or completion of subgrade improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

SECTION 9. POLICIES OF REASSESSMENT.

The City shall design public improvements to last for a definite period. The life expectancy or service life shall be as stated in the policy statement of this section, or if different, shall be as stated in the resolution ordering improvement and preparation of plans.

Policy Statement

The following are the “life expectancies” or “service lives” of public improvements except as may be otherwise stated in the resolution ordering improvement and preparation of plans.

1. Sidewalks and Trails – 30 years.
2. Street improvements, including surfacing and curb and gutter – 60 years.
3. Ornamental street lighting – 30 years.
4. Water Mains – 60 years.
5. Sanitary Sewers – 60 years.
6. Storm Sewers – 60 years.

SECTION 10. ASSESSMENT COMPUTATIONS.

The following is the typical city assessment for various specified improvements. The City Council reserves the right to vary from the following computations when conditions warrant. All computations are subject to the criteria set forth in Section 1.

A. Street and Curb and Gutter Improvements

1. ***New Construction.*** New streets are assessed 100% to the abutting benefited properties. Street and curb and gutter improvements will normally be assessed by the adjusted front footage method for commercial, industrial and multi-family residential properties, or by the per lot method for single-family residential properties, however other methods including the area method may be utilized if conditions warrant. Cost of construction of streets shall be assessed based on the minimum design of 7-ton axle load in residential areas and 9-ton axle load in commercial and industrial areas. Oversizing costs that are incurred in excess of the above may be paid by: (1) State funds, (2) larger assessment rates to other benefited properties, (3) general obligation funds, or (4) any other method or combination of methods authorized by the City Council.
2. ***Reconstruction and Overlays.*** Street reconstructions and overlays, including the associated removal and replacement of curb and gutter, are assessed 25% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
3. ***Gravel Streets.*** Upgrading existing gravel streets by adding pavement, curb and gutter, and storm sewer are assessed 50% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
4. ***Seal Coats.*** Sealcoats are not assessed.
5. ***Alleys.*** Upgrading existing gravel alleys by adding pavement is assessed 50% to all lots abutting on the alley in the block being improved or as otherwise determined by Council ordered benefit appraisals. Reconstructing existing paved alleys is 25% assessed to all lots abutting on the alley or as otherwise determined by Council ordered benefit appraisals.

B. Sidewalks and Trails

1. ***New Construction.*** New sidewalks and trails are not assessed to the abutting property on which the sidewalk is located, but rather are funded 100% by the City. In new subdivisions, the City will require the developer to finance sidewalk and trail improvements rather than assessing the cost.
2. ***Reconstruction.*** Replacement sidewalks are assessed 25% to the abutting property owner and 75% City funded.

C. Storm Sewer Improvements

Storm sewers are assessed on a project-by-project basis. Storm sewers in new subdivisions are considered an assessable improvement on an area basis.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area storm sewer charges are levied to all unplatted property at the time of platting, to re-plats that have not been charged trunk area charges when the land was originally platted, and to re-plats that have been charged trunk area charges when the land was originally platted but where the use is increasing (only the cost difference based on current and prior use is charged). The charges will be set in the annual fee schedule approved by the City Council.

Normally, storm sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing storm sewers is paid for entirely through the Stormwater Utility Fund.

D. Sanitary Sewer Assessments

Assessments for sanitary sewer in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for sanitary sewers in commercial and industrial areas are based upon a standard size of 12-inch mains. Sanitary sewer assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances will be paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area sanitary sewer charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Normally, sanitary sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

Lateral benefit from major trunk sewers or interceptors is assessed to the properties benefited by the sewer. Any oversizing cost is assessed as described above.

The replacement of existing sewers is funded entirely by the City through the sewer enterprise funds.

Individual sanitary sewer service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private sanitary services, but do not have mainline sewers adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new mainline sanitary sewer, and 100% of the cost associated with replacing the service lines.

Any existing sanitary sewer service lines found to be defective as part of a project are replaced as part of the project and are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City sewer during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City sewer if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council. Connecting to City sewer requires a City water connection.

E. Watermain Assessments

Assessments for watermains in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for watermains in commercial and industrial areas are based upon the standard size of 12-inch mains. Watermain assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area water charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties shall be fully assessed to the benefiting property.

Normally, watermains are assessed on a per lot basis, but in certain situations the area or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing watermains is funded entirely by the City through the water enterprise funds.

Lateral benefit from major trunk watermains is assessed to properties benefited by the watermain. Lateral watermain assessments are based on the costs for an equivalent 8-inch diameter watermain for residential properties and for an equivalent 12-inch diameter watermain for commercial/industrial properties.

Individual water service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private water services, but do not have

mainline watermains adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new watermain but 100% of the cost associated with replacing their service lines.

Any existing water service lines found to be defective as part of the project, are replaced as part of the project and are assessed directly to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City water during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City water if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council.

F. Street Boulevard Trees

All street boulevard trees installed as part of new street constructions or in reconstructing existing streets shall be included as part of the overall project costs included in the assessment calculations.

G. Street Lights

All costs for new streetlights installed as part of constructing new streets or streetlights relocated as part of reconstructing streets are included in the overall project costs and included in the assessment calculations, unless otherwise directed by the City Council. In new subdivisions, the City will require the developer to finance street light improvements rather than assessing the cost.

H. Other Improvements

Based on the City Council's determination, any other eligible improvements may be fully assessed or assessed in part.

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

Subd. 1. The Council may defer the payment of any special assessment on homestead property owned by a person who is 65 years of age or older, or who is retired by virtue of permanent and total disability, and the City Clerk is hereby authorized to record the deferment of special assessments where all of the following conditions are met:

1. The applicant must apply for the deferment not later than 90 days after the assessment is adopted by the City Council.
2. The applicant must be 65 years of age or older or retired by virtue of permanent and total disability at the time the assessment is adopted.
3. The applicant must be the owner of the property.
4. The applicant must occupy the property as his or her principal place of residence.
5. The average annual payment for assessments levied against the subject property exceed one percent of the adjusted gross income of the applicant as evidenced by the applicant's most recent federal income tax return. The average annual payment of an assessment shall be the total cost of the assessment divided by the number of years over which it is spread.

Subd. 2. The deferment shall be granted for as long a period of time as the hardship exists and the conditions in subdivision 1 remain true. It shall be the duty of the applicant to notify the City Clerk of any change in his or her status that would affect eligibility for deferment.

Subd. 3. The entire amount of deferred special assessments shall be due within sixty days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Clerk shall add thereto interest accruing from the first date the applicant loses eligibility at the rate as defined in section 6.4 and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the Council, that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

Subd. 4. The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following:

1. The death of the owner when there is no spouse who is eligible for deferment.
2. The sale, transfer or subdivision of all or any part of the property.
3. Loss of homestead status on the property.
4. Determination by the Council for any reason that immediate or partial payment would impose no hardship.

State Law References(s): Minn. Stat. § 435.193, Senior Citizens or retired & disabled persons hardship special assessment deferral.

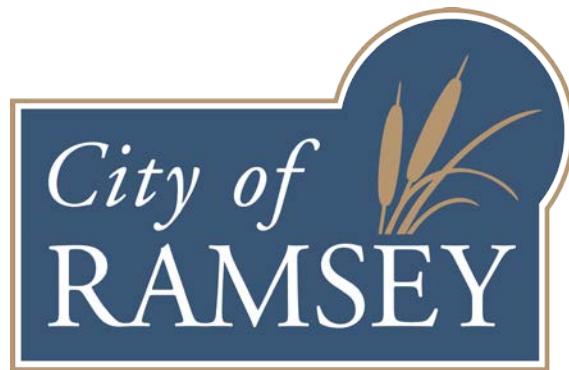
*Original Adoption: 12/9/14 by Resolution #14-12-250

*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

FEASIBILITY REPORT

SUNWOOD DRIVE RECONSTRUCTION

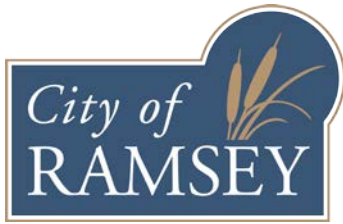
CITY IMPROVEMENT PROJECT NO. 17-00



January 19, 2017

Prepared By:

**City of Ramsey
Engineering Department
7550 Sunwood Drive
Ramsey, MN 55303
763-433-9820
763-433-9848 (Fax)**



January 19, 2017

Honorable Mayor and City Council
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Re: Feasibility Report - City of Ramsey Improvement Project #17-00
Sunwood Drive Reconstruction

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Sunwood Drive Reconstruction project between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CSAH 116 which examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, and determines the necessity, feasibility and general cost-effectiveness of the proposed improvements, including any alternate designs, as well as whether the improvements would best be completed separately or in conjunction with another project.

I would be happy to discuss this report with you at your convenience. Please feel free to contact me at 763-433-9825 or bwestby@cityoframsey.com with any questions.

Sincerely,

City of Ramsey

A handwritten signature in blue ink that reads "Bruce Westby". The signature is written in a cursive style.

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Diana Lund, Finance Director
Grant Reimer, Public Works Superintendent
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: January 19, 2017

License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: January 19, 2017

License No. 21112

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TITLE SHEET

LETTER OF TRANSMITTAL

CERTIFICATION SHEET

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Appendix A

Figure 1 – Project Scope
Figure 2 – Typical Section
Project Site Pictures

Appendix B

Opinion of Probable Costs

Appendix C

Preliminary Assessment Map
Preliminary Assessment Roll

Appendix D

Geotechnical Exploration and Engineering Review (NTI – 30 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

1. EXECUTIVE SUMMARY

City Improvement Project 17-00 proposes to reconstruct Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length. A map showing the location and scope of the proposed improvements is included as *Figure 1* in *Appendix A*.

This segment of Sunwood Drive was constructed in 1996 with 3.5 inches bituminous pavement, 5 inches class 5 aggregate base, B618 concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide right-of-way. The storm sewer system consists of numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

City staff evaluates and rates the condition of pavement sections on all city streets on an annual basis using the Pavement and Surface Evaluation Rating (PASER) system. In the fall of 2016, this segment of Sunwood Drive was rated with PASER ratings of 3 and 4, depending on location, which indicates this street is past the point of applying mill and overlay improvements. The current condition of this street requires City staff to patch the street at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of this street segment are located in *Appendix A*.

Proposed improvements include removing and replacing all damaged concrete curb and gutter sections, and reconstructing the existing bituminous pavement section using a process called Stabilized Full Depth Reclamation, or SFDR. For this project, the SFDR process would involve milling the top 3 inches of existing bituminous pavement and disposing of the millings off site. The remaining 1-plus inch of existing bituminous pavement would then be ground up and mixed with 2 inches of the existing aggregate base. This reclaim material would then be placed on top of the reshaped and compacted subgrade, after which an asphalt emulsion stabilizer would be injected and mixed into the reclaim material. This stabilized reclaim material would be placed and compacted on top of the subgrade, then 4 inches of new bituminous pavement would be placed on top. This would result in a 10-ton pavement design meeting current State Aid pavement design standards.

The existing storm sewer system is in good condition and based on preliminary review appears to meet all applicable current State Aid design standards so no improvements are proposed.

An off-street 10 foot bituminous bike trail exists along the north side of Sunwood Drive and is in relatively good condition so no improvements are proposed with this project.

The engineer's opinion of probable costs for completing the proposed improvements on Sunwood Drive as outlined in this report is \$607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in *Appendix B*.

A total of 9 parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary Assessment Map and Roll which are attached in *Appendix C*.

A total of four pavement corings were completed by WSB and Associates (WSB) to assist with the preparation of this report. In addition, eleven soil borings were completed by Northern Technologies, Inc. (NTI). Both firms offered pavement design recommendations which were considered and incorporated to varying degrees while preparing this report. Copies of WSB's and NTI's reports are attached in *Appendix D*.

This improvement project, which is listed in the City's current Capital Improvement Program, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and stormwater utility funds.

Staff recommends using special assessments to pay for 25% of eligible improvement costs, which totals \$151,750 and will be applied across 9 assessable properties using the "area" method of assessment. All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, which meets current State Aid standards, and since the existing and proposed pavement sections both meet 10-ton design standards meaning they are equivalent sections. This project does not include any ineligible project costs related to the use of special assessments.

Staff recommends ordering a special benefit consultation report for this project to verify that the proposed assessment amounts will not exceed the amount of benefit to any of these properties. If the report concludes that the benefit to any property is less than the proposed preliminary assessment rate, Staff would propose to lower the assessment rate accordingly for the Assessment Hearing scheduled for October 10, 2017. However, if the special benefit consultation report verifies that the assessment rates as proposed are justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed herein.

Staff has not yet had an opportunity to discuss the proposed improvements or the use of special assessments to pay for a portion of the improvements with impacted property owners. However, upon Council acceptance of this report Staff will immediately contact impacted property owners for the purpose of explaining the proposed improvements, how special assessments are proposed to be applied, and to request a meeting to discuss the proposed improvements in more detail and to gather their input on the project, including any information that should be explored in more detail during development of plans and specifications. Staff will then present this information to Council during the Public Hearing on February 14th.

This project would best be constructed as a stand-alone project and is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on August 8th, 2016. This project has been designated as City Improvement Project No. 17-00.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the existing bituminous pavement section is proposed to be reconstructed using a stabilized full-depth reclamation (SFDR) process, all damaged concrete curb and gutter sections will be removed and replaced, and other appurtenant work will be completed as outlined in this report.

The City's pavement evaluation process involves a visual evaluation of each street's pavement surface based on the type, extent and severity of each pavement distress observed. Numerous types of pavement distresses may exist within a pavement section including, but not limited to, alligator cracking, block cracking, longitudinal cracking, transverse cracking, rutting, raveling, shoving, potholes and patches. This field data is then used to rate the pavement condition.

The City uses the Pavement and Surface Evaluation Rating (PASER) system to rate pavement condition. A PASER rating is a numerical index between 1 and 10 indicating the condition of a pavement based on the various pavement distresses recorded during visual observations. A PASER rating of 10 represents brand new pavement, while a PASER rating of 1 represents a pavement section that has fallen into complete disrepair requiring full reconstruction.

In the fall of 2016, this segment of Sunwood Drive was rated with PASER ratings of 3 and 4, depending on location.

2.3 Scope

City of Ramsey Improvement Project 17-00 proposes to reconstruct the existing bituminous pavement, to remove and replace damaged concrete curb and gutter sections, and to complete other appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length.

The existing bituminous pavement is proposed to be reconstructed using a Stabilized Full Depth Reclamation, or SFDR, process. This process would involve milling the top 3 inches of existing bituminous pavement and disposing of the millings off site. The remaining inch or so of existing bituminous pavement would then be ground up and mixed with 2 inches of existing aggregate base. This reclaim material would then be placed on top of the reshaped and compacted subgrade, and an asphalt emulsion stabilizer would then be injected and mixed into the reclaim material. This stabilized reclaim material would be placed and compacted on top of the subgrade, and then 4 inches of new bituminous pavement would be placed on top. This would result in a 10-ton pavement design meeting current State Aid pavement design standards.

A map showing the location and scope of the proposed improvements is included as *Figure 1* in *Appendix A*.

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 was constructed in 1996 with 3.5 inches bituminous pavement, 5 inches class 5 aggregate base, B618 concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide right-of-way. Delineated parking lanes exist along both sides of the street. The existing posted speed is 35 mph along this entire segment of Sunwood Drive. The storm sewer system consists of numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

In 2002 the pavement was cracksealed and sealcoated, and spot patching has been applied on an as-needed basis since. In 2016 Staff observed a Pavement and Surface Evaluation Rating (PASER) of 3 to 4, depending on location.

In 2015, the City recorded a traffic volume of 3,500 average annual daily traffic (AADT). While truck counts are not available, Staff believes it is reasonable to assume between 5 and 10 percent of vehicles using this street segment can be classified as truck traffic, and that the percentage of trucks using this corridor could increase over time due to current business expansion projects and since several undeveloped but developable parcels exist along the corridor.

Northern Technologies, Inc. (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, including eleven (11) soil borings spaced approximately 200 feet apart along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in *Appendix D*.

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subsurface soil conditions, existing ground water elevations, and potential issues that may be encountered during construction. All soil borings terminated at a nominal depth of 11 feet below the existing ground surface. Groundwater was observed in all soil borings at depths ranging between 7 and 9.5 feet below the existing ground surface. Based on the work proposed and the recorded water level depths, groundwater is not anticipated to be an issue for work completed with this proposed project.

The soil borings generally indicate that existing bituminous pavement thicknesses range between 4.3 to 8.3 inches, with an average thickness of around 5 inches. Apparent aggregate base was not observed in any of the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), are present at depths ranging from 2.0 to 7.0 feet below the top of the pavement. Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) generally extend to the bottom of the borings.

WSB and Associates (WSB) was employed to complete a total of four pavement corings. Their results showed an average bituminous pavement thickness of 4 inches, which was constructed over a class 5 aggregate base.

3.2 Watermain

Watermain was installed in 1996 under the pavement along this segment of Sunwood Drive. Staff believes the existing watermain is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, staff proposes to hire a leak detection expert to ensure there are no detectable leaks. If leaks are detected, repairs would be made under separate contract before work commences on this project. Leak detection testing is estimated to cost \$500.

3.3 Sanitary Sewer

Sanitary sewer was installed in 1996 under the pavement along the entire segment of Sunwood Drive. Staff believes the existing sanitary sewer is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, staff proposes to hire a firm to televise the sewer to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If any issues are detected, repairs would be made under separate contract before work commences on this project. Sewer televising for this project is estimated to cost \$3,300.

3.4 Storm Sewer/Drainage

Storm sewer exists along the entire segment of Sunwood Drive. Based on design calculations completed by City staff, no modifications will be required to the existing storm sewer system to meet current State Aid standards. Stormwater runoff is currently conveyed within the concrete curb and gutter along the outside edges of Sunwood Drive, where it is then collected in concrete catch basins and routed through concrete storm sewer pipes to existing wetlands, stormwater drainage ditches, and ponding facilities.

3.5 Streets

3.5.1 Existing Typical Sections

The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide City-owned right-of-way. Eight-foot parking lanes are delineated along both sides using striping.

3.5.2 Maintenance History

In 2002 the pavement was cracksealed and sealcoated. Spot patching has been applied on an as-needed basis since.

3.6 Land Use

Properties abutting this segment of Sunwood Drive are all zoned E1 or E2, with the exception of Cottonwood Park which is undevelopable.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 is part of the City's Municipal State Aid System (MSAS). Any proposed improvements must therefore be designed and constructed in accordance with current Minnesota Department of Transportation (MnDOT) State Aid standards, which are generally based on the street's functional classification, projected traffic volume, design speed, lane designations and widths, and proposed pedestrian facilities.

Based on the proposed design, Sunwood Drive must be reconstructed in accordance with State Aid Rule 8820.9936 or 8820.9946. This will depend on the percentage of damaged curb and gutter that needs to be removed and replaced, which will be determined during final design.

The scope of the proposed surface improvements is shown in *Figure 1 in Appendix A*.

4.1.1 Street Improvements

Sunwood Drive is proposed to be reconstructed at a width matching the existing width which permits on-street parking along both sides of Sunwood Drive. This design will meet current State Aid standards. All damaged B618 concrete curb and gutter is proposed to be removed and replaced in kind. A typical section for the proposed pavement reconstruction improvements is shown in *Figure 2 in Appendix A*.

The proposed reconstructed bituminous pavement design must accommodate a 10-ton design in accordance with State Aid design standards. City staff is proposing a pavement section design of 2 inches bituminous wear course, 2 inches bituminous base course, and 5 inches of base composed of stabilized full depth reclamation material. This pavement section would be constructed over the existing subgrade after reshaping and compacting.

The proposed pavement design should result in a minimum pavement life of 30 years, assuming that proactive, regular pavement maintenance treatments are performed during the life of the pavement. While a 60-year design life would typically be targeted for a reconstructed street, this project is not proposing a full reconstruction due to the good condition of the majority of existing 20 year old curb and gutter. Therefore, only the aggregate base and bituminous are proposed to be reconstructed at this time as it may make sense to replace the pavement section at the time the rest of the existing curb and gutter is replaced, which may be 30 or more years in the future.

4.1.2 Stormsewer Improvements

The existing storm sewer system is in good condition and appears to meet all current State Aid design standards and is therefore not proposed to be improved. The only proposed storm sewer improvements include repairing catch basin castings as needed. No stormwater quality treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

Northern Technologies, Inc. (NTI) completed a Geotechnical Exploration and Engineering Review including eleven (11) soil borings spaced at approximate 200 foot intervals along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in **Appendix D**. NTI recommends completing a full reconstruction with subgrade corrections and the removal and replacement of all concrete curb and gutter. This work would result in project costs approximately twice as much as the current estimate included in this report, and would result in significant site access and traffic impacts during construction.

WSB completed four (4) pavement cores along Sunwood Drive as shown in their Pavement Evaluations and Recommendations report, attached in **Appendix D**. WSB recommends leaving all intact existing curb and gutter in place, which staff estimates accounts for over 80% of the existing curb and gutter, which is only 20 years old. WSB also recommends reconstructing only the aggregate base and bituminous pavement by incorporating additional strength in the aggregate base using a Stabilized Full Depth Reclamation process. In total, this work is estimated to cost half as much as a total reconstruction yet would result in a pavement design life of 30-plus years. In considering that the remaining curb and gutter will likely need to be replaced in 30 to 40 years, a total reconstruction could be evaluated at that time. Another benefit to this design is that it would result in minimal impacts to site access and traffic during construction.

4.1.4 Other Considerations

Driveways:

Existing driveways will need to be reconstructed to varying degrees. The limits of construction will vary with each driveway based on the elevations of the street and the parking lot, as well as the driveway pavement type. During design, staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects the exact limits of construction will be determined in the field during construction. Right-of-entry forms would be obtained from private property owners if work is required outside City right-of-ways and easements.

Irrigation Systems:

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur where the existing curb and gutter is being replaced. On past street reconstruction projects, the City repaired private irrigation systems that were damaged as part of the project. Staff recommends foregoing this practice on future projects. Instead, staff recommends notifying property owners in writing of the pending construction as far in advance of construction as possible to allow them to move their irrigation systems out of the construction area, and then replace it once work is complete.

Parking Restrictions:

Parking is currently provided along both sides of the streets and is not currently restricted except for overnight parking per City code. During this project, parking is proposed to be restricted during allowable working hours also.

4.2 Stormwater Treatment

Stormwater retention and/or treatment improvements are not required for this project.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed using the SFDR process outlined within this report. See WSB and Associates Pavement Evaluations and Recommendations report in *Appendix D* for additional details on the SFDR process.

4.6 Private Utilities

Staff has not yet met with the telephone, gas, power and cable utilities regarding this project. During preparation of plans and specifications, staff will meet with the private utility companies to discuss the proposed improvements as noted in the project schedule within this report. The alignment and footprint of the streets will be considered to minimize impacts to private utilities. No impacts to power poles or street lights are anticipated with this project.

Should any utility company indicate they wish to upgrade, replace and/or otherwise modify their services during this project, any such upgrades, replacements and/or modifications will be at the sole discretion and cost of the utility company.

4.7 Permits

Permits that are anticipated to be required as part of the proposed improvements include:

- MPCA General Stormwater Permit (NPDES)..... Grading and Storm Water

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project.

4.8 Right-of-Ways/Easements

It is anticipated that all improvements will occur within existing City right-of-ways and/or easements, with the possible exception of tying into private driveways and yards. It is therefore not anticipated that the City will need to acquire additional permanent right-of-way or easements for this project. As such, costs for right-of-way or easement acquisitions are not included in the probable project costs.

City staff will obtain any required right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in *Appendix B* of this report. The opinion of probable costs incorporates anticipated 2017 construction costs for the proposed improvements plus 23% indirect costs for administrative, engineering, financing and legal costs. Construction contingency costs are not included in the estimated costs.

City staff prepared the Feasibility Report in-house as part of staff's normal duties.

NTI prepared the Geotechnical Exploration and Engineering Review, included in *Appendix D*, at a cost of \$4,400. WSB and Associates, Inc. prepared the Pavement Evaluations and Recommendations included in *Appendix D*, at a not-to-exceed cost of \$2,687.50.

5.2 Funding

5.2.1 Assessments

The City's adopted Special Assessments Policy allows special assessments in an amount not to exceed 25% of eligible street reconstruction project costs to be levied against benefiting properties. Eligible project costs include costs required to reconstruct the street at its current width, and to reconstruct the pavement without increasing its structural capacity. Benefiting properties are considered to be any developable parcel that has, or has the ability to create, one or more direct accesses onto the segment of Sunwood Drive being reconstructed. A total of 9 benefiting properties have been identified for this project, including two City-owned parcels. The Preliminary Assessment Map and Roll are included in *Appendix C*.

The engineer's opinion of probable costs for eligible assessment costs totals \$607,000. Assessable industrial parcels are preliminarily proposed to be assessed for 25 percent of eligible project costs, which totals \$151,750. Assessment terms are proposed at ten years. Interest rates are proposed at two percent above the bond interest rate.

The "area" method of assessment identified in the City of Ramsey's Special Assessments Policy is proposed to be used to calculate assessments for this project. Properties which obtain sole access off Sunwood Drive are proposed to be assessed for 100% of the properties area. Two properties have existing or potential access onto other streets so their assessable area was reduced by 40% as shown in the Assessment Roll. This is intended to offset future assessments when the other streets they access are improved.

Special assessments have not been utilized widely in recent years for street reconstruction projects in Ramsey, and special assessments for industrial properties have never been applied using the new Special Assessments Policy. In addition, State Statute and the City Charter do not allow for assessments to exceed the benefit to the property. Therefore, Staff wants to ensure that all assessments applied with this project will not exceed the benefit to assessed properties and will therefore request Council authorization to order a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

5.2.2 City Contribution

The City contribution to the project will include all funding in excess of the amount collected through special assessments to benefiting properties which equals 75 percent of eligible project costs. No funds have been budgeted for this project.

The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Special assessments are proposed to pay back a portion of these costs based on the final assessments adopted by Council at the end of the project.

Table 1 illustrates the proposed project funding based on the proposed design outlined within this report. This funding program assumes construction will occur in 2017.

**TABLE 1
Proposed Project Funding**

	ASSESSMENTS	CITY FUNDS	TOTAL
Estimated Costs	\$151,750	\$455,250	\$607,000

Total Estimated Project Cost		\$607,000
Less Special Assessments (25%)	-	\$151,750
Subtotal	=	\$455,250
Less City Bonding Funds	-	\$447,950
Subtotal	=	\$7,300
Less Stormwater Utility Funds	-	\$7,300
Total Remaining Cost	=	\$0

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report	August 9, 2016
Council Accepts Feasibility Report/Orders Public Hearing	January 24, 2017
Staff Publishes Notice of Public Hearing	January 27 & February 3, 2017
Public Input Meetings	January 27 – February 13, 2017
Council Conducts Public Hearing/Authorizes Plans and Specifications	February 14, 2017
Staff Conducts Private Utility Coordination Meeting	February/March, 2017
Council Approves Plans and Specifications/Authorizes Ad for Bids.....	April 11, 2017
Staff Advertises for Bids.....	April 14 & 21, 2017
Staff Receives Bids	May 15, 2017
Council Awards Contract	May 23, 2017
Contractor Begins Construction	June 2017
Contractor Completes Construction	September 8, 2017
Council Orders Assessment Roll/Hearing	September 12, 2017
Council Conducts Assessment Hearing	October 10, 2017

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project 17-00 proposes to reconstruct the bituminous pavement section, to remove and replace damaged concrete curb and gutter, and to complete miscellaneous appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116. This street segment measures approximately 3,050 linear feet (0.58 miles).

It is the recommendation of City staff that City Project No. 17-00 is feasible, necessary, and cost-effective from an engineering standpoint, and that this project would best be constructed as a stand-alone project as proposed herein.

The following Staff recommendations related to the proposed project are presented for Council consideration and concurrence:

1. Staff recommends reconstructing the segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 as proposed herein in 2017 thereby meeting current State Aid design standards and allowing all project costs to be eligible for the use of special assessments per the City's Special Assessments Policy.
2. Staff recommends ordering an assessment appraisal consultation report to ensure that the preliminary special assessments proposed herein will not exceed the benefit received as a result of the improvements in accordance with the City's Special Assessments Policy.
3. Staff recommends reconstructing the off-road bike trail along the north side of Sunwood Drive at a later date pending adoption of the City's Trail Maintenance Policy/Program.
4. Staff recommends excluding private irrigation system work from this project, and from all future City Improvement Projects, and instead recommends notifying property owners of pending construction as far in advance as possible and instructing them to relocate the irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.
5. Staff recommends meeting with all owners of assessable properties, and all area business owners, to inform them of the proposed improvements, the proposed use of special assessments, and to gather their input prior to conducting the Public Hearing and requesting Council authorization to prepare plans and specifications on February 14th.

The City Council is asked to act on the following items related to the proposed project:

1. Accept the preliminary industrial special assessment rates proposed herein.
2. Adopt Resolution #17-01-028 accepting this Feasibility Report and ordering a Public Hearing for February 14, 2017.

APPENDIX A

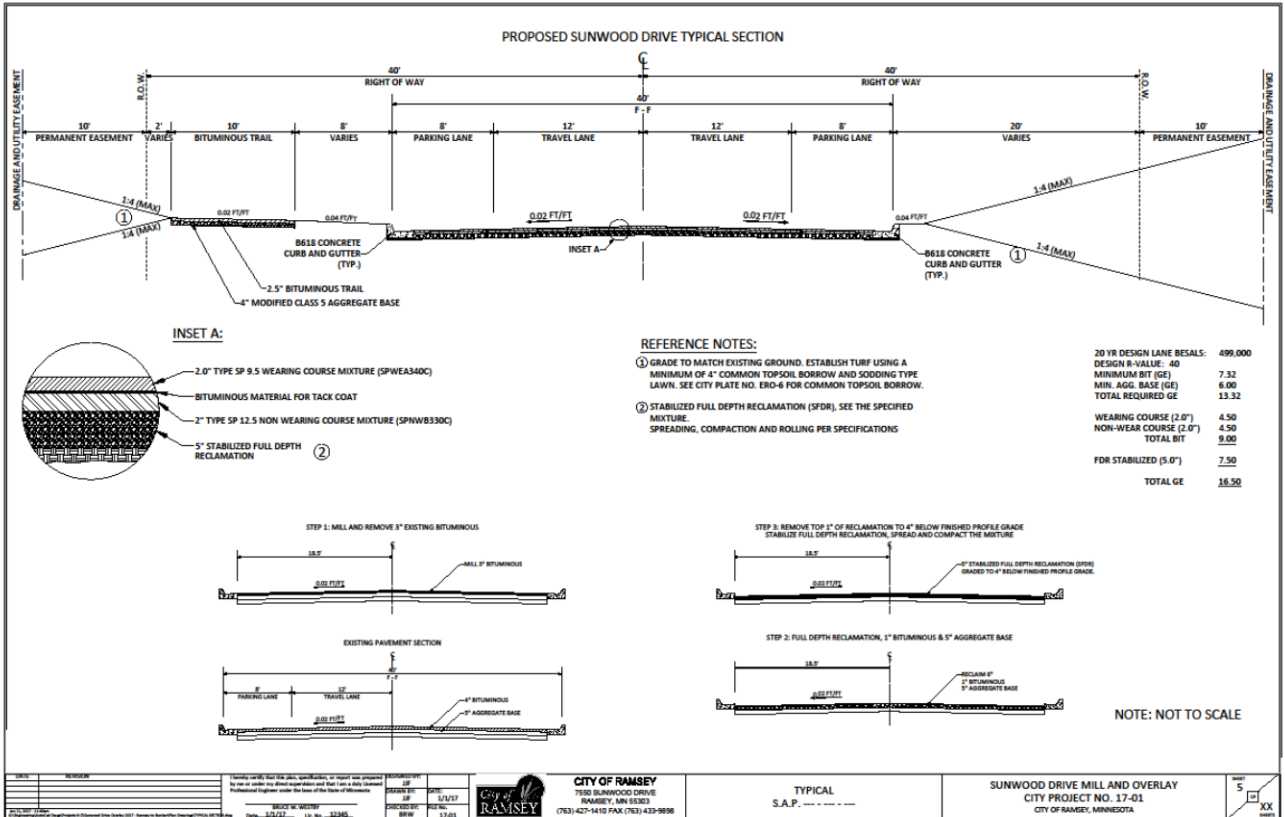
Figure 1 – Project Scope
Figure 2 – Typical Section
Project Site Pictures

2017 Sunwood Drive Reconstruction



FIGURE 1

**FIGURE 1
PROJECT SCOPE**



**FIGURE 2
TYPICAL SECTION**

PROJECT SITE PICTURES







APPENDIX B

Opinion of Probable Costs

17-00 SUNWOOD DRIVE RECONSTRUCTION: RAMSEY BLVD. to BUNKER LAKE BLVD.

ENGINEER ESTIMATE

1/11/2017

ITEM No.	MNDOT No.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	COST ESTENSION
1	2021.501	MOBILIZATION (10%)	LS	1	\$ 44,841.03	\$ 45,000.00
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	1100	\$ 6.00	\$ 6,600.00
3	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	317	\$ 4.50	\$ 1,426.50
4	2104.505	REMOVE CONCRET VALLEY GUTTER	SY	179	\$ 20.00	\$ 3,580.00
5	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	200	\$ 8.50	\$ 1,700.00
6	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	564	\$ 5.50	\$ 3,102.00
7	2130.501	WATER	MGAL	50	\$ 32.50	\$ 1,625.00
8	2232.501	MILL BITUMINOUS PAVEMENT (1.5" DEPTH X 2' WIDTH)	SY	62	\$ 15.00	\$ 930.00
9	2232.501	MILL BITUMINOUS PAVEMENT (3.0" DEPTH)	SY	12707	\$ 1.25	\$ 15,883.75
10	2215.501	STABILIZED FULL DEPTH RECLAMATION (6" DEPTH)	SY	12707	\$ 3.50	\$ 44,474.50
11	2331.607	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	459	\$ 10.00	\$ 4,590.00
12	2331.609	BITUMINOUS MATERIAL FOR MIXTURE	TON	133	\$ 600.00	\$ 79,800.00
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	896	\$ 2.36	\$ 2,114.56
14	2360.502	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.0")	TON	1719	\$ 65.00	\$ 111,735.00
15	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	1689	\$ 61.00	\$ 103,029.00
16	2506.602	GROUT CATCH BASIN	EA	11	\$ 300.00	\$ 3,300.00
17	2506.602	ADJUST CATCH BASIN CASTING	EA	4	\$ 1,000.00	\$ 4,000.00
18	2531.501	CONCRETE CURB & GUTTER DESIGN B618 (ESTIMATED 20% REPLACE)	LF	1100	\$ 13.00	\$ 14,300.00
19	2504.602	ADJUST VALVE BOX	EA	6	\$ 250.00	\$ 1,500.00
20	2506.522	ADJUST FRAME AND RING CASTING (SANITARY MH IN STREET)	EA	9	\$ 550.00	\$ 4,950.00
21	2531.604	7" CONCRETE VALLEY GUTTER	SY	179	\$ 85.00	\$ 15,215.00
22	2563.601	TRAFFIC CONTROL	LS	1	\$ 10,000.00	\$ 10,000.00
23	2573.503	SILT FENCE	LF	100	\$ 3.00	\$ 300.00
24	2573.530	STORM DRAIN INLET PROTECTION	EA	17	\$ 200.00	\$ 3,400.00
25	2575.525	COMMON TOPSOIL BORROW (LV)	CY	35	\$ 30.00	\$ 1,050.00
26	2575.505	SODDING TYPE LAWN	SY	262	\$ 7.00	\$ 1,834.00
27	2582.501	PAVT MSSG (LT ARROW) EPOXY	EA	2	\$ 135.00	\$ 270.00
28	2582.501	PAVT MSSG (RT-THRU ARROW) EPOXY	EA	1	\$ 200.00	\$ 200.00
29	2582.502	24" SOLID LINE WHITE - EPOXY	LF	29	\$ 10.00	\$ 290.00
30	2582.502	24" SOLID LINE YELLOW - EPOXY	LF	52	\$ 10.00	\$ 520.00
31	2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	3182	\$ 1.00	\$ 3,182.00
32	2582.502	4" SOLID LINE WHITE - EPOXY	LF	3038	\$ 0.50	\$ 1,519.00
33	2582.503	CROSSWALK MARKING - EPOXY	SF	198	\$ 5.00	\$ 990.00
					TOTAL CONSTRUCTION COST	\$ 493,410.31
					23% INDIRECT COST	\$ 113,484.37
					TOTAL PROJECT COST	\$ 606,894.68

APPENDIX C

**Preliminary Assessment Map
Preliminary Assessment Roll**

SUNWOOD DRIVE ASSESSABLE PROPERTIES IP #17-00



PRELIMINARY ASSESSMENT MAP

Preliminary Assessment Roll - IP #17-00 (Area Method)									
PID No.	Property Owner	Total Area [Sq Ft]	Benefiting Area [Sq Ft]	Assessment per Sq Ft	Property Address	City	State	Zip	Assessment
273225310004	NORTH SUBURBAN MANAGEMENT LLC	104,686.35	104,686.35	\$0.062869106	6825 SUNWOOD DR NW	RAMSEY	MN	55303	\$6,381.34
273225310009	RAMSEY CITY OF	128,427.56	128,427.56	\$0.062869106			MN		\$8,074.13
273225310011	VISION EASE LP	766,840.76	460,104.46	\$0.062869106	7000 SUNWOOD DR NW	RAMSEY	MN	55303	\$28,926.36
273225310013	KNOLL PROPERTIES LLC	294,026.97	294,026.97	\$0.062869106	6830 SUNWOOD DR NW	RAMSEY	MN	55303	\$18,483.21
273225320008	CONNEXUS ENERGY	764,757.09	764,757.09	\$0.062869106			MN		\$48,079.59
273225320012	RMR CAPITAL LLC	145,873.29	87,523.97	\$0.062869106	7180 SUNWOOD DR NW	RAMSEY	MN	55303	\$5,302.53
273225320013	OBRIEN PROP OF MINNESOTA LLC	145,877.17	145,877.17	\$0.062869106	7100 SUNWOOD DR NW	RAMSEY	MN	55303	\$9,171.17
273225420005	RAMSEY CITY OF	58,568.39	58,568.39	\$0.062869106			MN		\$3,682.14
273225420006	PHILLIPS ALAN C & D V TRUSTEES	369,773.19	369,773.19	\$0.062869106			MN		\$23,247.31
TOTALS		2,778,830.77	2,413,745.15						\$151,750.00

PRELIMINARY ASSESSMENT ROLL

APPENDIX D

Geotechnical Exploration and Engineering Review (NTI – 30 pages)
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)



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November 23, 2016

City of Ramsey
Attention: Mr. Bruce Westby, P.E.
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Subject: Geotechnical Exploration and Engineering Review
Sunwood Drive – Street Improvements
Ramsey, Minnesota
NTI Project No. 16.61770.100

Northern Technologies, LLC (NTI) has completed a total of eleven (11) borings for the Sunwood Drive project area in the City of Ramsey, Minnesota.

The scope of services included determining existing bituminous and aggregate base thicknesses, and subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, depths of unsuitable soils to be removed, groundwater management, potential difficulties during construction, utility installation, and pavement design.

Our services were performed in accordance with our proposal dated October 25, 2016.

PROJECT AND SITE DESCRIPTION

The project includes street and possibly utility improvements to a section of Sunwood Drive between Ramsey Boulevard and Bunker Lake Boulevard in Ramsey, Minnesota.

The pavement sections are proposed to be designed using the average annual daily traffic (AADT) information and based on a 20-year design pavement life. The AADT information noted on the Mn/DOT Traffic Data webpage indicates an AADT of 3500 for the project section of Sunwood Drive. NTI was not aware of invert elevations or other design details of the proposed utilities at the time this report was prepared.

Precision · Expertise · Geotechnical · Materials



SUBSURFACE EXPLORATION SUMMARY

NTI performed the subsurface exploration program on November 8, 2016 with a two-person crew using a truck-mounted CME-55 drill rig. Samples were generally collected in accordance with ASTM D 1586 “Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils.”

The boring locations and depths were determined by a representative with the City of Ramsey. The boring locations were staked in the field by NTI. The borings terminated at nominal depths 11.0 feet below the existing pavement surface. .

Elevations were not provided to NTI, therefore, NTI has assumed a ground surface elevation of 100.0 feet for each of the boring locations. Please refer to the Boring Location Diagram, the Boring Logs in Appendix C, and the Pavement Core Photographs in Appendix D.

Sunwood Drive - (Borings S-1 through S-11)

Bituminous pavement thickness in this project area ranged from approximately 4.3 to 8.3 inches at the boring locations. Apparent aggregate base was not observed at the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), were encountered extending to depths ranging from approximately 2.0 to 7.0 feet below the top of pavement.

Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) were generally observed extending to the boring termination depths. Varying amounts of gravel were encountered throughout the boring locations.

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling. Table 1 summarizes the encountered subsurface conditions for these project areas.



Table 1: Pavement and Subgrade Summary¹
Sunwood Drive

Boring No.	Bituminous Pavement Thickness ² (inches)	Apparent Aggregate Base Thickness ³ (inches)	Fill Subgrade Material ⁴	Native Subgrade Material
S-1	8.3	None	SP-SM	SP-SM
S-2	4.5	None	SP-SM	SP, SP-SM
S-3	4.5	None	SP-SM	SM, SP, SP-SM
S-4	4.5	None	SP-SM	SP-SM
S-5	4.8	None	SP-SM	SP-SM
S-6	4.8	None	SP-SM	SP-SM
S-7	4.3	None	SP-SM	SP, SP-SM
S-8	5.8	None	SP-SM	SP-SM
S-9	4.5	None	SP-SM	SP, SP-SM
S-10	5.0	None	SP-SM	SP, SP-SM
S-11	4.8	None	SP-SM	SP, SP-SM

1. Table summary is a generalization of subsurface conditions at the individual soil boring locations only. They may not reflect variations in subsurface strata occurring on site between boring locations. The general geologic origin of retained soil samples is listed on the boring logs.
2. Measured thickness of the pavement core.
3. Apparent aggregate base thickness, at time of our fieldwork, by visual inspection only and is not mean to confer conformance with DOT specifications.
4. Undocumented fill soils.

GROUNDWATER AND GROUNDWATER CONTROL

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling.

Depending upon elevations of underground utilities, groundwater may be an issue during construction. It should be noted that if excavations are proposed below the groundwater level, the granular nature of the majority of the on-site soils will likely result in significant volumes of water entering the excavations unless proper dewatering measures are implemented. Well points embedded into the underlying sands will likely be the most suitable method for controlling excess water in deeper excavations. If dewatering is needed during construction, we recommend that the groundwater be maintained a minimum of 2 feet below the bottom of the excavation.

LABORATORY TEST PROGRAM

Our analysis and recommendations of this report are based upon our interpretation of the standard penetration test resistance determined while sampling soils, laboratory test results and experience with similar soils from other sites near the project. The results of such tests are summarized on the boring logs or attached laboratory test reports.



UTILITY LINE CONSTRUCTION

The native sand soils observed in soil borings were generally suitable for utility support and utility backfill. Due to the encountered groundwater levels and depending on the installation depth of the utilities, temporary dewatering may be required during the utility trench excavations. Stabilization of the trench subgrade may be required in order to provide a stable platform for construction. Stabilization could consist of a one half to one foot layer of crushed rock or sand with a maximum 5 percent material passing the No. 200 sieve and 50 percent passing the No. 40 sieve.

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted to no less than 95 percent standard Proctor maximum dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

The on-site non-organic soils are anticipated to be suitable for reuse if properly moisture conditioned and compacted. Replacement backfill required in utility trenches should consist of non-organic material similar to the surrounding soil. All import fill should be approved by NTI or the City's representative.

It is especially important that trench backfill for utility construction within paved areas be thoroughly compacted to minimize future pavement damage. We recommend that such soils be compacted in accordance with the recommendations noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The stability of embankments along utility excavations is dependent on soil strength, site geometry, moisture content, and any surcharge load for excavated soils and equipment. We present cautionary remarks concerning stability of excavation sideslopes in the "Excavation Stability" section of this report.

The Contractor is solely responsible for assessing the stability of and executing underground utility and project excavations using safe methods. The contractor is also responsible for naming the "competent individual" as per Subpart P of 29 CFR 1926.6 (Federal Register - OSHA).

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that conditions are similar to those encountered in the borings, and that adequate bearing support is provided by the exposed soils.

Excavation Stability

Excavation depth and sidewall inclination should not exceed those specified in local, state or federal regulations. Excavations may need to be widened and sloped, or temporarily braced, to maintain or develop a safe work environment. Contractors must comply with local, state, and federal safety regulations including current OSHA excavation and trench safety standards. Temporary shoring must be designed in accordance with applicable regulatory requirements.

Excavations that penetrate the groundwater surface will require dewatering with sand points or wells. We recommend that the groundwater surface be maintained a minimum of 2 feet below the bottom of the exposed excavation.



Engineered Fill and Winter Construction

The silty sand soils on this site will be susceptible to frost action if not provided adequate drainage, insulation or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended period of time, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

If frost penetrates the soil prior to paving, soils must be thawed, scarified, and re-compacted as recommended in this report. Subgrade soils should be inspected prior to paving to verify frozen conditions are not present.

PAVEMENT RECOMMENDATIONS

Mill and Overlay Recommendations

Consideration could be made to milling and overlaying the existing pavement. The roadway sections appear to have a sufficiently thick in place pavement section, over a majority of the project alignment, which would lend itself to rehabilitation via mill and overlay techniques.

In general, pavement sections consisting of 3 inches or less of bituminous asphalt can be difficult to effectively mill and overlay as often times the entire pavement section is reclaimed during the attempted partial section milling process. Additionally, in locations where the existing pavement thickness is less than the recommended thickness, a mill and overlay would not be recommended unless a structural overlay were applied to increase the overall thickness.

Pavement Reconstruction

If the pavement section is to be removed and replaced in its entirety, the most conservative method of subgrade preparation would be remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the most costly method of construction and would be relatively atypical method of subgrade preparation for improvements to existing municipal roadways.

If the City is willing to accept some risk in potential long term detrimental performance for the significant upfront savings, the roadway can be reconstructed over the existing fill. NTI recommends that prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas. The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth.



If imported fill is required in paved areas it should consist of debris free, non-organic, mineral soil similar in composition to the subgrade soils encountered in the surrounding areas. If sand is imported into areas that are underlain by relatively impervious fine grained soils the sand layer must be drained with drain tile in order to prevent frost heave from water trapped within the imported sand layer during freezing temperatures. Individual lifts of engineered fill should be tempered for moisture content, placed and compacted as noted in the “Placement and Compaction of Engineered Fill” section in Appendix B of this report.

The performance of stabilometer or similar tests, were beyond the scope of this report; however, they may be performed, upon request, for an additional fee. Based on the encountered soil conditions, we estimate that a properly prepared poorly graded sand with silt (SP-SM) soils will have an average stabilometer R-Value of 40.

For a 20-year design pavement life, Table 3 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value for the existing subgrade soils, the assumed AADT volumes, and the City of Ramsey’s typical pavement section for the respective project area.

**Table 3: Flexible Pavement Thickness Design¹
 Sunwood Drive**

Pavement Section	Calculated Required Pavement Section	City’s Typical Pavement Section²
Bituminous Wear Course (inches)	1.5	1.5
Bituminous Base Course (inches)	2.0	2.0
Class 5 or 7 Aggregate Base (inches)	6.0	4.0

1. Assumed AADT volume of 3500 and an estimated R-value of 40.
2. The calculated required section was greater than the City’s typical section for residential streets, thus NTI recommends that the Calculated Required Pavement Section be implemented.

Pavement recommendations assume the subgrade soils and aggregate section below paved surfaces will drain to subsurface piping for eventual discharge into storm sewer, or above grade to ditching, or similar acceptable systems. Lack of surface and subsurface drainage will significantly reduce the capacity and longevity of the pavement systems indicated above.

We recommend pavements receive annual maintenance, as a minimum, to correct damages to the pavement structure, clean and infill cracks which develop, and repair or resurface areas which exhibit reduced subgrade performance. The lack of maintenance can lead to moisture infiltration of the pavement structure and softening of the subgrade soils. This, in turn, can degrade the performance of the pavement system and result in poorly performing pavements with shortened life expectancy.



CLOSURE

As the widely spaced, small diameter borings provide only a limited amount of data regarding the existing fill, the existing fill may contain soft zones, debris or significantly greater amounts of unsuitable materials than could be reasonably inferred from the boring information. Unsuitable materials may not be discovered during construction and may remain buried within the fill below the slabs and pavements, resulting in greater than anticipated settlements of the slabs and pavements. These risks cannot be eliminated without completely removing the fill, but can be reduced by thorough exploration and testing during site preparation and construction.

Our conclusions and recommendations are predicated on observation and testing of the earthwork directed by Geotechnical Engineer of Record. Our opinions are based on data assumed representative of the site. However, the area coverage of borings in relation to the entire project is very small. For this and other reasons, we do not warrant conditions below the depth of our borings, or that the strata logged from our borings are necessarily typical of the site. Deviations from our recommendations by plans, written specifications, or field applications shall relieve us of responsibility unless our written concurrence with such deviations has been established.

The scope of services for this project does not include either specifically or by implication any environmental or biological assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of The City of Ramsey and its agents for specific application to the proposed Sunwood Drive – Street Improvements project in the City of Ramsey, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

Northern Technologies, LLC

Debra A. Schroeder, P.E.
Senior Engineer

Steven D. Gerber, P.E.
Senior Engineer

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a Duly Licensed Professional Engineer under the Laws of the State of Minnesota.

Debra A. Schroeder
Date: 11/23/2016 Reg. No. 52743

Attachments

- Appendix A - General Notes
- Appendix B - Groundwater Issues, Compaction and Placement of Fill
- Appendix C - Attachments: Boring Location Diagram (1), Soil Boring Logs (11)
- Appendix D - Photographs (11 cores)



APPENDIX A

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

FIELD EXPLORATION PROCEDURES

GENERAL NOTES

WATER LEVEL SYMBOL

DESCRIPTIVE TERMINOLOGY

RELATIVE PROPORTIONS

PARTICLE SIZES

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES



GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

We visually examined recovered soil samples to estimate distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We then classified the soils according using the Unified Soil Classification System (ASTM D2488). A chart describing this classification system and general notes explaining soil sampling procedures are presented within appendices attachments.

The stratification depth lines between soil types on the logs are estimated based on the available data. In-situ, the transition between type(s) may be distinct or gradual in either the horizontal or vertical directions. The soil conditions have been established at our specific boring locations only. Variations in the soil stratigraphy may occur between and around the borings, with the nature and extent of such change not readily evident until exposed by excavation. These variations must be properly assessed when utilizing information presented on the boring logs.

We request that you, your design team or contractors contact NTI immediately if local conditions differ from those assumed by this report, as we would need to review how such changes impact our recommendations. Such contact would also allow us to revise our recommendations as necessary to account for the changed site conditions.

FIELD EXPLORATION PROCEDURES

Soil Sampling – Standard Penetration Boring:

Soil sampling was performed according to the procedures described by ASTM D-1586. Using this procedure, a 2 inch O.D. split barrel sampler is driven into the soil by a 140 pound weight falling 30 inches. After an initial set of six inches, the number of blows required to drive the sampler an additional 12 inches is recorded (known as the penetration resistance (i.e. “N-value”) of the soil at the point of sampling. The N-value is an index of the relative density of cohesionless soils and an approximation of the consistency of cohesive soils.

Soil Sampling – Power Auger Boring:

The boring(s) was/were advanced with a 6 inch nominal diameter continuous flight auger. As a result, samples recovered from the boring are disturbed, and our determination of the depth, extend of various stratum and layers, and relative density or consistency of the soils is approximate.

Soil Classification:

Soil samples were visually and manually classified in general conformance with ASTM D-2488 as they were removed from the sampler(s). Representative fractions of soil samples were then sealed within respective containers and returned to the laboratory for further examination and verification of the field classification. In addition, select samples were submitted for laboratory tests. Individual sample information, identification of sampling methods, method of advancement of the samples and other pertinent information concerning the soil samples are presented on boring logs and related report attachments.



GENERAL NOTES

<i>DRILLING and SAMPLING SYMBOLS</i>		<i>LABORATORY TEST SYMBOLS</i>	
SYMBOL	DEFINITION	SYMBOL	DEFINITION
C.S.	Continuous Sampling	W	Moisture content-percent of dry weight
P.D.	2-3/8" Pipe Drill	D	Dry Density-pounds per cubic foot
C.O.	Cleanout Tube	LL, PL	Liquid and plastic limits determined in accordance with ASTM D 423 and D 424
3 HSA	3 ¼" I.D. Hollow Stem Auger	Q _U	Unconfined compressive strength-pounds per square foot in accordance with ASTM D 2166-66
4 FA	4" Diameter Flight Auger		
6 FA	6" Diameter Flight Auger		
2 ½ C	2 ½" Casing		
4 C	4" Casing		
D.M.	Drilling Mud	Pq	Penetrometer reading-tons/square foot
J.W.	Jet Water	S	Torvane reading-tons/square foot
H.A.	Hand Auger	G	Specific Gravity – ASTM D 854-58
NXC	Size NX Casing	SL	Shrinkage limit – ASTM 427-61
BXC	Size BX Casing	Ph	Hydrogen ion content-meter method
AXC	Size AX casing	O	Organic content-combustion method
SS	2" O.D. Split Spoon Sample	M.A.	Grain size analysis
2T	2" Thin Wall Tube Sample	C*	One dimensional consolidation
3T	3" Thin Wall Tube Sample	Q _C	Triaxial Compression

* See attached data Sheet and/or graph

WATER LEVEL SYMBOL

Water levels shown on the boring logs were determined at the time and under the conditions indicated. In sand, the indicated levels can be considered relatively reliable for most site conditions. In clay soils, it is not possible to determine the ground water level within the normal scope of a test boring investigation, except where lenses or layers of more pervious water bearing soil are present; and then a long period of time may be necessary to reach equilibrium. Therefore, the position of the water level symbol for cohesive or mixed soils may not indicate the true level of the ground water table. The available water level information is given at the bottom of the log sheet.

DESCRIPTIVE TERMINOLOGY

<i>RELATIVE DENSITY</i>		<i>CONSISTENCY</i>	
TERM	N₆₀ Value (corrected)	TERM	N₆₀ Value (corrected)
Very Loose	0 – 4	Soft	0 – 4
Loose	5 – 8	Medium	5 – 8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

RELATIVE PROPORTIONS

TERMS	RANGE
Trace	0 – 5%
A little	5 – 15%
Some	15 – 30%

PARTICLE SIZES

MATERIAL	DESCRIPTION	U.S. SIEVE SIZE
Boulders		Over 3"
Gravel	Coarse	3" to ¾"
	Medium	¾" to #4
Sand	Coarse	#4 to #10
	Medium	#10 to #40
	Fine	#40 to #200
Silt and Clay	Determined by Hydrometer Test	



CLASSIFICATION of SOILS for ENGINEERING PURPOSES

ASTM Designation D-2487 and D2488 (Unified Soil Classification System)

Major Divisions	Group Symbol	Typical Name	Classification Criteria			
Course Grained Soils More than 50% retained on No. 200 sieve *	Gravels	Clean Gravels	GW Well-graded gravels and gravel-sand mixtures, little or no fines. GP Poorly graded gravels and gravel-sand mixtures, little or no fines. GM Silty gravels, gravel-sand-silt mixtures. GC Clayey gravels, gravel-sand-clay mixtures.	$C_u = D_{60} / D_{10}$ greater than 4. $C_z = (D_{30})^2 / (D_{10} \times D_{60})$ between 1 & 3. Not meeting both criteria for GW materials.		
		Sands	Clean Sands	SW Well-graded sands and gravelly sands, little or no fines. SP Poorly-graded sands and gravelly sands, little or no fines.	$C_u = D_{60} / D_{10}$ greater than 4. $C_z = (D_{30})^2 / (D_{10} \times D_{60})$ between 1 & 3. Not meeting both criteria for SW materials.	
			Gravels with Fines	SM Silty sands, sand-silt mixtures. SC Clayey sands, sand-clay mixtures.	Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. greater than 7.	
				Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. > 7.		
			Sands with Fines	SM Silty sands, sand-silt mixtures. SC Clayey sands, sand-clay mixtures.	Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. > 7.	
	Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. > 7.					
	Fine Grained Soils More than 50% passes No. 200 sieve *	Silts and Clays	Liquid Limit of 50% or less	ML Inorganic silts, very fine sands, rock flour, silty or clayey fine sands. CL Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays. OL Organic silts and organic silty clays of low plasticity.	Classification on basis of percentage of fines. Less than 5% passing No. 200 Sieve: GW, GP, SW, SP More than 12% passing No. 200 Sieve: GM, GC, SM, SC From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of dual symbols.	
			Liquid Limit greater than 50%.	MH Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts. CH Inorganic clays of high plasticity, fat clays. OH Organic clays of medium to high plasticity.		Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
				Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.		
			Highly Organic Soils	Pt Peat, muck and other highly organic soils.		Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.						
Plasticity Index Chart 						



APPENDIX B

GROUNDWATER ISSUES

PLACEMENT and COMPACTION OF ENGINEERED FILL



GROUNDWATER ISSUES

The following presents additional comment and soil specific issues related to measurement of groundwater conditions at your project site.

Note that our groundwater measurements, or lack thereof, will vary depending on the time allowed for equilibrium to occur in the borings. Extended observation time was not available during the scope of the field exploration program and, therefore, groundwater measurements as noted on the borings logs may or may not accurately reflect actual conditions at your site.

Seasonal and yearly fluctuations of the ground water level, if any, occur. Perched groundwater may be present within sand and silt lenses bedded within cohesive soil formations. Groundwater typically exists at depth within cohesive and cohesionless soils.

We anticipate that a system of sump pits and pumps located outside of the excavation areas would be suitable for control if groundwater were to be encountered. However, a well point system would be more suitable for control of groundwater if excavations were to be advanced into the ground water table at depth in free draining granular soils. Additionally, we caution such seepage from such formations and any water entry from excavations below the groundwater table may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project. The groundwater surface should be maintained a minimum of 2 feet below the bottom of the excavation at all times.



PLACEMENT and COMPACTION OF ENGINEERED FILL

Unless otherwise superseded within the body of the Geotechnical Exploration Report, the following criteria shall be utilized for placement of engineered fill on project. This includes, but is not limited to earthen fill placement to improve site grades, fill placed below structural footings, fill placed interior of structure, and fill placed as backfill of foundations.

Engineered fill placed for construction, if necessary should consist of natural, non-organic, competent soils native to the project area. Such soils may include, but are not limited to gravel, sand, or clays with Unified Soil Classification System (ASTM D2488) classifications of GW, SP, or SM. Use of silt or clayey silt as project fill will require additional review and approval of project Geotechnical Engineer of Record. Such soils have USCS classifications of ML, MH, ML-CL, MH-CH. Use of topsoil, marl, peat, other organic soils construction debris and/or other unsuitable materials as fill is not allowed. Such soils have USCS classifications of OL, OH, Pt.

Engineered fill, classified as clay, should be tempered such that the moisture content at the time of placement is equal to and no more than 3 percent above the optimum content for as defined by the appropriate proctor test. Likewise, engineered fill classified as gravel or sand should be tempered such that the moisture content at the time of placement is within 3 percent of the optimum content.

All engineered fill for construction should be placed in individual 8 inch maximum depth lifts. Each lift of fill should be compacted by large vibratory equipment until the in-place soil density is equal to or greater than the criteria established within the following tabulation.

Type of Construction	Compaction Criteria (% respective Proctor) ¹	
	Clay	Sand or Gravel
General Embankment Fill	Min. 95	Min. 95
Engineered Fill below Foundations	NA	Min. 98
Engineered Fill below Floor Slabs	NA	Min. 98
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100
Engineered Fill placed to within 3 feet of pavement aggregate base	Min. 95	Min. 95
Engineered Fill placed within 3 feet of pavement aggregate base	Min. 100	Min. 100

¹ Unless otherwise required, compaction shall be based on the Standard Proctor Test (ASTM D698).

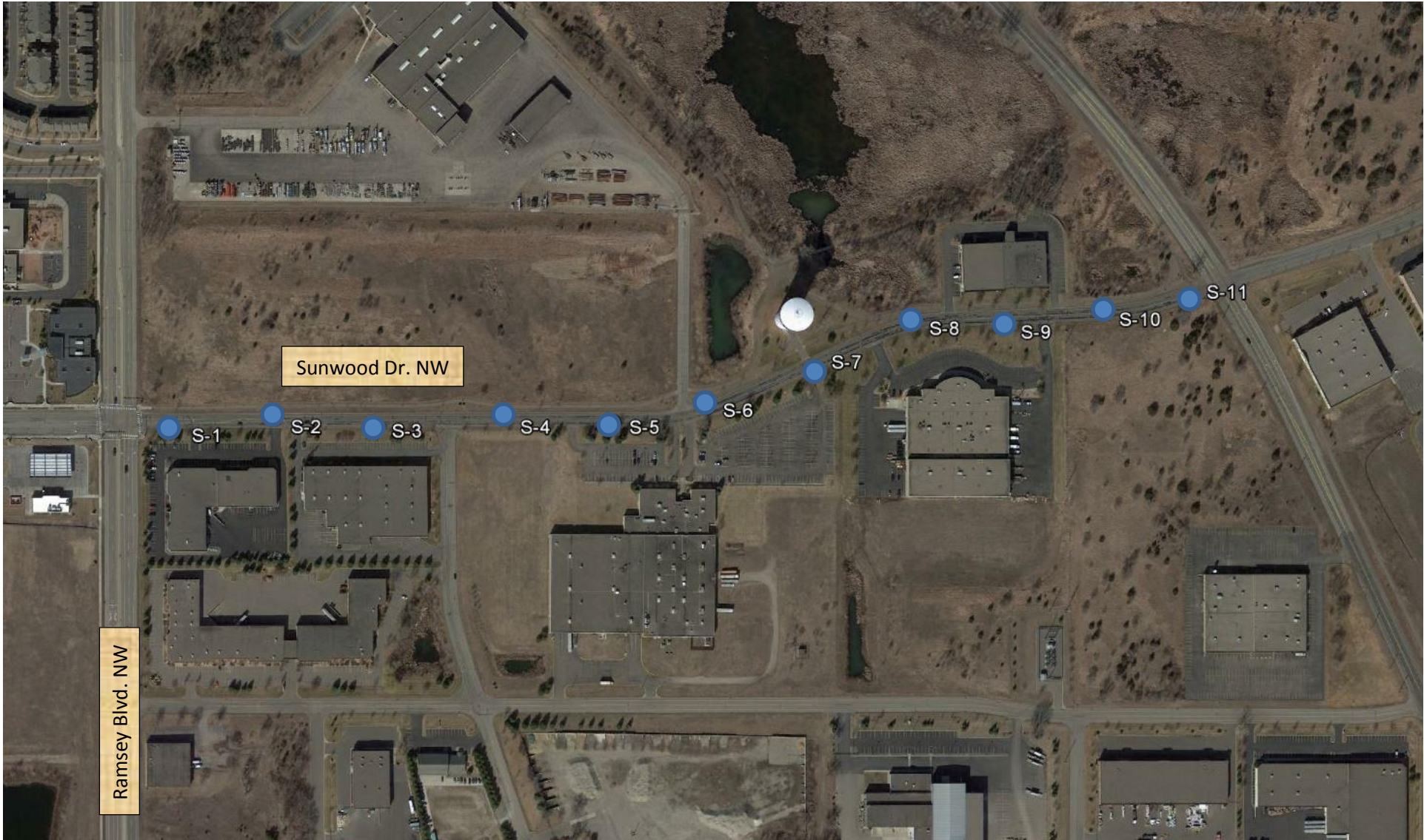
Density tests should be taken during engineered fill placement to document earthwork has achieved necessary compaction of the material(s). Recommendations for interior fill placement and backfill of foundation walls are presented within other sections of this report.



APPENDIX C

BORING LOCATION DIAGRAM

SOIL BORING LOGS



Boring Location Diagram
 Alpine and Sunwood Drive – Street Improvements – Sunwood Drive
 Ramsey, Minnesota
 NTI Project #: 16.61770.100

Completed Soil Borings: ●

NOTE: Boring locations are approximate.





Inver Grove Heights
 6160 Carmen Avenue East
 Inver Grove Heights, MN 55076
 P: 651-389-4191
 www.NTIgeo.com

BORING NUMBER S-1

CLIENT City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100 **PROJECT LOCATION** Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI **GROUND WATER LEVELS:**
DRILLING METHOD 3 1/4 in H.S.A **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---
CAVE IN (ft) --- **FROST DEPTH (ft)** --- **AFTER DRILLING** ---
NOTES Elevation assumed 100.0 Feet.

NTI GEOTECH COLUMNS WINOTES - NTI 2016-08-10.GDT - 11/2/16 17:16 - \\NTI\DATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\REPORTS\GINT\RAMSEY.LOGS.GPJ

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		0.7 BITUMINOUS PAVEMENT (8.3 Inches)	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown below 2.0 feet.	SS 2	100	7-8-9 (17)			9				
5		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)	SS 3	89	6-7-6 (13)							
			SS 4	94	3-2-3 (5)							
10			SS 5	89	4-6-5 (11)							
		11.0										

Bottom of borehole at 11.0 feet.



Inver Grove Heights
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 Inver Grove Heights, MN 55076
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BORING NUMBER S-3

CLIENT City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100 **PROJECT LOCATION** Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI **GROUND WATER LEVELS:**
DRILLING METHOD 3 1/4 in H.S.A **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---
NOTES Elevation assumed 100.0 Feet.

NTI GEOTECH COLUMNS WINOTES - NTI 2016-08-10.GDT - 11/2/16 17:16 - \\NTIDATA\RAMSEY1\PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - 16.61770.100\ENGINEERING\REPORTS\GINT\RAMSEY.LOGS.GPJ

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0												
0.4		BITUMINOUS PAVEMENT (4.5 Inches)	AU 1									
2.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, little gravel (Fill)	SS 2	94	4-5-4 (9)			9				16
4.5		SILTY SAND, (SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	SS 3	94	5-6-7 (13)							
9.5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)	SS 4	89	3-4-3 (7)							
11.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 5	83	3-3-4 (7)							
Bottom of borehole at 11.0 feet.												



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BORING NUMBER S-7

CLIENT City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100 **PROJECT LOCATION** Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI **GROUND WATER LEVELS:**
DRILLING METHOD 3 1/4 in H.S.A **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---
CAVE IN (ft) 3.5 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---
NOTES Elevation assumed 100.0 Feet.

NTI GEOTECH COLUMNS WINOTES - NTI 2016-08-10.GDT - 11/2/16 17:16 - \\NTIDATA\RAMSEY1\PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\REPORTS\GINT\RAMSEY.LOGS.GPJ

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		BITUMINOUS PAVEMENT (4.3 Inches)	AU 1									
0.4		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	89	4-5-5 (10)			4				
4.5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	83	4-4-4 (8)							
7.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, medium dense, trace gravel (Alluvial)	SS 4	89	3-4-5 (9)							
89.0			SS 5	100	3-5-6 (11)							

Bottom of borehole at 11.0 feet.



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BORING NUMBER S-9

CLIENT City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100 **PROJECT LOCATION** Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI **GROUND WATER LEVELS:**
DRILLING METHOD 3 1/4 in H.S.A **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---
NOTES Elevation assumed 100.0 Feet.

NTI GEOTECH COLUMNS WINOTES - NTI 2016-08-10.GDT - 11/2/16 17:16 - \\NTIDATA\RAMSEY1\PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\REPORTS\GINT\RAMSEY.LOGS.GPJ

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		BITUMINOUS PAVEMENT (4.5 Inches)	AU 1					6				8
0.4		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	89	6-10-8 (18)							
2.0		POORLY GRADED SAND WITH SILT, (SP-SM) orange brown, fine to medium grained, moist, trace gravel (Fill)	SS 3	100	5-6-5 (11)							
4.5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	SS 4	89	3-4-4 (8)							
7.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, loose to medium dense, trace gravel (Alluvial)	SS 5	89	3-4-5 (9)							
89.0												

Bottom of borehole at 11.0 feet.



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BORING NUMBER S-10

CLIENT City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100 **PROJECT LOCATION** Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI **GROUND WATER LEVELS:**
DRILLING METHOD 3 1/4 in H.S.A **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---
CAVE IN (ft) 5 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---
NOTES Elevation assumed 100.0 Feet.

NTI GEOTECH COLUMNS WINOTES - NTL2016-08-10.GDT - 11/2/16 17:16 - \\NTIDATA\RAMSEY1\PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\REPORTS\GINT\RAMSEY.LOGS.GPJ

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		BITUMINOUS PAVEMENT (5.0 Inches)	AU 1									
0.4		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	100	16-7-8 (15)			4				
4.5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	100	3-4-4 (8)							
7.0		POORLY GRADED SAND WITH SILT, (SP-SM) gray, fine to medium grained, moist to saturated, loose, trace gravel (Alluvial)	SS 4	100	2-2-3 (5)							
89.0			SS 5	89	5-4-4 (8)							

Bottom of borehole at 11.0 feet.



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BORING NUMBER S-11

CLIENT City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements
PROJECT NUMBER 16.61770.100 **PROJECT LOCATION** Ramsey, MN
DATE STARTED 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI **GROUND WATER LEVELS:**
DRILLING METHOD 3 1/4 in H.S.A **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft
LOGGED BY Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---
CAVE IN (ft) 4 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---
NOTES Elevation assumed 100.0 Feet.

NTI GEOTECH COLUMNS WINOTES - NTI 2016-08-10.GDT - 11/2/16 17:16 - \\NTI\DATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - 16.61770.100\ENGINEERING\REPORTS\GINT\RAMSEY.LOGS.GPJ

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0												
0.4		BITUMINOUS PAVEMENT (4.8 Inches)	AU 1									
2.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	89	3-4-5 (9)							
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense to very loose, trace gravel (Alluvial)	SS 3	94	3-3-3 (6)		5					4
9.5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 4	83	2-2-2 (4)							
11.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 5	78	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

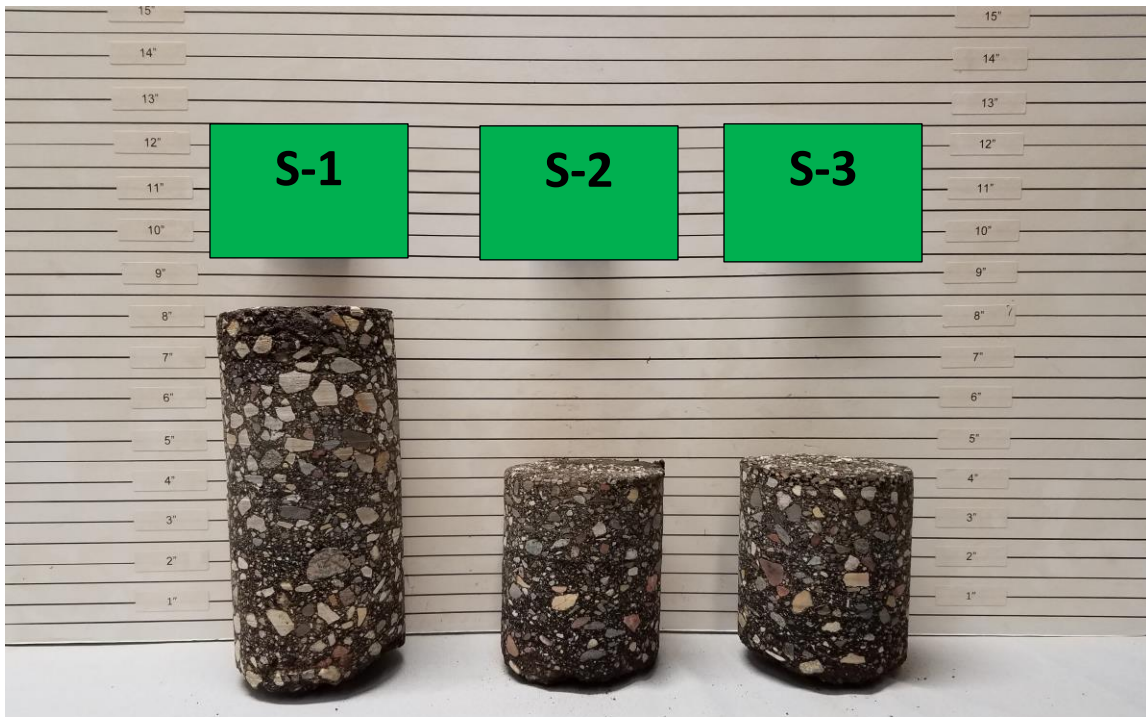


APPENDIX D

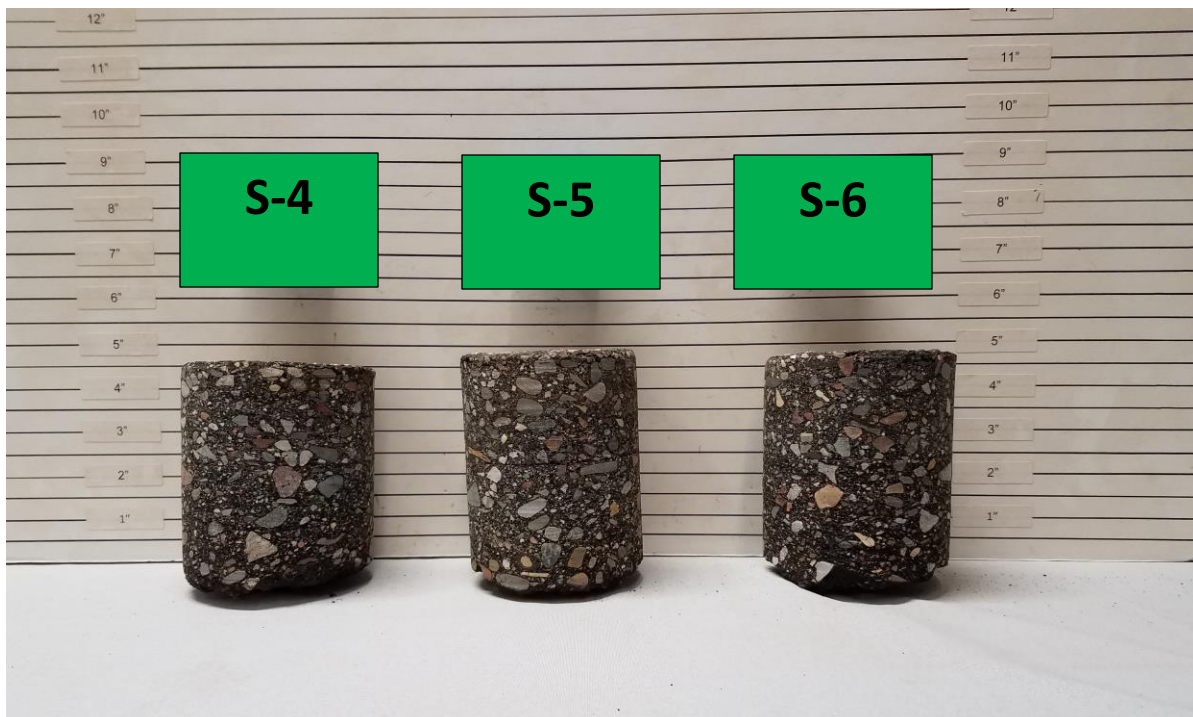
PAVEMENT CORE PHOTOGRAPHS



Bituminous Pavement Cores, S-1: 8 ¼ Inches, S-2: 4 ½ Inches, S-3: 4 ½ Inches.



Bituminous Pavement Cores, S-4: 4 ½ Inches, S-5: 4 ¾ Inches, S-6: 4 ¾ Inches.





Bituminous Pavement Cores, S-7: 4 ¼ Inches, S-8: 5 ¾ Inches, S-9: 4 ½ Inches.



Bituminous Pavement Cores, S-10: 5 Inches, S-11: 4 ¾ Inches.





December 27, 2016

Mr. Bruce Westby P.E.
City Engineer
7550 Sunwood Drive NW.
Ramsey, MN 55303

Re: Pavement Evaluations and Recommendations for City of Ramsey Improvement Project #17-00
2017 Sunwood Drive Reconstruction

Observation: On December 20, 2016 WSB & Associates cored Sunwood Drive from Ramsey Blvd. to Bunker Lake Blvd in Ramsey, MN, to verify the thickness of the Hot Mix Asphalt (HMA) and to determine what type of granular base was under the HMA. The pavement is in a light industrial park area and was constructed in 1980s. The main observed distress was cracking caused by aging of the HMA. Some fatigue cracks were observed in the wheel paths which are to be expected as a pavement meets its design life. One other observation was that the some of the warehouses were expanding their building which leads me to believe the truck traffic will only increase over the next 20 years. The cores measured 4 inches thick with a granular base material that appears to be Class 5.

Recommendations: Based on the information above our first recommendation would be to mill off 3 inches of the HMA and then do a 6 inch Stabilized Full Depth Reclamation (SFDR) using asphalt emulsion. The concept of doing SFDR over removing and repaving is that we can increase the structural capacity of the pavement by building down deeper into the pavement structure. This option would completely break up the existing crack pattern. Properly designed and constructed SFDR should yield gravel equivalencies of 1.5 to 2.0 with 1.8 being a good design value to use. Then repave the last 3 inches using SPWEB440C Super Pave. MnDOT gives this option the same value as a complete reconstruction at approximately 40 to 60 percent of the cost.

Option 2 would be to remove all the HMA and re-compact the base and repave. This option should be less expensive than Option 1. The one issue that we have with this option is the belief that truck traffic on Sunwood is only going to increase and that this option may fail prematurely compared to the existing pavement. If this option is chosen we would recommend using 4 inches of the same HMA as spelled out above.

Please let me know if you have any other questions of comments regarding this report.

Sincerely,

WSB & Associates, Inc.

Thomas J. Wood
Project Manager

Mr. Bruce Westby, P.E.
December 27, 2016

Appendix A

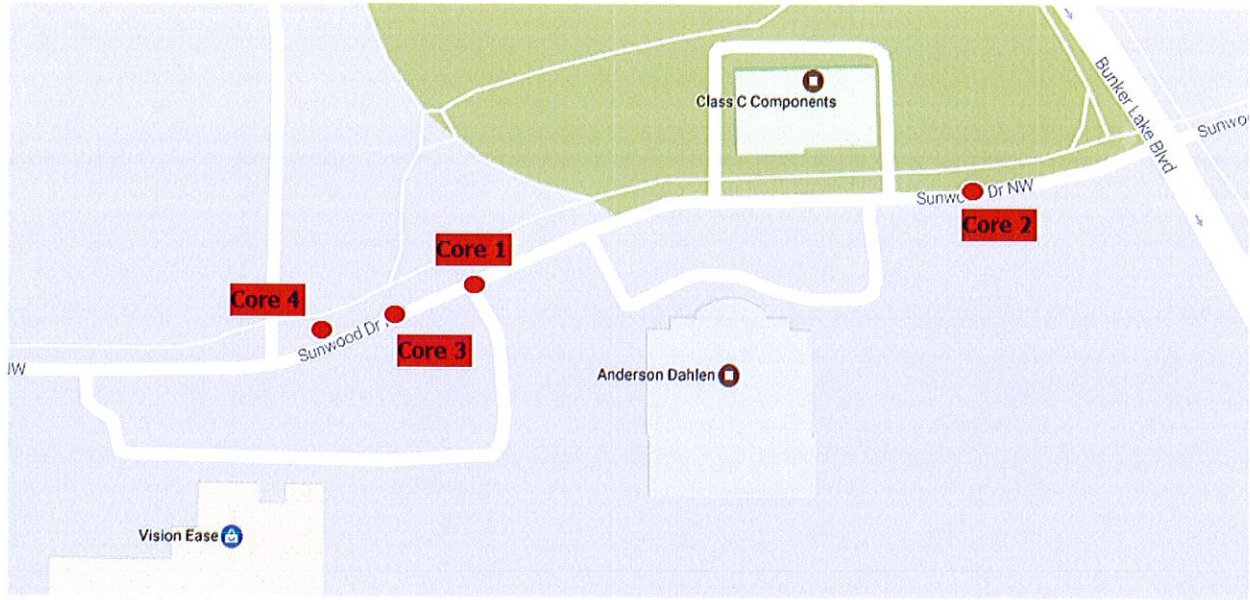


Figure 1: Coring Locations

Mr. Bruce Westby, P.E.
December 27, 2016

Appendix B

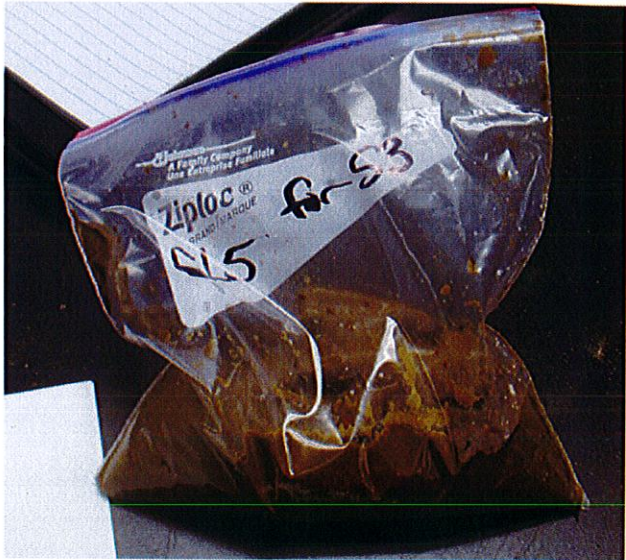
Core 1



Core 2



Core 3



Core 4



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

RESOLUTION #17-02-044

RESOLUTION ACCEPTING FEASIBILITY REPORT AND ORDERING PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT #17-00, SUNWOOD DRIVE RECONSTRUCTION

WHEREAS, pursuant to Ramsey City Council resolution #16-08-139, adopted August 8, 2016, the City Engineer prepared a Feasibility Report for City Improvement Project #17-00 which proposes improvements to Sunwood Drive between Ramsey Boulevard/ County State Aid Highway 56 and Bunker Lake Boulevard/County Road 116 including reconstruction of bituminous pavement, replacement of damaged concrete curb and gutter, and other appurtenant work as needed; and

WHEREAS, pursuant to Ramsey City Council resolution #17-01-028, adopted January 24, 2017, the Feasibility Report was received and preliminarily accepted, pending input from impacted property owners, and a Public Hearing was ordered for February 14, 2017 at 7 p.m., where the City Council will consider the proposed improvements for said streets in accordance with the revised Feasibility Report; and

WHEREAS, benefiting properties are proposed to be assessed for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, applicable City codes, and the City of Ramsey's adopted Special Assessments Policy; and

WHEREAS, the City Clerk gave mailed and published notice of such hearing and improvements as required by law; and

WHEREAS, the City Council conducted a Public Hearing for the proposed improvements on February 14, 2017.

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

- 1) Such improvement is necessary, cost-effective and feasible as detailed in the Feasibility Report accepted by Council on February 14, 2017.
- 2) Pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, applicable City codes, and the City of Ramsey's adopted Special Assessments Policy, benefiting properties shall be assessed for all or a portion of the cost of the improvements, which have an estimated total cost of \$607,000.

- 3) The City Engineer is hereby designated as the engineer for this improvement, and the engineer is ordered to prepare plans and specifications for the making of such improvements.

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 14th day of February, 2017.

Mayor

ATTEST:

City Clerk

Meeting Date: 02/28/2017

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

PUBLIC HEARING: Consider Easement Vacations and Final Plat Request for Brookfield 8th Addition (Project No. 16-78); Case of Brookfield Land, LLC.

Purpose/Background:

The purpose of this case is to review a request for the vacations of an existing trail easement and a drainage and utility easement as well as final plat of a twenty-five (25) lot, single family residential subdivision, proposed by Brookfield Land LLC (the "Applicant"), on Outlot A, Brookfield 2nd Addition and PID #09-32-25-44-0017 (together, the "Subject Property"). The site is generally located south of Trott Brook and west of Olivine Street.

The Applicant has proposed vacating an existing trail easement that runs generally along the location of the proposed roadway extension of 168th Circle NW and across the proposed lots 10, 11, and 12 of Block 2. The proposed improvements in connection with the development would result in a sidewalk along the north/west side of 168th Circle NW and a new trail access to the existing Trott Brook Trail. The existing trail easement was put into place as a temporary means to provide local residents access to the Trott Brook Trail. This development will put into place a permanent trail access. The Applicant has also proposed to vacate an existing ten (10) foot drainage and utility easement that runs along the southern property line of Outlot A, Brookfield 2nd Addition. Note - the Public Hearing Notice did create some confusion from recipients of the letter that the trail was going away all together. Staff has been able to clarify as needed, and mailed a clarifying letter on January 22.

The Applicant has received previous approvals for this project from the City Council including submission of a Comprehensive Plan Amendment to re-guide a portion of the Subject Property from Rural Developing to Low Density Residential, rezoning a portion of the Subject Property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA) and Preliminary Plat. Additionally, the Applicant had also received an approved variance to cul-de-sac length, front yard setback, and lot depth standards by the Planning Commission.

Notification:

Staff attempted to notify all Property Owners within a 700 foot radius of the Subject Property of the Public Hearing via Standard US Mail. The Public Hearing was also published in the City's official newsletter, the Anoka County Union Herald. A second letter was also sent out the same mailing list to clarify the requested vacation of the temporary trail easement was not eliminating the public access to the Trott Brook Trail, but that a new, permanent connection would be provided as part of this project.

Observations/Alternatives:

The Applicant is proposing vacation of two easements currently located across the Subject Property. The first being a trail easement that runs generally down the location of the proposed 168th Circle NW roadway extension. The purpose of this trail easement was to provide Brookfield residents access to the trail that runs adjacent to the Trott Brook. The Applicant is proposing with the final plat a twenty (20) foot trail easement between Lots 7 and 8 of Block 2 that would provide a new trail connection and ensure Brookfield residents retain that Trott Brook Trail access.

The second easement proposed to be vacated is a ten (10) foot drainage and utility easement which runs along the southern property line of what is currently Outlot A of Brookfield 2nd Addition. The Applicant has proposed

alternative drainage and utility easements in connection with the proposed lots in that area which have been deemed satisfactory by the City Engineer.

The Final Plat submitted to the City on January 27th, 2017 is generally consistent with the approved Preliminary Plat with changes in the Plat corresponding with requests from the preliminary plat Staff Review Letter dated September 30th, 2016.

Generally speaking, the proposed development appears to comply with the minimum standards of the R-1 Residential (MUSA) District. This is based on approval of the Comprehensive Plan Amendment, Zoning Amendment, and Variances (previously approved by the Planning Commission). The Planning Commission conducted a Public Hearing on October 6, 2016, and there were no written or verbal comments received.

Engineering comments indicate the need to connect an eight (8) inch watermain to the watermain under 166th avenue. The Applicant is aware of this utility comment and that a potential arrangement for a 50/50 cost share approach to complete this improvement may be available. The looping of the watermain will assist with water quality rather than having a long, dead end pipe at the end of the cul-de-sac. It will also assist with minimizing the number of impacted properties as a result of a break in the line.

The Applicant has stated a desire to commence with tree clearing and grading activities in advance of recording the plat. The Applicant would like to begin work as soon as possible related to tree clearing due to the restriction on this activity after April 15th due to the concern of potentially introducing Oak Wilt to the area. The Applicant and the City would enter into a second Development Agreement upon the recording of the Final Plat that would cover the remaining public improvements. Both agreements are attached for consideration.

Alternatives

Alternative 1: Approve the Easement Vacations for the existing trail easement and the drainage and utility easement and approve the Final Plat, contingent upon compliance with the Staff Review Letter dated February 24, 2017. Staff believes that the proposed development is reasonable, compatible with the character of the surrounding Brookfield development, and minimizes impacts to higher quality woodlands (there is an existing Conservation and Trail Easement in place over portions of all lots that abutting Trott Brook) and wetlands. Staff supports Alternative 1.

Alternative 2: Deny the Easement Vacations for the existing trail easement and the drainage and utility easement and deny the Final Plat. While the proposed development is similar in nature to the surrounding Brookfield development and is separated from the larger lots to the south and west by a large wetland complex, if the City Council does not support the Final Plat it should deny the Applicant's request. However, the Final Plat is generally in compliance with the approved Preliminary Plat and thus, Staff is not supportive of this alternative.

Funding Source:

All costs associated with processing the Application are the responsibility of the Applicant.

The project does include consideration of a cost share to complete a watermain loop as noted above. The final amount will be brought forward at a future date for final consideration. Approval of this step does not obligate the City to a financial contribution, but agrees to in concept. If the final costs ultimately are outside of current estimates, the City will be able to re-evaluate at that time.

Recommendation:

Staff recommends adoption of Resolution #17-02-051: Vacation of Trail and Drainage and Utility Easements, Final Plat Approval for Brookfield 8th Addition, and entering into a Tree Clearing and Grading Agreement and a Development Agreement, contingent upon review and approval as to legal form by the City Attorney and confirmation of street light charges by Connexus Energy.

Action:

Motion to adopt Resolution #17-02-051 approving Trail and Drainage and Utility Easement Vacations, Brookfield 8th Final Plat, and entering into a Grading and Tree Clearing Agreement and a Development Agreement with the Applicant, contingent upon compliance with the Staff Review Letter.

Attachments

[Site Location Map](#)

[Brookfield 8th Addition Final Plat Application](#)

[Final Plat \(Page 1 of 2\)](#)

[Final Plat \(Page 2 of 2\)](#)

[Plan - Trail Easement Vacation](#)

[Plan - Drainage & Utility Easement Vacation](#)

[Staff Review Letter](#)

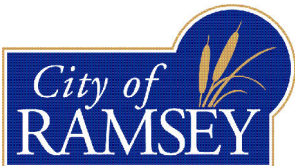
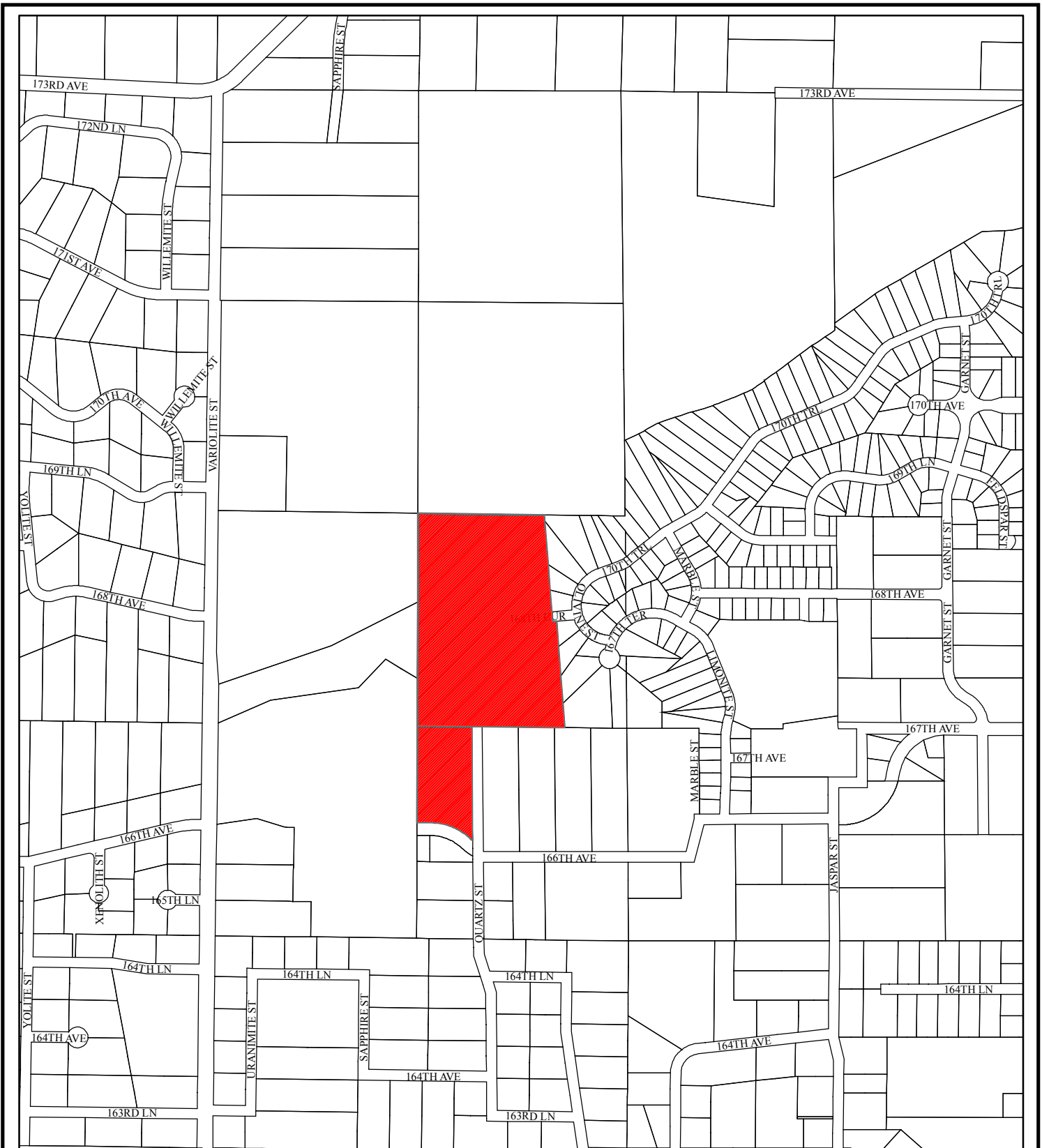
[Grading and Tree Clearing Agreement](#)

[Development Agreement](#)

[Resolution #17-02-051](#)

Form Review

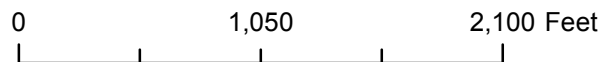
Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	02/23/2017 09:48 AM
Tim Gladhill (Originator)	Tim Gladhill	02/23/2017 12:53 PM
Kurt Ulrich	Kurt Ulrich	02/23/2017 03:08 PM
Form Started By: Tim Gladhill		Started On: 02/21/2017 08:41 AM
Final Approval Date: 02/23/2017		

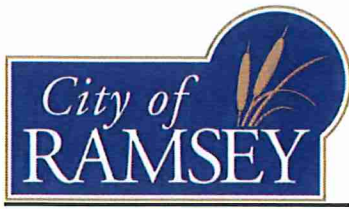


Brookfield 8th Addition

Legend

- Site
- Parcels





RECEIVED
 JAN 30 2017
 BY: _____

Land Use Application

<input type="checkbox"/> Plat – Sketch Plan	<input type="checkbox"/> Plat – Preliminary Plat	<input checked="" type="checkbox"/> Plat – Final Plat
<input type="checkbox"/> Administrative Plat	<input type="checkbox"/> Site Plan Review	<input checked="" type="checkbox"/> Easement/ROW Vacation
<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Interim Use Permit	<input type="checkbox"/> Comprehensive Plan Amendment
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Home Occupation Permit	<input type="checkbox"/> Variance
<input type="checkbox"/> Dwelling Moving Permit	<input type="checkbox"/> Environmental Permit	<input type="checkbox"/> Registered Land Survey
<input type="checkbox"/> Non-Traditional Animal License	<input type="checkbox"/> Beekeeping License	<input type="checkbox"/> Private Kennel License

Applicant Contact Information

Please note: All official communication will be routed through this contact.

Name:	Brookfield Land, LLC (Steve Bova)		
Street Address:	14015 Sunfish Lake Blvd		
City, State, ZIP:	Ramsey, MN 55303		
Home Phone:		Work Phone:	651 271 4951
Email:	stephan@capstonehills.com		Fax Number:
Name of Business (if applicable):	capstonehills.com		
Business Address (if applicable)			
Business City, State, ZIP			
Business Phone:		Business Fax:	

Subject Property Information

(Location of Application)

Address	
PIN	09-32-25-44-0017, 09-32-25-41-0027
Legal Description	See attached plans
Zoning District	R1-Residential (MUSA) and R1 Residential (Rural Developing)

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification

Property Owner Information

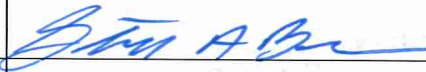
(If different than Applicant)

Name:			
Street Address:			
City, State, ZIP:			
Home Phone:		Work Phone:	
Email:		Fax Number:	


Please provide a detailed description of your request and attached a copy of a scaled site plan

Final Plat - Residential Single Family Lots

A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.

Applicant Signature		Co-Applicant Signature	
Printed Name	Stephen A. Bova	Printed Name	
Title	Chief Land Manager	Title	
Date	1/27/17	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature		Property Owner Signature	
Printed Name	Stephen A. Bova	Printed Name	
Title	Chief Land Manager	Title	
Date	1/27/17	Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

BROOKFIELD EIGHTH ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That Brookfield Land, LLC, a Minnesota limited liability company, owner, and Tradition Capital Bank, a Minnesota corporation, mortgagee, of the following described property:

Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota.

AND

TRACT A:

That part of the North 200 feet of the South 677.6 feet (as measured along the West line) of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, lying West of the East 933 feet (as measured along the North line) of the Southeast Quarter of the Southeast Quarter thereof, Anoka County, Minnesota.

AND

That part of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, lying West of the East 933 feet (as measured along the North line of said Southeast Quarter of the Southeast Quarter) thereof and lying North of the South 677.6 feet, as measured along the West line of said Southeast Quarter of the Southeast Quarter, thereof.

EXCEPT THE FOLLOWING THREE PARCELS:

EXCEPTION 1: The east 33.00 feet of Tract A

EXCEPTION 2: An 80.00 foot strip of land over, under and across Tract A. The center line of said strip of land is described as follows: Commencing at the southwest corner of said Tract A; thence North 00 degrees 25 minutes 01 seconds East, assumed bearing, along the west line of said Tract A, a distance of 203.11 feet to the point of beginning of said center line; thence South 89 degrees 01 minutes 26 seconds East a distance of 87.41 feet; thence southeasterly a distance of 222.37 feet along a tangential curve concave to the southwest having a central angle of 39 degrees 48 minutes 52 seconds and a radius of 320.00 feet; thence South 49 degrees 12 minutes 34 seconds East, tangent to last described curve, a distance of 30.56 feet; thence southeasterly a distance of 40.03 feet along a tangential curve concave to the northeast having a central angle of 07 degrees 10 minutes 01 seconds and a radius of 320.00 feet to the west line of the east 33.00 feet of said Tract A and there terminating.

The side lines of said strip of land are prolonged or shortened to terminate on said west line of Tract A and said west line of the east 33.00 feet of Tract A.

EXCEPTION 3: That part of Tract A lying southerly of the southerly boundary of Exception 2.

Have caused the same to be surveyed and platted as BROOKFIELD EIGHTH ADDITION and do hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Brookfield Land, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20__.

BROOKFIELD LAND, LLC

Barry B. Onufrock, Chief Manager

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20__ by Barry B. Onufrock, Chief Manager of Brookfield Land, LLC a Minnesota limited liability company.

Notary Public, _____ County, Minnesota
My Commission Expires _____

In witness whereof said Tradition Capital Bank, a Minnesota corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20__.

TRADITION CAPITAL BANK

Thomas M. Grotbo, Vice President

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20__ by Thomas M. Grotbo, Vice President of Tradition Capital Bank, a Minnesota corporation, on behalf of the corporation.

Notary Public, _____ County, Minnesota
My Commission Expires _____

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

Dated this _____ day of _____, 20__.

Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20__ by Jason E. Rud.

Notary Public, _____ County, Minnesota
My Commission Expires _____

City Council, City of Ramsey, Minnesota

This plat of BROOKFIELD EIGHTH ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

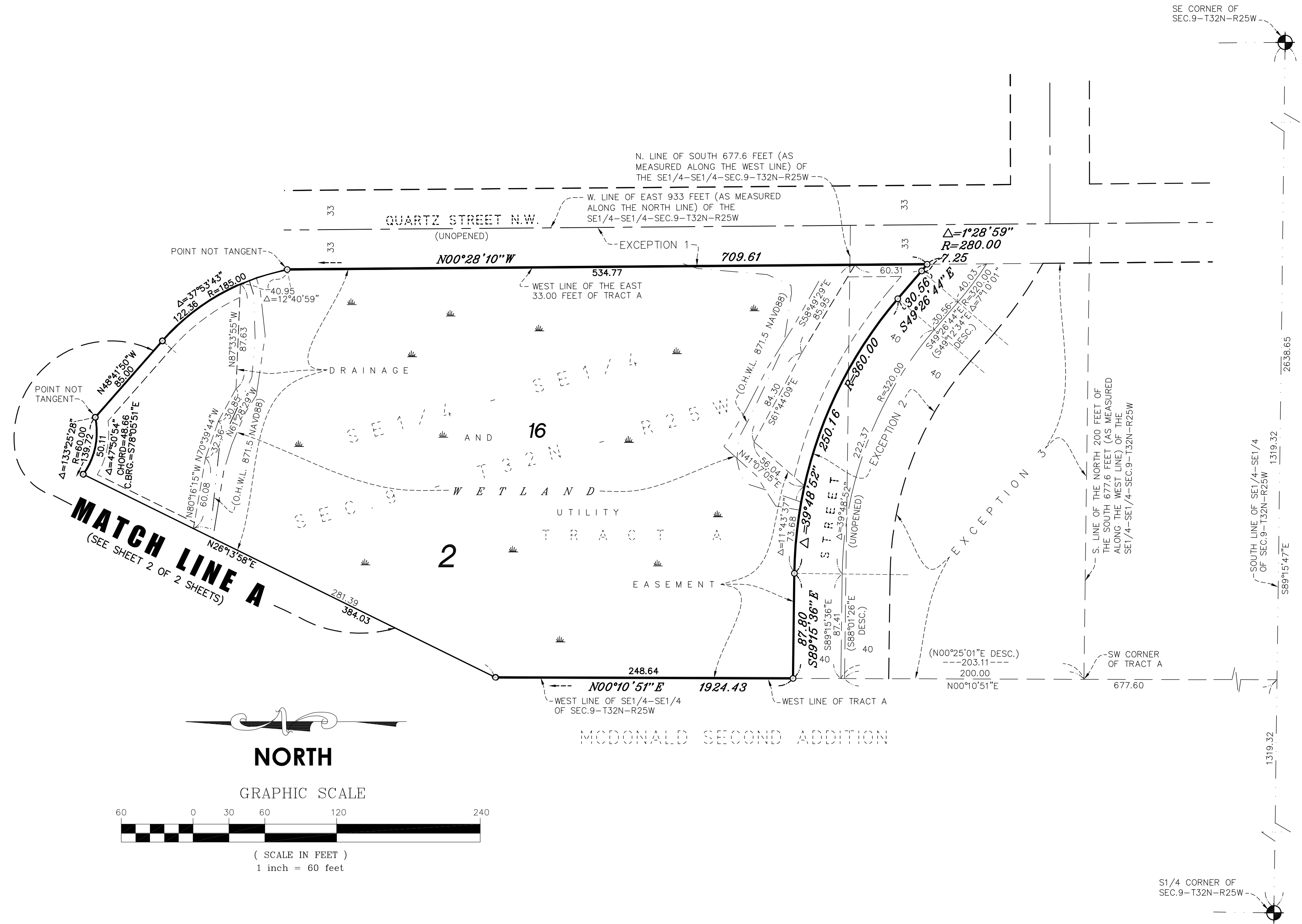
By _____ Mayor

By _____ Clerk

County Surveyor

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

Larry D. Holum
Anoka County Surveyor



NORTH

GRAPHIC SCALE



(SCALE IN FEET)
1 inch = 60 feet

County Auditor/Treasurer

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20__.

Property Tax Administrator

By _____ Deputy

County Recorder/Registrar of Titles

County of Anoka, State of Minnesota

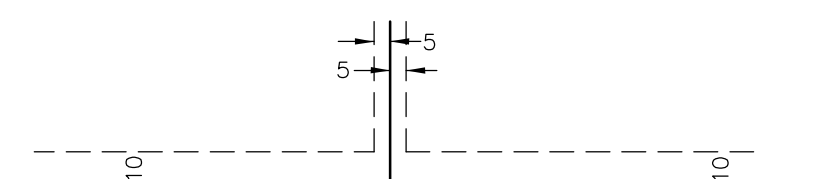
I hereby certify that this plat of BROOKFIELD EIGHTH ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20__, at _____ o'clock _____ M. and was duly recorded in Book _____ Page _____, as Document Number _____.

County Recorder/Registrar of Titles

By _____ Deputy

- DENOTES 1/2 INCH BY 14 INCH IRON PIPE MARKED BY RLS NO. 41578.
- DENOTES FOUND IRON MONUMENT
- ⊕ DENOTES ANOKA COUNTY CAST IRON MONUMENT
- (DESC.) REFERS TO LEGAL DESCRIPTION

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



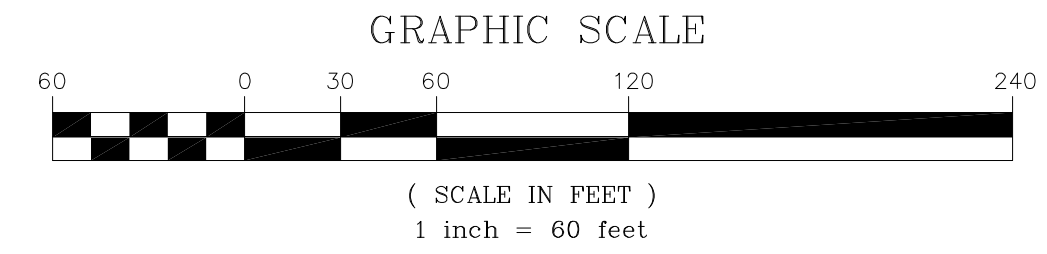
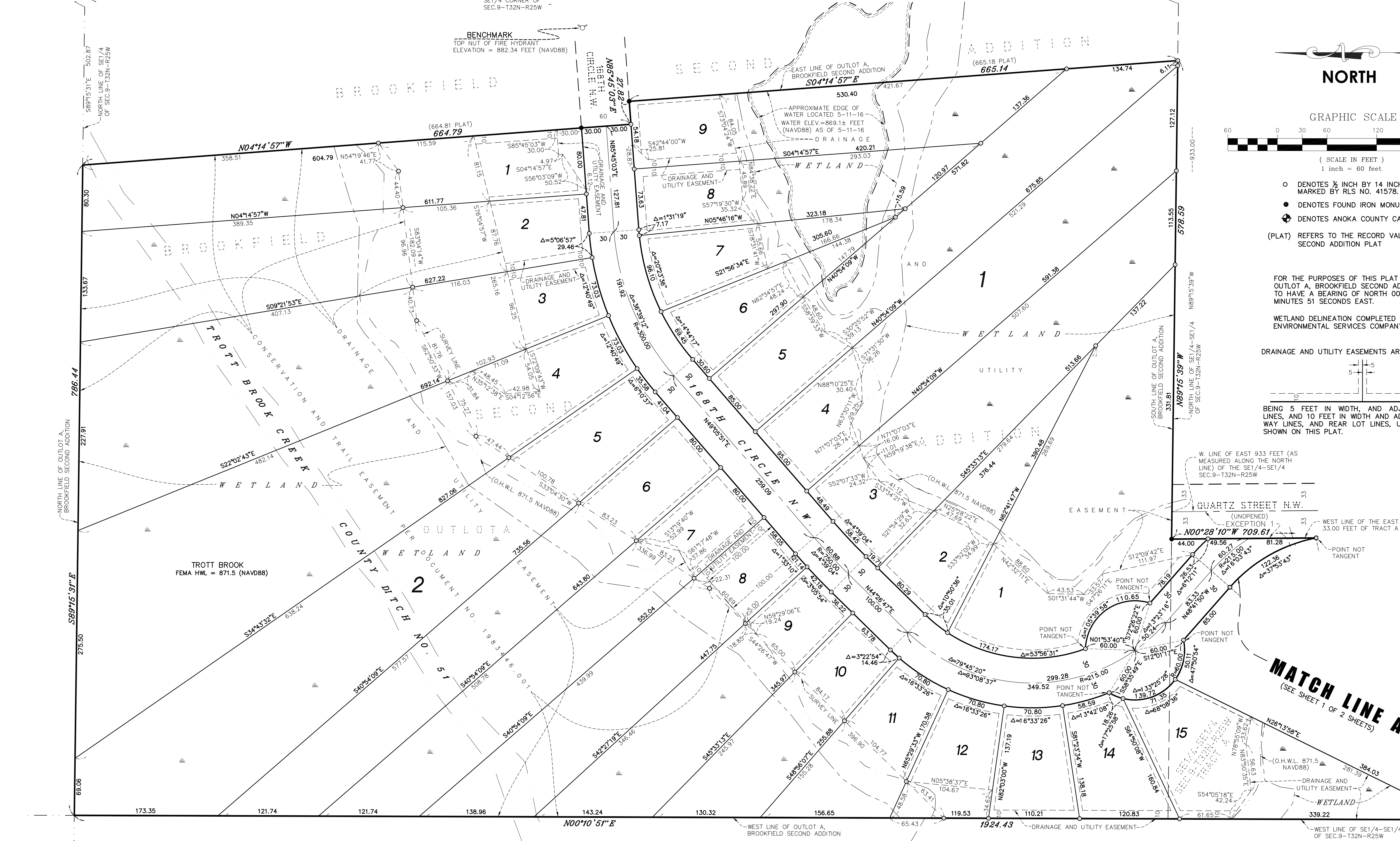
FOR THE PURPOSES OF THIS PLAT THE WEST LINE OF OUTLOT A, BROOKFIELD SECOND ADDITION IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 10 MINUTES 51 SECONDS EAST.

WETLAND DELINEATION COMPLETED BY KJOLHAUG ENVIRONMENTAL SERVICES COMPANY IN 2016.

E. G. RUD & SONS, INC.
EST. 1977 Professional Land Surveyors

BROOKFIELD EIGHTH ADDITION

E1/4 CORNER OF SEC. 9-T32N-R25W 500°28'10"E 1322.75 2645.50 1322.75 SE CORNER OF SEC. 9-T32N-R25W

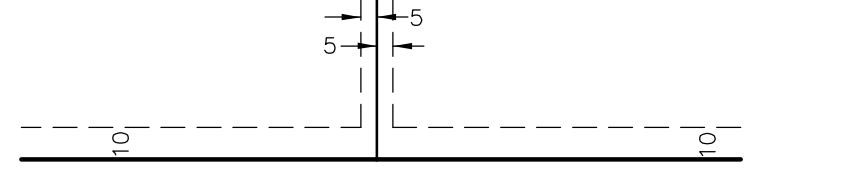


- DENOTES 1/2 INCH IRON PIPE MARKED BY RLS NO. 41578.
- DENOTES FOUND IRON MONUMENT
- ⊕ DENOTES ANOKA COUNTY CAST IRON MONUMENT
- (PLAT) REFERS TO THE RECORD VALUE OF BROOKFIELD SECOND ADDITION PLAT

FOR THE PURPOSES OF THIS PLAT THE WEST LINE OF OUTLOT A, BROOKFIELD SECOND ADDITION IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 10 MINUTES 51 SECONDS EAST.

WETLAND DELINEATION COMPLETED BY KJOLHAUG ENVIRONMENTAL SERVICES COMPANY IN 2016.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



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

W. LINE OF EAST 933 FEET (AS MEASURED ALONG THE NORTH LINE) OF THE SE1/4-SE1/4 SEC. 9-T32N-R25W

QUARTZ STREET N.W. (UNOPENED) EXCEPTION 1 N00°28'10"W 709.61' WEST LINE OF THE EAST 33.00 FEET OF TRACT A

MATCH LINE A
(SEE SHEET 1 OF 2 SHEETS)

SKETCH AND DESCRIPTION

~for~ BROOKFIELD EIGHTH ADDITION
 ~of~ VACATION OF TRAIL EASEMENT

LEGAL DESCRIPTION FOR THE VACATION OF THE TRAIL EASEMENT CREATED IN DOCUMENT NUMBERS 2013477.002 AND 2013477.003

A 20 foot wide trail easement over, under and across that part of Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota, that lies 10 feet on either side of the following described centerline:

Commencing at the Northeast corner of said Outlot A; thence on an assumed bearing of South 04 degrees 00 minutes 47 seconds East, along the east line of said Outlot A, a distance of 614.81 feet to the point of beginning of said centerline; thence South 76 degrees 49 minutes 09 seconds West a distance of 317.13 feet; thence South 26 degrees 39 minutes 39 seconds West a distance of 184.12 feet; thence South 50 degrees 05 minutes 58 seconds West a distance of 21.31 feet; thence South 71 degrees 42 minutes 25 seconds West a distance of 102.42 feet; thence South 57 degrees 10 minutes 25 seconds West a distance of 168.14 feet; thence South 53 degrees 31 minutes 29 seconds West a distance of 80.28 feet; thence North 76 degrees 38 minutes 08 seconds West a distance of 83.49 feet; thence North 75 degrees 18 minutes 44 seconds West a distance of 30.00 feet; and said centerline terminating.

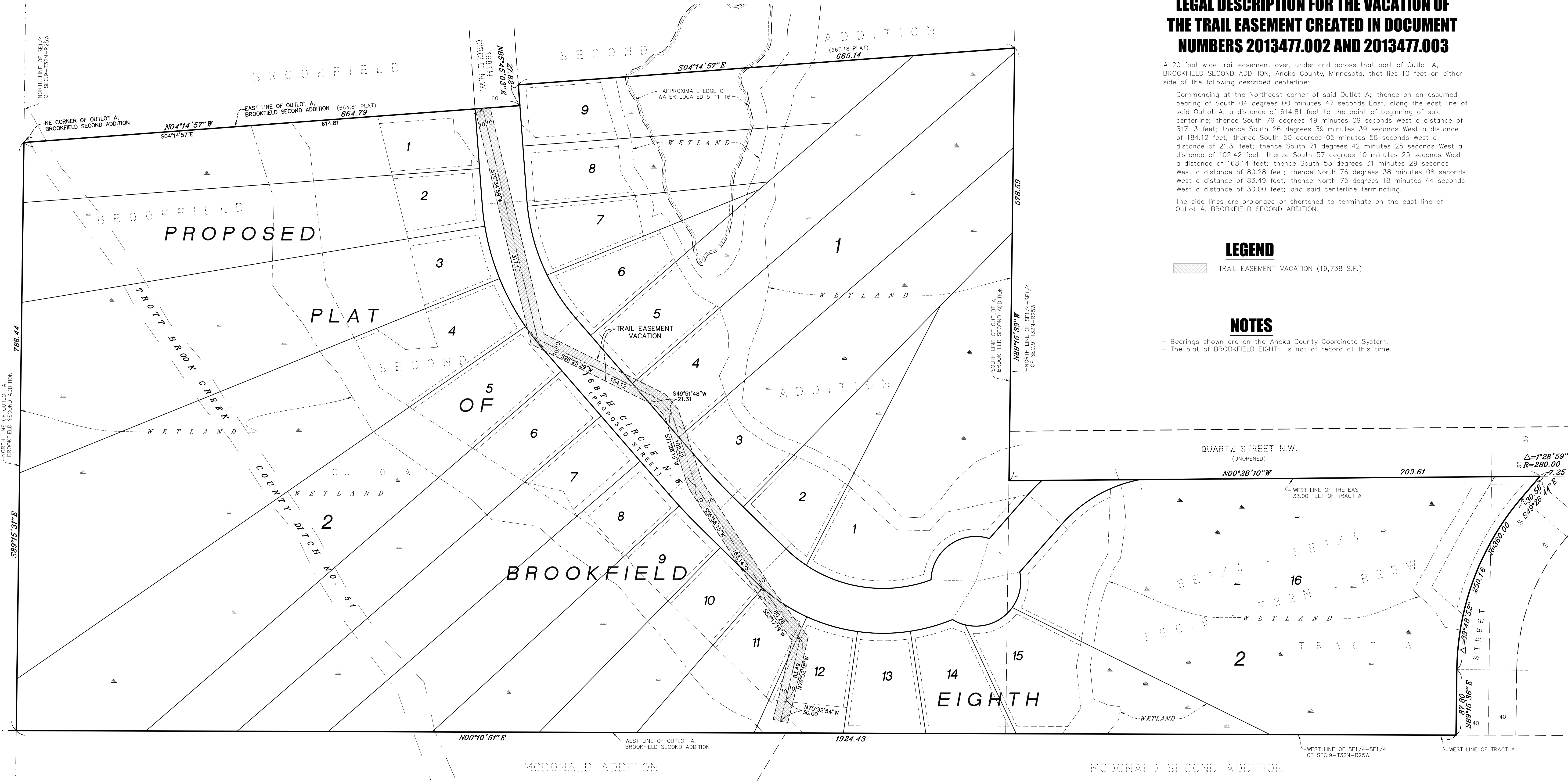
The side lines are prolonged or shortened to terminate on the east line of Outlot A, BROOKFIELD SECOND ADDITION.

LEGEND

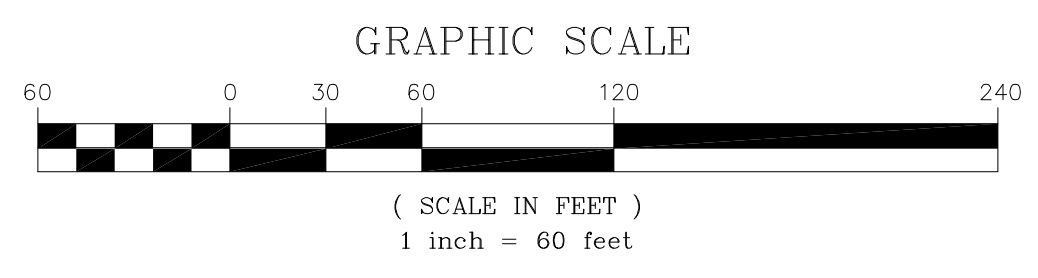
 TRAIL EASEMENT VACATION (19,738 S.F.)

NOTES

- Bearings shown are on the Anoka County Coordinate System.
- The plat of BROOKFIELD EIGHTH is not of record at this time.



E. G. RUD & SONS, INC.
 EST. 1977 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com



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

Jason E. Rud
 JASON E. RUD
 Date: 01/27/2017 License No. 41578

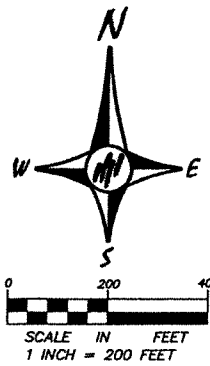
DRAWN BY: JEN	JOB NO: 16343PP	DATE: 01/27/17
CHECK BY: JER	SCANNED <input type="checkbox"/>	
1		
2		
3		
NO.	DATE	DESCRIPTION
		BY

1/27/17

**PROPOSED DESCRIPTION FOR THE VACATION OF
THE DRAINAGE AND UTILITY EASEMENTS
FOR BROOKFIELD EIGHTH ADDITION**

All of the drainage and utility easements as dedicated on the recorded plats of BROOKFIELD FIRST ADDITION AND BROOKFIELD SECOND ADDITION, which lie within Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota.

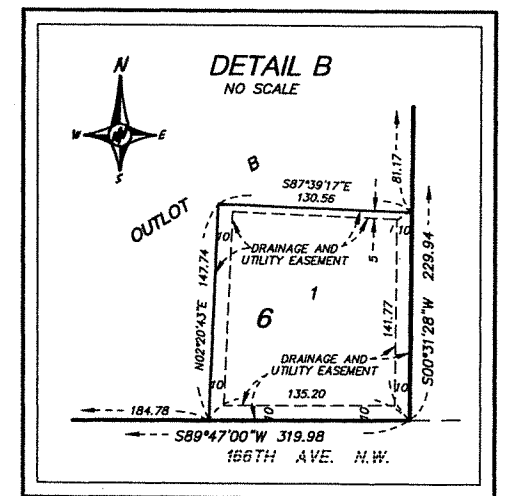
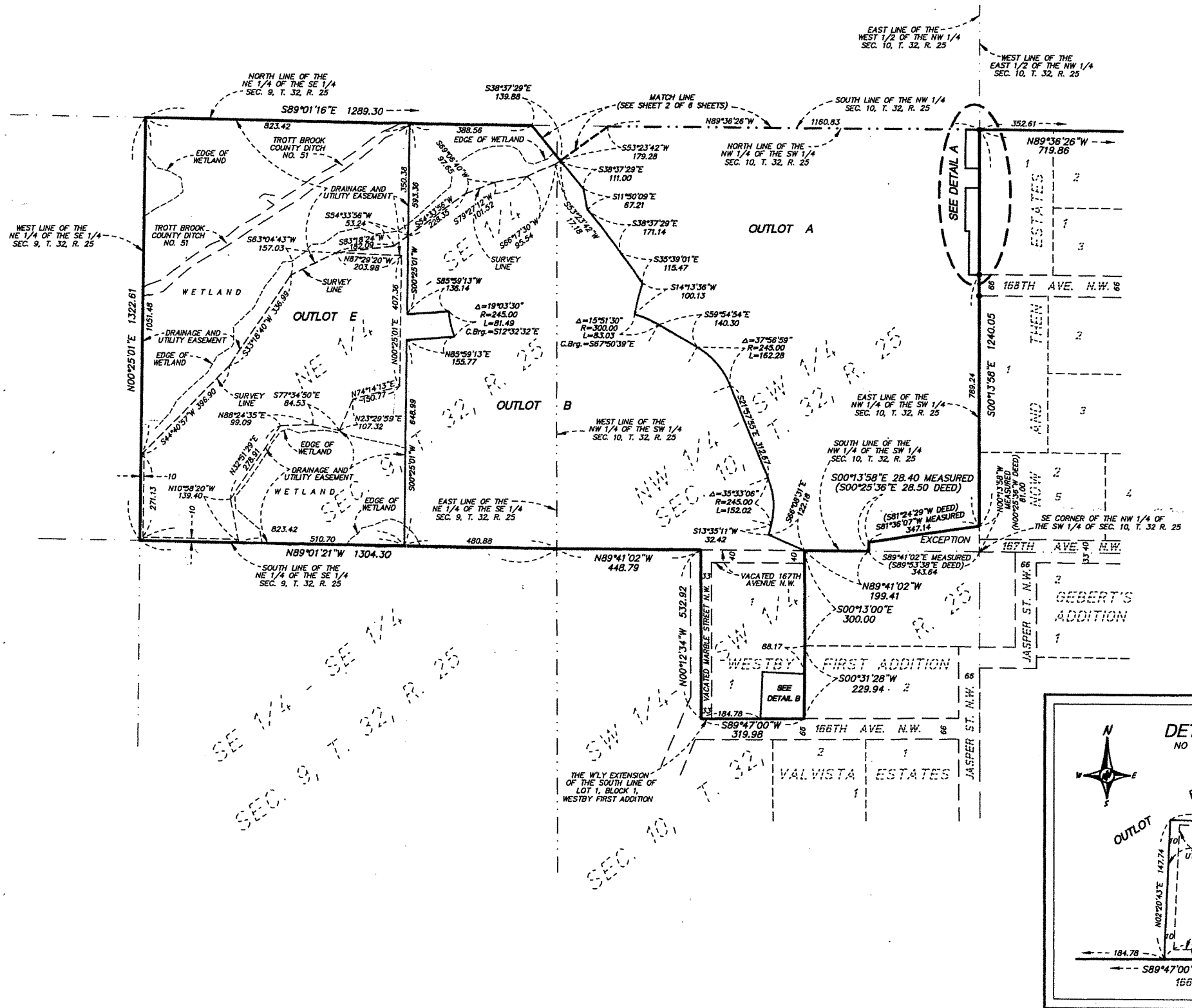
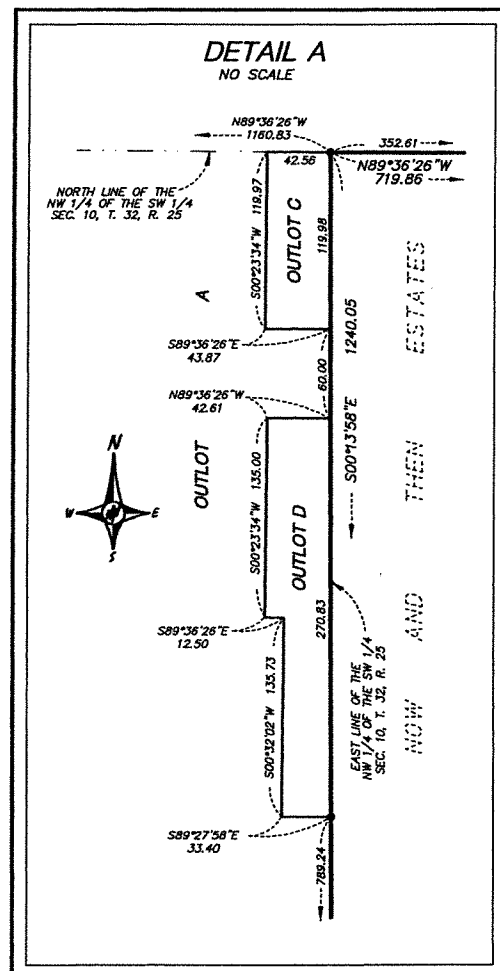
BROOKFIELD FIRST ADDITION



FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 32, RANGE 25 IS ASSUMED TO HAVE A BEARING OF SOUTH 89 DEGREES 01 MINUTES 16 SECONDS EAST.

• DENOTES IRON PIPE MONUMENT FOUND

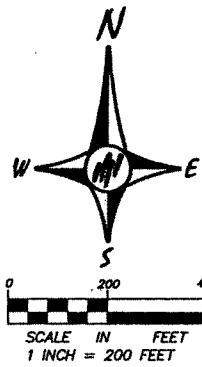
ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE AND NOT SHOWN ON THIS PLAT, WILL BE SET WITHIN ONE YEAR OF THE RECORDING DATE OF THIS PLAT AND SHALL BE EVIDENCED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY R.L.S. No. 25287



PASSE ENGINEERING, INC.
REGISTERED PROFESSIONAL ENGINEERS
LICENSED LAND SURVEYORS

BROOKFIELD SECOND ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC'S 9 & 10, T. 32, R. 25
Book 74 Page 20

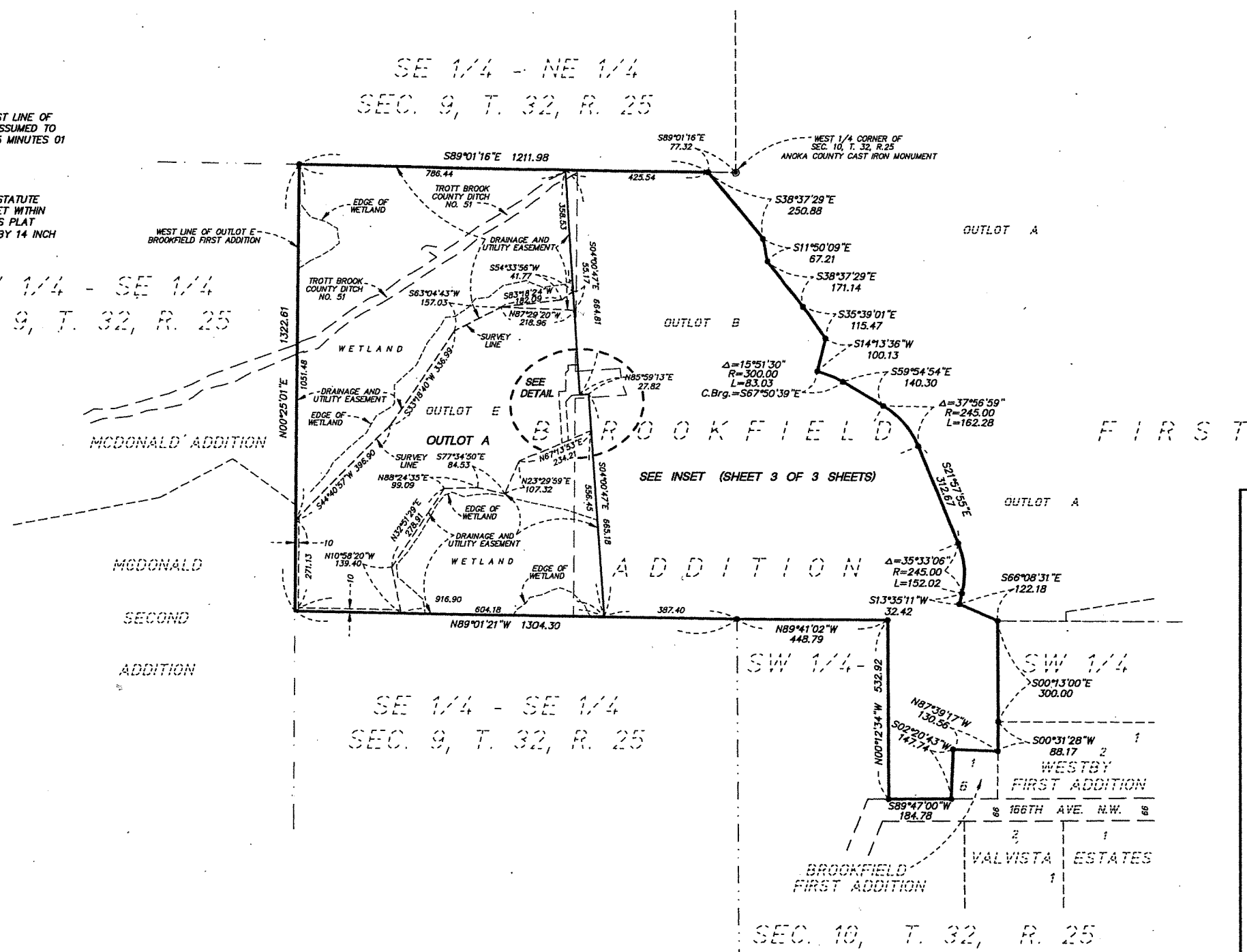


FOR THE PURPOSES OF THIS PLAT, THE WEST LINE OF OUTLOT E, BROOKFIELD FIRST ADDITION IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 25 MINUTES 01 SECONDS EAST.

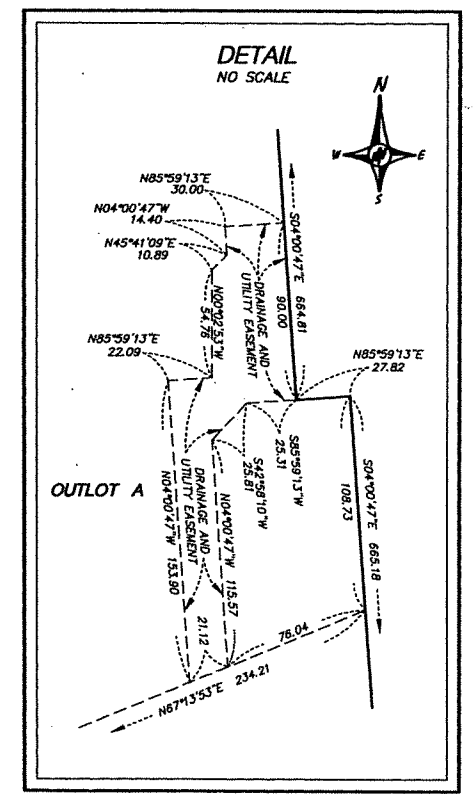
• DENOTES IRON PIPE MONUMENT FOUND

ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE AND NOT SHOWN ON THIS PLAT, WILL BE SET WITHIN ONE YEAR OF THE RECORDING DATE OF THIS PLAT AND SHALL BE EVIDENCED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY R.L.S. No. 25287

NW 1/4 - SE 1/4
SEC. 9, T. 32, R. 25



SEE INSET (SHEET 3 OF 3 SHEETS)



PASSE ENGINEERING, INC.
REGISTERED PROFESSIONAL ENGINEERS
LICENSED LAND SURVEYORS

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	FEBRUARY 24, 2017	PROJECT ADDRESS	WEST OF OLIVINE STREET, SOUTH OF TROTT BROOK
PROJECT. TITLE	BROOKFIELD 8 TH ADDITION FINAL PLAT & EASEMENT VACATION		
ESCROW #			
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant City Planner Phone: (763) 576-4306 Email: EMaass@wsbeng.com		

Final Plat Review

We offer the following comments regarding the Final Plat submittal for Brookfield 8th Addition as it relates to the City's Zoning Code. Final Plat submittal consists of two (2) sheets, prepared by E.G. Rud & Sons, Inc. and twelve (twelve) sheets, prepared by Plowe Engineering, both dated January 27, 2017. The proposal includes a request for a Final Plat and Easement Vacation.

Planning Staff provides the following comments that require revision:

Preliminary Plat Sheet

1. The wetland setback is identified as "wetland buffer". Please revise so that it reads as "Wetland Setback".

Staff provides the following comments for general review of applications:

General. The Preliminary Plat proposes re-platting Outlot A, Brookfield 2nd Addition and the adjacent parcel to the south (PID No. 09-32-25-44-0017) into twenty-five (25) single family residential lots. All twenty-five (25) of the new lots would be accessed by the extension of 168th Circle NW.

Lot Sizes. The minimum lot size in the R-1 Residential District (MUSA) is 10,800 square feet with a minimum lot width of 80 feet (90 feet for corner lots), measured at the building setback line. City ordinance now also requires that each lot have an area sixty (60) feet wide by one hundred (100) feet deep not encumbered by wetland, wetland setback area, floodway, or other unbuildable areas. Note that lot width is measured at the property line abutting a street at the minimum setback line of the applicable zoning district. The Planning Commission approved variances for lot depth, and a front yard setback of 25 feet.

Setbacks and Dimensional Standards.

MUSA	
Required	Proposed
Front yard: 30 feet	Front yard: 25 feet and 30 feet. Variance granted.
Side yard uninhabitable: 6 feet	Side yard uninhabitable: 6 feet
Side yard habitable: 10 feet	10 feet
Side yard corner lot: 30 feet	Side yard corner lot: 30 feet
Rear yard: 30 feet	Rear yard: 30 feet
Minimum lot width*: 80 feet/corner lot 90 feet	Minimum lot width*: 80 feet

*Review File: Brookfield 8th Addition Trail Easement Vacation, and Drainage and Utility Easement Vacation, and Final Plat.
February 24, 2017
Page 2 of 3*

Lot depth**: 100 feet with a minimum width of 60 feet	Variance granted for substandard lots
Wetland: 16.5 feet	Wetland: 16.5 feet

**Note: Minimum Lot Width is measured at front yard setback line, property must abut built street.*

*** Lot depth required is 100 feet for a width of 60 feet that is not encumbered by wetland, wetland setback area, floodway, or other unbuildable areas.*

Density. The R-1 Residential regulations for the MUSA area allows a net density of 3 units per acre (excluding wetlands and major road rights-of-way). The proposed density is 2.39 units per acre.

Floodplains. There are floodplains within the boundaries of the project area, including both Floodway and Floodfringe. There shall be no fill placed within the Floodway.

The Flood Insurance Study indicates that the flood elevation is 871.5 feet. The lowest floor of any proposed home will need to be at or above the Regulatory Flood Protection Elevation (RFPE), which is one (1) foot above 871.5 feet.

There is floodplain across portions of this site. According to the Flood Profile for Trott Brook, the Floodway elevation is approximately 871.5 feet. An Elevation Certificate will be required for Lots 1-5, Block 1 and Lots 7-12, Block 2, prior to the issuance of a Certificate of Occupancy, to ensure that the lowest floor elevation is at or above the Regulatory Flood Protection Elevation, which is the base flood elevation (871.5 ft) plus one foot of freeboard (State of Minnesota requirement).

Please be advised that individual lot surveys will be required to include the following information above and beyond what is typically shown: Floodplain boundary (with note of no grading within floodway), wetland, and wetland setback.

Wetlands. All wetlands and land within the (16.5) Sixteen and a half foot wetland setback must be encumbered within a drainage and utility easement. This area is shown within such an easement on the Final Plat sheet; however the Preliminary Plat Sheet refers to the Wetland Setback as a Wetland Buffer. *Ensure that all wetland setbacks are identified as "Wetland Setback" rather than "Wetland Buffer".*

Trott Brook. A portion of the lots will back up to Trott Brook, which is a tributary of the Rum River. Thus, the project is subject to the Scenic River Overlay District, which includes a 100 foot setback from the OHW of Trott Brook and has controlled vegetative cutting standards as well. Additionally, lands within 300 feet of the OHW of Trott Brook are subject to Shoreland Management requirements. There is a Conservation and Trail Easement encumbering significant portions of the rear yards of Lots 1-12, Block 2 that will prevent any impervious surfaces or tree/vegetation removal in proximity to Trott Brook.

Tree Preservation. A Tree Inventory and Preservation Plan was submitted and approved as part of the Preliminary Plat. Due to the presence of larger stands of oak trees, the Applicant has added a note regarding tree clearing activities shall occur prior to April 15 or after July 15 to minimize the potential introduction of Oak Wilt to the site on the Grading, Drainage, and Erosion Control Plan as well as the Tree Inventory and Protection Plan. *Provide exhibits for Lots 4-8 & 16, Block 2 and Lot 1, Block 1 (in CAD format or equivalent, but send over as pdf) to illustrate what trees can be removed by a future homeowner.*

Landscaping. Each lot is required to have two (2) front yard trees installed. The plan currently shows the required two (2) front yard trees for each lot. The proposed trees are positioned in the boulevard area to serve as street trees (as spacing permits). Deciduous trees shall be at least one (1) inch in diameter and coniferous trees shall be at least five (5) feet in height. Each lot is subject to the City's topsoil requirement.

Density Transitioning. Lots 1-5, Block 1 are subject to the density transitioning standards found in City Code [Section 117-110](#). It appears that the wetland area in the rear of these lots creates a natural buffer of more than 300 feet between the existing homes in the R-1 Residential (Rural Developing) district. This would satisfy the density transitioning requirements.

Streets and Access. The Preliminary Plat indicates that 168th Circle would be extended to the south and west to serve the twenty-five (25) lots. The Applicant submitted for and received a variance to cul-de-sac length.

Trails. The plans currently show a portion of the existing trail that would run between lots 11 and 12 of Block 2 to be removed and that a replacement trail access is proposed to run between Lots 7 and 8 of Block 2. It will be required that that proposed trail connection be ADA compliant.

Development Fees. Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Final Plat is recorded and at the rate in effect when the plat is recorded. Note that the lots are subject to the Water Main and Sanitary Sewer Cost Contribution/Reimbursement Agreement.

Development Agreement(s): Due to the desire to commence grading and tree clearing activities prior to recording the Plat, there will need to be two (2) separate agreements executed. First, a Grading and Tree Clearing Agreement to address the initial activities. Then, an executed Development Agreement will be required prior to releasing the plat for recording. Each will require a separate surety for the applicable improvements. Each Agreement is still subject to review and approval as to legal form by the City Attorney and review and approval of the Engineer's Estimate for the Stage I Improvements by the City Engineer.

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

DATE	FEBRUARY 24, 2017	PROJECT ADDRESS	WEST OF OLIVINE STREET AT 168 TH CIRCLE
PROJECT. TITLE	BROOKFIELD 8 TH ADDITION		
ESCROW #	115267		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

The Engineering Department offers the following comments regarding the Final Plat Exhibits for Brookfield 8th Addition. The submittal consists of 23 sheets prepared by E. G. Rud & Sons, Inc. and Plowe Engineering, Inc. dated November 22, 2016, revised January 27, 2017.

General comments:

1. A legend is shown on all sheets. All symbols used on that sheet must be added to the legend for the sheet.
2. Ramsey City Details are included in the set. Some details can be removed from the set as noted below.
3. All sidewalks in public right-of-way must be shown as 6 feet wide and 6 inches thick.
4. Class 5 shall meet the Ramsey modified gradation. This gradation must be included in the details.
5. Plan readability – Proposed sanitary sewer lines and symbols, and watermain lines and symbols must be the most prominent items on the sewer and water sheets. Proposed storm sewer lines and symbols must be the most prominent on the storm sewer sheets. Proposed curb lines, sidewalks and pedestrian ramps must be the most prominent lines on the street sheets. All other lines on the sheet must be screened so the lines and symbols for proposed features stand out. This includes the symbols in the legends which must match the plan view in size, pattern, weight, and color.
6. Underlying lines must be broken where they are under text boxes to enhance readability. Underlying text must be moved so there is not text on text. See Sheet C1.1, Block 2, lots 3 and 4 for example.
7. The 100 year flood elevation for Trott Brook adjacent to the site is 871.5 per the Flood Insurance Study Effective December 15, 2015. All references to FEMA 100 year elevation must be updated.
8. This project will require a stormwater permit from the Lower Rum River Watershed Management Organization (LRRWMO).

9. The LRRWMO requirements are presented at the end of this memo.
10. Add a cover sheet to the plan set with a location map, sheet index and general project information.
11. Add Street/ Storm Sheets to the plan set that show the center line profile, horizontal and vertical curve information. The street width must be dimensioned on these sheets.
12. Move the typical street section to one of the Street/ Storm Sheets.
13. A Demolition Plan must be added to the set showing the removal of the existing bituminous trail. The Surface removals detail on sheet C1.1 must be moved to this sheet.
14. Add match lines and continuation notes to all sheets where part of the street is shown on a different page. Station numbers must be darker in plan view.
15. Each pedestrian ramp requires a specific detail with walk/ trail width, ramp slope, landing pad slope, spot elevations and number of truncated domes.

Sheet Specific Comments:

Final Plat:

Existing easements will need to be vacated and some will need to be rededicated. There is a letter sized sheet stating all easements in Outlot A, Brookfield 2nd Addition will need to be vacated. It is our opinion that the vacation description needs to call out the actual easements to be vacated individually. There is an existing trail that crosses the site that must remain in an easement, and there is a conservation easement that must be maintained.

Lot 1, Block 2 must have a wider drainage easement along the east property line to provide positive drainage away from the existing lift station.

Existing Conditions

1. The existing trail must be shown across the entire lot.

Preliminary Plat

1. The back drainage and utility easements must be adjusted to be above the FEMA 100 year elevation on all lots.

Grading Drainage and Erosion Control Plan

1. As noted above, the FEMA 100 year flood plain elevations must be updated.
2. The typical lot information and the elevations on each house pad must be revised as follows:
 - The elevation at the front of the pad is the actual garage floor elevation.
 - The Elevation of the back of the pad is the floor elevation.
3. Turn off the tree symbols and elevations on this sheet.

4. All floor elevations must be revised to be at least 3 feet above the highest anticipated ground water table, 2 feet above the designated or designed 100-year flood elevation or 1 foot above the nearest emergency overflow, whichever is higher.
5. The Lot Elevation Table must be revised.
6. Positive drainage must be provided across Lot 1, Block 1 from the existing lift station.
7. The bottom of the proposed infiltration basin must be lower than the inlet from the stormwater pond to retain the volume to be infiltrated.
8. Revised notes to state tree protection fence must be hand installed and approved prior to installing silt fence.
9. Add a second sheet for the notes and tables, turn the plan view so that it aligns with the utility plans.
10. The grading sheets must be included with the street and utility plans.
11. Revise General Note 4 to read "City Engineering Department".

C 1.1

1. Check clearance between water services under storm sewer and specify insulation if needed.
2. Add note: "All DIP 6" and smaller shall be Class 53."

C 1.2

1. Existing grade did not plot in profile.
2. Verify dark line at station 11+00 in profile.
3. Break lines under text.
4. Label shaded area on lot 12.
5. Extend MH 5 further south so that sanitary line for lot 16 can be shortened.
6. Connect 8" watermain to watermain under 166th Avenue.
7. Add hydrant at end of line. Add access road to hydrant.

C 1.3

1. Show centerline profiles, existing and proposed.
2. Align plan view of OCS 202 to FES 201 with profile.
3. Revise access drive to existing lift station. Provide minimum 16 foot wide paved access drives to both east and west sides of lift station with 10 foot clearance from infrastructure.
4. Show elevation of trail over proposed storm line between FES 201 and OCS 202.
5. The lift station detail does not provide positive drainage away from the structure. The slabs must be raised to provide positive drainage to the street or a larger easement must be provided on Lot 1, Block 1 so that drainage will flow to the north.

C 1.4

1. Show centerline profiles, existing and proposed.
2. The lift station detail needs to be enlarged to show the proposed drainage matching the grading plan and show where the discharge point is.

C 2.1

1. Correct the plat name in all instances in this sheet. The plat name is “**Brookfield 8th Addition**”.
2. Revise paragraph “... or as directed by the City.” to read “ The City requires a sweeper on site or the ability to have one on site within 3 hours after notification by the City that sweeping is required”

C 2.2

1. The MPCA will be assigning a TMDL for dissolved oxygen to Trott Brook. Information in the SWPPP will need to be revised to reflect this change.

Detail Sheets

1. Add typical section for 168th Circle with dimensions, grades, and pavement section.
2. Remove detail SEW-6.

Stormwater Calculations

A stormwater summary report was provided. The stormwater modeling identifies 3 existing drainage areas and 4 proposed drainage areas. The model routes all flows to a central point for comparison of the flows. The report indicates that the volume reduction required by the LRRWMO for the 10 and 100 year events is achieved. Our review indicates the volume control is not achieved as shown below.

Existing

Area	Description	2 yr.	10 yr.	100 yr.
A1	SE Side	0.48	2.13	6.66
A2	Trott Brook Side	2.18	7.72	22.3
A3	Mitigation Area	0.86	2.24	5.65

Proposed

Area	Description	2 yr.	10 yr.	100 yr.
1	SE Side	0.88	2.56	6.69
2	Trott Brook Back yards	2.68	6.5	15.62
X	"Pond 1 Front Yards and Street"	3.79	6.54	13.42
	Total to Trott Brook	6.47	13.04	29.04
3	Mitigation Area	0.67	1.63	3.91

Difference

Area	Description	2 yr.	10 yr.	100 yr.
1	SE Side	0.4	0.43	0.03
2	Trott Brook Side	4.29	5.32	6.74
3	Mitigation Area	-0.19	-0.61	-1.74
	Net Change in Runoff	4.5	5.14	5.03

The table in the report neglected backyard runoff from Area 2 to Trott Brook. The live storage volume of the pond must be increased and the outlet size decreased to retain more water on site to account for the back roof runoff that is not routed to the pond. The Net Change in Runoff line must be 0 or negative.

The LRRWMO requires volume reduction (infiltration) on all projects. The report states onsite soils in the mitigation area will be removed and replaced with more permeable soils to promote infiltration. Details for the soil replacement must be included in the plans. The Minnesota Pollution Control Agency has produced the free MIDS calculator for evaluating stormwater practices like infiltration. The pond and infiltration basin should be evaluated with the MIDS calculator. The bottom of the infiltration basin must be lower than the elevation of the weir from the pond so that the volume to be infiltrated is retained in the infiltration basin.

The summaries for the 1" rainfall must be added to the Hydrocad report.

Pipe sizing calculations for the 10-year storm have been provided and are approved.

A project manual which includes the bid form, contract and specifications must be submitted with the final plat.

Revised plans which address **all** of these changes must be submitted.

**CITY OF RAMSEY
TREE CLEARING AND GRADING AGREEMENT**

This Agreement is dated as of this _____ day of _____, 2017 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the “**CITY**”) and **BROOKFIELD LAND, LLC**, a Minnesota limited liability company (the “**PERMITTEE**”).

WHEREAS, the **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the “Subject Property”); and

WHEREAS, the **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as **BROOKFIELD 8TH ADDITION** (the “Plat”); and

WHEREAS, the parties desire to enter into this Agreement as required by the Plat approval.

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

1. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:
 - a. The **PERMITTEE’S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.
 - b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy.
 - c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE’S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.
2. The Plans. The term “Plans” as used in this Agreement means the Final Plat Plans prepared by E.G. Rud & Sons, Inc., dated January 27, 2017, revised _____ and consisting of nine (9) sheets, and the Civil Engineering Plans, prepared by Plowe Engineering, Inc., dated January 27, 2017, revised _____ and consisting of twelve (12) sheets. The Plans remain subject to: (a) **CITY** Staff’s review and approval of the _____, 2017 revisions to, among other things, confirm that the revisions requested in the **CITY** Staff Review Letter, dated February 24, 2017 have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY’S** files.

3. Stage I Improvements. The Stage I Improvements the **PERMITTEE** will construct or install in accordance with the Plans are as follows:
 - a. Grading
 - b. Tree clearing/grubbing(the “Stage I Improvements”).

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of re-producible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in Section 6 below until said as-built plans are provided to the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

4. Additional Requirements Related to Certain Stage I Improvements. The **PERMITTEE** is required to hold a pre-construction meeting at **CITY** offices. The **PERMITTEE** shall be responsible for contacting the **CITY** to schedule the pre-construction meeting. The **CITY** will prepare the agenda for the pre-construction meeting. Work within existing rights of way and roadways must be completed under traffic, be brought back up to grade, and must be restored to existing conditions within 24 hours.
5. Stage I Improvement Financial Guarantee. Prior to commencing work on the Stage I Improvements, the **PERMITTEE** shall provide a financial guarantee, in the form of cash or an irrevocable letter of credit, to the **CITY** guaranteeing the construction of the Stage I Improvements and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of Thirty Nine Thousand Three Hundred Three Dollars and No Cents (**\$39,303.00**), which amount is 125% of 20% of the grading work and 125% of the tree clearing work in the Engineer's Estimate for the Stage I Improvements. Upon completion of Stage I Improvements (including the removal of “temporary” erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, the **PERMITTEE** may request a reduction in the amount of the financial guarantee. The accepted engineer's estimate is attached as Exhibit C hereto.
6. Inspection Fees for the Stage I Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of One Thousand Nine Hundred Sixty Five Dollars and No Cents (**\$1,965.00**), which

amount is 5% of the Engineer's Estimate for the Stage I Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, acceptance by the **CITY**, and supported by appropriate lien waivers. The accepted engineer's estimate is attached as Exhibit C hereto.

7. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITTEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans in CAD format for the Stage I Improvements.
8. Time of Performance for the Stage I Improvements. The **PERMITTEE** must complete the Stage I Improvements no later than September 30, 2017.
9. Stage I Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE'S** installation of the Stage I Improvements.
10. Stage I Improvements to Outlots. The **PERMITTEE** acknowledges that Stage I Improvements are not being required for proposed Outlots, but will be required upon development of said Outlots.
11. Street Cleaning and Clean Up. The **PERMITTEE** shall clear any soil, earth, or debris from the existing streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.
12. Payment of Development Fees. Development Fees to be outlined and addressed in the Development Agreement for Brookfield 8th Addition.
13. Requirements for Building and Occupancy Permits.
 - a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; (c) provided the financial guaranty described in Section 6 to the **CITY**; (d) obtained all necessary permits from the Lower Rum River Watershed Management Organization and the Anoka County Soil Conservation District and has provided a copy of each such permit to the

CITY; and (e) recorded the Plat of Brookfield 8th Addition and paid all development fees outlined in the Development Agreement for Brookfield 8th Addition.

- b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, operational, and the **CITY** has accepted those utilities and storm water facilities; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.

14. **PERMITTEE Defaults.** If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30) days, then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:

- a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **PERMITTEE'S** Property. As an alternative to seeking recovery from the

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

- b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;
- c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and
- d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).

15. Miscellaneous.

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

State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.

- d. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.

- e. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period. To the extent possible, the **PERMITTEE** shall avoid the use of Garnet Street and 168th Avenue for construction traffic.

- f. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.

- g. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I and Stage II Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agree to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

- h. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall be paid within a fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.

- i. Reimbursement to the CITY. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

- j. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.

- k. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO PERMITTEE:

BROOKFIELD LAND, LLC

Attn: Barry Blaine Onufrock, Chief Financial Manager

14015 Sunfish Lake Blvd. NW

Ramsey, MN 55303

TO THE CITY:

City of Ramsey

Attn: Community Development Director

7550 Sunwood Drive NW

Ramsey, MN 55303

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THE PERMITTEE:

BROOKFIELD LAND, LLC

By: _____, Stephen A. Bona
Its: Chief Land Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2017, by Stephen A. Bona, the Chief Land Manager officer of BROOKFIELD LAND, LLC, a domestic limited liability company under the laws of the State of Minnesota on behalf of the corporation.

Notary Public

EXHIBIT A

Legal Description of the Subject Property

Outlot A, Brookfield 2nd Addition

AND

TRACT A:

That part of the North 200 feet of the South 677.6 feet (as measured along the West line) of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, lying West of the East 933 feet (as measured along the North line) of the Southeast Quarter of the Southeast Quarter thereof, Anoka County, Minnesota.

AND

That part of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, lying West of the East 933 feet (as measured along the North line of said Southeast Quarter of the Southeast Quarter) thereof and lying North of the South 677.6 feet, as measured along the West line of said Southeast Quarter of the Southeast Quarter, thereof.

EXCEPT THE FOLLOWING THREE PARCELS:

EXCEPTION 1: The east 33.00 feet of Tract A.

EXCEPTION 2: An 80.00 foot strip of land over, under and across Tract A. The center line of said strip of land is described as follows: Commencing at the southwest corner of said Tract A; thence North 00 degrees 25 minutes 01 seconds East, assumed bearing, along the west line of said Tract A, a distance of 203.11 feet to the point of beginning of said center line; thence South 89 degrees 01 minutes 26 seconds East a distance of 87.41 feet; thence southeasterly a distance of 222.37 feet along a tangential curve concave to the southwest having a central angle of 39 degrees 48 minutes 52 seconds and a radius of 320.00 feet; thence South 49 degrees 12 minutes 34 seconds East, tangent to last described curve, a distance of 30.56 feet; thence southeasterly a distance of 40.03 feet along a tangential curve concave to the northeast having a central angle of 07 degrees 10 minutes 01 seconds and a radius of 320.00 feet to the west line of the east 33.00 feet of said Tract A and there terminating.

The side lines of said strip of land are prolonged or shortened to terminate on said west line of Tract A and said west line of the east 33.00 feet of Tract A.

EXCEPTION 3: That part of Tract A lying southerly of the southerly boundary of Exception 2.

Exhibit B Engineer's Estimate



14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

To: Capstone Homes	Contact: Stephen Bona
Address: 14015 Sunfish Lake Blvd Suite 400 Ramsey, MN 55303	Phone: (763) 427-3090 Fax: (763) 712-9060
Project Name: Brookfield 8th Addition	Bid Number: 17-002
Project Location: 168th Circle NW, Ramsey, MN	Bid Date: 2/8/2017

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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A. Sanitary Sewer

101	8" PVC SDR 35	955.00	LF	\$18.50	\$17,667.50
102	Sanitary Manhole W/Casting (0-8')	5.00	EACH	\$2,400.00	\$12,000.00
102a	Sanitary Manhole, >8.0'	26.00	LF	\$125.00	\$3,250.00
103	Connect To Existing Stub	1.00	EACH	\$1,825.00	\$1,825.00
104	8"x4" Wye & Bend	26.00	EACH	\$155.00	\$4,030.00
105	4" PVC SDR 26- Service Pipe	1,003.00	LF	\$14.50	\$14,543.50
106	4" PVC SDR 26- Service Riser Pipe	52.00	LF	\$20.00	\$1,040.00
107	Clean-Out	1.00	EACH	\$315.00	\$315.00
108	Telesive Sewer (Complete)	955.00	LF	\$2.00	\$1,910.00

Total Price for above A. Sanitary Sewer Items: \$56,581.00

B. Watermain

201	Remove Exist Watermain	88.00	LF	\$8.00	\$704.00
202	6" DIP Watermain	61.00	LF	\$44.00	\$2,684.00
203	8" DIP Watermain	1,303.00	LF	\$34.00	\$44,302.00
204	6" Gate Valve	1.00	EACH	\$1,500.00	\$1,500.00
205	8" Gate Valve	3.00	EACH	\$1,950.00	\$5,850.00
206	Fittings	645.00	LB	\$8.00	\$5,160.00
207	Connect To Existing	1.00	EACH	\$1,725.00	\$1,725.00
208	Hydrant And Valve	4.00	EACH	\$4,950.00	\$19,800.00
209	1" Water Service- Copper Type K	958.00	LF	\$17.55	\$16,812.90
210	1" Corporation Stop	26.00	EACH	\$250.00	\$6,500.00
211	1" Curb Stop & Box	26.00	EACH	\$250.00	\$6,500.00

Total Price for above B. Watermain Items: \$111,537.90

C. Storm Sewer

301	12" RCP	275.00	LF	\$26.00	\$7,150.00
302	15" RCP	833.00	LF	\$28.00	\$23,324.00
303	18" RCP	134.00	LF	\$30.00	\$4,020.00
304	21" RCP	120.00	LF	\$32.00	\$3,840.00
305	18" RC Apron W/Trashguard	1.00	EACH	\$950.00	\$950.00
306	21" RC Apron W/Trashguard	2.00	EACH	\$1,110.00	\$2,220.00
307	Storm Sewer Manhole W/Casting- 48" Dia.	5.00	EACH	\$2,200.00	\$11,000.00
308	Storm Sewer Manhole W/Casting- 2'x3'	4.00	EACH	\$2,050.00	\$8,200.00
309	Pond Outlet Structure W/Weir Wall & Grate	1.00	EACH	\$6,995.00	\$6,995.00

Total Price for above C. Storm Sewer Items: \$67,699.00

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
D. Streets					
401	Remove Existing Curb	103.00	LF	\$4.00	\$412.00
402	Remove Existing Bituminous	817.00	SY	\$2.65	\$2,165.05
403	Sawcut	32.00	LF	\$5.00	\$160.00
404	Remove Existing Gravel Trail	159.00	SY	\$1.05	\$166.95
405	Traffic Control	1.00	LS	\$1,295.00	\$1,295.00
406	Subgrade Preparation	4,431.00	SY	\$0.75	\$3,323.25
407	Pavement- 1.5" Bit. Wear SP 9.5 WEAR240B (Recycled)	3,820.00	SY	\$6.66	\$25,441.20
408	Pavement- 2" Bit. Base SP 12.5 NW230B (Recycled)	3,820.00	SY	\$7.38	\$28,191.60
409	Pavement- Bit. Tack Coat	191.00	GAL	\$4.25	\$811.75
410	Pavement- 4" Agg. Base	3,820.00	SY	\$4.50	\$17,190.00
411	Mountable Concrete Curb & Gutter	2,333.00	LF	\$14.15	\$33,011.95
412	6" Concrete Sidewalk	7,171.00	SF	\$4.90	\$35,137.90
413	2.5" Bituminous Trail	1,526.00	SF	\$4.01	\$6,119.26
414	Pedestrian Curb Ramp W/Domes	3.00	EACH	\$2,235.00	\$6,705.00
415	Sod W/4" Topsoil (2 Rows Behind Curb)	1,058.00	SY	\$4.50	\$4,761.00
Total Price for above D. Streets Items:					\$164,891.91

E. Biofiltration Basin					
501	Subgrade Preparation	1,403.00	SY	\$1.00	\$1,403.00
502	Filtration Media	78.00	CY	\$45.00	\$3,510.00
503	Erosion Control Blanket	3,388.00	SY	\$1.15	\$3,896.20
504	Seed & Mulch- Wetland Mix	1,403.00	SY	\$0.32	\$448.96
505	Seed & Mulch- Not Wetland Mix	2,669.00	SY	\$0.21	\$560.49
506	6" Drantile- Pipe In Rock Bed (Complete)	199.00	LF	\$22.00	\$4,378.00
507	8" Drantile- Pipe In Rock Bed (Complete)	23.00	LF	\$35.90	\$825.70
508	8" PVC (Solid Wall)	69.00	LF	\$11.40	\$786.60
509	Drantile- Cleanouts	4.00	EACH	\$370.00	\$1,480.00
Total Price for above E. Biofiltration Basin Items:					\$17,288.95

F. Miscellaneous					
601	Mobilization	1.00	LS	\$14,250.00	\$14,250.00
602	Street Signage- Stop Sign	1.00	EACH	\$325.00	\$325.00
603	Street Signage- No Outlet	1.00	EACH	\$325.00	\$325.00
604	Street Signage- Barricade Type III	2.00	EACH	\$530.00	\$1,060.00
605	Lift Station Access (Same Sect. As Street)	559.00	SF	\$5.30	\$2,962.70
606	Remove & Dispose Of Existing Septic System	0.00	LS	\$2,500.00	\$0.00
607	Remove/Cap Existing Well	0.00	LS	\$5,000.00	\$0.00
Total Price for above F. Miscellaneous Items:					\$18,922.70

G. Grading/Restoration/Erosion Control					
701	Clearing & Grubbing Trees	1.00	LS	\$12,675.00	\$12,675.00
702	Topsoil Strip (Assume 6" Topsoil Average)	6,440.00	CY	\$1.50	\$9,660.00
703	Common Excavation	1.00	LS	\$63,275.40	\$63,275.40
704	Soil Correction (Measured Quantity)	0.00	CY	\$1.70	\$0.00
705	On Site Borrow (Measured Quantity)	0.00	CY	\$2.25	\$0.00
706	Respread Topsoil	5,421.00	CY	\$1.60	\$8,673.60
707	Seed & Mulch (Includes Boulevard Seeding After Small Utilities)	6.75	ACRE	\$600.00	\$4,050.00
708	Class 3 Rip Rap W/Fabric	8.00	CY	\$120.00	\$960.00
709	Catch Basin Inlet Protection	9.00	EACH	\$135.00	\$1,215.00
710	Stabilized Pond Overflow	1.00	EACH	\$900.00	\$900.00
711	Silt Fence	3,780.00	LF	\$1.35	\$5,103.00

Total Price for above G. Grading/Restoration/Erosion Control Items \$106,512.00


Total Bid Price: \$543,433.46

Notes

- **COMMON EXCAVATION ITEM INCLUDES COSTS ASSOCIATED WITH EXPORTATION OF EXCESS MATERIAL**
- Addenda Acknowledged: #None
- Price does not include: Site Surveying; Soil Testing; Building or Structure Demolition; Hidden or Buried Debris; Hazardous Materials Removal; Street Sweeping; Dewatering; Import of Dirt; Site Utilities other than those listed above; Bonds and Permits; Moving of Small Utilities; Any Subsoil Corrections or Trench Borrow; SWPPP Management/Maintenance; Traffic Control; **Any Erosion Control NOT Listed Above;**
- Pricing is based on the engineer(s) plans dated: 11/22/16
- Proposal is valid for a period of 30 days from date of proposal.
- This proposal assumes an average topsoil depth of 1.0 foot.
- Any delays due to incomplete surveying or improper surveying could result in additional charges.
- Price does not include lowering/moving small utilities. If there are utilities not properly represented on plans, price is subject to change.
- All grading needs to be verified by civil engineer as grading is completed.
- **Retainage is NOT to exceed 5% without prior approval, and is to be released/reduced as our work is approved.**

Payment Terms

Net due upon receipt of billing. A 1.5% per month service charge will be assessed on unpaid balance.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: North Pine Aggregate, Inc.  Authorized Signature: _____ Estimator: Keith Herman 651-464-6802 keith@npainc.net
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CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR BROOKFIELD 8TH ADDITION

This Agreement is dated as of this _____ day of _____, 2017 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the “**CITY**”) and **BROOKFIELD LAND, LLC**, a Minnesota limited liability company (the “**PERMITTEE**”).

WHEREAS, the **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the “Subject Property”); and

WHEREAS, the **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as **BROOKFIELD 8TH ADDITION** (the “Plat”); and

WHEREAS, the parties desire to enter into this Agreement as required by the Plat approval.

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

1. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:
 - a. The PERMITTEE’S Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.
 - b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy.
 - c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE’S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.
2. The Plans. The term “Plans” as used in this Agreement means the Final Plat Plans prepared by E.G. Rud & Sons, Inc., dated January 27, 2017, revised _____ and consisting of nine (9) sheets, and the Civil Engineering Plans, prepared by Plowe Engineering, Inc., dated January 27, 2017, revised _____ and consisting of twelve (12) sheets. The Plans remain subject to: (a) **CITY** Staff’s review and approval of the _____, 2017 revisions to, among other things, confirm that the revisions requested in the **CITY** Staff Review Letter, dated September 30, 2016 and revised February 24, 2017 have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY’S** files.
3. Stage I Improvements. The improvements the **PERMITTEE** will construct or install are as follows:

- a. Streets
- b. Concrete curb and gutter
- c. Street traffic control devices
- d. Lot grading
- e. Sidewalks
- f. Boulevard sodding
- g. Trunk and lateral sanitary sewer
- h. Trunk and lateral water main
- i. Storm drainage facilities
- j. Trail development
- k. Electricity (within one-fourth mile)
- l. Phone (within one-fourth mile)
- m. Natural gas (within one-fourth mile)
- n. Water shut off boxes

(the “Stage I Improvements”).

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of re-producible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in Section 6 below until said as-built plans are provided to the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

- 4. Additional Requirements Related to Certain Stage I Improvements. The **PERMITTEE** is required to hold a pre-construction meeting at **CITY** offices. The **PERMITTEE** shall be responsible for contacting the **CITY** to schedule the pre-construction meeting. The **CITY** will contact all utilities listed above and prepare the agenda for the pre-construction meeting. Work within existing rights of way and roadways must be completed under traffic, be brought back up to grade, and must be restored to existing conditions within 24 hours.
- 5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.
- 6. Stage I Improvement Financial Guarantee. Prior to commencing work on the Stage I Improvements, the **PERMITTEE** shall provide a financial guarantee, in the form of cash or an irrevocable letter of credit, to the **CITY** guaranteeing the construction of the Stage I Improvements and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of Five Hundred Forty Six

Thousand One Hundred Fifty Two Dollars and No Cents (**\$546,152.00**), which amount is 125% of the **CITY** Engineer's estimated cost of the Stage I Improvements. Upon completion of Stage I Improvements (including the removal of “temporary” erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, the **PERMITTEE** may request a reduction in the amount of the financial guarantee. The accepted engineer’s estimate is attached as Exhibit C hereto.

7. Inspection Fees for the Stage I Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of Twenty One Thousand Eight Hundred Forty Six Dollars and No Cents (**\$21,846.00**), which amount is 5% of the **CITY** Engineer’s estimated cost of the Stage I Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, acceptance by the **CITY**, and supported by appropriate lien waivers. The accepted engineer’s estimate is attached as Exhibit C hereto.
8. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITTEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible “As Built” plans in CAD format for the Stage I Improvements.
9. Time of Performance for the Stage I Improvements. The **PERMITTEE** must complete the Stage I Improvements within one (1) year after the recording of the Plat. The Final Plat must be recorded within two (2) years of approval by the City Council.
10. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements until the **CITY’S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY’S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY’S** financial guaranty described in Section 7 and except to the extent the **CITY** and the **PERMITTEE** may agree, in writing, to defer the **CITY’S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 7.
11. Stage I Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY’S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE’S** installation of the Stage I

Improvements. The license shall expire after the **CITY** accepts ownership of Stage I Improvements.

12. Stage II CITY Improvements. The future improvements the **PERMITTEE** must construct or install are as follows:
 - a. Street striping and signing (street signs to be installed by the City's Public Works Department)
 - b. Street lights
 - c. Installation of survey monumentation.

(the "Stage II Improvements").

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

PERMITTEE must install the Stage II Improvements in accordance with the Plans. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of re-producible as-built plans in CAD format upon completion of the Stage II Improvements and acceptance by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage II Improvements.

13. Stage I and Stage II Improvements to Outlots. The **PERMITTEE** acknowledges that Stage I and Stage II Improvements are not being required for proposed Outlots, but will be required upon development of said Outlots.
14. Financial Guaranty for Stage II Improvements. The **CITY** does not require a financial guaranty to secure the **PERMITTEE'S** obligation to construct the Stage II Improvements.
15. Warranty for Stage I and Stage II Improvements. The **PERMITTEE** shall provide a one year warranty in the amount of One Hundred Nine Thousand Two Hundred Thrity Dollars and No Cents (**\$109,230.00**) (\$436,921.46 x .25), which is 25% of the cost of the Stage I and Stage II Improvements (excluding line items #701-711 in Exhibit C). Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvements. The warranty must be in the form of an Irrevocable Letter of Credit in a form acceptable to the **CITY'S** Finance Director or cash escrow.
16. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the

PERMITTEE for such costs shall be paid within fifteen (15) days of the date of the invoice.

17. Payment of Development Fees. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit B, which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.
18. Requirements for Building and Occupancy Permits.
 - a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) provided the financial guaranty described in Section 6 to the **CITY**; and d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and the Anoka County Soil Conservation District and has provided a copy of each such permit to the **CITY**.
 - b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, operational, and the **CITY** has accepted those utilities and storm water facilities; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.
19. **PERMITTEE Defaults.** If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30) days, then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:
 - a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the

CITY provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **PERMITTEE'S** Property. As an alternative to seeking recovery from the **PERMITTEE** or the financial guaranty, the **CITY** may levy special assessments against the **PERMITTEE** Property in accordance with Minnesota Statutes Section 429, and the **PERMITTEE**, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **PERMITTEE** may have to such special assessments;

- b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;
- c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and
- d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).

20. Miscellaneous.

- a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraphs or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
- b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.
- c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.
- d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.
- e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.
- f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times

during the construction period. To the extent possible, the **PERMITTEE** shall avoid the use of Garnet Street and 168th Avenue for construction traffic.

- g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.
- h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I and Stage II Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agree to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.
- i. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall be paid within a fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.
- j. Reimbursement to the CITY. The **PERMITTEE** agree to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.
- k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.
- l. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO PERMITTEE:

BROOKFIELD LAND, LLC

Attn: Barry Blaine Onufrock, Chief Financial Manager

14015 Sunfish Lake Blvd. NW

Ramsey, MN 55303

TO THE CITY:

City of Ramsey

Attn: Community Development Director

7550 Sunwood Drive NW

Ramsey, MN 55303

[The remainder of this page is intentionally left blank.]

THE PERMITTEE:

BROOKFIELD LAND, LLC

By: _____, Stephen A. Bona
Its: Chief Land Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2017, by Stephen A. Bona, the Chief Land Manager officer of BROOKFIELD LAND, LLC, a domestic limited liability company under the laws of the State of Minnesota on behalf of the corporation.

Notary Public

THE CITY:

CITY OF RAMSEY

By: _____
Its: Mayor

By: _____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2017, by Sarah Strommen and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

Notary Public

This document drafted by:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

This document reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

EXHIBIT A
Legal Description of the Subject Property

Outlot A Brookfield 2nd Addition

AND

TRACT A:

That part of the North 200 feet of the South 677.6 feet (as measured along the West line) of the Southwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, lying West of the East 933 feet (as measured along the North line) of the Southeast Quarter of the Southeast Quarter thereof, Anoka County, Minnesot.

AND

That part of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, lying West of the East 933 feet (as measured along the North line of said Southeast Quarter of the Southeast Quarter) thereof and lying North of the South 677.6 feet, as measured along the West line of said Southeast Quarter of the Southeast Quarter, thereof.

EXCEPT THE FOLLOWING THREE PARCELS:

EXCEPTION 1: The east 33.00 feet of Tract A.

EXCEPTION 2: An 80.00 foot strip of land over, under and across Tract A. The center line of said strip of land is described as follows: Commencing at the southwest corner of said Tract A; thence North 00 degrees 25 minutes 01 seconds East, assumed bearing, along the west line of said Tract A, a distance of 203.11 feet to the point of beginning of said center line; thence South 89 degrees 01 minutes 26 seconds East a distance of 87.41 feet; thence southeasterly a distance of 222.37 feet along a tangential curve concave to the southwest having a central angle of 39 degrees 48 minutes 52 seconds and a radius of 320.00 feet; thence South 49 degrees 12 minutes 34 seconds East, tangent to last described curve, a distance of 30.56 feet; thence southeasterly a distance of 40.03 feet along a tangential curve concave to the northeast having a central angle of 07 degrees 10 minutes 01 seconds and a radius of 320.00 feet to the west line of the east 33.00 feet of said Tract A and there terminating.

The side lines of said strip of land are prolonged or shortened to terminate on said west line of Tract A and said west line of the east 33.00 feet of Tract A.

EXCEPTION 3: That part of Tract A lying southerly of the southerly boundary of Exception 2.

-or upon recording-

Lots 1-9 (inclusive), Block 1 and Lots 1-16 (inclusive), Block 2, BROOKFIELD 8TH ADDITION, Anoka County, Minnesota.

EXHIBIT B

Fees Payable to the City

1. Park Dedication. The **PERMITTEE** is responsible for satisfying applicable Park Dedication requirements. The 2017 Park Dedication Fee applicable to the Plat is \$2,800 per residential unit. **PERMITTEE** must pay a Park Dedication Fee of Seventy Thousand Dollars and No Cents ($\$2,800 \times 25 \text{ units} = \mathbf{\$70,000.00}$). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
2. Trail Development Fees. The **PERMITTEE** is responsible for satisfying applicable Trail Development Fee requirements. The 2016 Trail Development Fee applicable to the Plat is \$800 per residential unit. **PERMITTEE** must pay a Trail Development Fee of Twenty Thousand Dollars and No Cents ($\$800 \times 25 \text{ units} = \mathbf{\$20,000.00}$). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
3. Sanitary Sewer Connection (Trunk) Fees. The Plat is subject to the Brookfield Addition Amendment to Water Main and Sanitary Sewer Cost Contribution/Reimbursement Agreement (the "Reimbursement Agreement"). Per Section 3.01 of the Reimbursement Agreement, future lots platted from outlots or other lots in Brookfield First, Second, or Third Addition will pay no Trunk Fee for each lot platted. The amount deemed reduced by the trunk fee credit will be Twenty Eight Thousand Four Hundred Twenty Five Dollars and No Cents ($\$1,137 \times 25 \text{ units} = \mathbf{\$28,425.00}$). This amount will be subtracted from the total amount to be credited to 21st Century Bank. A copy of the Reimbursement Agreement is attached as Exhibit D hereto.
4. Water Connection (Trunk) Fees. Per Section 3.01 of the Reimbursement Agreement, future lots platted from outlots or other lots in Brookfield First, Second, or Third Addition will pay no Trunk Fee for each lot platted. The amount deemed reduced by the trunk fee credit will be Forty Eight Thousand One Hundred Twenty Five Dollars and No Cents ($\$1,925 \times 25 \text{ units} = \mathbf{\$48,125.00}$). This amount will be subtracted from the total amount to be credited to 21st Century Bank. A copy of the Reimbursement Agreement is attached as Exhibit D hereto.
5. Sanitary Sewer Lateral Benefit Fees. The **PERMITTEE** is constructing its own lateral service lines; therefore no sanitary sewer lateral benefit fee is due.
6. Water Lateral Fees. The **PERMITTEE** is constructing its own lateral service lines; therefore no water lateral benefit fee is due.
7. Stormwater Management Fee. The **PERMITTEE** is responsible for satisfying applicable Stormwater Trunk Fee requirements. The 2017 Stormwater Management Fee is \$473 per residential unit. **PERMITTEE** must pay a Stormwater Management Fee of Eleven Thousand Eight Hundred Twenty Five Dollars and No Cents ($\$473 \times 25 \text{ units} = \mathbf{\$11,825.00}$). The **PERMITTEE**

acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

8. Street Light Fee. The **PERMITTEE** is responsible for a Street Light Fee of \$1,441.00 per light. **PERMITTEE** must pay a Street Light Fee of Four Thousand Three Hundred Twenty Three Dollars and No Cents ($\$1,441.00 \times 3 \text{ lights} = \mathbf{\$4,323.00}$). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
9. Street Light Operation and Maintenance Fee. The **PERMITTEE** is responsible for a Street Light Operation and Maintenance Fee of \$294 per light. **PERMITTEE** must pay a Street Light Operation and Maintenance Fee of Eight Hundred Eighty Two Dollars and No Cents ($\$294 \times 3 \text{ lights} = \mathbf{\$882.00}$). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.
10. Development Fees for the Outlots. The **PERMITTEE** acknowledges that development fees are not being collected for any Outlots. The **PERMITTEE** acknowledges that development fees will be due upon development of Outlots at the rate in effect at the time the Plat is recorded.

Exhibit C Engineer's Estimate



14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

To: Capstone Homes	Contact: Stephen Bona
Address: 14015 Sunfish Lake Blvd Suite 400 Ramsey, MN 55303	Phone: (763) 427-3090 Fax: (763) 712-9060
Project Name: Brookfield 8th Addition	Bid Number: 17-002
Project Location: 168th Circle NW, Ramsey, MN	Bid Date: 2/8/2017

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
A. Sanitary Sewer					
101	8" PVC SDR 35	955.00	LF	\$18.50	\$17,667.50
102	Sanitary Manhole W/Casting (0-8')	5.00	EACH	\$2,400.00	\$12,000.00
102a	Sanitary Manhole, >8.0'	26.00	LF	\$125.00	\$3,250.00
103	Connect To Existing Stub	1.00	EACH	\$1,825.00	\$1,825.00
104	8"x4" Wye & Bend	26.00	EACH	\$155.00	\$4,030.00
105	4" PVC SDR 26- Service Pipe	1,003.00	LF	\$14.50	\$14,543.50
106	4" PVC SDR 26- Service Riser Pipe	52.00	LF	\$20.00	\$1,040.00
107	Clean-Out	1.00	EACH	\$315.00	\$315.00
108	Telesive Sewer (Complete)	955.00	LF	\$2.00	\$1,910.00
Total Price for above A. Sanitary Sewer Items:					<u>\$56,581.00</u>

B. Watermain					
201	Remove Exist Watermain	88.00	LF	\$8.00	\$704.00
202	6" DIP Watermain	61.00	LF	\$44.00	\$2,684.00
203	8" DIP Watermain	1,303.00	LF	\$34.00	\$44,302.00
204	6" Gate Valve	1.00	EACH	\$1,500.00	\$1,500.00
205	8" Gate Valve	3.00	EACH	\$1,950.00	\$5,850.00
206	Fittings	645.00	LB	\$8.00	\$5,160.00
207	Connect To Existing	1.00	EACH	\$1,725.00	\$1,725.00
208	Hydrant And Valve	4.00	EACH	\$4,950.00	\$19,800.00
209	1" Water Service- Copper Type K	958.00	LF	\$17.55	\$16,812.90
210	1" Corporation Stop	26.00	EACH	\$250.00	\$6,500.00
211	1" Curb Stop & Box	26.00	EACH	\$250.00	\$6,500.00
Total Price for above B. Watermain Items:					<u>\$111,537.90</u>

C. Storm Sewer					
301	12" RCP	275.00	LF	\$26.00	\$7,150.00
302	15" RCP	833.00	LF	\$28.00	\$23,324.00
303	18" RCP	134.00	LF	\$30.00	\$4,020.00
304	21" RCP	120.00	LF	\$32.00	\$3,840.00
305	18" RC Apron W/Trashguard	1.00	EACH	\$950.00	\$950.00
306	21" RC Apron W/Trashguard	2.00	EACH	\$1,110.00	\$2,220.00
307	Storm Sewer Manhole W/Casting- 48" Dia.	5.00	EACH	\$2,200.00	\$11,000.00
308	Storm Sewer Manhole W/Casting- 2'x3'	4.00	EACH	\$2,050.00	\$8,200.00
309	Pond Outlet Structure W/Weir Wall & Gate	1.00	EACH	\$6,995.00	\$6,995.00
Total Price for above C. Storm Sewer Items:					<u>\$67,699.00</u>

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
D. Streets					
401	Remove Existing Curb	103.00	LF	\$4.00	\$412.00
402	Remove Existing Bituminous	817.00	SY	\$2.65	\$2,165.05
403	Sawcut	32.00	LF	\$5.00	\$160.00
404	Remove Existing Gravel Trail	159.00	SY	\$1.05	\$166.95
405	Traffic Control	1.00	LS	\$1,295.00	\$1,295.00
406	Subgrade Preparation	4,431.00	SY	\$0.75	\$3,323.25
407	Pavement- 1.5" Bit. Wear SP 9.5 WEAR240B (Recycled)	3,820.00	SY	\$6.66	\$25,441.20
408	Pavement- 2" Bit. Base SP 12.5 NW230B (Recycled)	3,820.00	SY	\$7.38	\$28,191.60
409	Pavement- Bit. Tack Coat	191.00	GAL	\$4.25	\$811.75
410	Pavement- 4" Agg. Base	3,820.00	SY	\$4.50	\$17,190.00
411	Mountable Concrete Curb & Gutter	2,333.00	LF	\$14.15	\$33,011.95
412	6" Concrete Sidewalk	7,171.00	SF	\$4.90	\$35,137.90
413	2.5" Bituminous Trail	1,526.00	SF	\$4.01	\$6,119.26
414	Pedestrian Curb Ramp W/Domes	3.00	EACH	\$2,235.00	\$6,705.00
415	Sod W/4" Topsoil (2 Rows Behind Curb)	1,058.00	SY	\$4.50	\$4,761.00
Total Price for above D. Streets Items:					\$164,891.91

E. Biofiltration Basin					
501	Subgrade Preparation	1,403.00	SY	\$1.00	\$1,403.00
502	Filtration Media	78.00	CY	\$45.00	\$3,510.00
503	Erosion Control Blanket	3,388.00	SY	\$1.15	\$3,896.20
504	Seed & Mulch- Wetland Mix	1,403.00	SY	\$0.32	\$448.96
505	Seed & Mulch- Not Wetland Mix	2,669.00	SY	\$0.21	\$560.49
506	6" Drintile- Pipe In Rock Bed (Complete)	199.00	LF	\$22.00	\$4,378.00
507	8" Drintile- Pipe In Rock Bed (Complete)	23.00	LF	\$35.90	\$825.70
508	8" PVC (Solid Wall)	69.00	LF	\$11.40	\$786.60
509	Drintile- Cleanouts	4.00	EACH	\$370.00	\$1,480.00
Total Price for above E. Biofiltration Basin Items:					\$17,288.95

F. Miscellaneous					
601	Mobilization	1.00	LS	\$14,250.00	\$14,250.00
602	Street Signage- Stop Sign	1.00	EACH	\$325.00	\$325.00
603	Street Signage- No Outlet	1.00	EACH	\$325.00	\$325.00
604	Street Signage- Barricade Type III	2.00	EACH	\$530.00	\$1,060.00
605	Lift Station Access (Same Sect. As Street)	559.00	SF	\$5.30	\$2,962.70
606	Remove & Dispose Of Existing Septic System	0.00	LS	\$2,500.00	\$0.00
607	Remove/Cap Existing Well	0.00	LS	\$5,000.00	\$0.00
Total Price for above F. Miscellaneous Items:					\$18,922.70

G. Grading/Restoration/Erosion Control					
701	Clearing & Grubbing Trees	1.00	LS	\$12,675.00	\$12,675.00
702	Topsoil Strip (Assume 6" Topsoil Average)	6,440.00	CY	\$1.50	\$9,660.00
703	Common Excavation	1.00	LS	\$63,275.40	\$63,275.40
704	Soil Correction (Measured Quantity)	0.00	CY	\$1.70	\$0.00
705	On Site Borrow (Measured Quantity)	0.00	CY	\$2.25	\$0.00
706	Respread Topsoil	5,421.00	CY	\$1.60	\$8,673.60
707	Seed & Mulch (Includes Boulevard Seeding After Small Utilities)	6.75	ACRE	\$600.00	\$4,050.00
708	Class 3 Rip Rap W/Fabric	8.00	CY	\$120.00	\$960.00
709	Catch Basin Inlet Protection	9.00	EACH	\$135.00	\$1,215.00
710	Stabilized Pond Overflow	1.00	EACH	\$900.00	\$900.00
711	Silt Fence	3,780.00	LF	\$1.35	\$5,103.00

Total Price for above G. Grading/Restoration/Erosion Control Items: \$106,512.00

Total Bid Price: \$543,433.46

Notes:

- **COMMON EXCAVATION ITEM INCLUDES COSTS ASSOCIATED WITH EXPORTATION OF EXCESS MATERIAL**
- Addenda Acknowledged: #None
- Price does not include: Site Surveying; Soil Testing; Building or Structure Demolition; Hidden or Buried Debris; Hazardous Materials Removal; Street Sweeping; Dewatering; Import of Dirt; Site Utilities other than those listed above; Bonds and Permits; Moving of Small Utilities; Any Subsoil Corrections or Trench Borrow; SWPPP Management/Maintenance; Traffic Control; **Any Erosion Control NOT Listed Above;**
- Pricing is based on the engineer(s) plans dated: 11/22/16
- Proposal is valid for a period of 30 days from date of proposal.
- This proposal assumes an average topsoil depth of 1.0 foot.
- Any delays due to incomplete surveying or improper surveying could result in additional charges.
- Price does not include lowering/moving small utilities. If there are utilities not properly represented on plans, price is subject to change.
- All grading needs to be verified by civil engineer as grading is completed.
- **Retainage is NOT to exceed 5% without prior approval, and is to be released/reduced as our work is approved.**

Payment Terms:

Net due upon receipt of billing. A 1.5% per month service charge will be assessed on unpaid balance.


<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: North Pine Aggregate, Inc.</p> <p></p> <p>Authorized Signature: _____</p> <p>Estimator: Keith Herman 651-464-6802 keith@npainc.net</p>
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Exhibit D

**Existing Brookfield Addition Amendment to Water Main and Sanitary Sewer Cost
Contribution/Reimbursement Agreement**

COPY

**BROOKFIELD ADDITION
AMENDMENT TO WATER MAIN AND SANITARY SEWER COST
CONTRIBUTION/REIMBURSEMENT AGREEMENT
CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA**

THIS AGREEMENT, made and entered into by the **CITY OF RAMSEY**, a Municipal Corporation under the laws of the State of Minnesota (the "**CITY**"); **OAKWOOD LAND DEVELOPMENT, INC.**, a Minnesota Corporation ("**Oakwood**"); and **21ST CENTURY BANK**, a Minnesota Corporation ("**21st**");

RECITALS

WITNESSETH:

WHEREAS, Oakwood and City are parties to the following:

**WATER MAIN AND SANITARY SEWER
COST CONTRIBUTION/REIMBURSEMENT AGREEMENT
Dated March 22, 2006
(the "WCSA")
(copy appended hereto),**

and

WHEREAS, pursuant to the WCSA, Oakwood has contributed to City the sum of \$6.0 million in performance of its obligations under Article 2 of the WCSA, and,

WHEREAS, Oakwood is now entitled to reimbursement from City under Article 3 of the WCSA, and

WHEREAS, Oakwood has assigned its rights to reimbursement under the WCSA to 21st, as contemplated by Article 3.06 of the WCSA, and

WHEREAS, 21st and City have reached agreement on numerous issues in connection with certain plats known as Brookfield First Addition, Brookfield Second Addition, and Brookfield Third Addition (collectively, "Brookfield")

NOW THEREFORE, in consideration of the foregoing and in consideration of the mutual promises herein, it is agreed by and amongst the parties hereto as follows:

1. SUBSTITUTION

21st is hereby substituted for Oakwood under Articles 3, 4 and 5 of the WCSA. Oakwood hereby assigns its interest thereunder to 21st and 21st accepts said assignment. It is acknowledged that all duties of all parties under Articles 1 and 2 of the WCSA have been fully performed, and that Oakwood contributed the sum of \$6.0 million under Section 2.01 of the WCSA. From and after the date hereof, Oakwood shall have no interest or rights under the WCSA. Where the word "Oakwood" is used herein, it shall be deemed to mean "21st" unless a different connotation is apparent.

2. DEFINITION OF TERMS – Capitalized terms as used herein shall have the definition attributed to them herein. Capitalized terms used herein that do not have a stated definition herein shall have that definition assigned to them in the WSCA.

3. AMENDMENTS TO WSCA

A. Article 3 of the WSCA is hereby deleted, and replaced by the following Article 3:

**ARTICLE 3
21st REIMBURSEMENT**

3.01 21st Reimbursement The parties acknowledge that as of the date hereof, the City has partially reimbursed Oakwood for the Oakwood Contribution in the total amount of \$ 502,204.00, through credits given in the respective Brookfield development agreements. In addition, Oakwood assigned some credits to Sweetbay Land Company, a Minnesota corporation, and an Oakwood related company. Sweetbay Land Company was given Trunk Fee credit for \$208,216.00 in the Sweetbay Ridge/City of Ramsey development agreement for Sweetbay Ridge Addition. The total amount reimbursed for the Oakwood Contribution to date is therefore \$710,420.00. The amount remaining to be reimbursed to Oakwood is therefore \$5,289,580.00. Oakwood has assigned its rights to the Oakwood Lots Reimbursement to 21st.

Future lots platted from outlots or other lots in Brookfield First, Second and or Third Addition will pay no Trunk Fees for each lot platted, the amount of the Oakwood Contribution deemed reduced by the Trunk Fee credit will be \$3,062 per lot (\$1,925 for the Water Trunk Fee and \$1,137.00 for sewer Trunk Fee). In addition, 21st is entitled to up to 91 additional water Trunk Fee credits from the current unplatted lots in Sweetbay Ridge, and up to 60 additional water Trunk Fee credits from the current unplatted lots in Harmony Farms, pursuant to Section 3.01 of the WSCA. The City shall charge the ultimate developer of the remaining unplatted lands in Sweetbay Ridge (91 lots) and Harmony Farms (60 lots) the full Trunk Fees, and remit the Water Trunk Fees to 21st at the address noted in Article 5 Section 07 in satisfaction of the credits owed to 21st for those two developments. The City will retain the sanitary sewer trunk fees for said lots. Except for the remaining unplatted area of Brookfield (as represented by platted developable outlots), City will also retain the right to all future sanity sewer trunk fees of any kind or nature.

3.02 Additional 21st Reimbursement For each lot (new or existing) connected to city water within the Northwest Service Area, Northeast Service Area (outside of Brookfield or parts thereof,) or within the Additional Oakwood Reimbursement Area, and outside of Sweetbay Ridge and Harmony Farms, 21st will receive from the City the Water Trunk Fee, payable at the time the hookup of a lot occurs, and in the manner provided by Article 5, Section 5.01. If the City increases the Water Trunk Fee, then this per/lot amount will increase by a like amount. The Water Trunk Fee reimbursement will continue until the total amount of the Oakwood Contribution credited by City to date (\$710,420.00) plus the total amount received or credited or paid from new lots created from outlots or other lots in Brookfield or current unplatted lots in Sweetbay Ridge or Harmony Farms plus the total amount received from all other lots platted or hooking up to city water in the Northwest, Northeast Service Area and the Additional Oakwood Reimbursement Area (\$1,925.00 per hookup-or as increased) totals six million dollars (\$6,000,000.00), or until December 31, 2026, whichever comes first.

It is agreed that 21st will not receive any Water Trunk Fee if the City does not receive a Water Trunk Fee as a result of an agreement with any other developer that provides for said developer to pay the cost of the extension of the water main to such developer's property which is considered a payment of the Water Trunk Fees for the lots to be developed by such developer. As further clarification of this sentence, it is anticipated that as new development occurs, the City may have to give incentives to developers to pay for the cost of extending water mains into new neighborhoods. This would normally be accomplished by not requiring the developer to pay for Water Trunk Fees up to the point where the savings from not paying Water Trunk Fees equals the cost to the developer in extending water mains. For example, in a 100/lot development, Water Trunk Fees now in effect would total \$190,250.00 at \$1,925.00 per lot. If the cost of extending the water mains in that project was \$50,000.00, the City would be permitted to give the developer in that project up to \$50,000.00 in Water Trunk Fee relief, meaning that ultimately, 21st would only receive \$140,250.00 in Water Trunk Fees from that development.

B. Article 4 of the WSCA is hereby deleted and replaced by the following Article 4.

**ARTICLE FOUR
TERM**

This Agreement shall expire on December 31, 2026, after which time 21st will receive no further Water Trunk Fees, **NOTWITHSTANDING THAT THE OAKWOOD CONTRIBUTION MAY NOT BE PAID IN FULL AS OF SAID EXPIRATION DATE.** Notwithstanding the foregoing language, if the City adopts any moratoriums on residential development prior to the expiration date, the expiration date will be extended by an amount of time equal to the duration of the moratoriums.

C. Article 5.07: Notice to Oakwood shall be changed to "Notice to 21st", as follows:

If to 21st:

Thomas P. Dolphin, CEO
21st Century Bank
9380 Central Avenue NE
Blaine, MN 55434
Email: tpd@21stcenturybank.com

With a copy to:

Wilbur F. Dorn, Jr.
Dorn Law Firm, Ltd.
9380 Central Avenue NE
Blaine, MN 55434
Email: wfd@dornlegal.com


4. No Other Changes

Except as herein modified, all other terms and conditions of the WCSA shall remain in force and effect, and all Exhibits will remain as originally affixed to the WCSA.

The following page is the signature page.

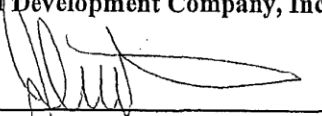
In Witness whereof, the parties have executed this agreement the dates below written:

21st Century Bank

By: 
Thomas P. Dolphin, CEO

Dated: 12-30-09

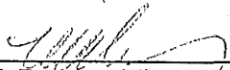
Oakwood Development Company, Inc.

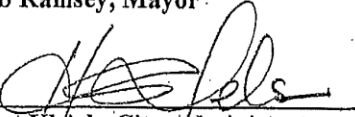
By: 
John Peterson, President

Dated: 12-18-09

City of Ramsey


Dated: 12-30-09

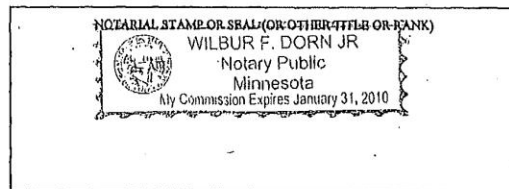
By: 
Bob Ramsey, Mayor

By: 
Kari Blich, City Administrator
Heidi A. Nelson, Deputy City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF Anoka)p

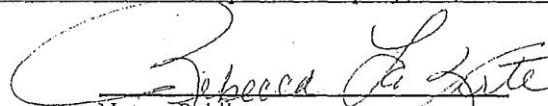
The foregoing instrument was acknowledged before me this 30th day of December, 2009, by Thomas P. Dolphin, the Chief Executive Officer of 21st Century Bank, a Minnesota corporation, on behalf of the corporation.

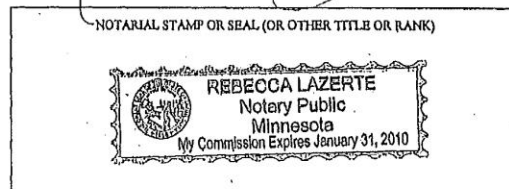

Notary Public



STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

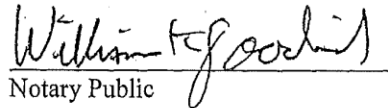
The foregoing instrument was acknowledged before me this 19th day of December, 2009, by John Peterson, President of Oakwood Development Company, Inc, a Minnesota corporation, on behalf of the corporation.

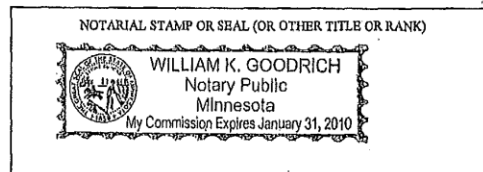

Notary Public



STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 30th day of December, 2009 by Bob Ramsey and Heidi A. Nelson, the Mayor and Deputy City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation.


Notary Public



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

RESOLUTION #17-02-051

RESOLUTION GRANTING TRAIL EASEMENT AND DRAINAGE AND UTILITY EASEMENT VACATION AND FINAL PLAT APPROVAL OF WOODLANDS 8TH ADDITION

WHEREAS, Capstone Homes, Inc. hereafter referred to as “Developer”, properly applied for final plat approval of the following described property located in the City of Ramsey:

Outlot A, Brookfield 2nd Addition

AND

TRACT A:

That part of the North 200 feet of the South 677.6 feet (as measured along the West line) of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, lying West of the East 933 feet (as measured along the North line) of the Southeast Quarter of the Southeast Quarter thereof, Anoka County, Minnesota.

AND

That part of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, lying West of the East 933 feet (as measured along the North line of said Southeast Quarter of the Southeast Quarter) thereof and lying North of the South 677.6 feet, as measured along the West line of said Southeast Quarter of the Southeast Quarter, thereof.

EXCEPT THE FOLLOWING THREE PARCELS:

EXCEPTION 1: The east 33.00 feet of Tract A.

EXCEPTION 2: An 80.00 foot strip of land over, under and across Tract A. The center line of said strip of land is described as follows: Commencing at the southwest corner of said Tract A; thence North 00 degrees 25 minutes 01 seconds East, assumed bearing, along the west line of said Tract A, a distance of 203.11 feet to the point of beginning of said center line; thence South 89 degrees 01 minutes 26 seconds East a distance of 87.41 feet; thence southeasterly a distance of 222.37 feet along a tangential curve concave to the southwest having a central angle of 39 degrees 48 minutes 52 seconds and a radius of 320.00 feet; thence South 49 degrees 12 minutes 34 seconds East, tangent to last described curve, a distance of 30.56 feet; thence southeasterly a distance of 40.03 feet along a tangential curve concave to the northeast having a central angle of 07 degrees 10 minutes 01 seconds and a radius of 320.00 feet to the west line of the east 33.00 feet of said Tract A and there terminating.

The side lines of said strip of land are prolonged or shortened to terminate on said west line of Tract A and said west line of the east 33.00 feet of Tract A.

EXCEPTION 3: That part of Tract A lying southerly of the southerly boundary of Exception 2.

(the 'Subject Property');

WHEREAS, the City of Ramsey received a sketch plan for Brookfield 8th Addition from Brookfield Land LLC on June 14, 2016; and

WHEREAS, the Planning Commission reviewed the sketch plan on July 21, 2016; and;

WHEREAS, on October 6, 2016, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat; and

WHEREAS, the Ramsey Environmental Policy Board (EPB) considered tree preservation, landscape plan, and potential wetland impacts pertaining to the preliminary plat on September 19, 2016; and

WHEREAS, on October 25, 2016, the City Council reviewed the preliminary plat; and

WHEREAS, on January 27, 2017, the City of Ramsey received an application and final plat plans for Brookfield 8th Addition from Capstone Homes; and

WHEREAS, on January 27, 2017, the City of Ramsey received an application and plans for the vacation of an existing trail easement and the vacation of an existing drainage and utility easement located on the subject property; and

WHEREAS, Brookfield 8th Addition was a continuation of the Brookfield Addition; and

WHEREAS, on February 28th, 2017, the City Council conducted a public hearing regarding the proposed easement vacations; and

WHEREAS, on February 28th, 2017, the City Council reviewed the final plat and easement vacation applications.

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

1. That the Ramsey City Council hereby grants the request for the vacation of an existing trail easement and drainage and utility easement in accordance with the plans submitted to the City by the Applicant dated January 27th, 2017.
2. That the Ramsey City Council hereby grants final plat approval to BROOKFIELD 8TH ADDITION in accordance with relevant City Codes contingent upon compliance with the City Staff Review Letter dated February 24, 2017, with the following contingencies:

- (a) Developer entering into a Grading and Tree Clearing Agreement with the City in relation to Site Clearing in advance of the Final Plat being Recorded.
- (b) Developer entering into a Development Agreement with the City in relation to all remaining public improvements related to Brookfield 8th Addition.
- (c) Review and approval of construction plans by the City Engineer.
- (d) Review and approval of a Pedestrian and Bicycle Trail Easement.

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:

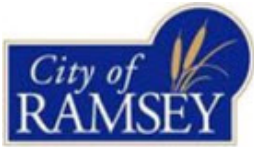
and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28th day of February, 2017.

Mayor

ATTEST:

City Clerk



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

CC Regular Session

7. 1.

Meeting Date: 02/28/2017

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Consider Request for Zoning Amendment, Comp Plan Amendment, Preliminary and Final Plat, and Site Plan for Regency Commons (Project No. 16-108); Case of National Self Storage, LLC

Purpose/Background:

The City has received an application for approval of a Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat, and Final Plat approval for Regency Commons. The project proposes to consolidate PID #s 27-32-25-22-0006, 27-32-25-22-0003, and 27-32-25-22-0002 (combined, the "Subject Property") into two (2) lots, one of which would be developed with a self-storage facility and the second would be available for future commercial development. The Planning Commission previously review the Sketch Plan for this project in November of 2016 and reviewed the above identified applications in addition to a variance at its February 2nd 2017 meeting. The Planning Commission approved a variance to the shoreland overlay district regarding the maximum allowed impervious area, and recommended approval of the requested Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat, and Final plat as presented.

Notification:

City Staff attempted to notify all property owners within 700 feet of the Subject Property of the request via U.S. mail and published a notice of public hearing in the Anoka Union Herald, the City's official newspaper.

Observations/Alternatives:

The proposed project is generally consist with the Zoning and Future Land Use maps; however, due to the consolidation of three (3) lots into two (2), the realigned property boundaries result in the need for the Zoning Amendment and Comprehensive Plan Amendment. The proposed self-storage facility is designed with exterior materials that are consistent with the E-1 Employment District standards and it also complies with the building coverage and height standards as well. The proposed improvements appear to comply with all other E-1 Employment District standards; the requested variance is to an overlay district standard.

The Preliminary and Final Plats also appear to meet the minimum bulk standards for both the E-1 Employment District and the B-1 Business District. Any necessary revisions are outlined in the Staff Review Letter. As had been discussed at the November Planning Commission meeting, the Applicant has provided a Landscape Plan that shows a bermed, landscaped bufferyard along the eastern boundary. There are three (3) different species of evergreen trees proposed within this area, with deciduous trees mixed in, which should provide a good buffer between the two uses.

The Engineering Department is in the process of reviewing the grading, drainage, erosion control, utility, and street plans and will provide a separate addendum to the Staff Review Letter with any necessary corrections/revisions to the plan set.

City Staff did meet with the Applicant shortly after the November Planning Commission meeting to discuss alternatives for 148th Ave. The Public Works Superintendent agreed to eliminate the requirement for a cul-de-sac under the following three (3) conditions (which the Applicant had agreed to):

- The City's standard residential road section, complete with curb, extend three (3) feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing matching existing conditions must be installed on all three (3) sides of the road extension.
- A twenty foot (20') maintenance easement granted to the City along the eastern property line, with no additional trees planted in easement. This easement is needed to provide access for maintenance to existing storm water structures.
- A written agreement, drafted by Developer and reviewed and approved by the City, to allow snow storage on Subject Properties from the dead end on 148th Ave. **Note**-most of the snow should be retained in the 20' maintenance easement, but in years with high snow volumes, it may be necessary to store the snow on private property. These conditions have been incorporated into the Staff Review Letter.

The City Council introduced ordinance number 17-05 at its meeting on February 14th, and that ordinance is now available for adoption.

Alternative 1: Approve the Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat and Final Plat requests. The proposed project appears to comply with the bulk standards in E-1 and B-1 zoning districts, the rezoning and re-guiding requests are due to a realignment of property boundaries rather than a proposed inconsistent use. The Applicant appears to have incorporated comments received during the Sketch Plan review into the plan set. Staff is supportive of this alternative contingent upon compliance with the Staff Review Letter.

Alternative 2: Approve the Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat and Final Plat requests with amendments. This alternative would be based upon discussion at the meeting and if any necessary revisions/additions were identified by the City Council.

Alternative 3: Do not approve the Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat and Final Plat. As previously noted, the proposed project appears consistent with provisions of City Code (with any necessary revisions outlined in the Staff Review Letter) and it appears that the Applicant attempted to address comments by the Planning Commission during review of the Sketch Plan. Staff does not support this alternative.

Funding Source:

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

Recommendation:

The Planning Commission has recommended approval of the project.

Subsequent to Planning Commission review, the City received official comment from Anoka County Highway Department. Anoka County prefers that the Ramsey Boulevard access be shifted to the north and the Bunker Lake Boulevard access be eliminated. However, Anoka County understands that the site is constrained and cannot force each scenario. Of key importance is the relocation of the Ramsey Boulevard access, which would have the effect of eliminating the smaller of the two buildings on the site. The City Council is legally able to approve the site plan as presented. However, plans will be required to be revised to incorporate the requested turn lanes as outlined in the Anoka County Review Letter.

Staff recommends the following actions, all contingent upon compliance with the Staff Review Letter and review and approval by Anoka County Highway Department:

- City Council adopt Ordinance #17-05 to rezone the Subject Property to E-1 Employment District and B-1 Business District; and
- City Council adopt Resolution #17-02-036 granting a Comprehensive Plan Amendment to re-guide the Subject Property as Business Park and Commercial, contingent upon approval by the Metropolitan Council; and
- City Council adopt Resolution #17-02-037 granting Site Plan approval; and

- City Council adopt Resolutions #17-02-038 and #17-02-039 approving the Preliminary and Final Plat approval.

Action:

Motion to waive the charter requirement to read the ordinance aloud and to adopt Ordinance #17-05 to rezone the Subject Property to E-1 Employment District and B-1 Business District.

Roll Call

- Councilmember Kuzma
- Councilmember Williams
- Councilmember Riley
- Councilmember Shryock
- Councilmember Letourneau
- Councilmember Johns
- Mayor Strommen

-and-

Motion to take the following actions, contingent upon compliance with the Staff Review Letter:

- Adopt Resolution #17-02-036 granting a Comprehensive Plan Amendment to re-guide the Subject Property as Business Park and Commercial, contingent upon approval by the Metropolitan Council; and
- Adopt Resolution #17-02-037 granting Site Plan approval; and
- Adopt Resolutions #17-02-038 and #17-02-039 approving the Preliminary and Final Plat approval.

Attachments

- Site Location Map
- Application Document
- Civil Plans for Site
- Building Elevations
- Planning Commission Meeting Minutes Dated November 3, 2016
- Staff Review Letter
- Rezoning Ordinance
- Res. 17-02-036: Comp Plan Amendment
- Res. 17-02-037: Site Plan
- Res. 17-02-038: Preliminary Plat
- Res. 17-02-039: Final Plat
- Anoka County Highway Comments

Form Review

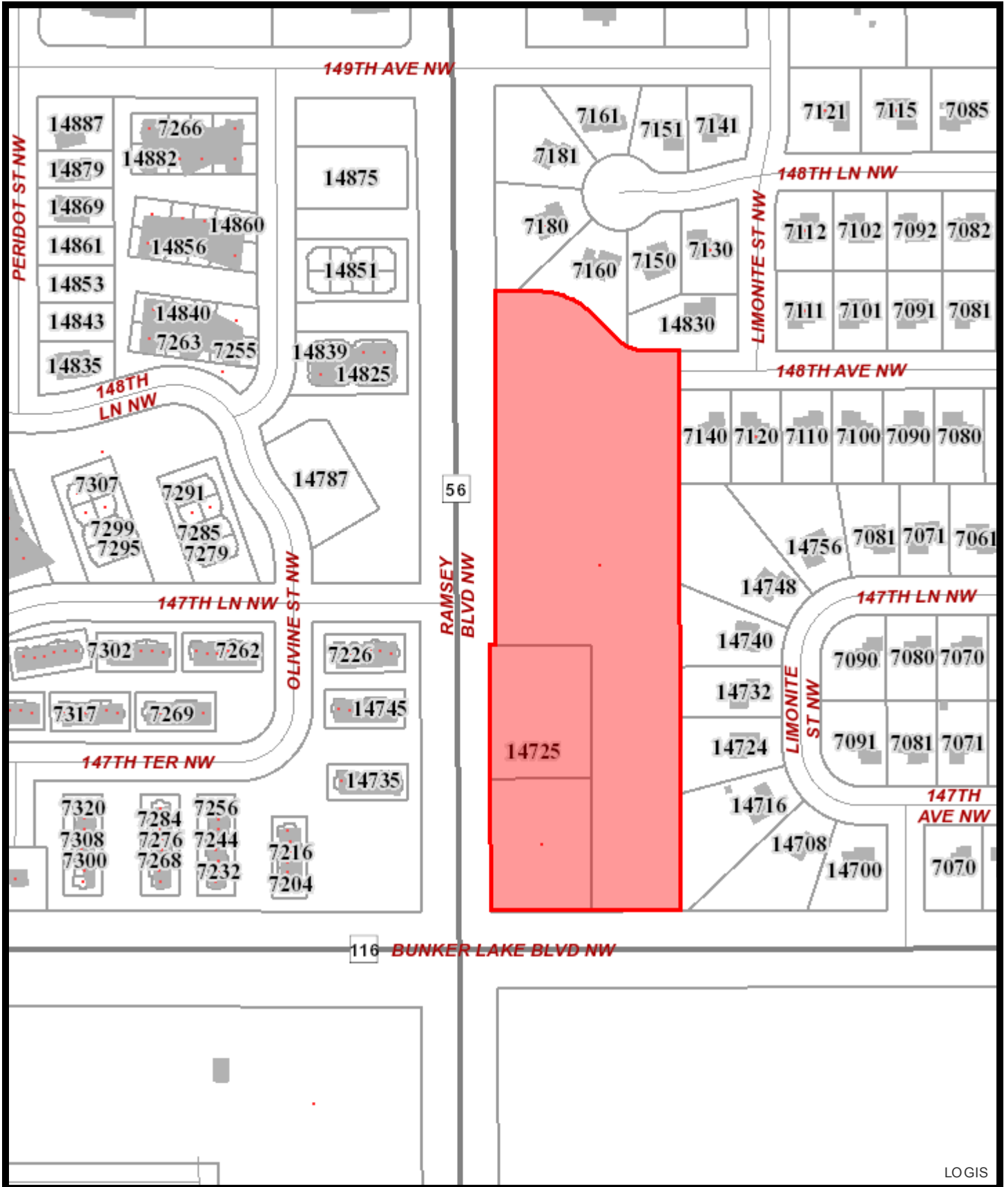
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Tim Gladhill	Eric Maass	02/07/2017 04:15 PM
Chris Anderson	Jo Thieling	02/09/2017 01:21 PM
Tim Gladhill	Jo Thieling	02/09/2017 01:21 PM
Chris Anderson	Jo Thieling	02/09/2017 01:21 PM
Tim Gladhill	Tim Gladhill	02/23/2017 09:48 AM
Kurt Ulrich	JoAnn Shaw	02/23/2017 12:04 PM
Chris Anderson	Chris Anderson	02/23/2017 12:20 PM

Tim Gladhill
Kurt Ulrich
Form Started By: Eric Maass
Final Approval Date: 02/23/2017

Tim Gladhill
Kurt Ulrich

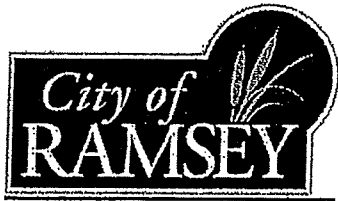
02/23/2017 12:49 PM
02/23/2017 03:08 PM
Started On: 02/03/2017 12:25 PM

Site Location Map



LOGIS





RECEIVED
 JAN 05 2017
 BY: _____

Land Use Application

<input type="checkbox"/> Plat – Sketch Plan	<input checked="" type="checkbox"/> Plat – Preliminary Plat	<input checked="" type="checkbox"/> Plat – Final Plat
<input type="checkbox"/> Administrative Plat	<input checked="" type="checkbox"/> Site Plan Review	<input type="checkbox"/> Easement/ROW Vacation
<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Interim Use Permit	<input checked="" type="checkbox"/> Comprehensive Plan Amendment
<input checked="" type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Home Occupation Permit	<input checked="" type="checkbox"/> Variance
<input type="checkbox"/> Dwelling Moving Permit	<input type="checkbox"/> Environmental Permit	<input type="checkbox"/> Registered Land Survey
<input type="checkbox"/> Non-Traditional Animal License	<input type="checkbox"/> Beekeeping License	<input type="checkbox"/> Private Kennel License

Applicant Contact Information

Please note: All official communication will be routed through this contact.

Name:	Troy Halvorson C/O National Self Storage		
Street Address:	2827 107th Avenue NE		
City, State, ZIP:	Blaine, MN 55449		
Home Phone:	(763) 898-7212	Work Phone:	
Email:	t.halver2@aol.com	Fax Number:	
Name of Business (if applicable):	National Self Storage, LLC		
Business Address (if applicable)	Same as above.		
Business City, State, ZIP			
Business Phone:		Business Fax:	

Subject Property Information

(Location of Application)

Address	Unassigned (27-32-25-22-0006) and 14725 Ramsey BLVD NW (27-32-25-22-0003, 27-32-25-22-0002)
PIN	27-32-25-22-0006, 27-32-25-22-0003, 27-32-25-22-0002
Legal Description	See attached
Zoning District	E-1 Employment and B-1 General Business

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification

Property Owner Information
(If different than Applicant)

Name:	First Minnesota Bank		
Street Address:	11431 Jefferson Court N		
City, State, ZIP:	Champlin, MN 55316		
Home Phone:	N/A	Work Phone:	763-488-1568
Email:	chuckb@firstmnbank.com	Fax Number:	763-488-3735

Please provide a detailed description of your request and attached a copy of a scaled site plan
See attached narrative and plans.

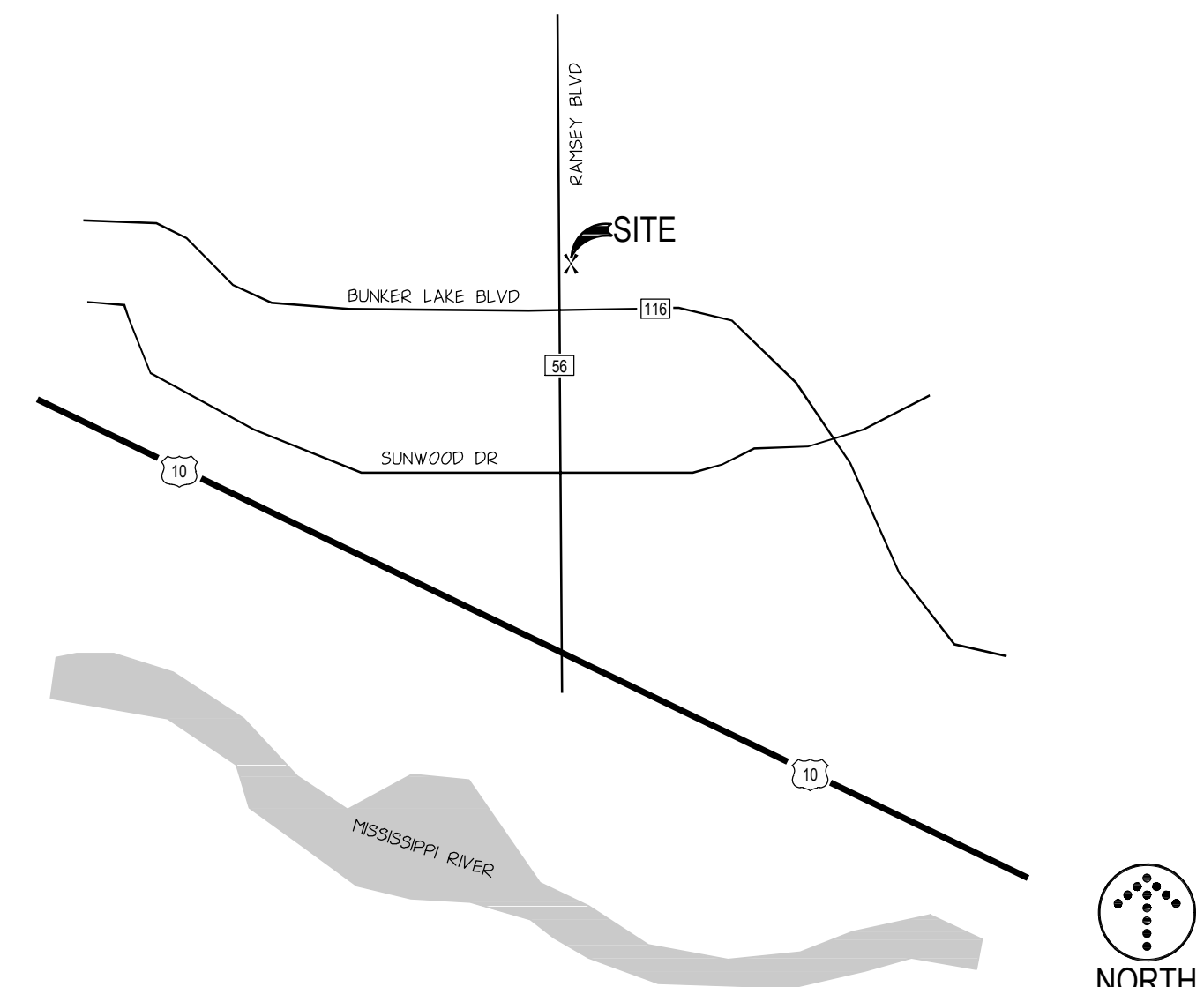
A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.

Applicant Signature	<i>Troy E Halverson</i>	Co-Applicant Signature	
Printed Name	Troy Halverson	Printed Name	
Title	<i>President</i>	Title	
Date	<i>12-15-2016</i>	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature		Property Owner Signature	<i>Charles C Blair</i>
Printed Name	First Minnesota Bank	Printed Name	Charles C. Blair
Title		Title	Executive Vice President
Date	December 15, 2016	Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.



ABBREVIATIONS

Table of abbreviations and their corresponding full names, including terms like 'Angle', '100 Year Flood Elevation', 'L.F.', 'Local Government Unit', etc.

SYMBOLS

Table of symbols for existing and new features, including descriptions for 'MAJOR CONTOUR', 'MINOR CONTOUR', 'BUILDING', 'CONCRETE', 'LANDSCAPING', etc.

EROSION CONTROL SYMBOLS

Table of erosion control symbols, including 'SEDIMENT CONTROL FENCE' and 'INLET PROTECTION'.

DRAWING SYMBOLS

Table of drawing symbols, including 'NOTE REFERENCE', 'PARKING STALL COUNT', 'LARGE SHEET DETAIL', etc.

LEGAL DESCRIPTION

PARCEL A: THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 OF NW 1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP THIRTY-TWO (32), RANGE TWENTY-FIVE (25), THAT IS DESCRIBED AS FOLLOWS, TO-WIT: COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION WHICH POINT IS TWO HUNDRED NINE (209) FEET NORTH OF THE SOUTH-WEST CORNER OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER (NW 1/4 OF NW 1/4) AS MEASURED ALONG SAID WEST LINE, THENCE PROCEEDING EAST AND PARALLEL TO THE SOUTH LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING NORTH AND PARALLEL TO THE WEST LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING WEST AND PARALLEL TO THE WEST LINE OF SAID SECTION TO POINT OF COMMENCEMENT, EXCEPT ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 16.

BENCHMARK

MNDOT GSD STATION #86646 STATION NAME: 7318 N 1.5 MILES SOUTH OF THE SAUK CENTRE, 0.8 MILE SOUTH ALONG TRUNK HIGHWAY 71 FROM THE JUNCTION OF TRUNK HIGHWAY 71 AND INTERSTATE 94 IN SAUK CENTRE, AT THE TRUNK HIGHWAY 71 MILEPOST 166.5, 71.0 FEET NORTH OF AN ENTRANCE, 63.0 FEET EAST OF TRUNK HIGHWAY 71, 7.0 FEET SOUTH OF CABLE BOX NUMBER 27933, 1.0 FOOT WEST OF THE WITNESS POST. ELEVATION = 1226.779 (NAVD) 88

OWNER

NATIONAL SELF STORAGE 2827 107TH AVENUE BLAINE, MN 55449 TEL: 763-898-7212 CONTACT: TROY HALEVERSON

PROJECT CONTACTS

Table listing project contacts for Civil Engineer Landform, Surveyor Landform, Landscape Architect Landform, and Architect HTG Architects.

CIVIL / LANDSCAPE SHEET INDEX & REVISION MATRIX

Table with columns for SHEETS ISSUED BY DATE, SHEET NO., DESCRIPTION, and a grid for tracking revisions.

SITE / UTILITY CONTACTS

Table of site/utility contacts including City Planner, City Engineer, Building Official, Gas Center Point Energy, Electric, Telephone, and Cable/Internet.

NATIONAL SELF-STORAGE, LLC 2827 107TH AVENUE BLAINE, MN 55449



REGENCY COMMONS RAMSEY, MN

Table of sheet index listing sheet numbers and titles, such as C0.1 CIVIL TITLE SHEET, C0.2 EXISTING CONDITIONS & DEMO, etc.

ISSUE / REVISION HISTORY

Table of issue/revision history with columns for DATE, ISSUE/REVISION, and REVIEW.

PROJECT MANAGER REVIEW

BY: [Signature] DATE: 03/03/2017

CERTIFICATION

I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. License No: 19976

SITE PLAN SUBMITTAL

01-03-2017

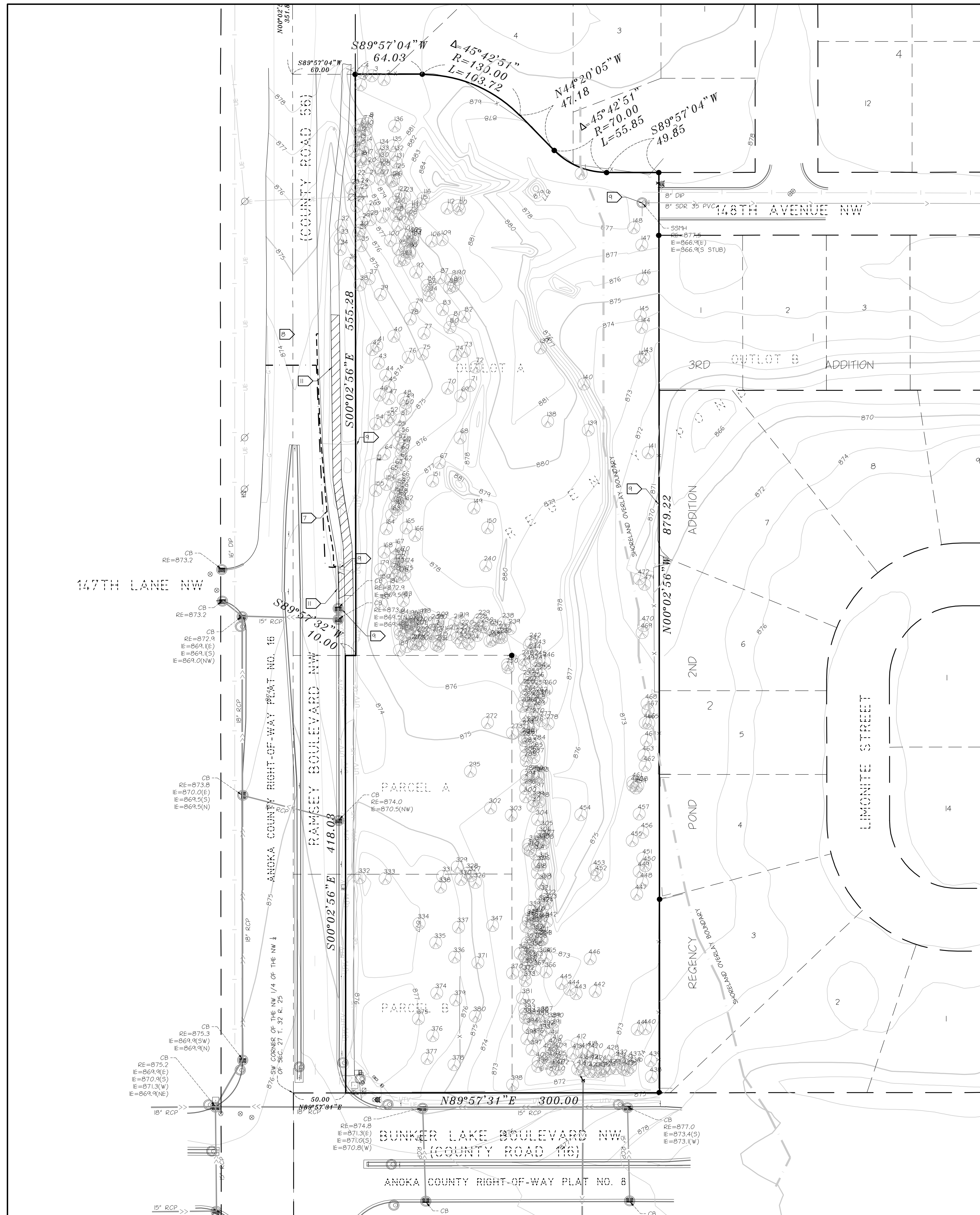
LANDFORM From Site to Finish

105 South Fifth Avenue Suite 513 Minneapolis, MN 55401 Tel: 612-252-9070 Fax: 612-252-9077 Web: landform.net

FILE NAME: C001NSS001.DWG PROJECT NO.: NSS16001

CIVIL AND LANDSCAPE TITLE SHEET

C0.1



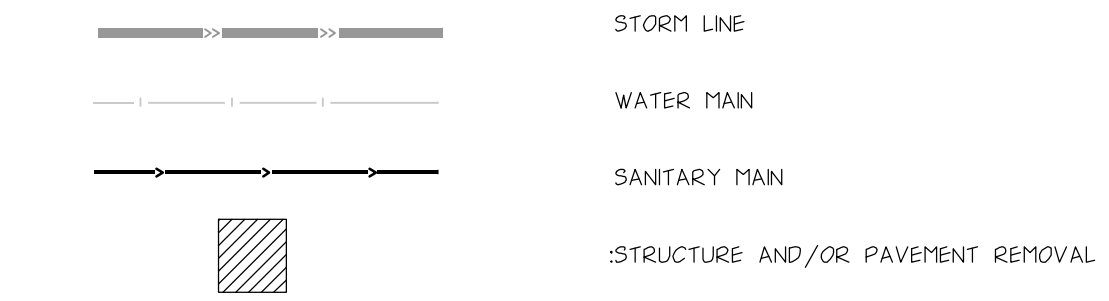
EXISTING CONDITIONS

1. BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM, MINNEAPOLIS, MN, ON DECEMBER 07, 2015, EXPRESSLY FOR THIS PROJECT; CITY OF RAMSEY, MN RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER.

DEMOLITION AND CLEARING NOTES

- OBTAIN PERMITS FOR DEMOLITION, CLEARING, AND DISPOSAL PRIOR TO BEGINNING.
- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING DEMOLITION AND CLEARING.
- SEE SHEET C3.1 FOR EROSION PREVENTION AND SEDIMENT CONTROL MEASURES THAT MUST BE IN PLACE PRIOR TO DISTURBANCES TO SITE.
- DIMENSIONS SHOWN FOR REMOVAL ARE APPROXIMATE. COORDINATE WITH NEW CONSTRUCTION TO ENSURE APPROPRIATE REMOVAL OF EXISTING FACILITIES.
- REFER TO DETAILS FOR PAVEMENT SAWCUT. REMOVE CONCRETE WALKS AND CURBING TO THE NEAREST EXISTING JOINT BEYOND CONSTRUCTION LIMITS.
- COMPLETE DEMOLITION WITH MINIMAL DISRUPTION OF TRAFFIC AND PROVIDE ADVANCE NOTIFICATION TO AFFECTED EMERGENCY RESPONSE PROVIDERS.
- PROVIDE BARRICADES, LIGHTS, SIGNS, TRAFFIC CONTROL, AND OTHER MEASURES NECESSARY FOR PROTECTION AND SAFETY OF THE PUBLIC AND MAINTAIN THROUGHOUT CONSTRUCTION.
- PROTECT STRUCTURES, UTILITIES, TREES, PLANT MATERIAL, SOD, AND ADJACENT PROPERTY FROM DAMAGE DURING CONSTRUCTION UNLESS NOTED FOR REMOVAL. DAMAGE SHALL BE REPAIRED TO EQUAL OR BETTER CONDITION AT NO ADDITIONAL COST.
- SEE SHEETS L1.1 AND L1.2 FOR TREE PRESERVATION PLAN.
- REMOVE EXISTING SITE FEATURES INCLUDING, BUT NOT LIMITED TO, PAVING, CURBING, WALKWAYS, AND APRONS, WITHIN THE CONSTRUCTION LIMITS UNLESS NOTED OTHERWISE.
- COORDINATE REMOVAL, RELOCATION, TERMINATION, AND RE-USE OF EXISTING PRIVATE UTILITY SERVICES AND APPURTENANCES WITH THE UTILITY COMPANIES. RESTORE ELECTRIC HANDHOLES, PULLBOXES, POWERPOLES, GUYLINES, AND STRUCTURES DISTURBED BY CONSTRUCTION IN ACCORDANCE WITH UTILITY OWNER REQUIREMENTS.
- EXISTING PIPING AND CONDUITS MAY BE ABANDONED IN-PLACE IF FILLED WITH SAND AND IF NOT IN LOCATION OF PROPOSED BUILDING OR IN CONFLICT WITH PROPOSED UTILITIES OR STRUCTURES. TERMINATE EXISTING SERVICES AT THE SUPPLY SIDE IN CONFORMANCE WITH PROVIDER'S STANDARDS.
- HALL DEMOLITION DEBRIS OFF-SITE TO A FACILITY APPROVED BY REGULATORY AUTHORITIES FOR THE HANDLING OF DEMOLITION DEBRIS, UNLESS NOTED OTHERWISE.

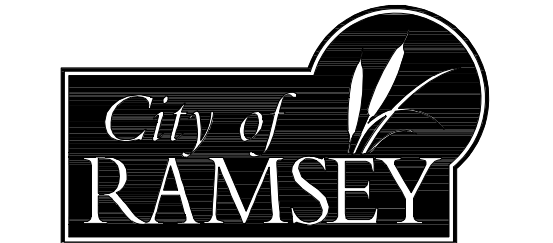
LEGEND



DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY



PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

SHEET	TITLE
C0.1	CIVIL TITLE SHEET
C1.1	EXISTING CONDITIONS & DEMO
C2.1	SITE PLAN
C3.1	EROSION, DRAINAGE & EROSION CONTROL PAVING PLAN & NOTES SWPPP NOTES
C3.2	UTILITIES
C4.1	CIVIL CONSTRUCTION DETAILS
C7.1	CIVIL CONSTRUCTION DETAILS
C7.2	CIVIL CONSTRUCTION DETAILS
C7.3	CIVIL CONSTRUCTION DETAILS
C7.4	CIVIL CONSTRUCTION DETAILS
C7.5	CIVIL CONSTRUCTION DETAILS
L1.1	TREE PRESERVATION PLAN
L1.2	TREE PRESERVATION TABLE
L2.1	LANDSCAPE PLAN
L2.2	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XXX/XXX/XX

CERTIFICATION

I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 License No: 19976
 Signature shown in the location of original. Web signed copy of this plan on file with the Minnesota State Board of Professional Engineers, LLC office and is available upon request.

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE THIS SHEET HAS BEEN REPRODUCED WITHOUT AUTHORITY. READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

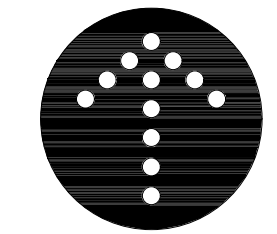
FILE NAME C101NSS001.DWG
PROJECT NO. NSS16001

EXISTING CONDITIONS AND DEMOLITION

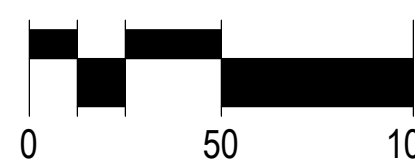
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SHEET NO. 2/15

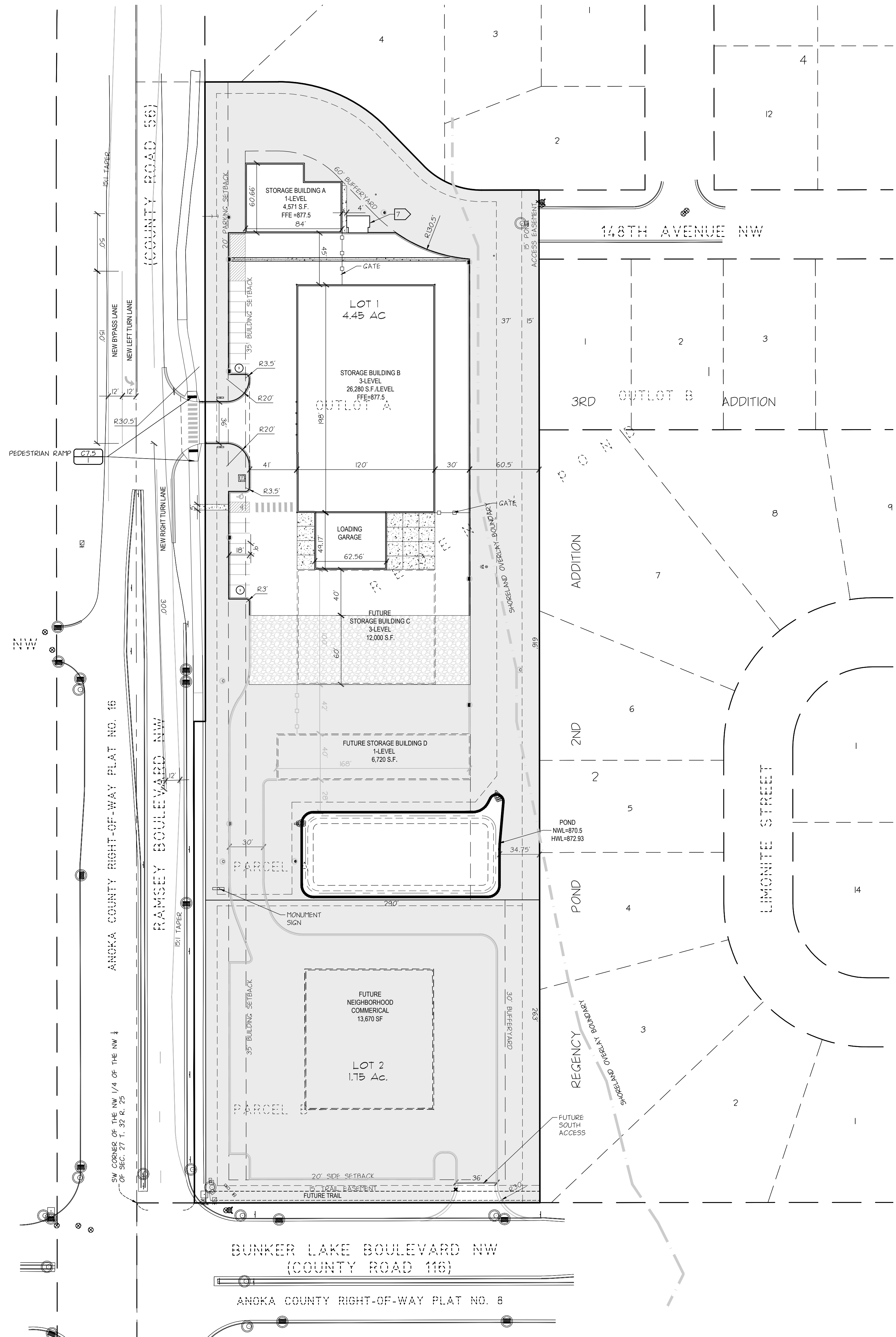


Know what's Below.
Call before you dig.



NORTH





- GENERAL NOTES**
- FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.
- SITE PLAN NOTES**
- OBTAIN ALL NECESSARY PERMITS FOR CONSTRUCTION WITHIN, OR USE OF, PUBLIC RIGHT-OF-WAY.
 - THE DIGITAL FILE, WHICH CAN BE OBTAINED FROM THE ENGINEER, SHALL BE USED FOR STAKING. DISCREPANCIES BETWEEN THE DRAWINGS AND THE DIGITAL FILE SHALL BE REPORTED TO THE ENGINEER. THE BUILDING FOOTPRINT, AS SHOWN ON THESE DRAWINGS, AND THE DIGITAL FILE, SHALL BE COMPARED TO THE STRUCTURAL DRAWINGS PRIOR TO STAKING.
 - BUILDING LAYOUT ANGLES ARE PARALLEL WITH OR PERPENDICULAR TO THE PROPERTY LINE AT THE LOCATION INDICATED.
 - DIMENSIONS SHOWN ARE TO FACE OF CURB AND EXTERIOR FACE OF BUILDING UNLESS NOTED OTHERWISE.
 - DELINEATE PARKING STALLS WITH A 4-INCH WIDE WHITE PAINTED STRIPE. DELINEATE ACCESS AISLES WITH 4-INCH WIDE WHITE PAINTED STRIPES 18 INCHES ON CENTER AND AT 45 DEGREE ANGLE TO DIRECTION OF TRAVEL.
 - TRASH/RECYCLING AREAS: SEE ARCHITECTURAL DRAWINGS.
- GREEN SPACE (LANDSCAPE AREA)
 - CLASS 5 GRAVEL

LOT SUMMARY

LOT 1	= 193,842 SQ.FT./-	4.45 AC./-
LOT 2	= 76,230 SQ.FT./-	1.75 AC./-
ROW (RAMSEY BLVD)	= 4,180 SQ.FT./-	0.096 AC./-
TOTAL SITE AREA	= 274,351 SQ.FT./-	6.3 AC./-
TOTAL GREEN SPACE AREA	= 171,764 SF	3.94 AC = 63.5%

PARKING SUMMARY

REQUIRED PARKING:

0.2 STALLS PER 1000 SF OF BUILDING
 77,350 SF TOTAL
 $77,350 \text{ SF} / 1000 = 77.35 (0.2) = 16 \text{ STALLS}$

TOTAL PARKING STALLS REQUIRED: 16 EA.

PROVIDED PARKING:

STANDARD STALLS	(9x18)	17 EA.
HANDICAP STALLS	(9x18)	1 EA.
TOTAL PARKING STALLS PROVIDED		18 EA.

LOT 1 AREA SUMMARY

EXISTING:

PERVIOUS	193,842 S.F.	100%
IMPERVIOUS	0 S.F.	0%
TOTAL (4.45 AC)	193,842 S.F.	100.0%

PROPOSED:

PERVIOUS	108,902 S.F.	56.2%
IMPERVIOUS	84,940 S.F.	43.8%
TOTAL (4.45 AC)	193,842 S.F.	100.0%

PROPOSED BUILDING FOOTPRINT

IMPERVIOUS	30,851 S.F.	15.9%
------------	-------------	-------

LOT 2 AREA SUMMARY

EXISTING:

PERVIOUS	76,230 S.F.	100%
IMPERVIOUS	0 S.F.	0%
TOTAL (1.75 AC)	76,230 S.F.	100.0%

PROPOSED:

PERVIOUS	76,230 S.F.	100%
IMPERVIOUS	0 S.F.	0%
TOTAL (1.75 AC)	76,230 S.F.	100.0%

ZONING AND SETBACK SUMMARY

THE PROPERTY IS CURRENTLY ZONED : E-1 EMPLOYMENT DISTRICT, B-1 BUSINESS
 PROPOSED ZONING : E-1 (LOT 1) B-1 BUSINESS (LOT 2)

MINIMUM LOT SIZE (E-1):
 LOT AREA = 1 AC.
 LOT WIDTH = 200 FT.

MINIMUM LOT SIZE (B-1):
 LOT AREA = 0.5 AC.
 LOT WIDTH = 100 FT.
 LOT DEPTH = 150 FT.

SETBACK REQUIREMENTS:
 FRONT YARD = 35 FT.
 REAR = 35 FT.
 SIDE INTERIOR = 20 FT.
 FROM RESIDENTIAL = 60 FT.
 FROM ROADS = 60 FT. + FRONT SETBACK

PARKING AND DRIVEWAY REQUIREMENTS:
 FRONT = 20 FT.
 SIDE/STREET = 20 FT.
 FROM RESIDENTIAL = 40 FT. - OFF STREET PARKING

DEVELOPER

NATIONAL SELF-STORAGE, LLC
 2827 107TH AVENUE
 BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
 RAMSEY, MN

SHEET INDEX

SHEET	TITLE
C2.0	CIVIL TITLE SHEET
C2.1	EXISTING CONDITIONS & DEMO
C2.2	SITE PLAN
C2.3	GRADING, DRAINAGE & EROSION CONTROL
C2.4	PAVING PLAN & NOTES
C2.5	SWPPP NOTES
C2.6	UTILITIES
C2.7	CIVIL CONSTRUCTION DETAILS
C2.8	CIVIL CONSTRUCTION DETAILS
C2.9	CIVIL CONSTRUCTION DETAILS
C2.10	CIVIL CONSTRUCTION DETAILS
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L2.2	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY: [Signature] DATE: XXXX/XX/XX

CERTIFICATION

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

Randall C. Heald
 License No: 19976

Signature shown in red indicates a copy of original. Wet signed copy of this plan on file with the City of Ramsey, Minnesota, and the Professional Services, LLC office and is available upon request.

PRELIMINARY NOT FOR CONSTRUCTION

SITE PLAN SUBMITTAL
 01-03-2017

LANDFORM
 From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
 Suite 513 Fax: 612-252-9077
 Minneapolis, MN 55401 Web: landform.net

FILE NAME: C201NSS001.DWG
 PROJECT NO.: NSS16001

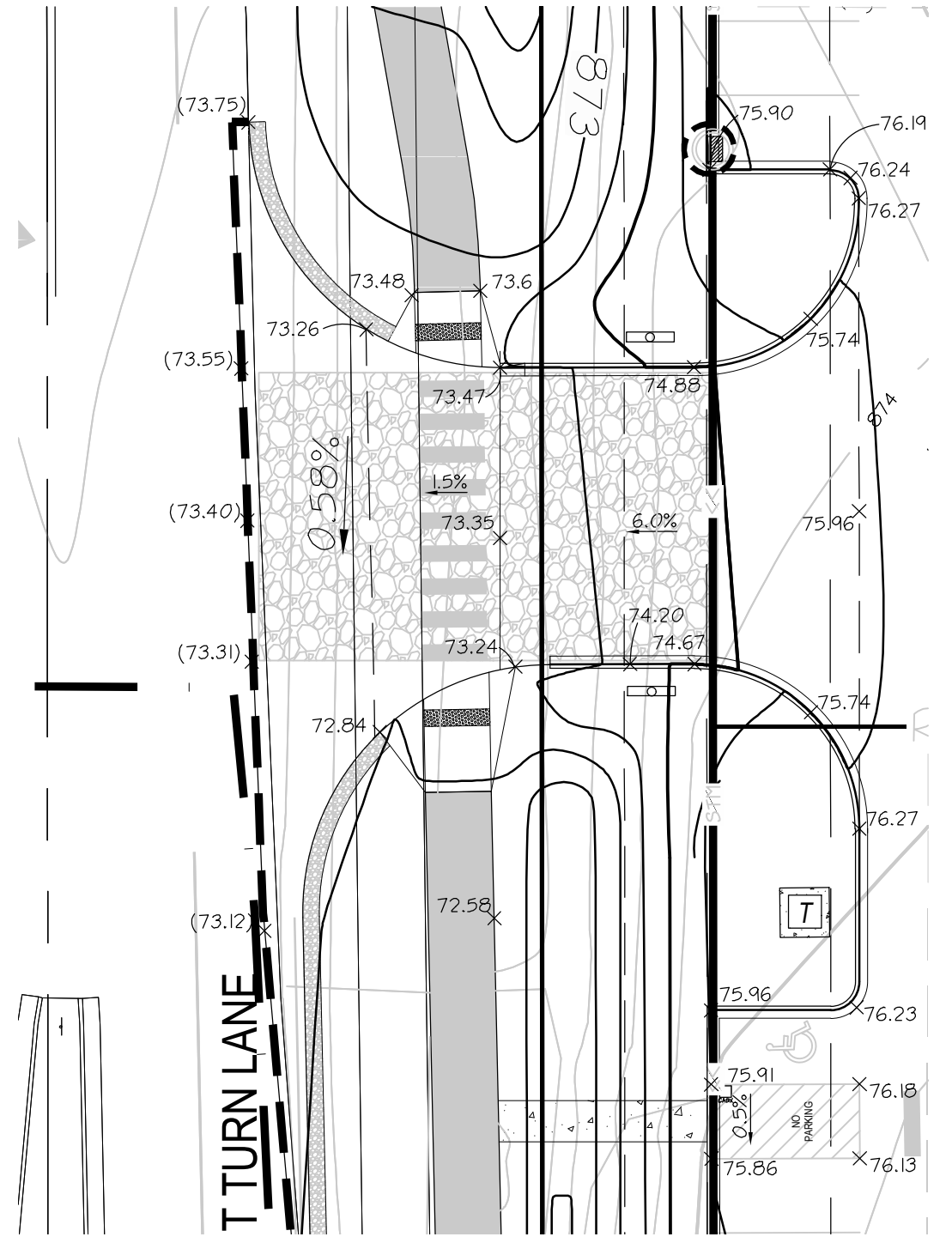
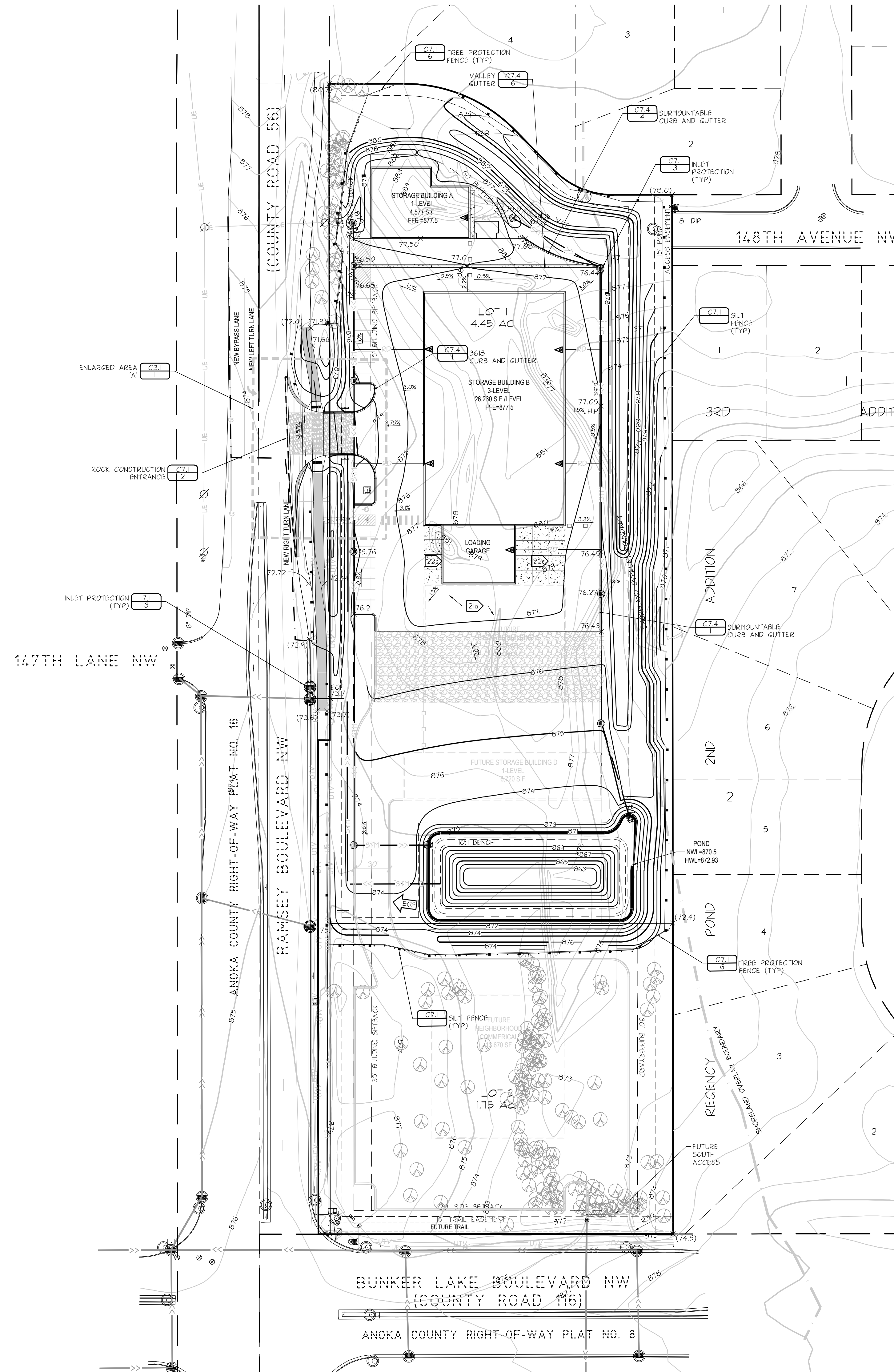
SITE PLAN
C2.1

SHEET NO. 3/15

811
 Know what's Below. Call before you dig.

NORTH

0 50 100



1 ENLARGED AREA 'A' 20 SCALE

GENERAL NOTES

- FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.
- INSTALL PERIMETER SEDIMENT CONTROLS PRIOR TO BEGINNING WORK AND MAINTAIN FOR DURATION OF CONSTRUCTION. REMOVE CONTROLS AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED AND DISPOSE OF OFF-SITE.
- LIMIT SOIL DISTURBANCE TO THE GRADING LIMITS SHOWN. SCHEDULE OPERATIONS TO MINIMIZE LENGTH OF EXPOSURE OF DISTURBED AREAS.
- MANAGEMENT PRACTICES SHOWN ARE THE MINIMUM REQUIREMENT. INSTALL AND MAINTAIN ADDITIONAL CONTROLS AS WORK PROCEEDS TO PREVENT EROSION AND CONTROL SEDIMENT CARRIED BY WIND OR WATER.
- EXCAVATE PONDS EARLY IN THE CONSTRUCTION SEQUENCE. REMOVE SEDIMENT FROM PONDS PERIODICALLY AND AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED.
- ALL EXPOSED SOIL AREAS MUST BE STABILIZED WITHIN 72 HOURS OF COMPLETION OF WORK IN EACH AREA.
- SEED, SOIL, MULCH AND FERTILIZER SHALL MEET THE FOLLOWING SPECIFICATIONS, AS MODIFIED.

ITEM	SPECIFICATION NUMBER
SEED	INDOT 38751
FERTILIZER	INDOT 3876
MULCH (INDOT TYPE 1 @ 2 TON/AC, DISC ANCHORED) INDOT 3882	INDOT 3861
GENERAL PLACEMENT	INDOT 2575
- SEE LANDSCAPE SHEETS FOR PERMANENT TURF AND LANDSCAPE ESTABLISHMENT.
- SCRAPE ADJACENT STREETS CLEAN DAILY AND SWEEP CLEAN WEEKLY.

GRADING NOTES

- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING GRADING.
- REMOVE TOPSOIL FROM GRADING AREAS AND STOCKPILE SUFFICIENT QUANTITY FOR REUSE. MATERIALS MAY BE MINED FROM LANDSCAPE AREAS FOR USE ON SITE AND REPLACED WITH EXCESS ORGANIC MATERIAL WITH PRIOR OWNER APPROVAL.
- REMOVE SURFACE AND GROUND WATER FROM EXCAVATIONS. PROVIDE INITIAL LIFTS OF STABLE FOUNDATION MATERIAL IF EXPOSED SOILS ARE WET AND UNSTABLE.
- ROUGH GRADE BUILDING PAD TO 12 INCHES BELOW FINISHED FLOOR ELEVATION (877.5).
- REFER TO STRUCTURAL SPECIFICATIONS FOR EARTHWORK REQUIREMENTS FOR BUILDING PADS.
- AN INDEPENDENT TESTING FIRM SHALL VERIFY THE REMOVAL OF ORGANIC AND UNSUITABLE SOILS, SOIL CORRECTION, AND COMPACTION AND PROVIDE PERIODIC REPORTS TO THE OWNER.
- PLACE AND COMPACT FILL USING LIFT THICKNESSES MATCHED TO SOIL TYPE AND COMPACTION EQUIPMENT TO OBTAIN SPECIFIED COMPACTION THROUGHOUT THE LIFT.
- COMPACT COHESIVE SOILS IN PAVED AREAS TO 95% OF MAXIMUM DRY DENSITY, STANDARD PROCTOR (ASTM D698) EXCEPT THE TOP 3 FEET WHICH SHALL BE COMPACTED TO 100%. COMPACT TO 98% DENSITY WHERE FILL DEPTH EXCEEDS 10 FEET. THE SOILS SHALL BE WITHIN 3% OF OPTIMUM MOISTURE CONTENT. IN GRANULAR SOILS ALL PORTIONS OF THE EMBANKMENT SHALL BE COMPACTED TO NOT LESS THAN 95% OF MODIFIED PROCTOR DENSITY (ASTM D1557).
- COORDINATE WITH ARCHITECTURAL FOR BUILDING STOOP LOCATIONS, SLOPES SHOWN ON ADJACENT WALKS AND PAVEMENTS SHOULD CONTINUE OVER STOOPS.
- REFER TO DETAIL C7.4/1 FOR TOPSOIL REQUIREMENTS

PAVING NOTES

- SPOT ELEVATIONS AT CURBLINES INDICATE FLOWLINES UNLESS NOTED OTHERWISE. SEE SHEET C4.1 FOR RM ELEVATIONS OF CATCH BASINS.
- PAVING SECTIONS (PRELIMINARY)
 - a. BITUMINOUS PAVING (LIGHT DUTY)
 - 1.5-INCH BITUMINOUS WEAR (INDOT 2360, SPWEA240B)
 - TACK COAT (INDOT 2397)
 - 2.5-INCH BITUMINOUS BASE (INDOT 2360, SPWB230B)
 - 10-INCH AGGREGATE BASE (INDOT 3138, CLASS 5)
 - COMPACTED SUBSOIL
 - b. CONCRETE JOINTS
 - INSTALL JOINTS AS SHOWN AND ALIGN ACROSS SIDEWALKS, CURBS, AND PAVEMENT.
 - PAVING ATTENTION TO SPACING OF EXPANSION JOINTS. JOINT SPACING SHALL BE AS FOLLOWS:
 - a. TOOLED JOINTS: DIVIDE PANELS INTO NOMINALLY EQUAL AREAS UNLESS SHOWN OTHERWISE.
 - b. EXPANSION JOINTS: SIDEWALKS - 40 FEET MAX.; CURBS - 60 FEET MAX.; PAVEMENT: 80 FEET MAX.; ADJACENT TO BUILDING FOUNDATIONS AND STOOPS.
 - c. CONTRACTION JOINTS: SIDEWALKS - 8 TO 10 FEET; CURBS AND APRONS - 12 TO 15 FEET.

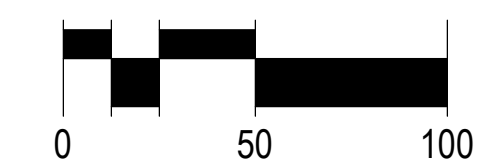
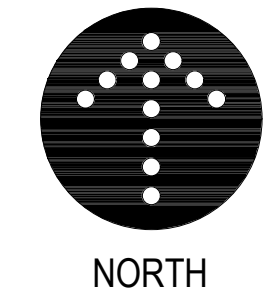
NPDES AREA SUMMARY

LOT 1	EXISTING	PROPOSED	ULTIMATE
PERVIOUS	4.45 ACRES	2.5 ACRES	2.05 ACRES
IMPERVIOUS	0.0 ACRES	1.95 ACRES	2.4 ACRES
TOTAL	4.45 ACRES	4.45 ACRES	4.45 ACRES

LOT 2	EXISTING	PROPOSED	ULTIMATE
PERVIOUS	1.75 ACRES	1.75 ACRES	0.65 ACRES
IMPERVIOUS	0.0 ACRES	0.0 ACRES	1.1 ACRES
TOTAL	1.75 ACRES	1.75 ACRES	1.75 ACRES

LEGEND

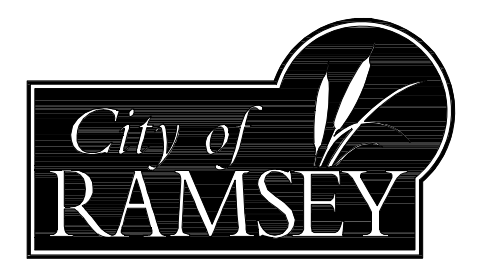
SYMBOL	DESCRIPTION	ESTIMATED QUANTITY
	:INLET PROTECTION	11 EACH
	:SILT FENCE	1,760 FEET
	:TREE FENCE	550 FEET
	:VEHICLE TRACKING PAD	1 EACH
	:PAVEMENT SAWCUT	
	:CONSTRUCTION LIMITS	
	:GATE	
	:DENOTES EMERGENCY OVERFLOW	
	:DENOTES ROOF DRAIN LOCATION	



DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY



PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

SHEET	TITLE
C0.1	CIVIL TITLE SHEET
C0.2	EXISTING CONDITIONS & DEPO
C0.3	SITE PLAN
C0.4	GRADING, DRAINAGE & EROSION CONTROL
C0.5	PAVING PLAN & NOTES
C0.6	SWPPP NOTES
C0.7	UTILITIES
C0.8	CIVIL CONSTRUCTION DETAILS
C0.9	CIVIL CONSTRUCTION DETAILS
C1.0	CIVIL CONSTRUCTION DETAILS
C1.1	CIVIL CONSTRUCTION DETAILS
L1.1	TREE PRESERVATION PLAN
L1.2	TREE PRESERVATION TABLE
L1.3	LANDSCAPE PLAN
L1.4	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

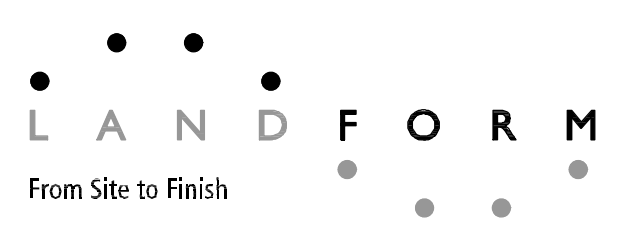
BY XX DATE XXX/XXX/XX

CERTIFICATION

I hereby certify that this plan was prepared under my direct supervision, and that I am a Professional Engineer under the laws of the State of Minnesota.
Randall C. Hedlund
License No: 19976

Signature shown in this location of original. Web signed copy of this plan on file with the State of Minnesota. If you are not the Engineer, please contact the Engineer to request additional documents.

SITE PLAN SUBMITTAL
01-03-2017



105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

FILE NAME C301KR2001.DWG
PROJECT NO. NSS16001

GRADING PLAN

C3.1



SHEET	TITLE
C01	CIVIL TITLE SHEET
C02	EXISTING CONDITIONS & DEMO
C03	SITE PLAN
C31	GRADING, DRAINAGE & EROSION CONTROL PLAN & NOTES
C32	SWPPP NOTES
C33	UTILITIES
C41	PERMITS
C71	CIVIL CONSTRUCTION DETAILS
C72	CIVIL CONSTRUCTION DETAILS
C73	CIVIL CONSTRUCTION DETAILS
C74	CIVIL CONSTRUCTION DETAILS
C75	CIVIL CONSTRUCTION DETAILS
L11	TREE PRESERVATION PLAN
L12	TREE PRESERVATION PLAN
L21	LANDSCAPE PLAN
L71	LANDSCAPE DETAILS

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

BY	DATE
BY XX	DATE XXXX/XX/XX

I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

PRELIMINARY NOT FOR CONSTRUCTION

Randolf C. Hedlund
License No: 19976

Signature shown in red is a reproduction of original. Web signed copy of this plan on this date is not a valid document. Please contact the Engineer to request additional documents.

NPDES PERMIT AND SWPPP COMPONENTS

- THE CURRENT NPDES PERMIT DATED AUGUST 1, 2013 IS REFERENCED IN THIS DOCUMENT AS THE PERMIT.
THE SWPPP INCLUDES THE FOLLOWING COMPONENTS:
• CONSTRUCTION DOCUMENTS PREPARED BY LANDFORM
• STORMWATER MANAGEMENT PLAN/NARRATIVE
• MAINTENANCE PLAN FOR PERMANENT STORMWATER BMPs

SITE EVALUATION/ASSESSMENT/PLANNING

- CONTACT INFORMATION/RESPONSIBLE PARTIES**
THE OPERATOR SHALL HAVE PRIMARY RESPONSIBILITY AND SIGNIFICANT AUTHORITY FOR THE DEVELOPMENT, IMPLEMENTATION, MAINTENANCE, INSPECTION AND AMENDMENTS TO THE APPROVED SWPPP. DUTIES INCLUDE BUT ARE NOT LIMITED TO:
• ENSURING FULL COMPLIANCE WITH THE SWPPP AND THE PERMIT
• IMPLEMENTING ALL ELEMENTS OF THE SWPPP INCLUDING BUT NOT LIMITED TO:
• IMPLEMENTING PROMPT AND EFFECTIVE EROSION AND SEDIMENT CONTROL MEASURES
• IMPLEMENTING ALL NON-STORM WATER MANAGEMENT, AND GOOD HOUSEKEEPING BMPs ENSURING THAT NO MATERIALS OTHER THAN STORM WATER ARE DISCHARGED IN QUANTITIES WHICH WILL HAVE AN ADVERSE EFFECT ON RECEIVING WATERS OR STORM DRAIN SYSTEMS, ETC.
• CONDUCTING ROUTINE INSPECTIONS AND MAINTENANCE
• ENSURING ELIMINATION OF ALL UNAUTHORIZED DISCHARGES
• COORDINATING TO ASSURE ALL OF THE NECESSARY CORRECTIONS/REPAIRS ARE MADE IMMEDIATELY, AND THAT THE PROJECT COMPLIES WITH THE SWPPP, THE PERMIT, AND APPROVED PLANS AT ALL TIMES.

STORMWATER POLLUTION PREVENTION MANAGEMENT MEASURES

- OWNER/OPERATOR MUST DEVELOP POLLUTION PREVENTION MANAGEMENT MEASURES, IMPLEMENT GOOD HOUSEKEEPING BMPs, MUST FOLLOW ALL APPLICABLE FEDERAL, STATE AND LOCAL BUILDING CODES, OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA), AND THE GENERAL CONDITIONS AND GENERAL REQUIREMENTS OF THE CONSTRUCTION CONTRACT.**
- THE OPERATOR SHALL MINIMIZE THE EXPOSURE TO STORMWATER OF ANY OF THE PRODUCTS, MATERIAL, OR WASTES STORED ON SITE.
- BUILDING PRODUCTS THAT HAVE THE POTENTIAL TO LEACH POLLUTANTS MUST BE UNDER COVER.
- CHEMICALS AND LANDSCAPE MATERIALS SHALL BE UNDER COVER TO PREVENT THE DISCHARGE OF POLLUTANTS.
- OPERATOR TO TRACK PROGRESS OF THE FOLLOWING ITEMS ON SITE MAPS:
• PORTABLE TOILETS
• MATERIAL STORAGE AREAS
• VEHICLE AND EQUIPMENT FUELING AND MAINTENANCE AREAS
• CONCRETE WASHOUTS
• PAINT AND STUCCO WASHOUTS
• DUMPSTERS OR OTHER TRASH AND DEBRIS CONTAINERS
• SPILL KITS
• STOCKPILES
• ANY OTHER NON-STRUCTURAL NON-STORM WATER MANAGEMENT BMPs
• ANY TEMPORARILY REMOVED STRUCTURAL BMPs
• ANY CHANGES TO THE STRUCTURAL BMPs
- SOLID WASTE: COLLECTED SEDIMENT, ASPHALT AND CONCRETE MILLINGS, FLOATING DEBRIS, PAPER, PLASTIC, FABRIC, CONSTRUCTION AND DEMOLITION DEBRIS AND OTHER WASTES MUST BE DISPOSED OF PROPERLY AND MUST COMPLY WITH MPCA DISPOSAL REQUIREMENTS.
- HAZARDOUS WASTE: OIL, GASOLINE, PAINT AND ANY HAZARDOUS SUBSTANCES MUST BE PROPERLY STORED, INCLUDING SECONDARY CONTAINMENT, TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. RESTRICTED ACCESS TO STORAGE AREAS MUST BE PROVIDED TO PREVENT VANDALISM. STORAGE AND DISPOSAL OF HAZARDOUS WASTE OR MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE.
- PORTABLE TOILETS MUST BE POSITIONED SO THAT THEY ARE SECURE AND WILL NOT BE TIPPED OR KICKED OVER.
- CONCRETE AND OTHER WASHOUT WASTE: OPERATOR MUST PROVIDE EFFECTIVE CONTAINMENT FOR ALL LIQUID AND SOLID WASTES GENERATED BY WASHOUT OPERATIONS. THE LIQUID AND SOLID WASTES MUST NOT CONTACT THE GROUND, AND THE CONTAINMENT MUST BE DESIGNED SO THAT IT DOES NOT RESULT IN RUNOFF FROM THE WASHOUT OPERATIONS OR AREAS. LIQUID AND SOLID WASTES MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA RULES. A SIGN MUST BE INSTALLED ADJACENT TO EACH WASHOUT FACILITY THAT REQUIRES SITE PERSONNEL TO UTILIZE THE PROPER FACILITIES FOR DISPOSAL OF CONCRETE AND OTHER WASHOUT WASTES.
- EXTERNAL VEHICLE WASHING: EXTERNAL WASHING OF TRUCKS AND OTHER CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. RUNOFF MUST BE CONTAINED AND WASTE PROPERLY DISPOSED OF. NO ENGINE DEGREASING IS ALLOWED ON SITE.

SWPPP CONTACT AND TRAINING INFORMATION

- OWNER:**
NATIONAL SELF STORAGE
ATTN: TROY HALVERSON
2827 107TH AVENUE
BLAINE, MN 55449
763-898-7212
T.HALVER2@AOL.COM
- OPERATOR:**
TO BE DETERMINED. CONTACT OWNER UNTIL CONTRACTOR IS SELECTED.
- LONG TERM MAINTENANCE AND OPERATION:**
NATIONAL SELF STORAGE
TROY HALVERSON
2827 107TH AVENUE
BLAINE, MN 55449
763-898-7212
T.HALVER2@AOL.COM
- SWPPP DESIGNER:**
RANDY HEDLUND, P.E.,
LANDFORM PROFESSIONAL SERVICES
105 SOUTH FIFTH AVENUE, SUITE 513
MINNEAPOLIS, MN 55401
612-252-9070
RHEDLUND@LANDFORM.NET
CERTIFICATION: U OF MN, DESIGN OF CONSTRUCTION SWPPP, EXP. MAY 31, 2019
- SWPPP INSPECTOR/MANAGER:**
FRED VOLZ,
LANDFORM PROFESSIONAL SERVICES
105 SOUTH FIFTH AVENUE, SUITE 513
MINNEAPOLIS, MN 55401
612-252-9070
FVOLZ@LANDFORM.NET
CERTIFICATION: U OF MN, DESIGN OF CONSTRUCTION SWPPP, EXP. 2018
- BMP INSTALLATION AND REPAIR:**
TO BE DETERMINED. CONTACT OWNER UNTIL BMP INSTALLER AND MAINTANER IS SELECTED.
CERTIFICATION: EXP.

DESCRIPTION OF CONSTRUCTION ACTIVITY

- CONSTRUCTION ACTIVITY INCLUDES EROSION AND SEDIMENT CONTROL BMPs INSTALLATION, CLEARING AND GRUBBING, SITE GRADING, UTILITY INSTALLATION, BUILDING CONSTRUCTION, PAVING, AND LANDSCAPING.

SCHEDULE OF BMP INSTALLATION AND CONSTRUCTION ACTIVITY

- INSTALL PERIMETER SEDIMENT CONTROL BMPs PRIOR TO START OF OTHER SITE WORK. REFER TO GRADING, DRAINAGE, PAVING AND EROSION CONTROL SHEETS(S) FOR INITIAL LOCATIONS OF BMPs.
- CONSTRUCT PERMANENT SEDIMENTATION BASIN PRIOR TO UPLAND DISTURBANCE. INSTALL PERIMETER SEDIMENT CONTROL BMPs AROUND NORMAL WATER LEVEL.
- STABILIZE OUTLETS FROM PERMANENT SEDIMENTATION BASINS.
- PERFORM WORK IN PHASES TO MINIMIZE DISTURBED AREA AT ANY ONE TIME.
- STOP TOPSOIL FROM AREAS TO BE DISTURBED AND STOCKPILE WITH PERIMETER SEDIMENT CONTROL BMPs. PROVIDE STABILIZATION IF LEFT LONGER THAN 14 DAYS.
- ROUGH GRADE SITE.
- INSTALL UTILITIES.
- FINAL GRADE PAVEMENT AREAS AND COMPACT SUBGRADE.
- LAY DOWN PAVEMENT AGGREGATE AND COMPACT.
- INSTALL CURB AND GUTTER. BACKFILL AFTER A MINIMUM OF THREE DAYS.
- CONSTRUCT BUILDING/ADDITION AND SITE FEATURES.
- CONSTRUCT SITE WALKS AND PATIOS.
- PROVIDE FINAL STABILIZATION.
- CONNECT NJRP POND TO STORM SEWER INLETS.
- REMOVE TEMPORARY BMPs.

WATERS WITHIN ONE MILE OF SITE



IMPAIRED WATERS - REQUIRED TMDLS

- THERE ARE NO IMPAIRED WATERS WITHIN 1 MILE OF THE SITE

TEMPORARY SEDIMENTATION BASIN(S)

- THIS PROJECT DOES NOT HAVE MORE THAN 10 ACRES DRAINING TO A COMMON LOCATION AND THEREFORE A TEMPORARY SEDIMENT BASIN IS NOT REQUIRED.
- TEMPORARY SEDIMENT BASINS SHALL PROVIDE TREATMENT TO RUNOFF BEFORE IT LEAVES THE CONSTRUCTION SITE OR ENTERS SURFACE WATERS. THE CONTRACTOR SHALL COMPLY WITH THE FOLLOWING REQUIREMENTS:
A. SEDIMENTATION BASINS MUST PROVIDE LIVE STORAGE OF RUNOFF RESULTING FROM THE 2-1/2" 24-HR RAINFALL EVENT FROM EACH ACRE DRAINED TO THE BASIN WITH A MINIMUM OF 1800 CF/ACRE LIVE STORAGE VOLUME. (WHERE NO CALCULATION HAS BEEN PERFORMED, EACH BASIN SHALL PROVIDE AT LEAST 3600 CF/ACRE OF LIVE STORAGE). SEDIMENTATION BASINS MUST INCLUDE A STABILIZED EMERGENCY OVERFLOW TO PREVENT BASIN INTEGRITY FAILURE.
B. DISCHARGE FROM TEMPORARY SEDIMENTATION BASINS WILL BE WITHDRAWN FROM THE SURFACE IN ORDER TO MINIMIZE THE DISCHARGE OF POLLUTANTS.
- DISCHARGE FROM BASIN DRAINING SHALL NOT ADVERSELY AFFECT THE RECEIVING WATER OR DOWNSTREAM PROPERTIES. CONTRACTOR WILL VISUALLY CHECK TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED AND THAT NUISANCE CONDITIONS WILL NOT RESULT FROM THE DISCHARGE.
- ANY DISCHARGE OBSERVED TO BE OCCURRING DURING THE INSPECTION SHALL BE RECORDED, DESCRIBED, AND PHOTOGRAPHED.

EROSION PREVENTION AND SEDIMENT CONTROL

- SEE GRADING, DRAINAGE, PAVING AND EROSION CONTROL SHEETS FOR THE LOCATION AND TYPE OF TEMPORARY EROSION PREVENTION AND SEDIMENT CONTROL BMPs. SEE GRADING AND DRAINAGE, UTILITY, PLANNING, AND LANDSCAPE SHEETS FOR THE LOCATION AND TYPE OF PERMANENT EROSION PREVENTION AND SEDIMENT CONTROL BMPs.
- MINIMIZE DISTURBED AREAS AND PROTECT NATURAL FEATURES AND SOIL**
APPROPRIATE CONSTRUCTION PRACTICES (E.G., CONSTRUCTION PHASING, VEGETATIVE BUFFER STRIPS, HORIZONTAL SLOPE GRADING) SHALL BE USED TO MINIMIZE EROSION. AREAS NOT TO BE DISTURBED WILL BE DELINEATED (E.G., WITH FLAGS, STAKES, SIGNS, SILT FENCE ETC.) BEFORE WORK BEGINS.
OPERATOR SHALL DEVELOP METHODS TO MINIMIZE SOIL COMPACTION OUTSIDE OF BUILDING PADS, PAVEMENT AREAS AND UTILITY TRENCHES AND SHALL USE TRACKED EQUIPMENT WHEREVER PRACTICABLE.
TOPSOIL SHALL BE SALVAGED AND REUSED TO THE EXTENT PRACTICABLE.
- PHASE CONSTRUCTION ACTIVITY**
SEDIMENT CONTROL PRACTICES SHALL BE ESTABLISHED ON ALL DOWN GRADIENT PERIMETERS BEFORE ANY UPGRADIENT LAND DISTURBING ACTIVITIES BEGIN. THESE PRACTICES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION HAS BEEN ESTABLISHED IN ACCORDANCE WITH THE PERMIT.
THE TIMING OF THE INSTALLATION OF SEDIMENT CONTROL PRACTICES MAY BE ADJUSTED TO ACCOMMODATE SHORT-TERM ACTIVITIES SUCH AS CLEARING OR GRUBBING, OR PASSAGE OF VEHICLES. ANY SHORT-TERM ACTIVITY MUST BE COMPLETED AS QUICKLY AS POSSIBLE AND THE SEDIMENT CONTROL PRACTICES SHALL BE INSTALLED IMMEDIATELY AFTER THE ACTIVITY IS COMPLETED. HOWEVER, SEDIMENT CONTROL PRACTICES SHALL BE INSTALLED BEFORE THE NEXT PRECIPITATION EVENT EVEN IF THE ACTIVITY IS NOT COMPLETE.
- CONTROL STORM WATER FLOWING ONTO AND THROUGH THE PROJECT**
THE NORMAL WETTED PERIMETER OF ANY TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE THAT DRAINS WATER FROM ANY PORTION OF THE CONSTRUCTION SITE, OR DIVERTS WATER AROUND THE SITE, SHALL BE STABILIZED WITHIN 200 LINEAL FEET FROM THE PROPERTY EDGE, OR FROM THE POINT OF DISCHARGE INTO ANY SURFACE WATER.
STABILIZATION OF THE LAST 200 LINEAL FEET SHALL BE COMPLETED WITHIN 24 HOURS AFTER CONNECTING TO A SURFACE WATER.
STABILIZATION OF THE REMAINING PORTIONS OF ANY TEMPORARY OR PERMANENT DITCHES OR SWALES SHALL BE COMPLETE WITHIN 14 DAYS AFTER CONNECTING TO A SURFACE WATER AND CONSTRUCTION IN THAT PORTION OF THE DITCH HAS TEMPORARILY OR PERMANENTLY CEASED.
TEMPORARY OR PERMANENT DITCHES OR SWALES THAT ARE BEING USED AS A SEDIMENT CONTAINMENT SYSTEM (WITH PROPERLY DESIGNED ROCK DITCH CHECKS, BIO ROLLS, SILT DIKES ETC.) DO NOT NEED TO BE STABILIZED. THESE AREAS SHALL BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER BEING USED AS A SEDIMENT CONTAINMENT SYSTEM.

TEMPORARY OR PERMANENT DITCHES OR SWALES THAT ARE BEING USED AS A SEDIMENT CONTAINMENT SYSTEM (WITH PROPERLY DESIGNED ROCK DITCH CHECKS, BIO ROLLS, SILT DIKES ETC.) DO NOT NEED TO BE STABILIZED. THESE AREAS SHALL BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER BEING USED AS A SEDIMENT CONTAINMENT SYSTEM.

STABILIZE SOILS
ALL EXPOSED SOIL AREAS (INCLUDING STOCKPILES) MUST BE STABILIZED IMMEDIATELY TO LIMIT SOIL EROSION WHEN THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED AND WILL NOT RESUME FOR 7 CALENDAR DAYS. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT SILT, CLAY OR ORGANIC COMPONENTS (E.G., CLEAN AGGREGATE STOCKPILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES) AND THE CONSTRUCTED BASE COMPONENTS OF ROADS, PARKING LOTS AND SIMILAR SURFACES ARE EXEMPT FROM THIS REQUIREMENT.

TEMPORARY SOIL STOCKPILES SHALL HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS, AND CANNOT BE PLACED IN SURFACE WATERS, INCLUDING STORM WATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES UNLESS THERE IS A BYPASS IN PLACE FOR THE STORM WATER.
WHEN THE SITE HAS A DISCHARGE POINT WITHIN ONE MILE OF, AND FLOWS TO, A SPECIAL OR IMPAIRED WATER, ALL EXPOSED SOIL AREAS SHALL BE STABILIZED IMMEDIATELY TO LIMIT SOIL EROSION IN THAT PORTION OF THE SITE WHERE CONSTRUCTION HAS TEMPORARILY OR PERMANENTLY CEASED.

PROTECT SLOPES
OPERATOR SHALL AVOID WORK ON SLOPES WITH A GRADE OF 3:1 OR GREATER WHEN PRACTICABLE. GRADING ON SLOPES WITH A GRADE OF 3:1 OR STEEPER WILL REQUIRE TECHNIQUES SUCH AS PHASING AND STABILIZATION PRACTICES DESIGNED FOR STEEP SLOPES (E.G., SLOPE DRAINING AND TERRACING).

PROTECT STORM DRAIN INLETS
ALL STORM DRAIN INLETS SHALL BE PROTECTED BY APPROPRIATE BMPs DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED. INLET PROTECTION MAY BE TEMPORARILY REMOVED IF A SPECIFIC SAFETY CONCERN HAS BEEN IDENTIFIED.

ESTABLISH PERIMETER CONTROLS AND SEDIMENT BARRIERS
RETAIN SEDIMENT ON-SITE AND CONTROL DEWATERING PRACTICES

DWATERING OR BASIN DRAINING OF TURBID OR SEDIMENT LADEN WATER RELATED TO CONSTRUCTION ACTIVITIES SHALL BE DISCHARGED TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN OR TREATED WITH THE APPROPRIATE BMP PRIOR TO ENTERING THE SURFACE WATER.
DISCHARGE SHALL NOT CAUSE NUISANCE CONDITIONS, EROSION IN RECEIVING CHANNELS, ADVERSELY AFFECT RECEIVING WATER OR IMPACT WETLANDS, OR DOWNSTREAM PROPERTIES. DISCHARGE POINTS SHALL BE ADEQUATELY PROTECTED FROM EROSION AND SCOUR BY ACCEPTED ENERGY DISSIPATION MEASURES.

DISCHARGE WATER CONTAINING OIL OR GREASE SHALL BE TREATED TO REMOVE OIL OR GREASE PRIOR TO DISCHARGE TO SURFACE WATERS.
REFER TO PERMIT REQUIREMENTS FOR TEMPORARY OR PERMANENT SEDIMENT BASINS.

ESTABLISH STABILIZED CONSTRUCTION EXITS
VEHICLE TRACKING PADS SHALL BE ESTABLISHED AS SHOWN ON THE GRADING, DRAINAGE, PAVING AND EROSION CONTROL SHEET TO MINIMIZE TRACKING OF SEDIMENT FROM THE CONSTRUCTION SITE ONTO ADJACENT STREETS.

POST CONSTRUCTION BMPs

- SEE GRADING AND DRAINAGE, UTILITY, AND LANDSCAPE SHEETS FOR POST CONSTRUCTION BMPs.

GENERAL NOTES

- FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.
- PIPE MATERIALS
 WATERMAIN: 6-8" DP CLASS 52
 WATER SERVICE: 1" COPPER TYPE K (ASTM B88) (BUILDING A)
 SANITARY SEWER: 6" FIRE SERVICE (BUILDING B)
 SAN. SEWER SERVICE: PVC SDR 35
 STORM SEWER: PVC SDR 35, SDR 26, SCHEDULE 40
 RCP 12"-18" CLASS 5 (ASTM C76)
 PVC 12"-15"
- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
- CONTRACTOR TO FIELD VERIFY LOCATION AND ELEVATION OF ALL UTILITY POINTS OF CONNECTION PRIOR TO CONSTRUCTION OF ANY PROPOSED UTILITIES. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY IF THERE IS ANY DISCREPANCY.
- CONTRACTOR TO POT-HOLE ALL UTILITY CROSSINGS PRIOR TO CONSTRUCTION OF NEW UTILITIES TO VERIFY DEPTHS OF EXISTING LINES. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY IF THERE IS ANY DISCREPANCY.
- PROVIDE MEANS AND MEASURES TO PROTECT ADJACENT PROPERTY FROM DAMAGE DURING UTILITY INSTALLATION.
- PIPE LENGTHS SHOWN ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE OR END OF END SECTION.
- INSTALL TRACER WIRE WITH ALL NON-CONDUCTIVE UTILITIES.
- CONNECT TO CITY UTILITIES IN ACCORDANCE WITH CITY OF RAMSEY STANDARDS.
- CONTACT CITY OF RAMSEY PUBLIC WORKS FOR WET TAP INSPECTION.
- MAINTAIN 7.5 FEET OF COVER ON WATER.
- DEFLECT WATER TO MAINTAIN 18-INCH MINIMUM OUTSIDE SEPARATION AT SEWER CROSSINGS. CENTER PIPE LENGTHS TO PROVIDE GREATEST SEPARATION BETWEEN JOINTS.
- CONTACT GRANT RIEHER, CITY OF RAMSEY PUBLIC WORKS DEPARTMENT, AT 763-433-4863 FOR FLUSHING AND PRESSURE TEST INSPECTIONS.
- THE WATER DISTRIBUTION SYSTEM SHALL BE DISINFECTED PER MINNESOTA RULES, PART 4715.2250.
- PROVIDE 4-INCH RIGID FOAM (ASTM D1621) INSULATION ON SANITARY SEWER LESS THAN 8 FEET DEEP. SEE DETAIL C7.2/4.
- ALL PORTIONS OF THE STORM SEWER SYSTEM, LOCATED WITHIN 10 FEET OF THE BUILDING OR WATER SERVICE LINE MUST BE TESTED IN ACCORDANCE WITH MINNESOTA RULES, PART 4715.2820.
- ALL JOINTS AND CONNECTIONS IN THE STORM SEWER SYSTEM SHALL BE GASTIGHT OR WATER TIGHT. APPROVED RESILIENT RUBBER JOINTS MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCH BASINS, AND OTHER STRUCTURES.
- CATCH BASINS IN CURB AND GUTTER ARE SUPPED 2 INCHES BELOW THE GUTTER GRADE. REFER TO DETAIL B ON SHEET C7.2.
- EXTEND INSULATION 4' BEYOND PLUG.
- COORDINATE WITH PRIVATE UTILITIES TO PROVIDE ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICES TO BUILDING.
- THE PRIMARY ELECTRIC FEED, TRANSFORMER, AND METER ARE PROVIDED AND INSTALLED BY CONEXUS ENERGY. THE TRANSFORMER PAD DESIGN IS PROVIDED BY THE UTILITY AND CONSTRUCTION IS BY THE CONTRACTOR. CONTACT UTILITY FOR PAD DETAIL. THE SECONDARY ELECTRIC AND CONDUITS SHALL BE INSTALLED BY THE ELECTRICAL CONTRACTOR.
- SEE ELECTRICAL SITE PLAN FOR ADDITIONAL INFORMATION.
- CENTER POINT WILL FURNISH AND INSTALL GAS SERVICE PIPING FROM THE MAINLINE TO THE METER. GAS SERVICE FROM THE METER SHALL BE INSTALLED BY THE MECHANICAL CONTRACTOR.
- COORDINATE TELEPHONE WITH CENTURY LINK TO PROVIDE TELEPHONE SERVICE. CONTRACTOR TO PROVIDE AND INSTALL A 4" PVC CONDUIT WITH FULL STRENGTH SWEEPING BENDS ONLY (NO 90 DEGREE BENDS), FROM PROPERTY LINE TO THE BUILDING.
- PROVIDE CONDUITS FOR CABLE TELEVISION AND OTHER ELECTRONIC COMMUNICATION.
- COORDINATE WITH MECHANICAL, PLUMBING, AND ELECTRICAL DRAWINGS FOR LOCATIONS OF SERVICE CONNECTIONS AND CONTINUATION OF SERVICES WITHIN BUILDING.
- COMPACT COHESIVE SOILS IN PAVED AREAS TO 95% OF MAXIMUM DRY DENSITY, STANDARD PROCTOR (ASTM D698) EXCEPT THE TOP 3 FEET WHICH SHALL BE COMPACTED TO 100%. COMPACT TO 98% DENSITY WHERE FILL DEPTH EXCEEDS 10 FEET. THE SOILS SHALL BE WITHIN 3% OF OPTIMUM MOISTURE CONTENT. IN GRANULAR SOILS ALL PORTIONS OF THE EMBANKMENT SHALL BE COMPACTED TO NOT LESS THAN 95% OF MODIFIED PROCTOR DENSITY (ASTM D1557).
- ADJUST STRUCTURES TO FINAL GRADE WHERE DISTURBED. COMPLY WITH REQUIREMENTS OF UTILITY. MEET REQUIREMENTS FOR TRAFFIC LOADING IN PAVED AREAS.

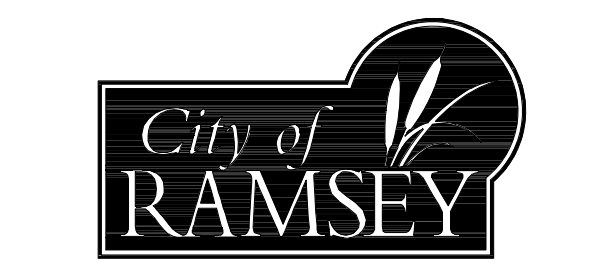
UTILITY CROSSINGS

- 1 CROSSING 1
SANITARY SEWER SERVICE TOP = 867.5
WATERMAIN BOT = 870.37
- 2 CROSSING 2
SANITARY SEWER SERVICE TOP = 868.4
WATERMAIN BOT = 870.37
- 3 CROSSING 3
STORM SEWER INV. = 871.64
SANITARY SERVICE TOP = 869.06
WATER SERVICE TOP = 869.1

DEVELOPER

NATIONAL SELF-STORAGE, LLC
 2827 107TH AVENUE
 BLAINE, MN 55449

MUNICIPALITY



PROJECT

**REGENCY COMMONS
 RAMSEY, MN**

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L02	TREE PRESERVATION TABLE
L03	LANDSCAPE PLAN
L04	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY: [Signature] DATE: XXX/XXX/XXX

CERTIFICATION

I hereby certify that this plan was prepared under my direct supervision, and that I am a Professional Engineer under the laws of the State of Minnesota.
 [Signature]
 License No: 19976

SITE PLAN SUBMITTAL

01-03-2017

LANDFORM

From Site to Finish

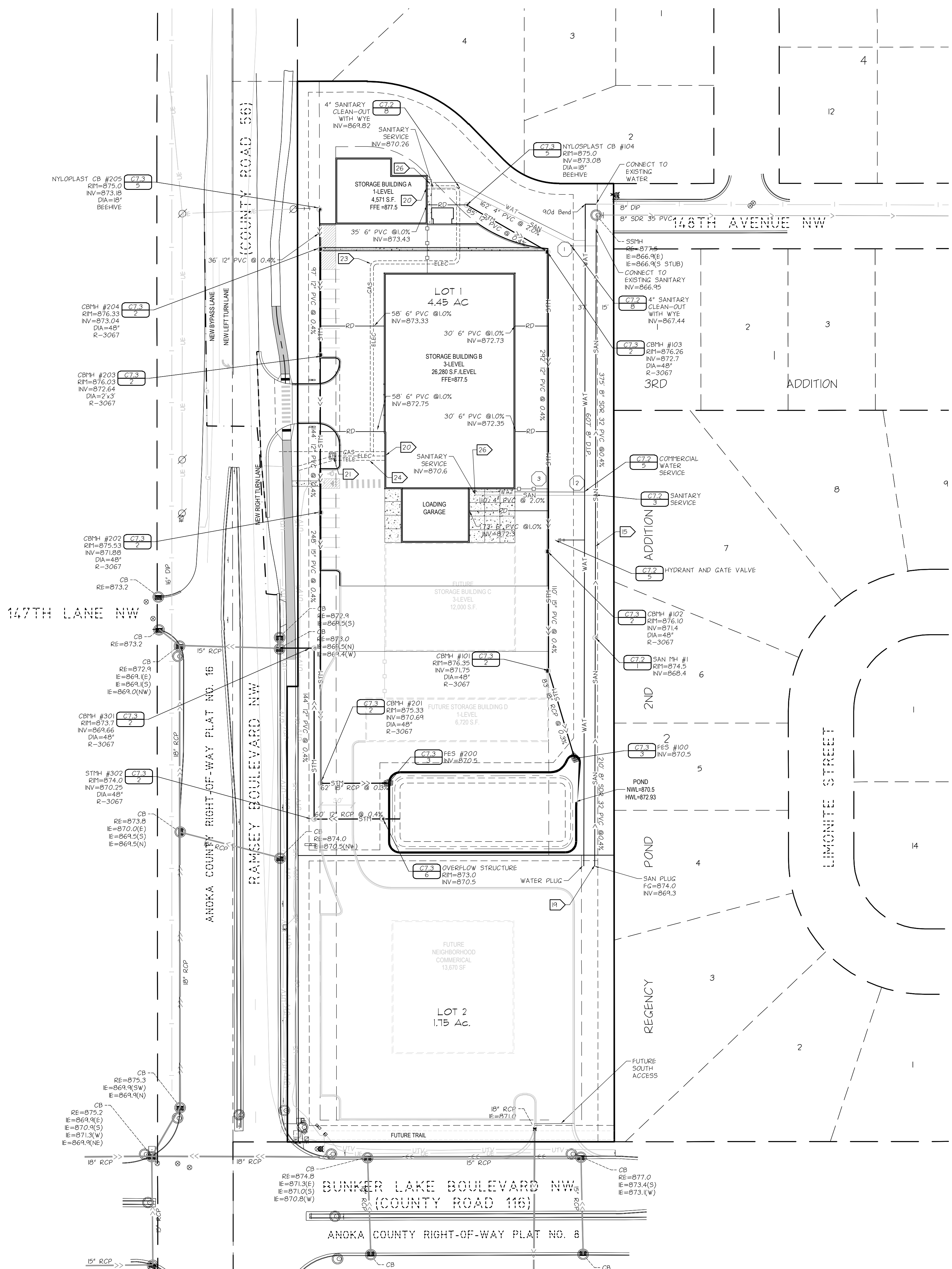
105 South Fifth Avenue Tel: 612-252-9070
 Suite 513 Fax: 612-252-9077
 Minneapolis, MN 55401 Web: landform.net

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 PROJECT NO.: NSS16001

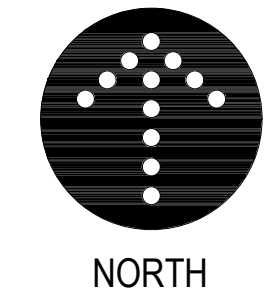
UTILITY PLAN

C4.1

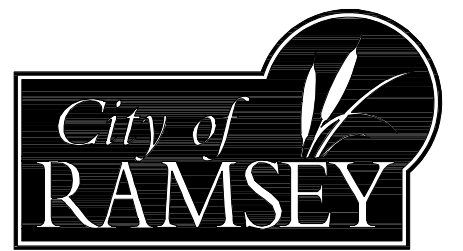
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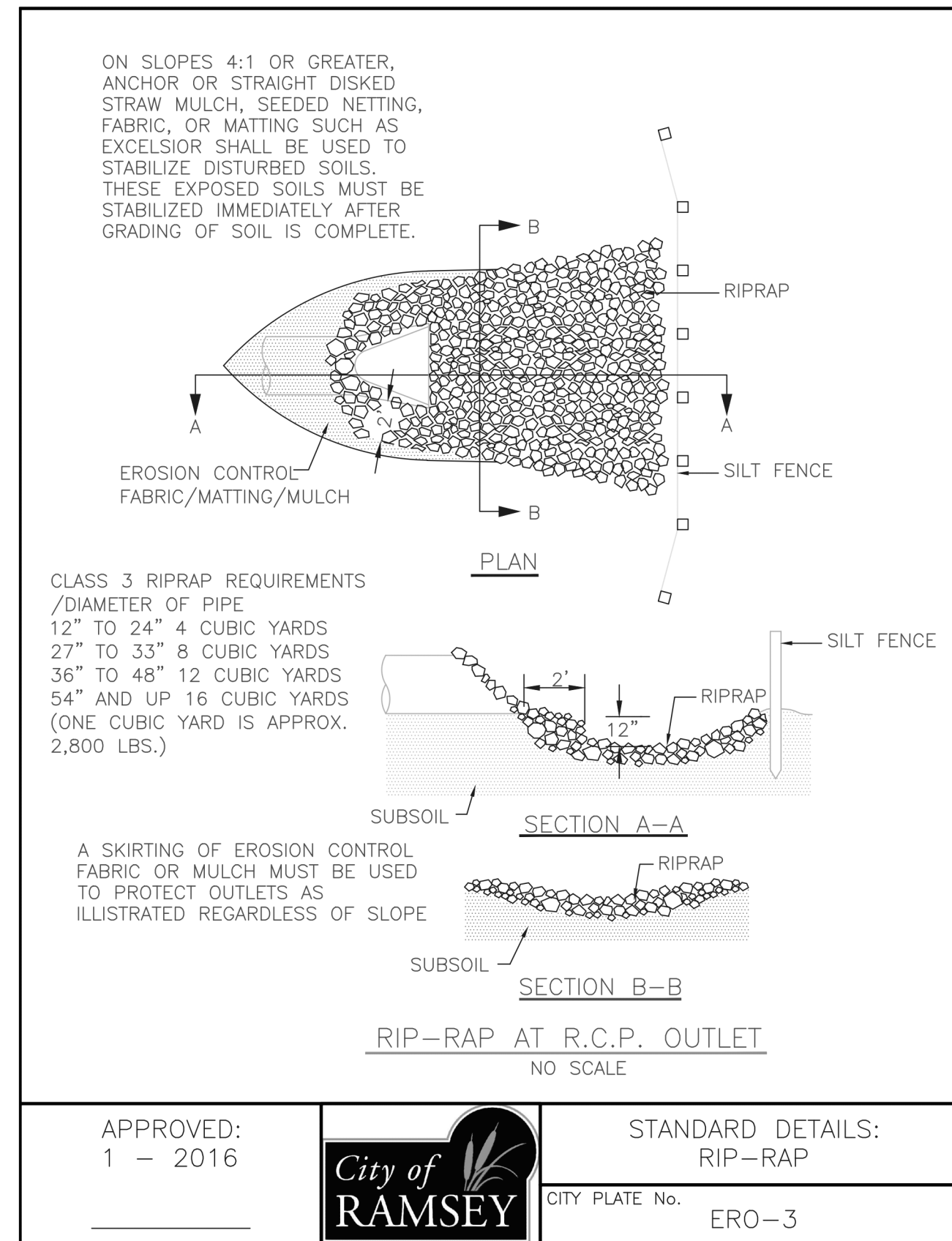
Know what's Below.
 Call before you dig.



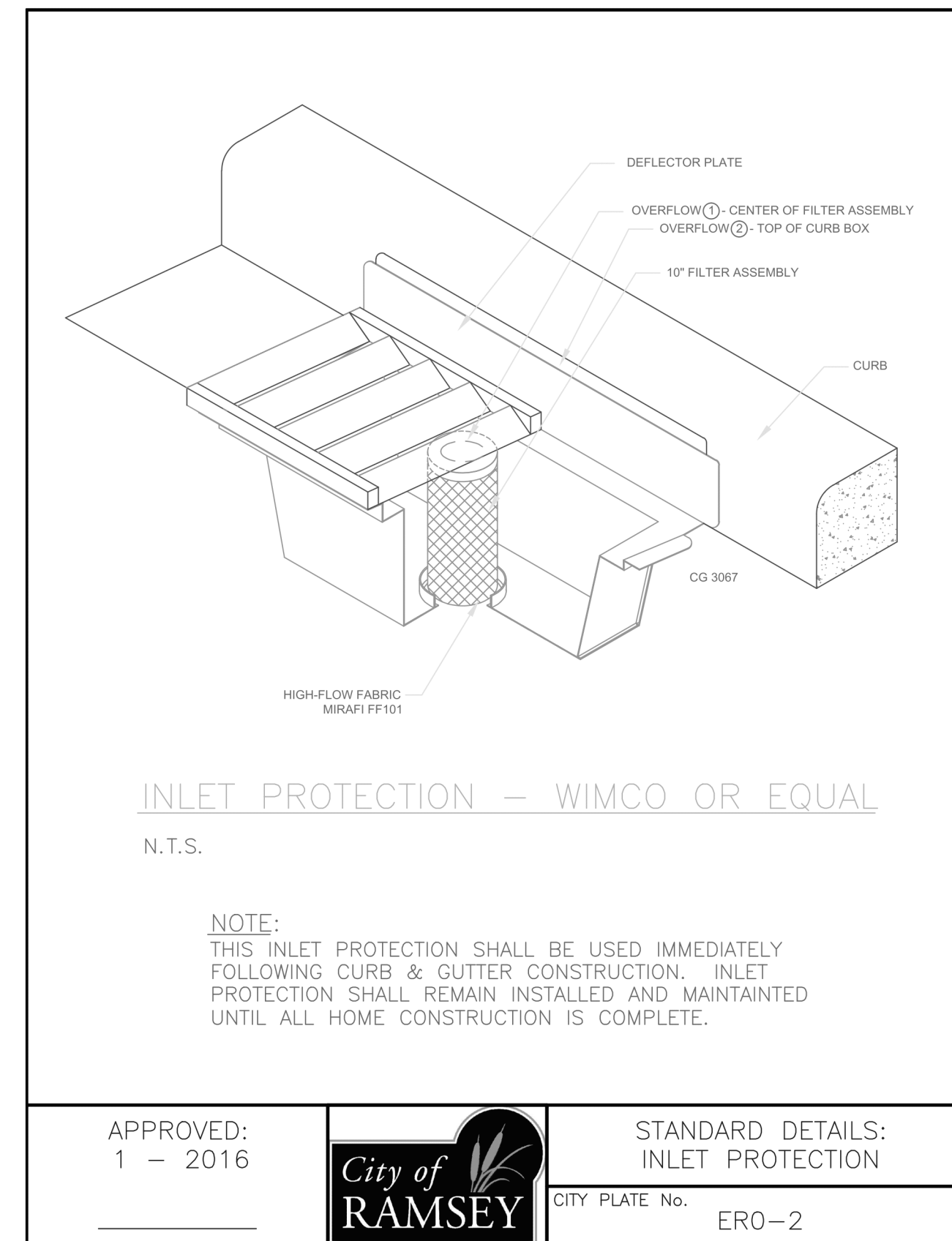
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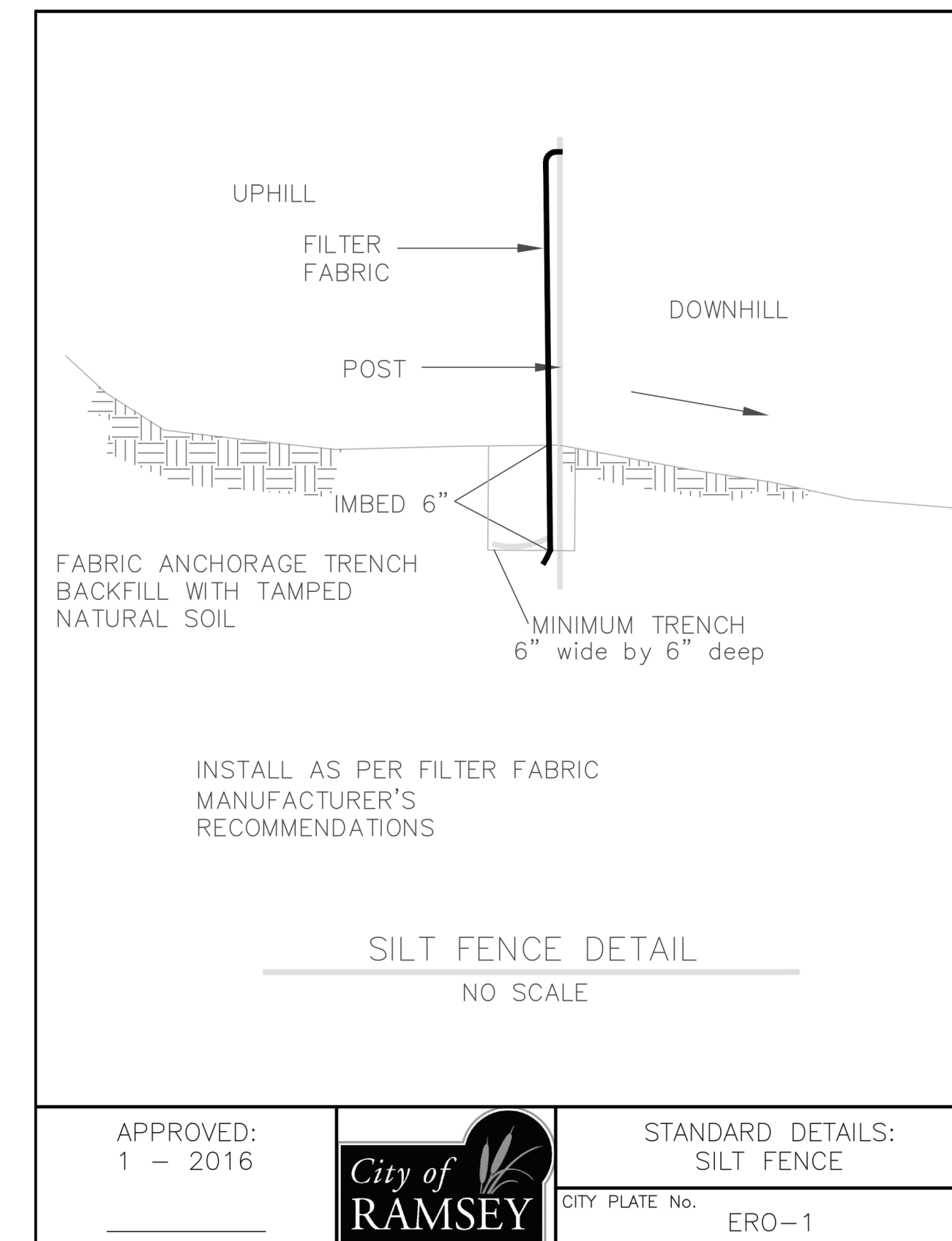
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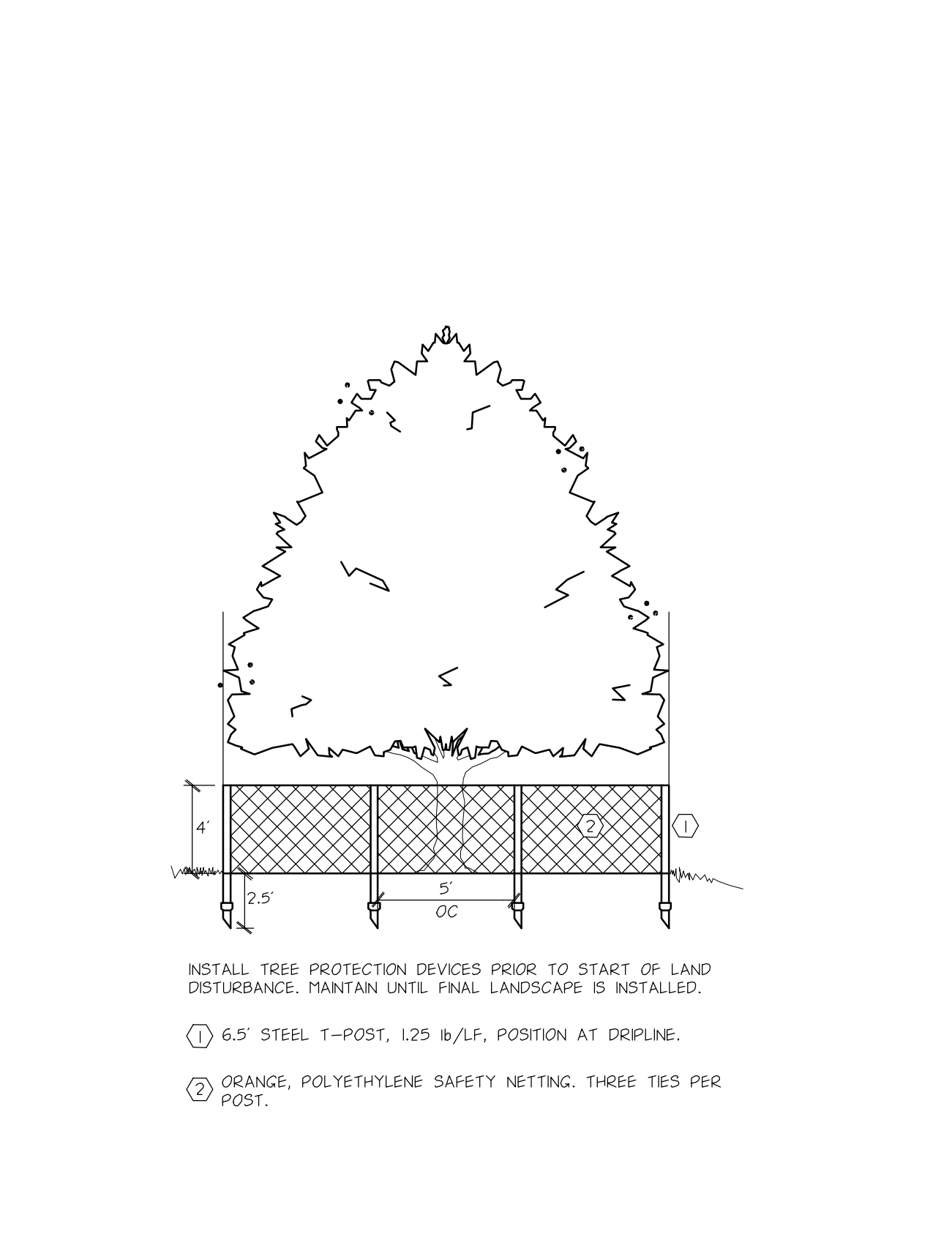
5 RIP RAP NO SCALE



3 INLET PROTECTION NO SCALE



1 SILT FENCE NO SCALE



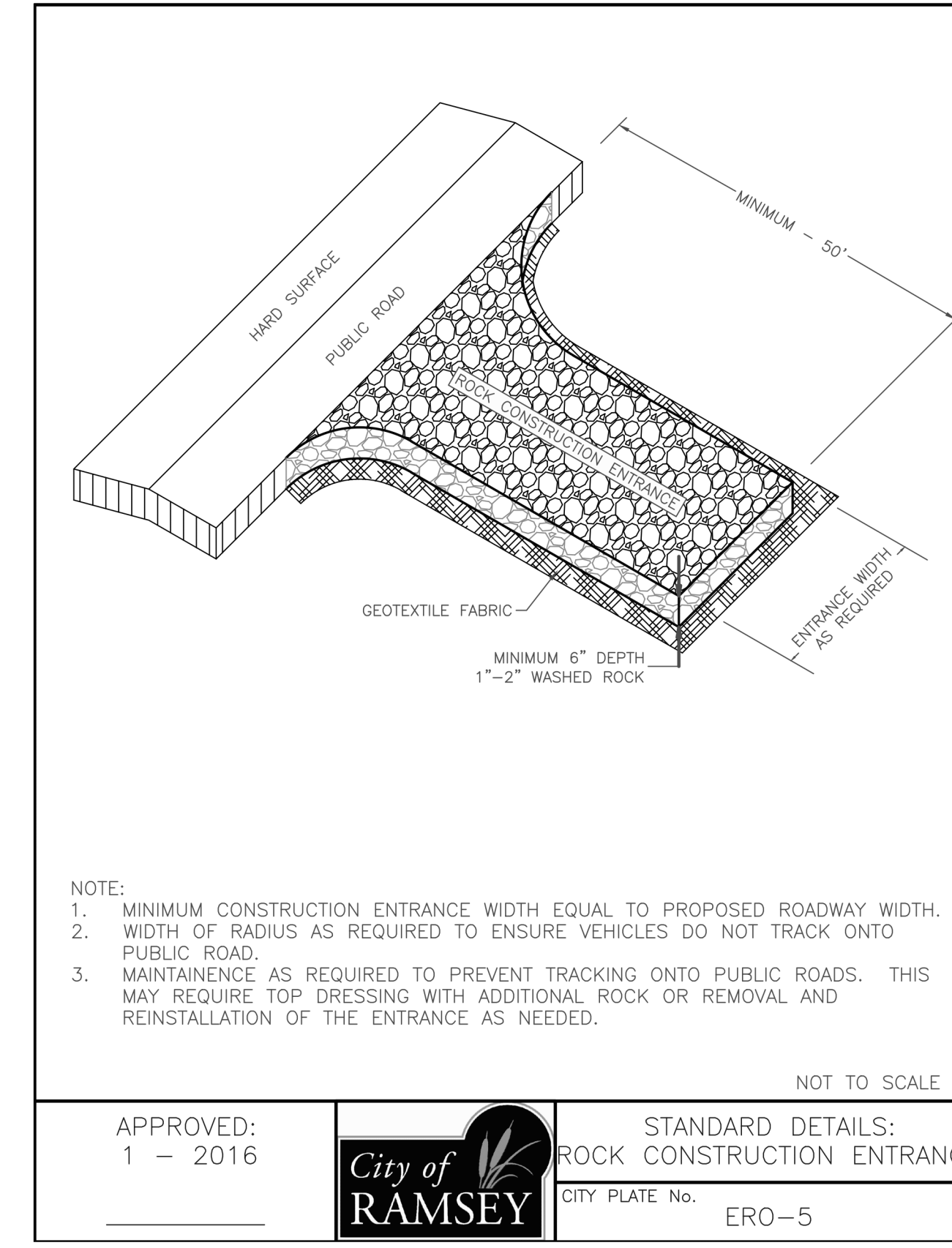
6 TREE PROTECTION NO SCALE

NOTE:
1. INSTALLATION OF 4" OF TOPSOIL MEETING MNDOT SPECIFICATION 3877A COMMON TOPSOIL BORROW, MAY BE REQUIRED ACROSS ALL DISTURBED AREAS.
2. A SOIL CERTIFICATION FROM A GEOTECHNICAL FIRM MUST BE PROVIDED VERIFYING THE TOPSOIL MEETS SPECIFICATION ALONG WITH LOAD TICKETS TO VERIFY THE SOURCE OF MATERIAL AND QUANTITY.
3. TOPSOIL MUST COME FROM A CITY APPROVED SOURCE.

MNDOT 2016 SPEC TABLE 3877-1 COMMON TOPSOIL BORROW REQUIREMENT	RANGE	TEST METHOD
MATERIAL PASSING THE 3/4 IN [19MM]	100%	ASTM D 422
MATERIAL PASSING NO. 4 [4.75MM]	>85%	-
CLAY	5% - 35%	ASTM D 422
SILT	5% - 70%	ASTM D 422
SAND	10% - 75%	ASTM D 422
ORGANIC MATTER	3% - 15%	ASTM D 2974
pH	6.1 - 7.8	ASTM G 51

APPROVED: 1 - 2016
City of Ramsey
CITY PLATE No. ERO-6
STANDARD DETAILS: TOPSOIL REQUIREMENTS

4 TOPSOIL REQUIREMENTS NO SCALE



2 ROCK CONSTRUCTION ENTRANCE NO SCALE

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY	DATE
XX	XX/XX/XX

CERTIFICATION

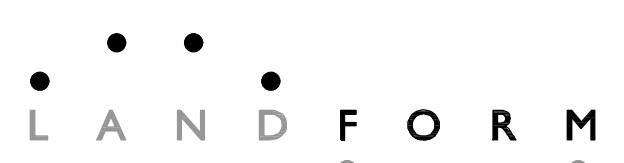
I hereby certify that this plan was prepared under my direct supervision, and that I am a Professional Engineer under the laws of the State of Minnesota.
Randall C. Hedlund
License No. 19976

Signature shown in this location of original. Web signed copy of this plan on file with the City of Ramsey, Minnesota. Original documents available upon request.

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

SITE PLAN SUBMITTAL

01-03-2017



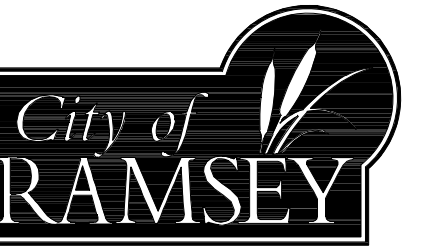
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

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PROJECT NO.: NSS16001

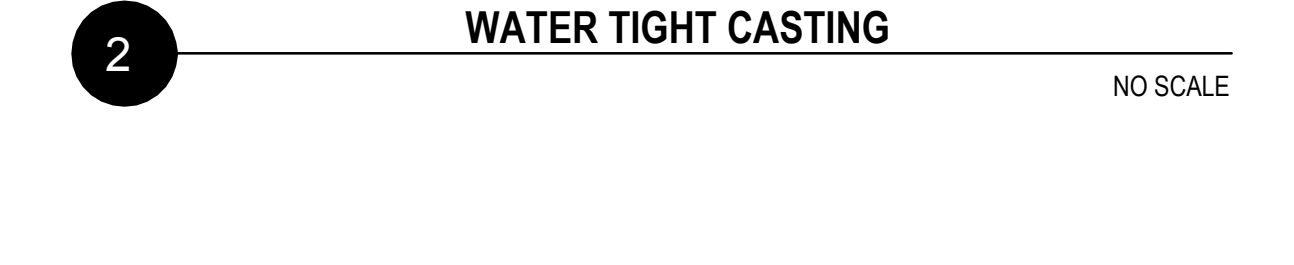
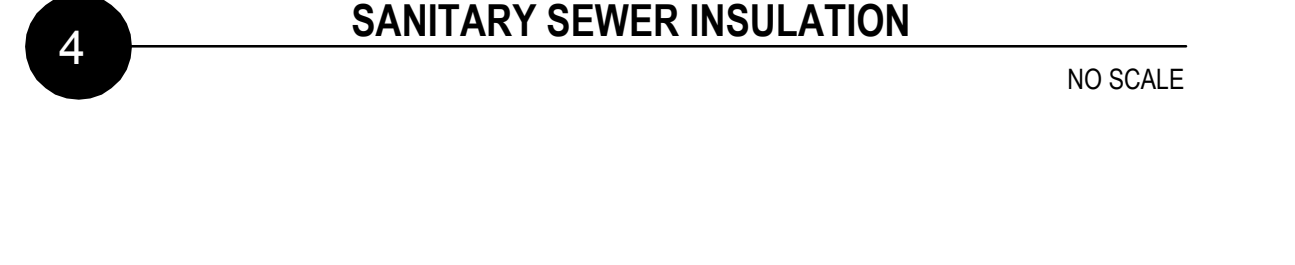
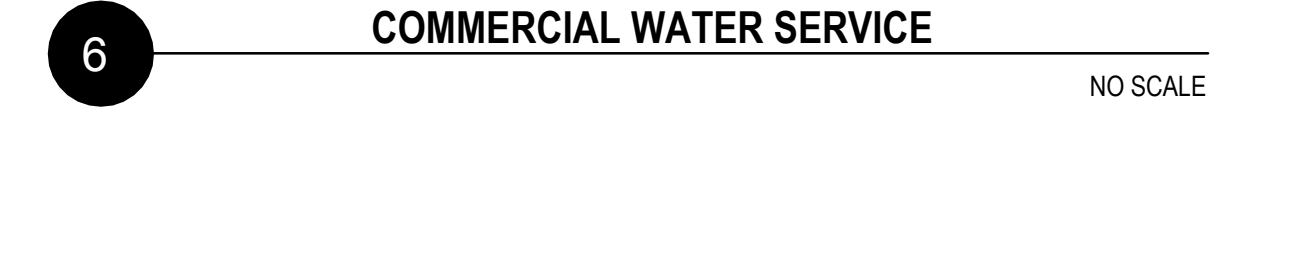
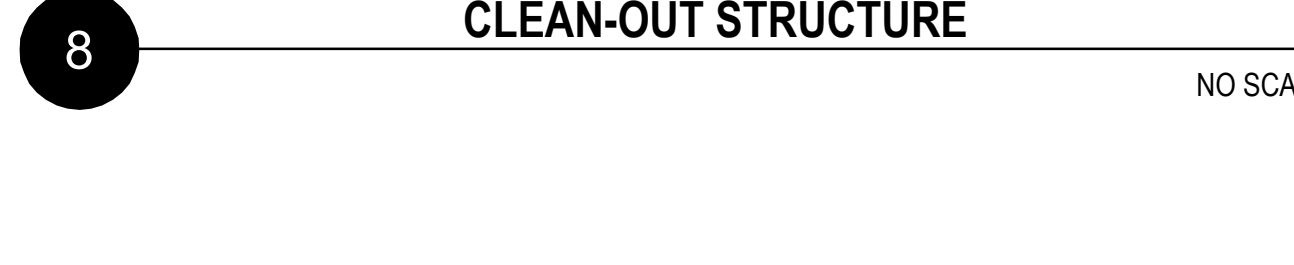
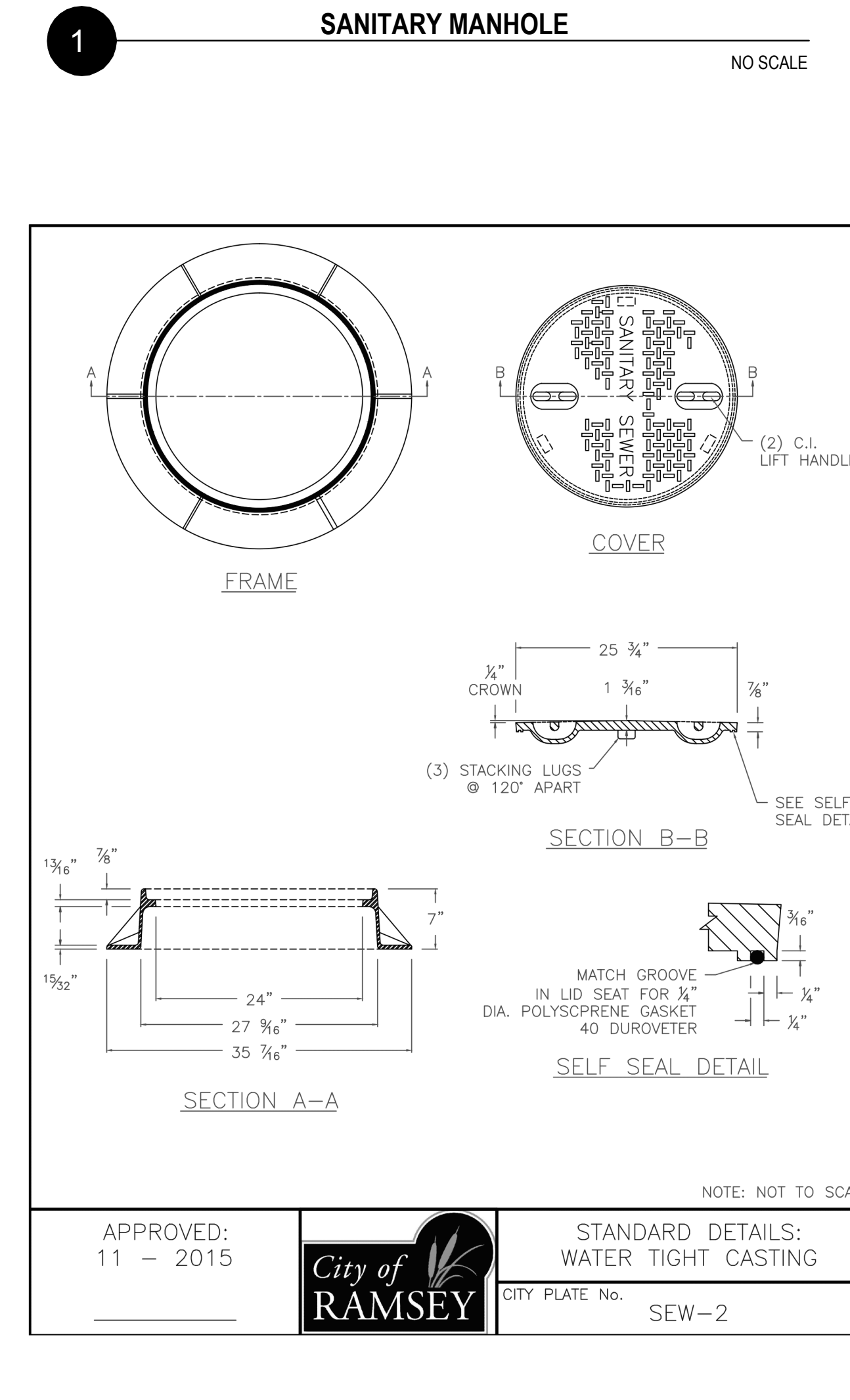
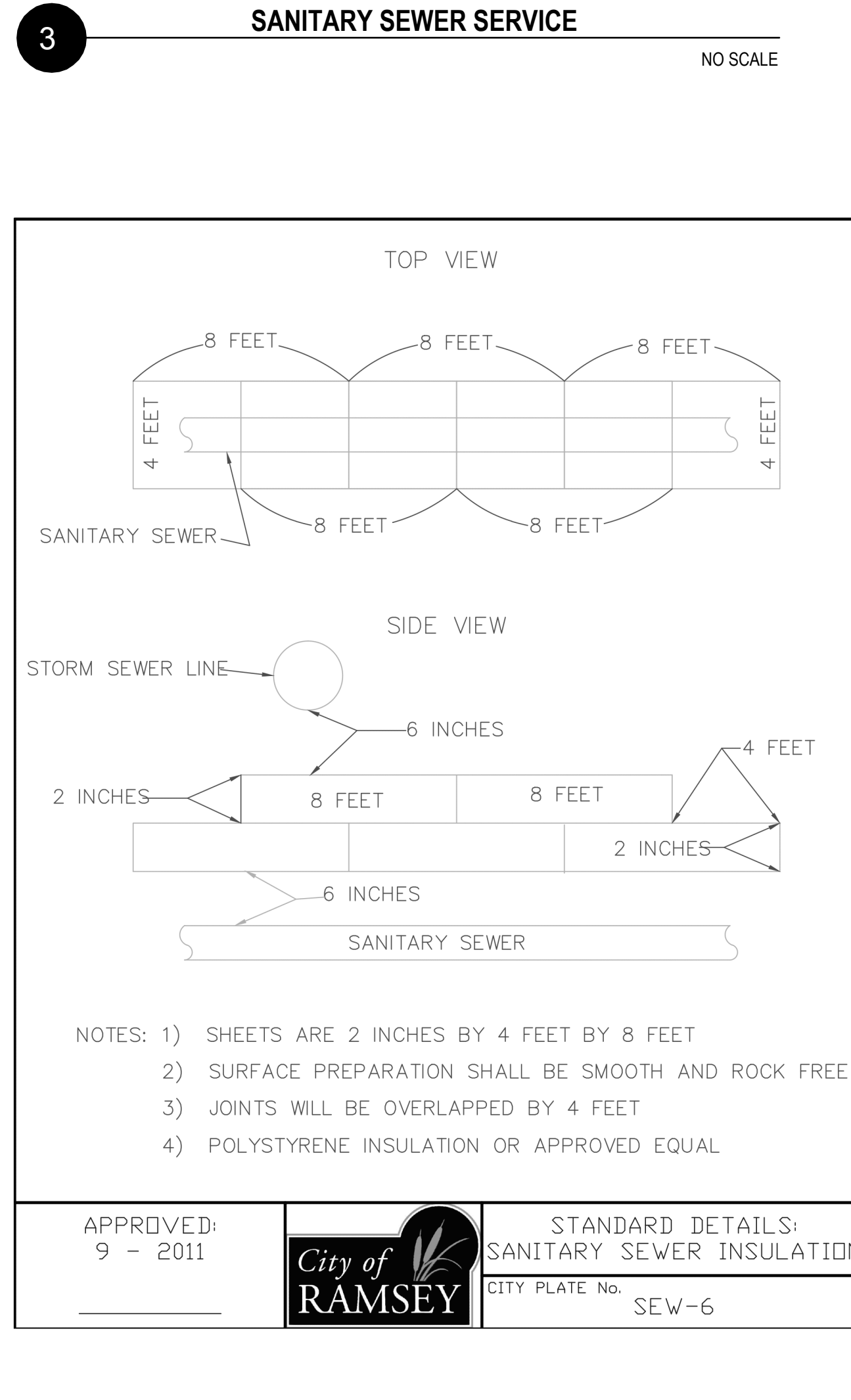
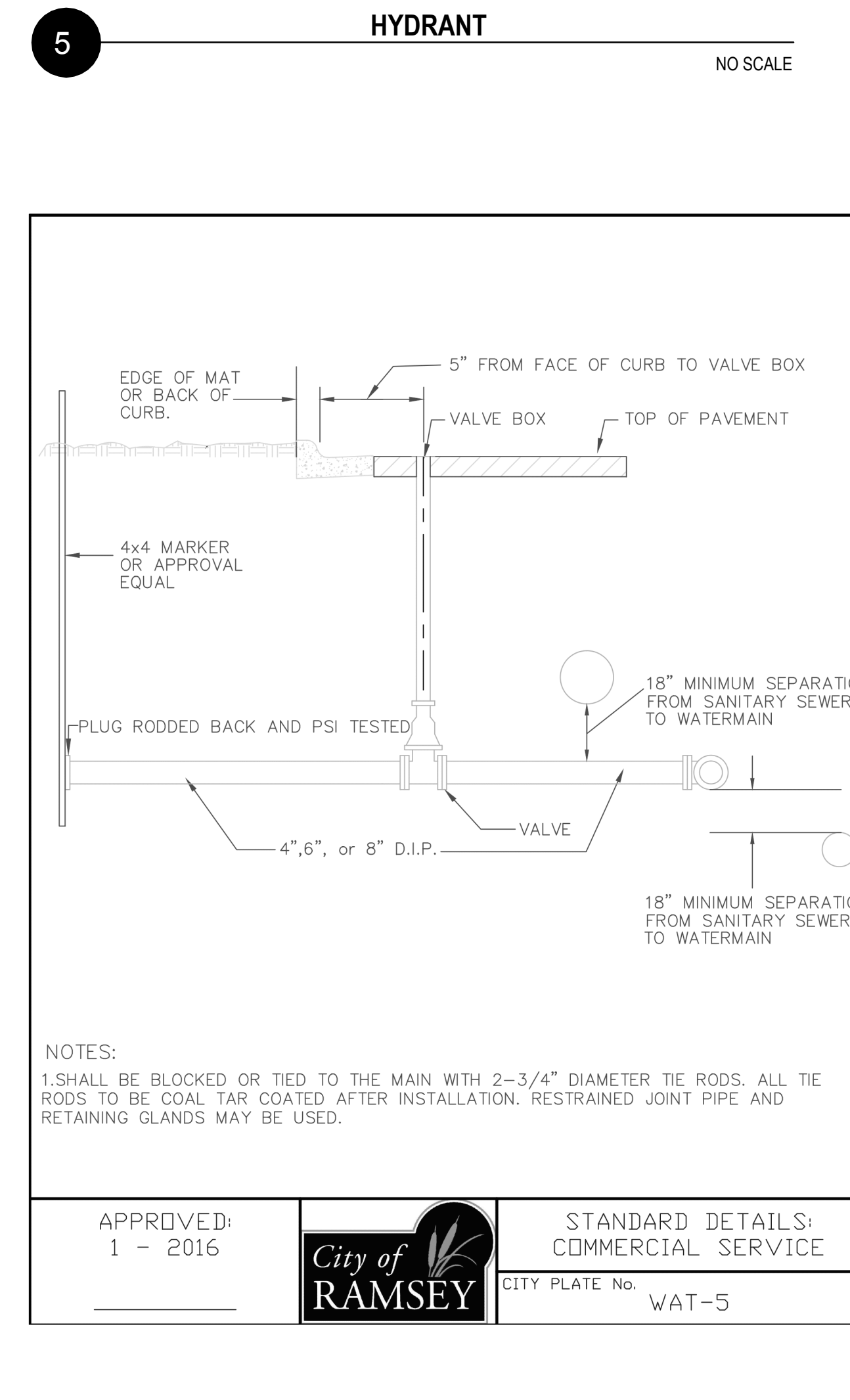
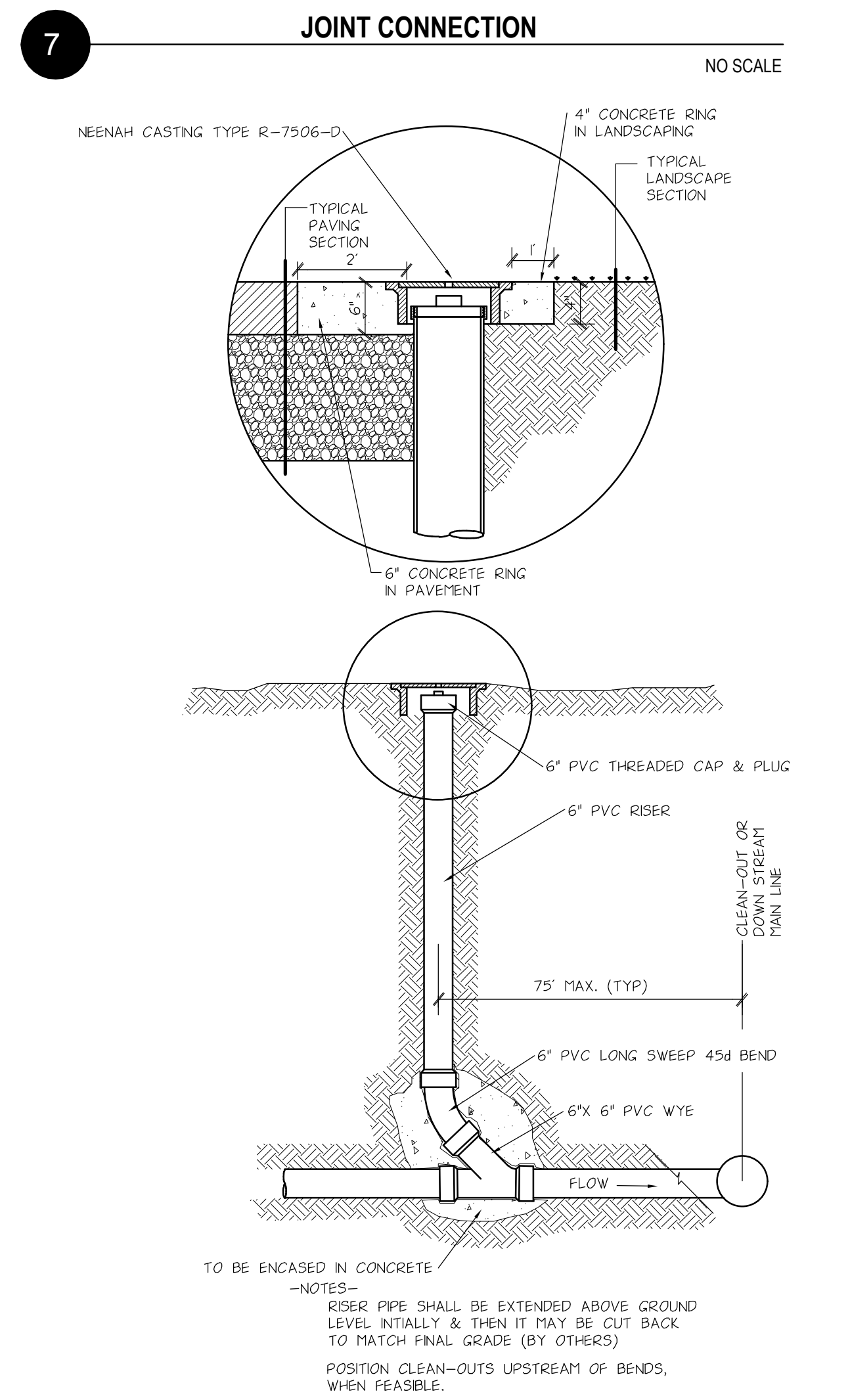
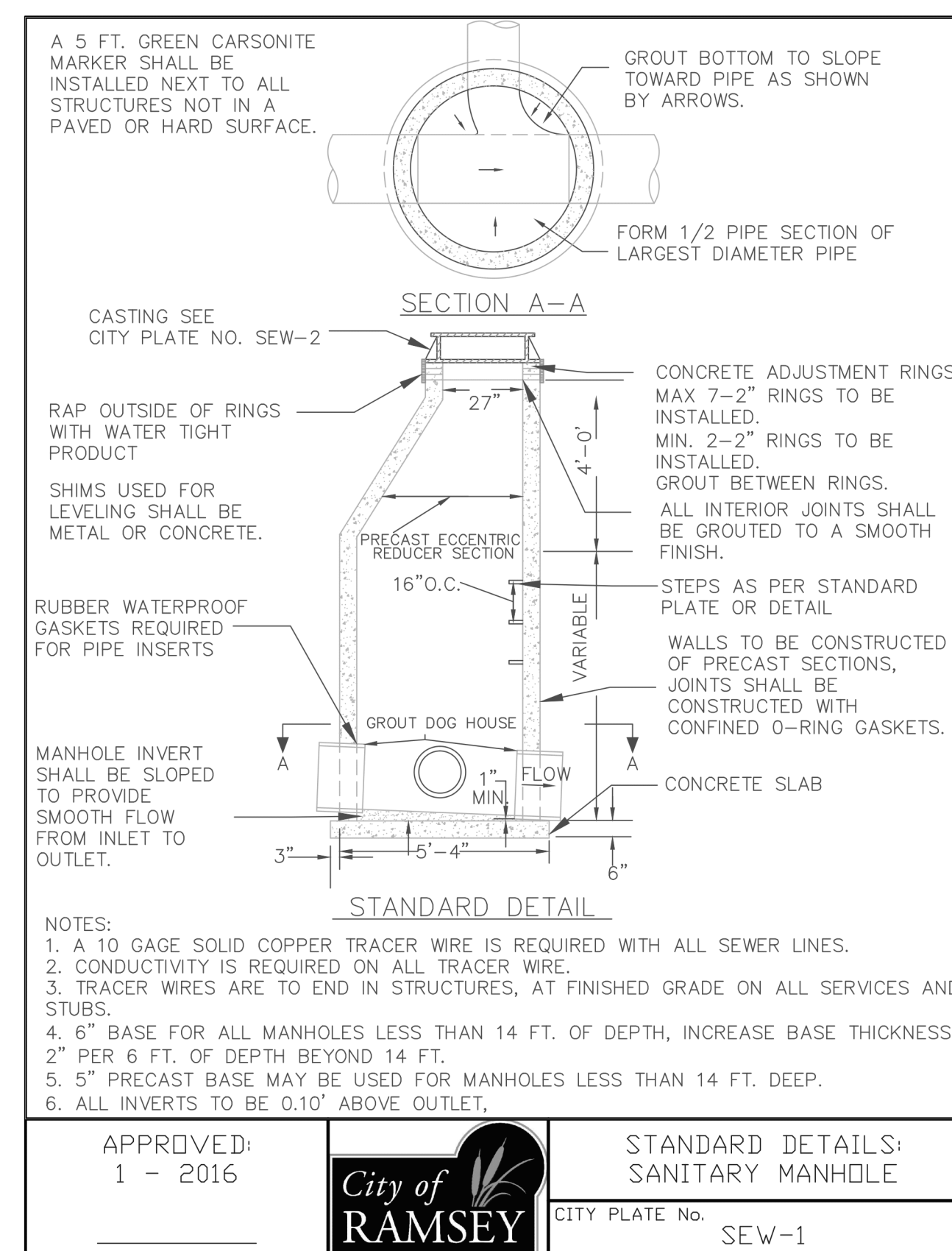
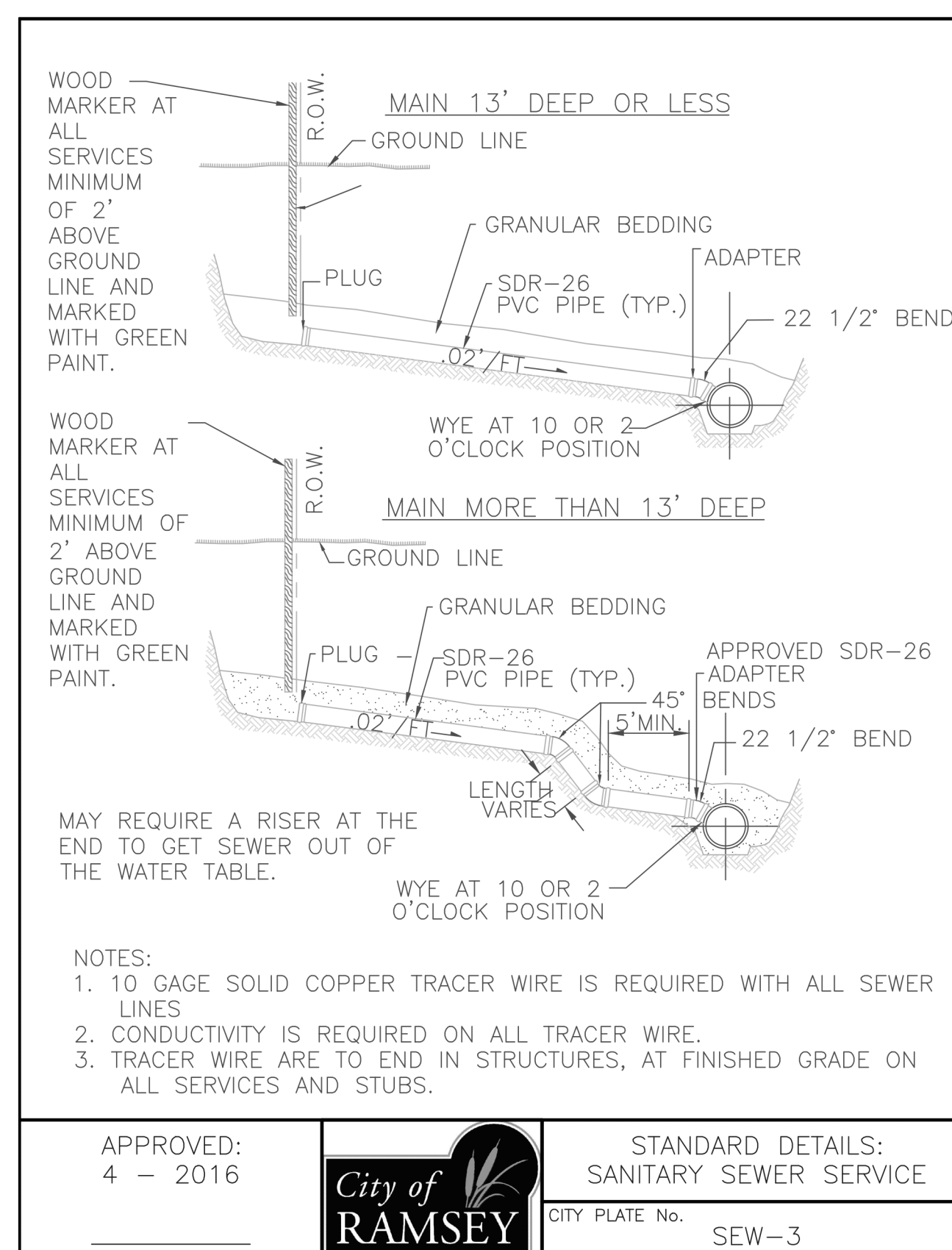
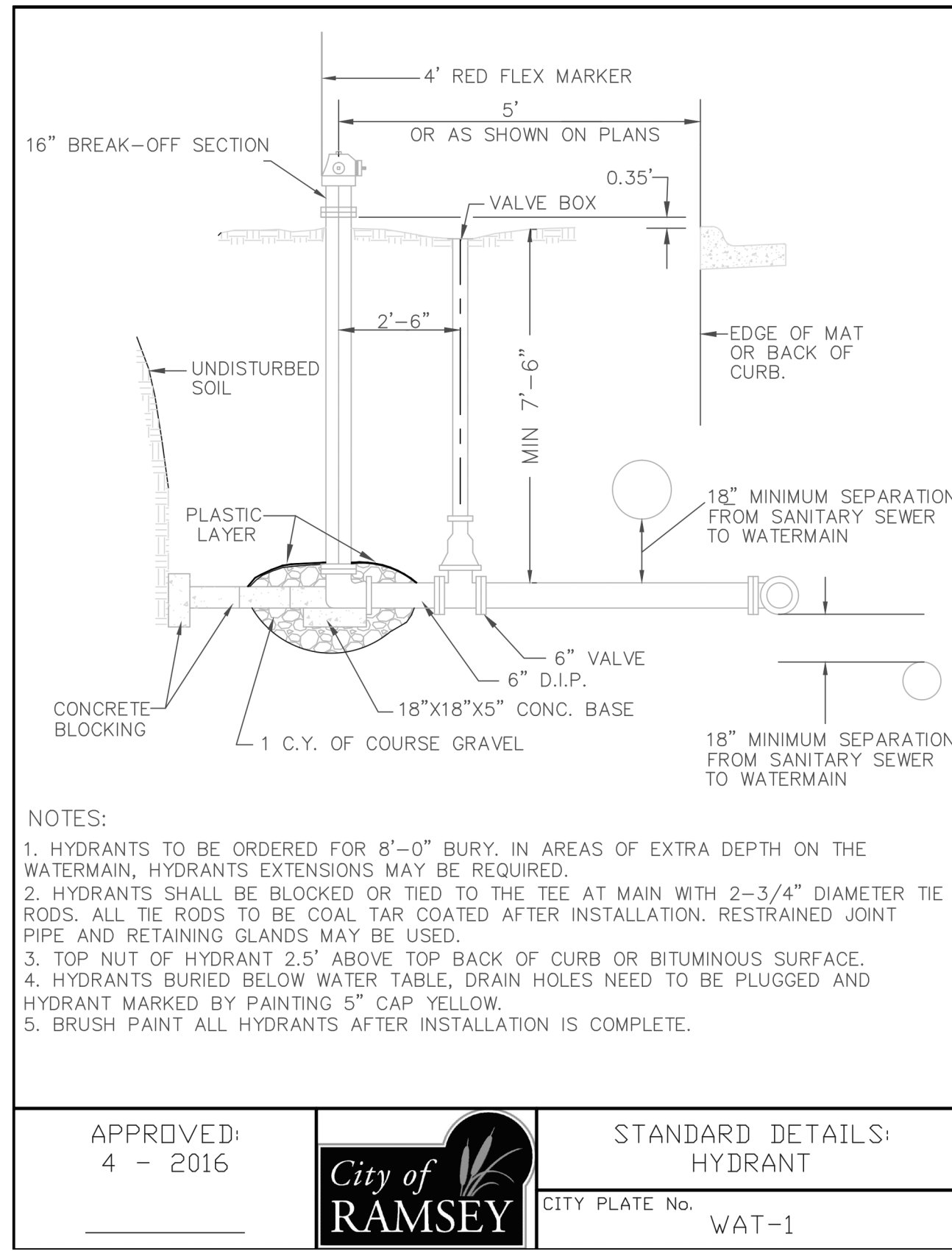
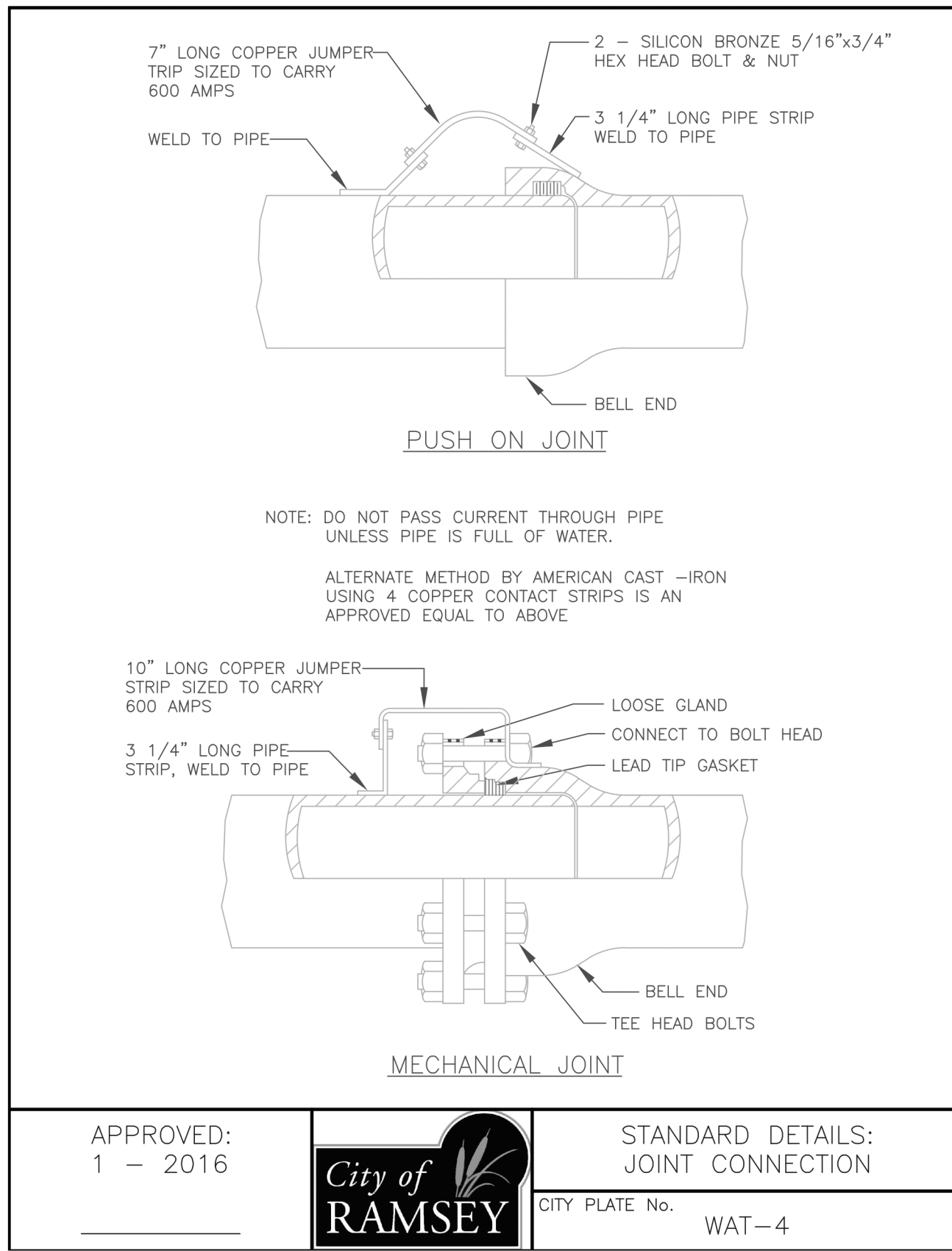
CIVIL CONSTRUCTION DETAILS
C7.1



PROJECT
REGENCY COMMONS
RAMSEY, MN

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L12	TREE PRESERVATION TABLE
L21	LANDSCAPE PLAN
L21	LANDSCAPE DETAILS



ISSUE / REVISION HISTORY

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03 JAN 2017	SITE PLAN SUBMITTAL	XXXX

PROJECT MANAGER REVIEW

CERTIFICATION

I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Randall C. Hedlund
License No: 19976

Signature shown in red on this plan is a reproduction of original. Web signed copy of this plan on the Internet is not a valid document. Please contact the Engineer to request additional documents.

SITE PLAN SUBMITTAL

01-03-2017

LANDFORM
From Site to Finish

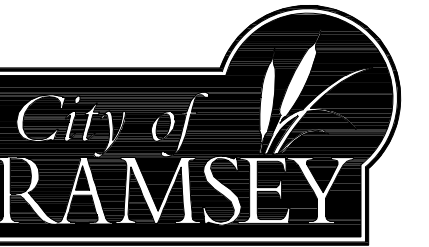
105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

FILE NAME C702NSS001.DWG

PROJECT NO. NSS16001

CIVIL CONSTRUCTION DETAILS

C7.2



PROJECT
**REGENCY COMMONS
RAMSEY, MN**

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Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

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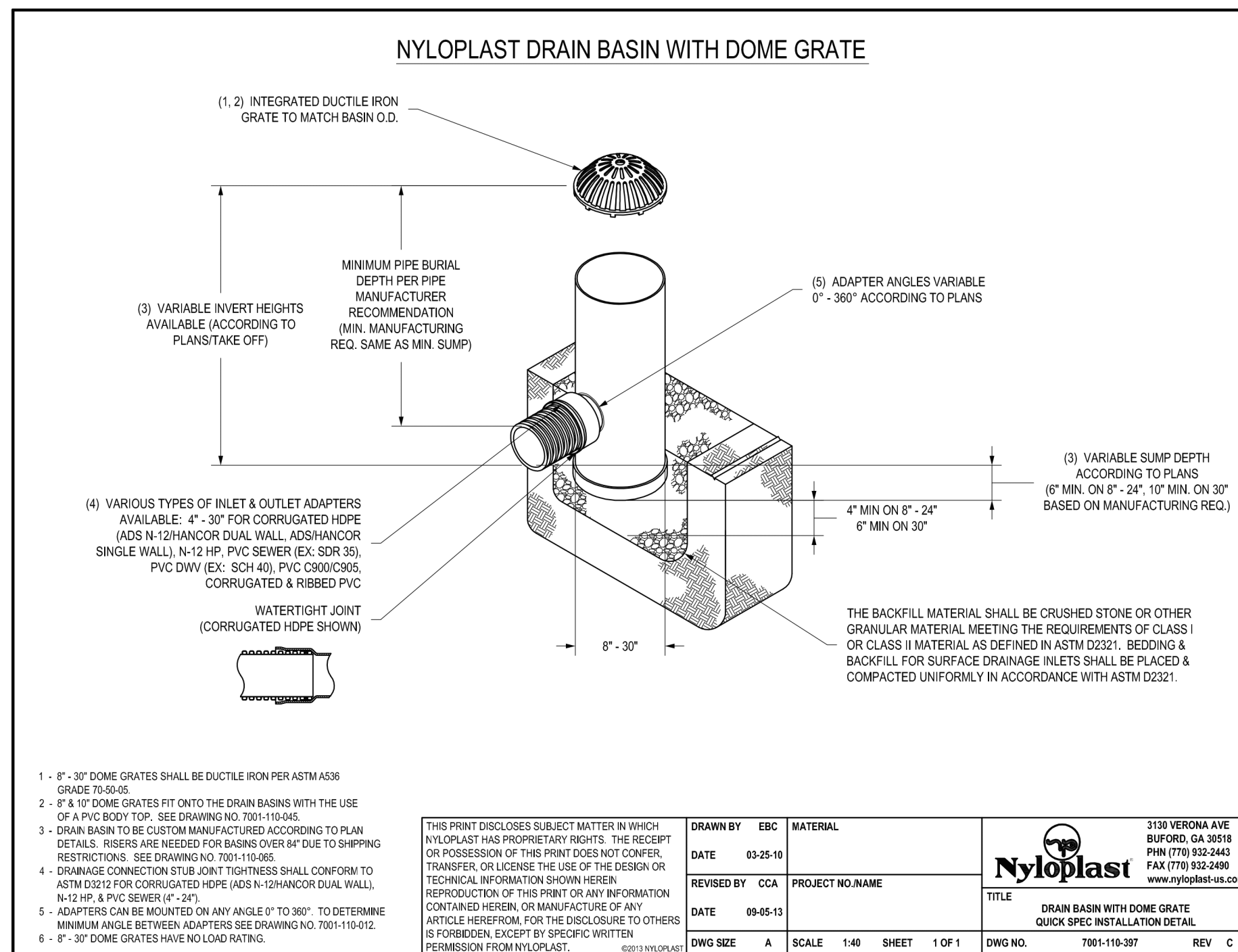
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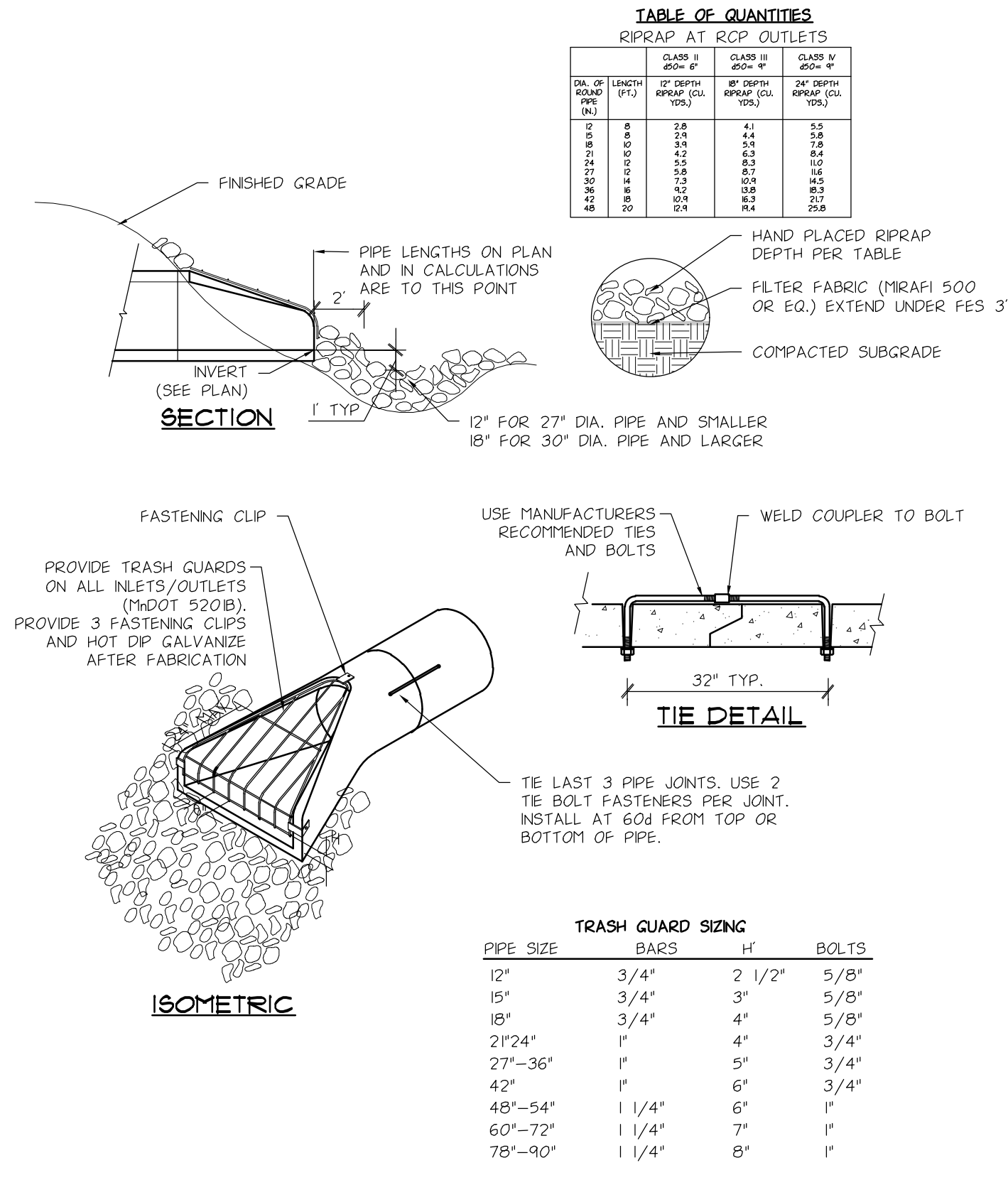
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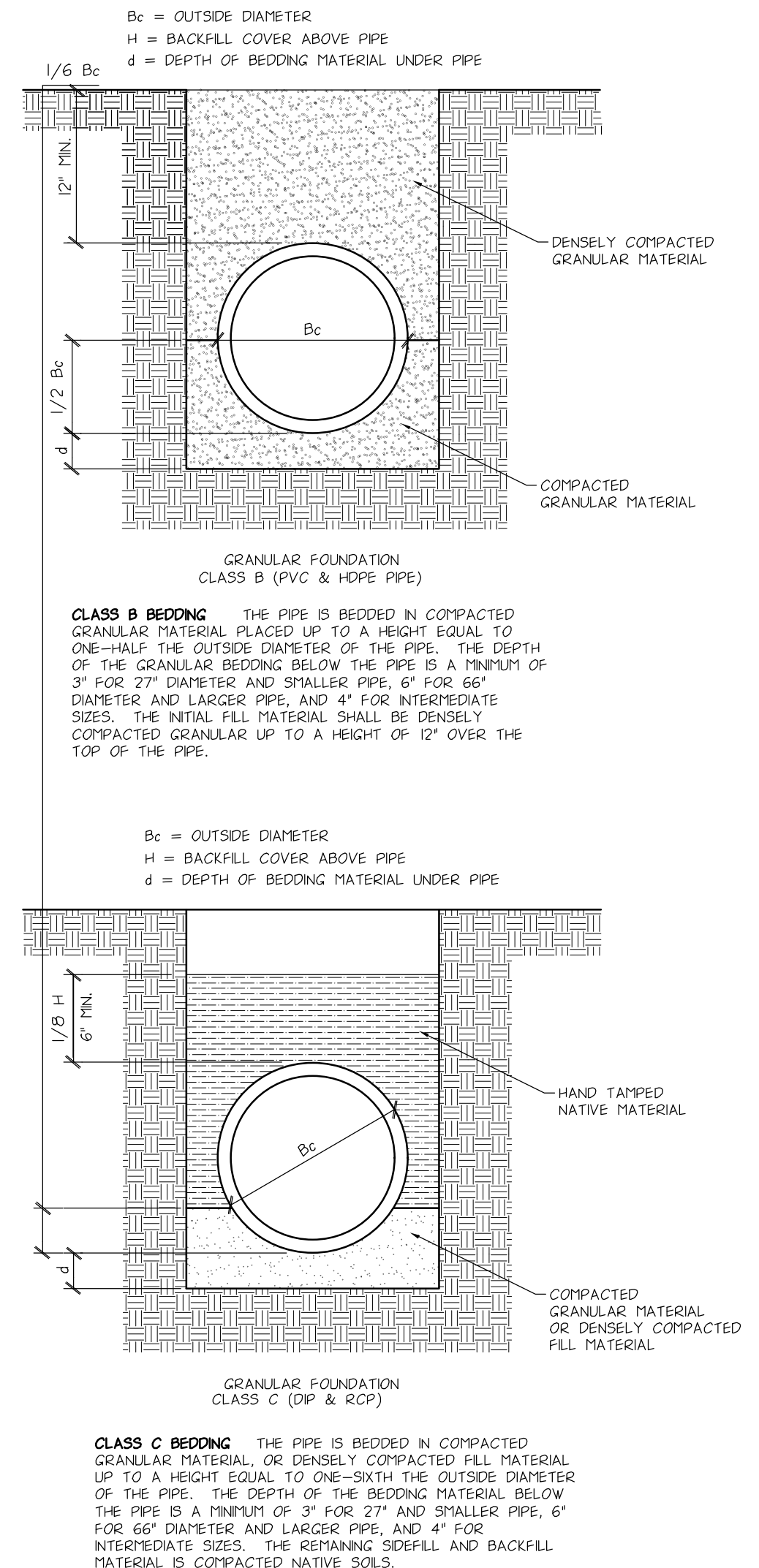
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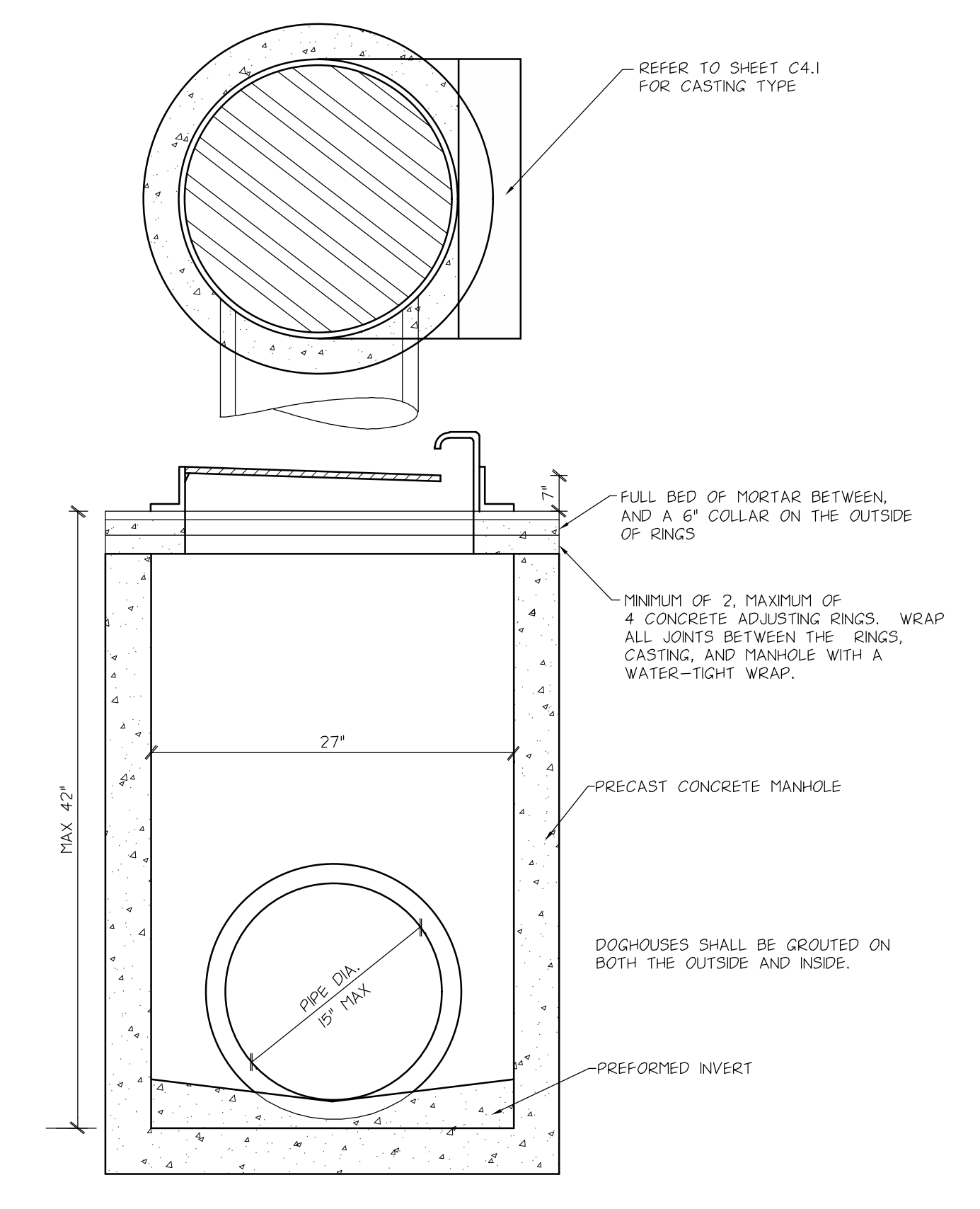
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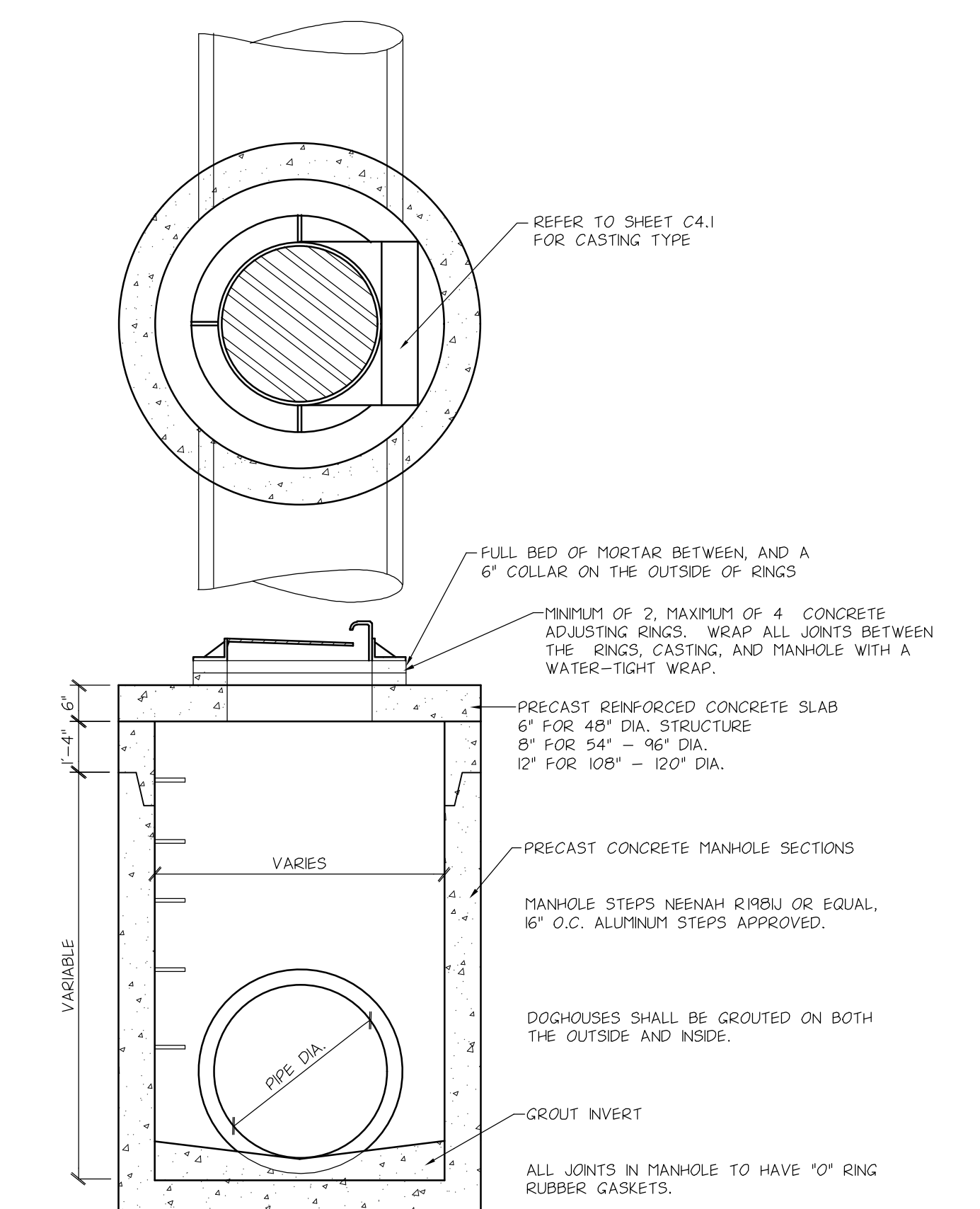
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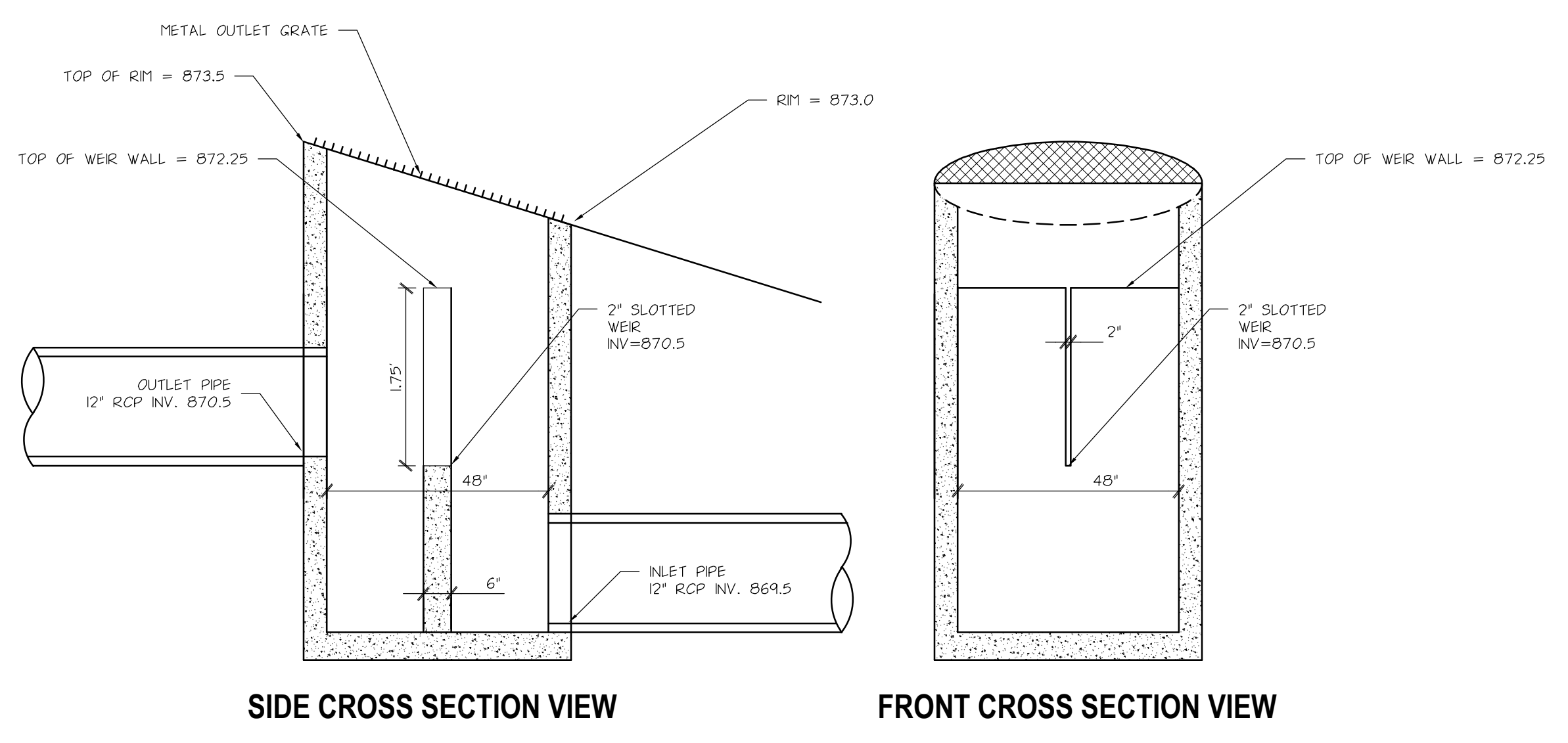
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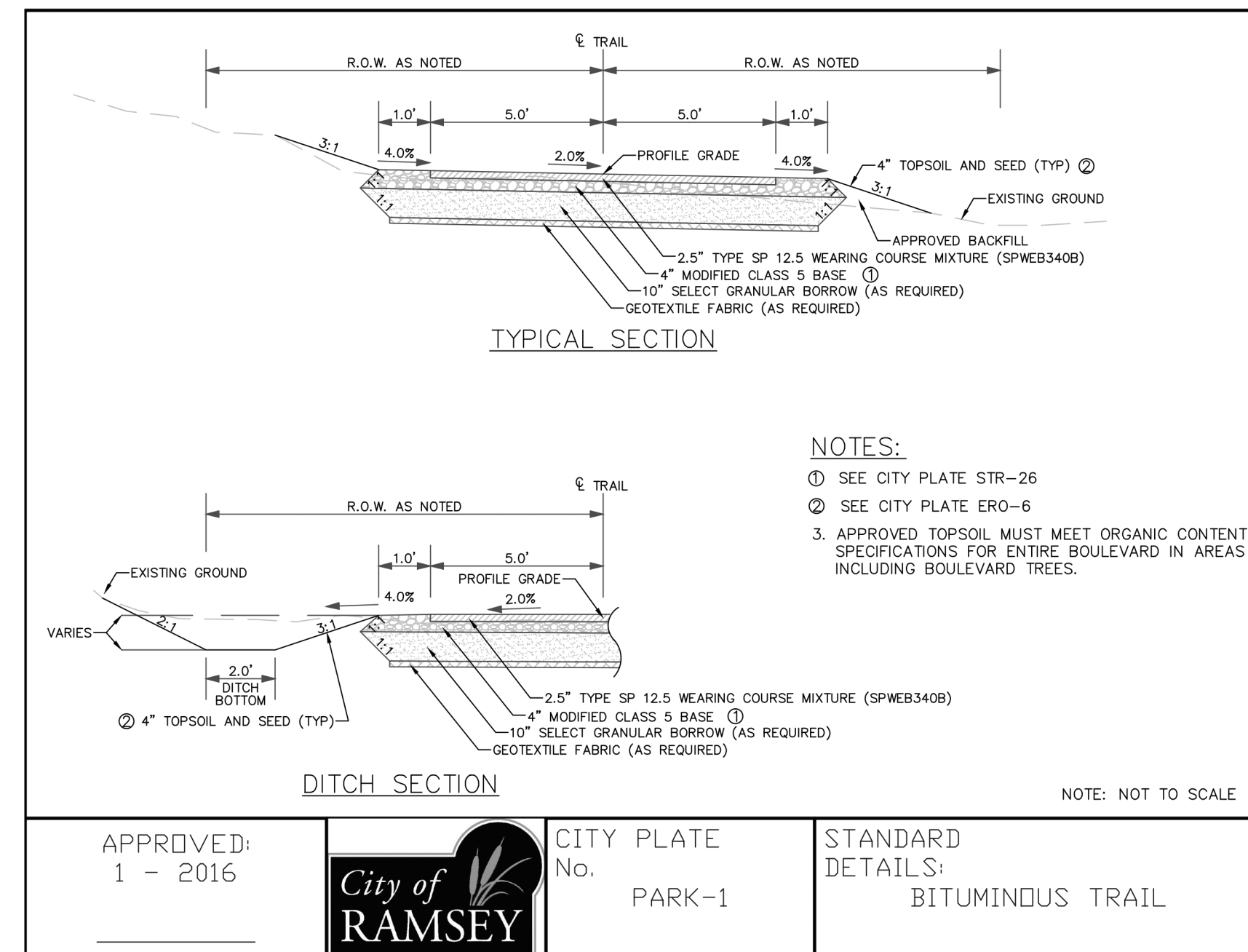
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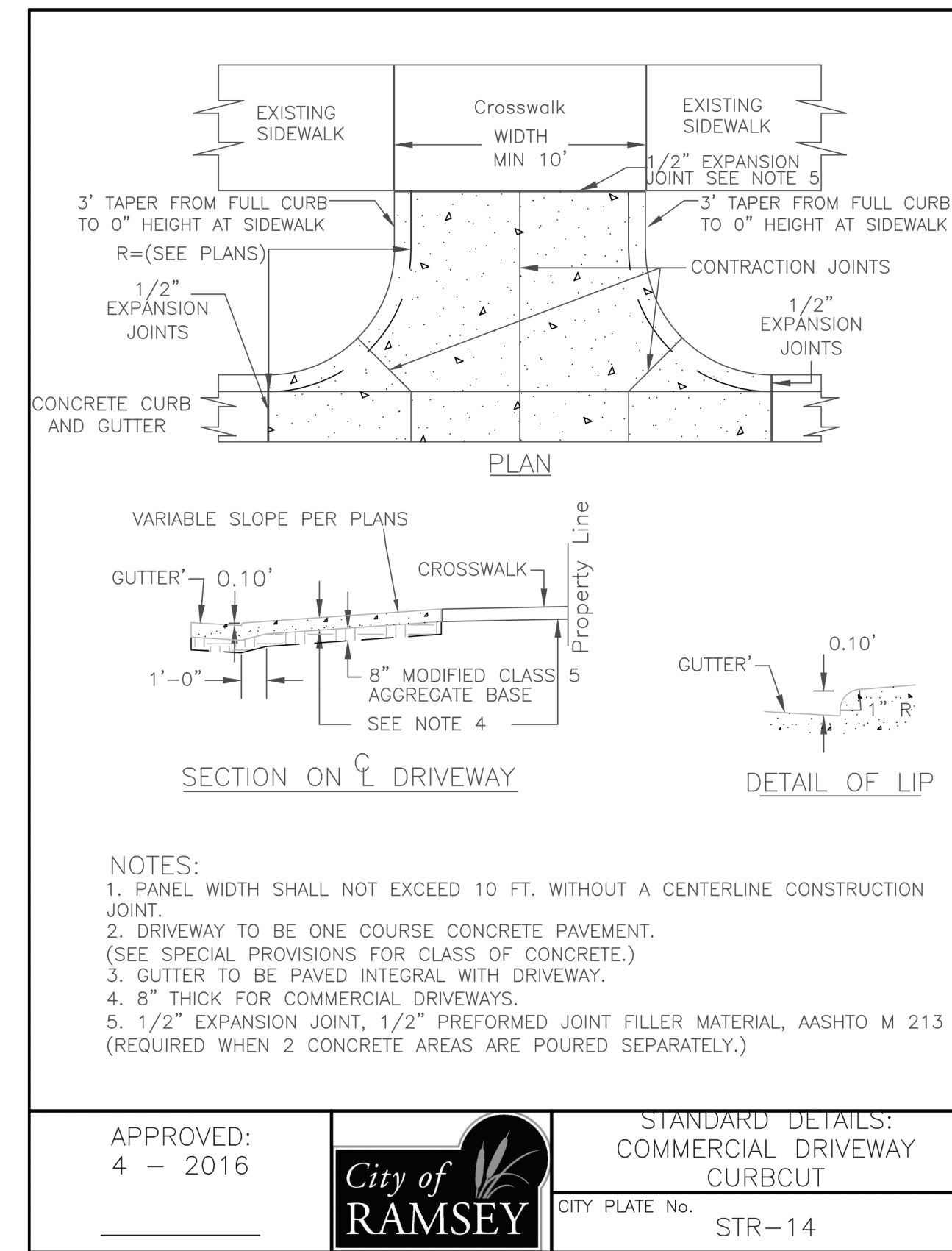
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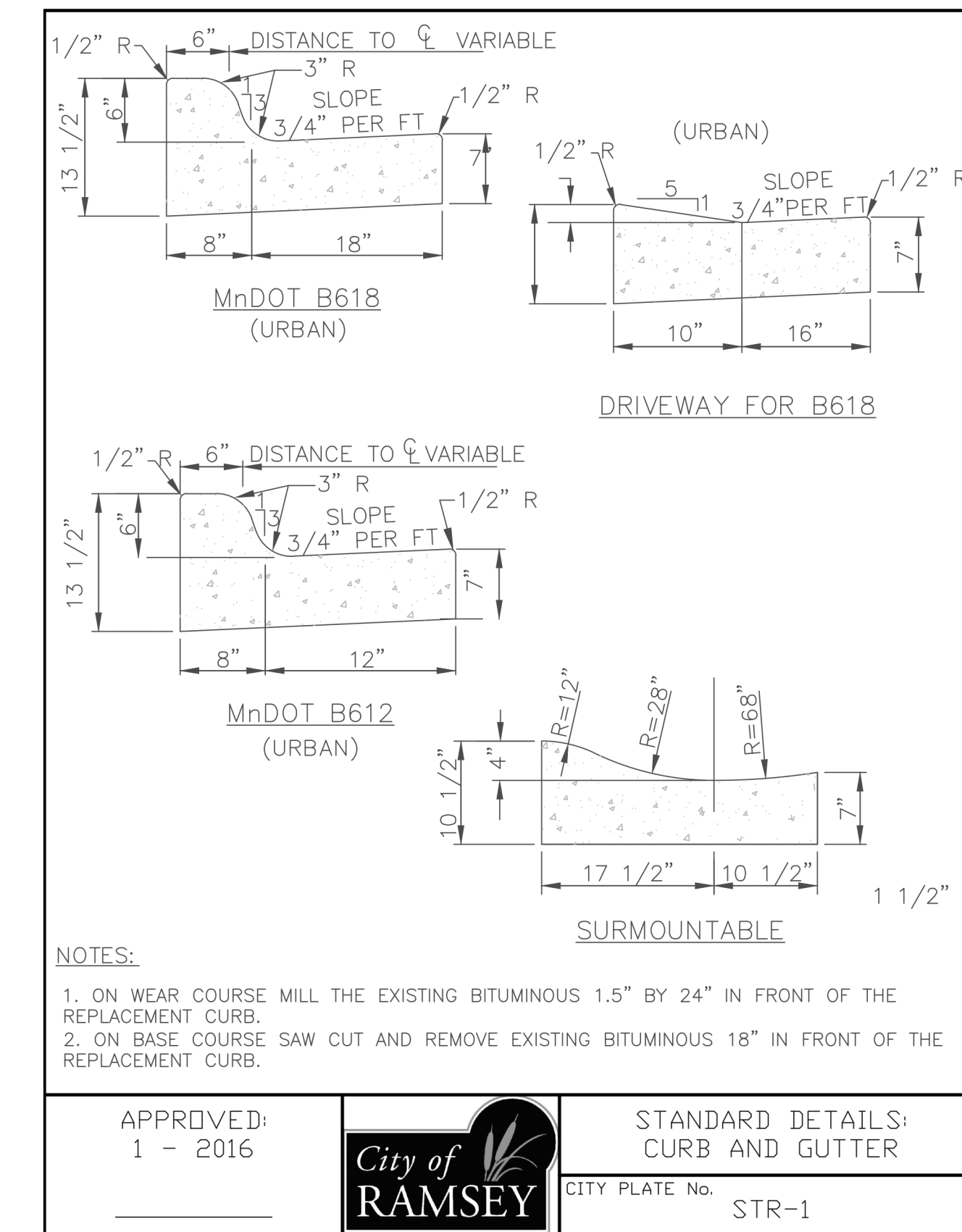
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L1.2	TREE PRESERVATION TABLE
L2.1	LANDSCAPE PLAN
L2.1	LANDSCAPE DETAILS



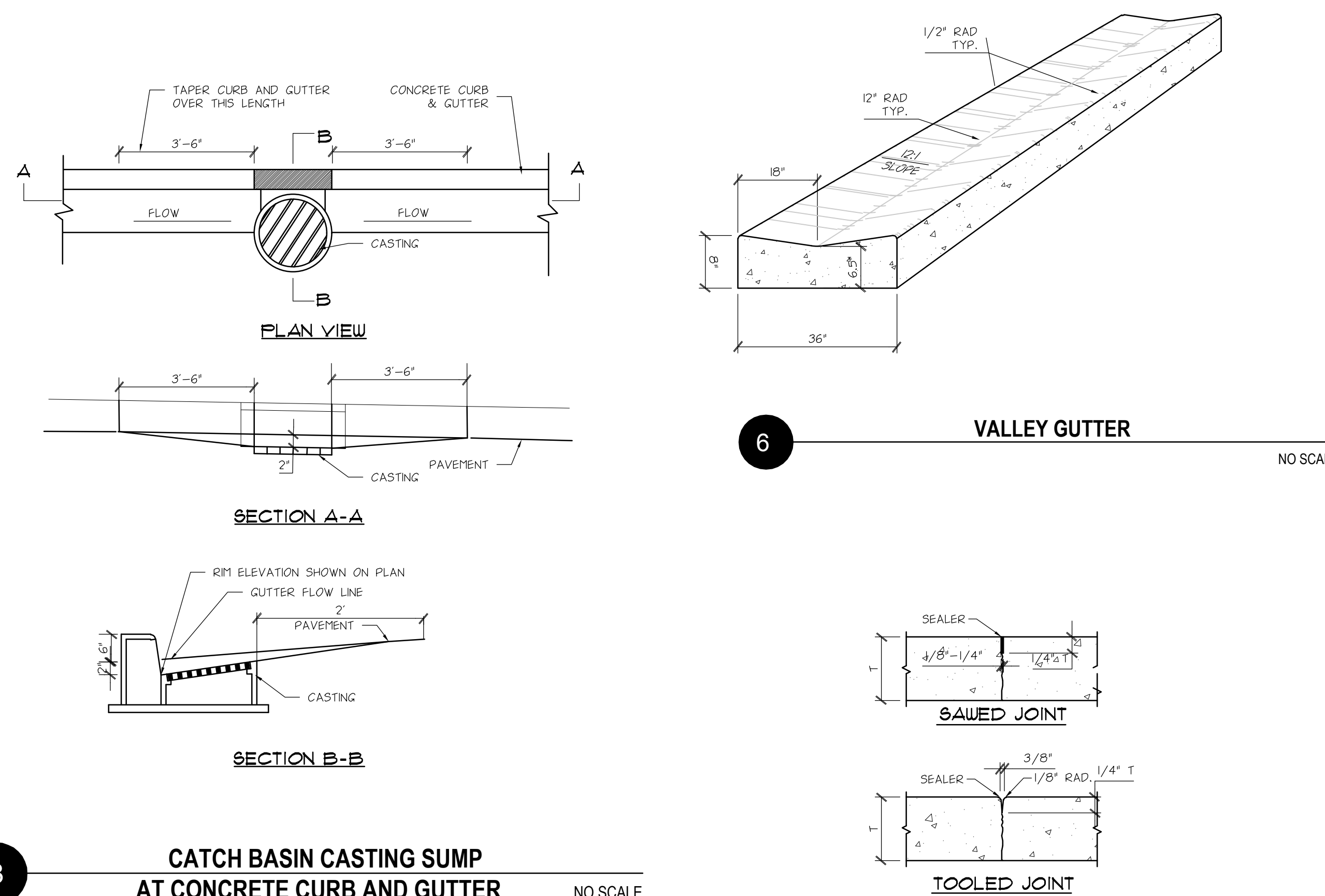
5 BITUMINOUS TRAIL NO SCALE



3 COMMERCIAL DRIVEWAY CURBCUT NO SCALE

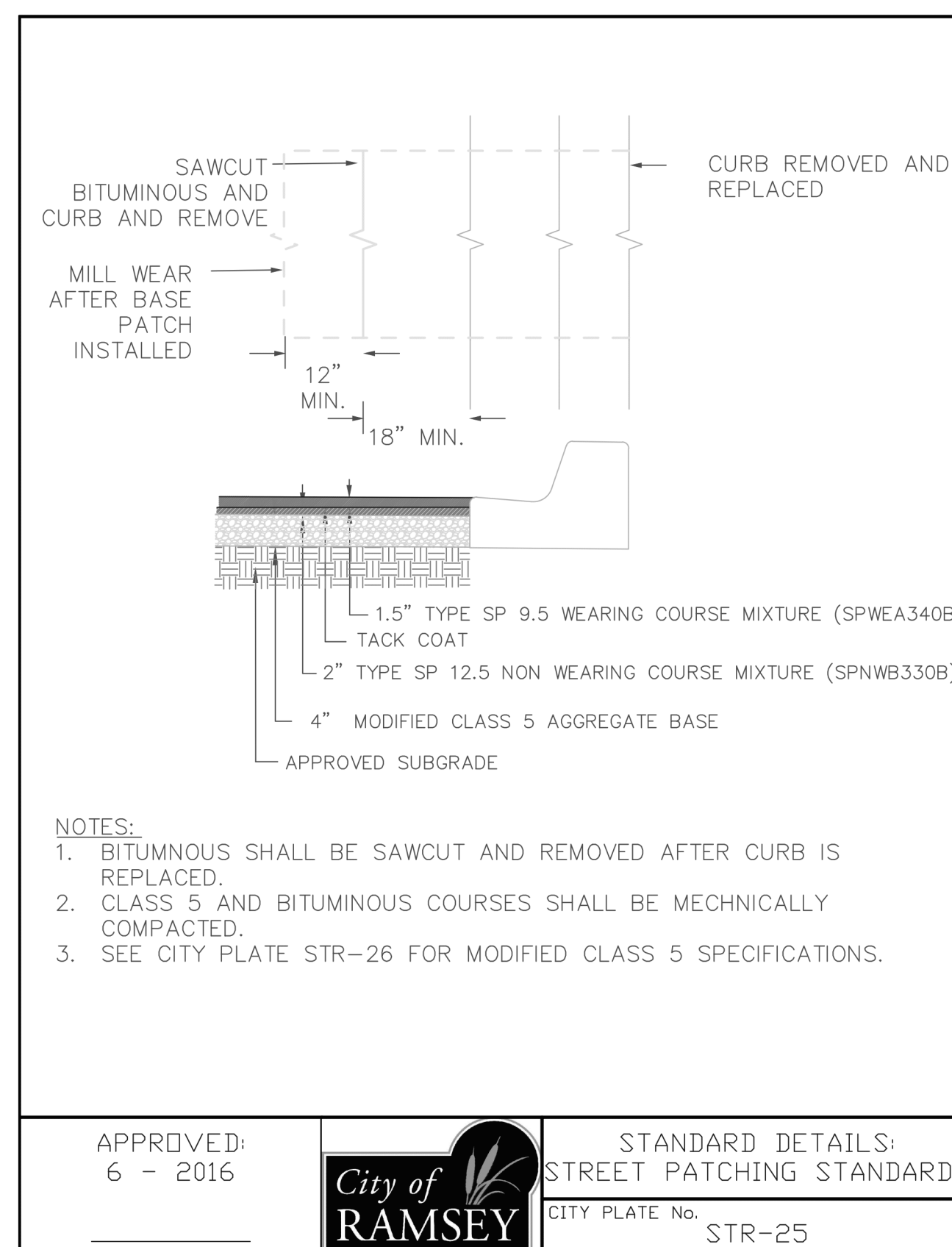


1 CURB AND GUTTER NO SCALE

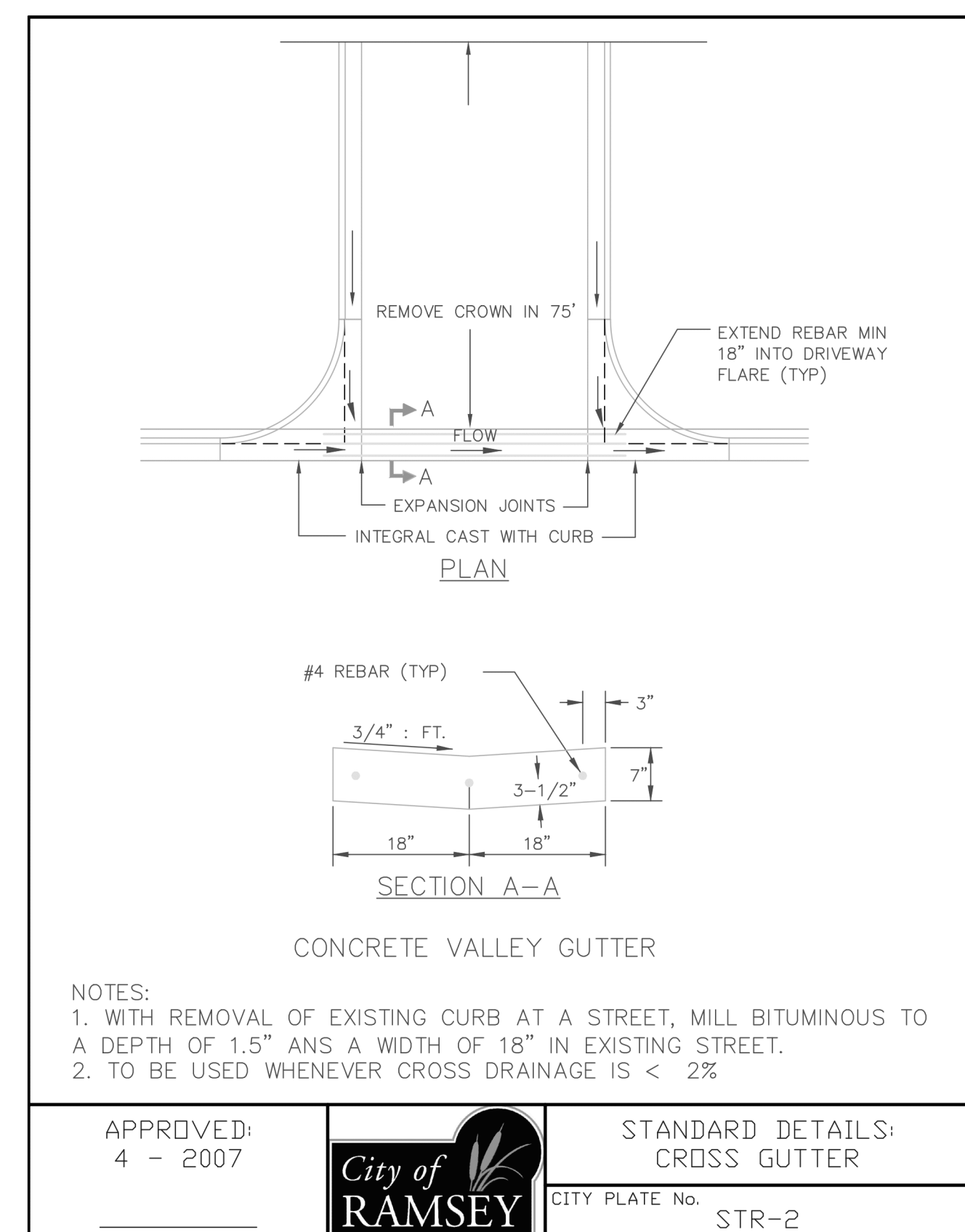


8 CATCH BASIN CASTING SUMP AT CONCRETE CURB AND GUTTER NO SCALE

7 CONCRETE PAVEMENT CONTRACTION JOINTS NO SCALE



4 STREET PATCHING STANDARDS NO SCALE



2 CROSS GUTTER NO SCALE

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXXX

PROJECT MANAGER REVIEW

BY XX	DATE XXXX/XX/XX

CERTIFICATION

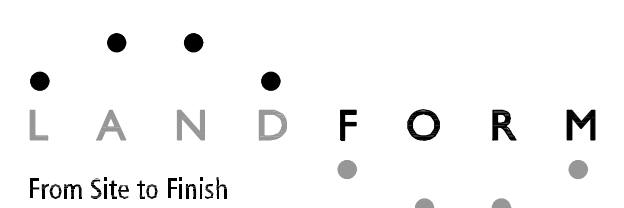
I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Randall C. Hedlund
License No. 19976

Signature shown in this location of original. Web signed copy of this plan on file with the City of Ramsey, MN. Original available upon request.

SITE PLAN SUBMITTAL

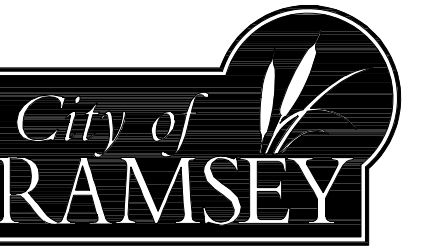
01-03-2017



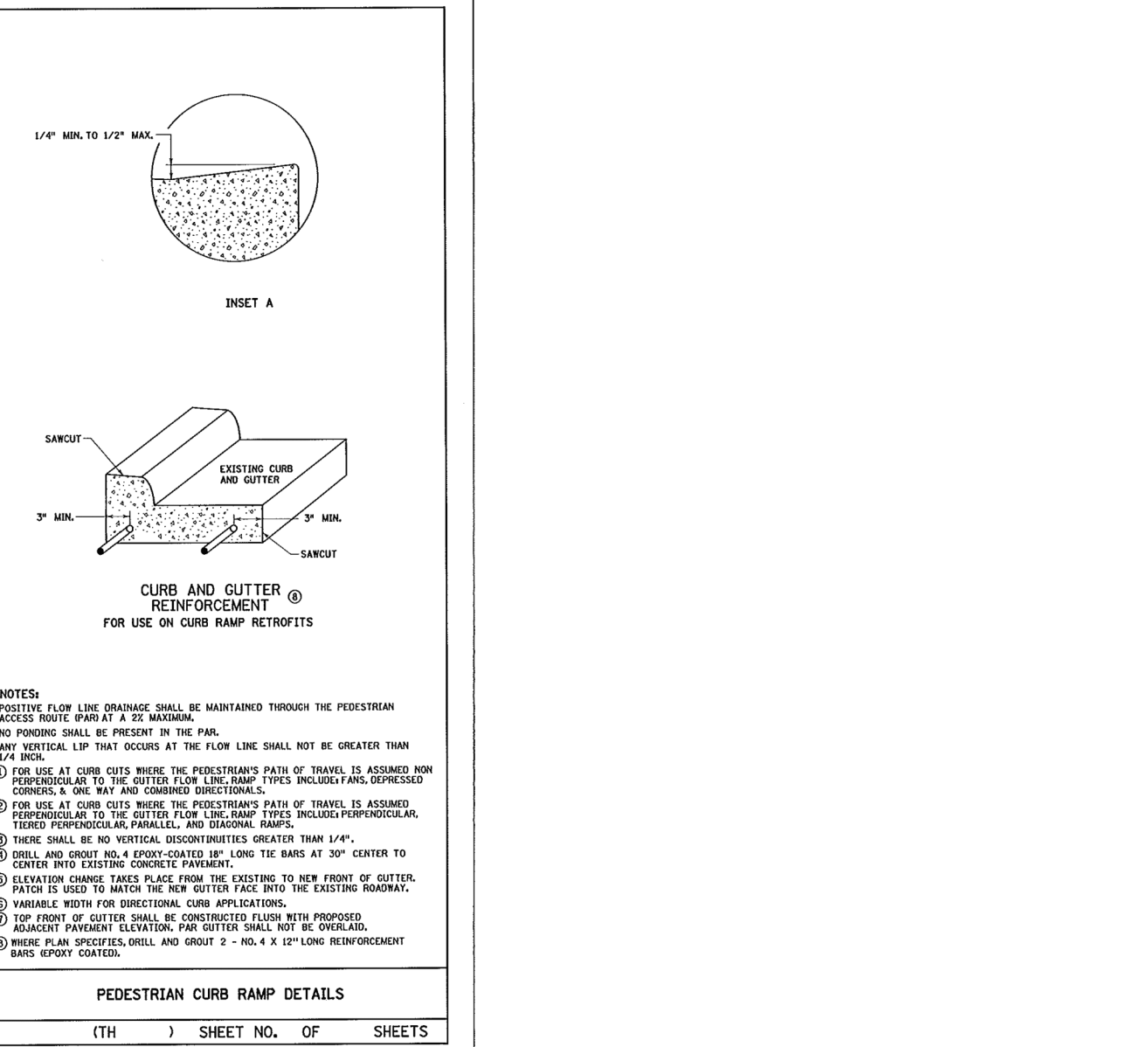
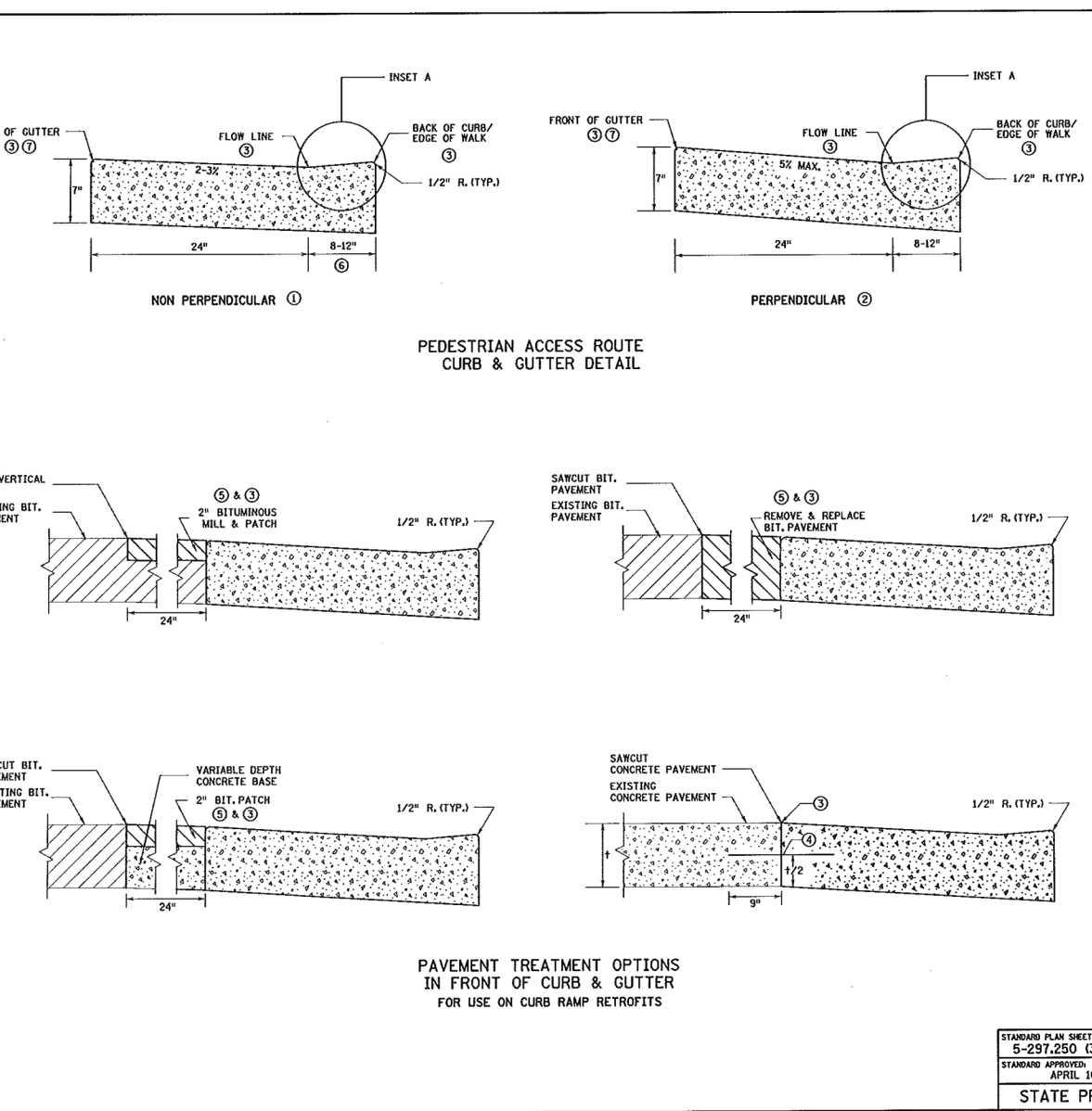
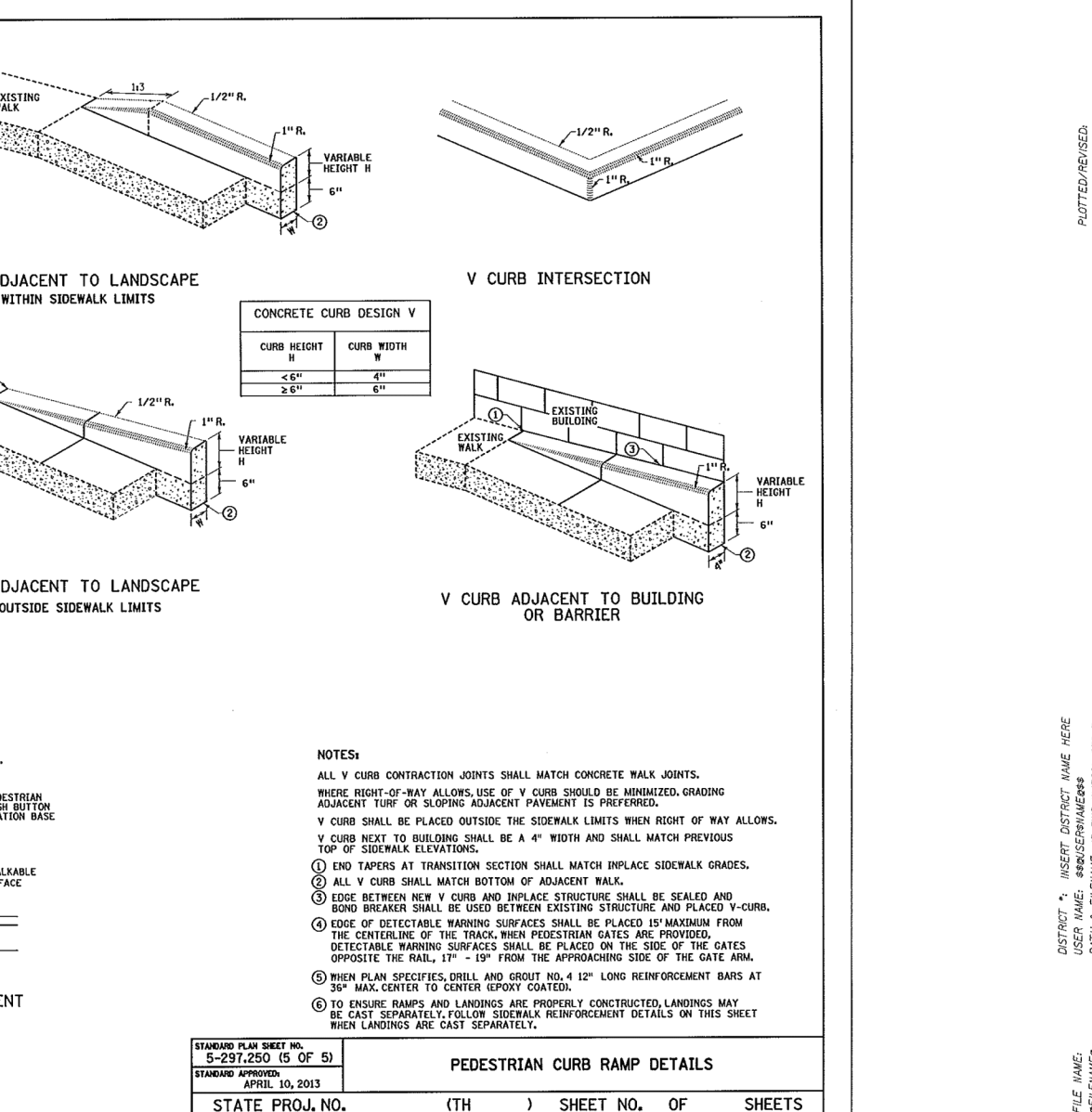
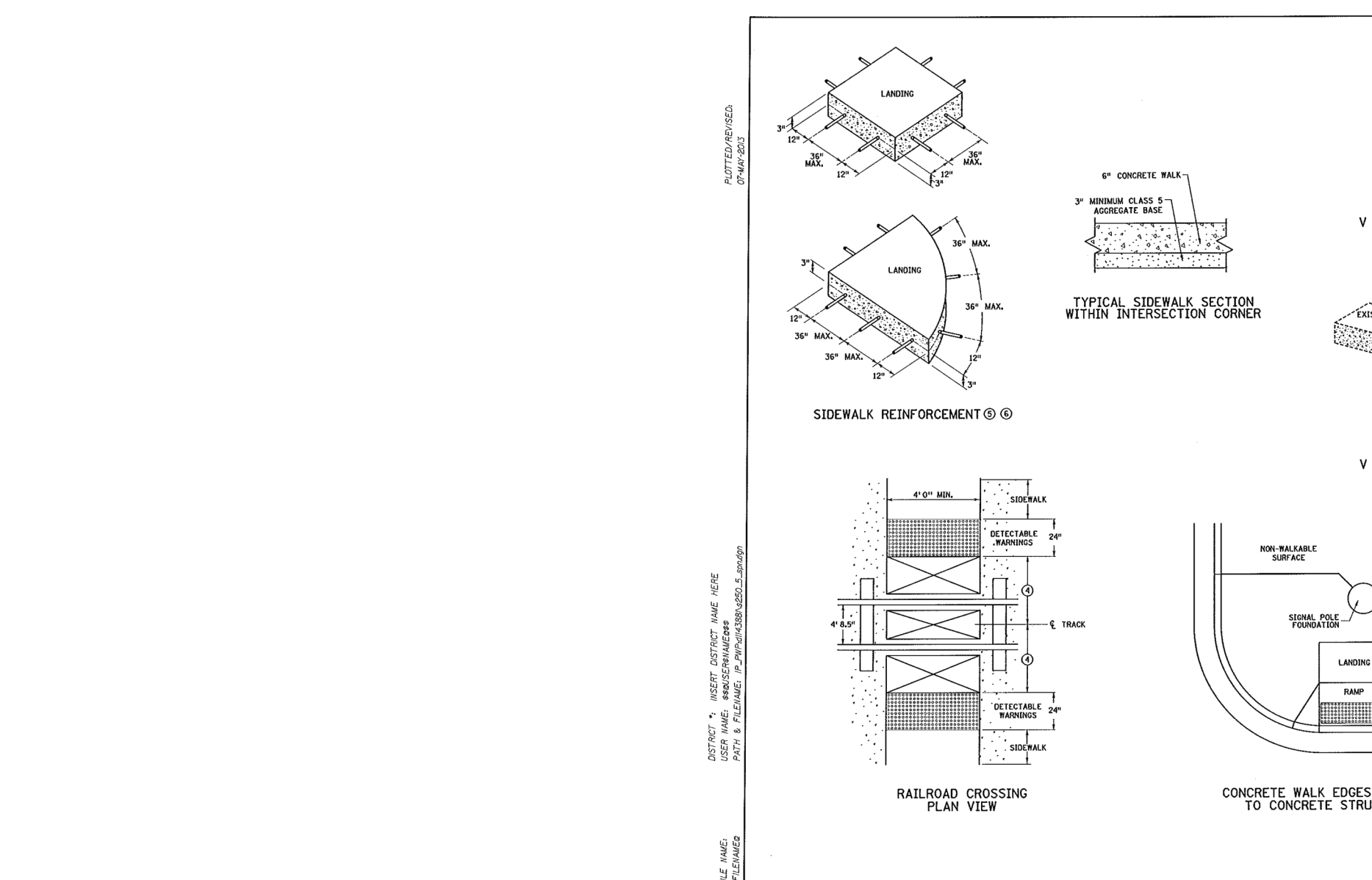
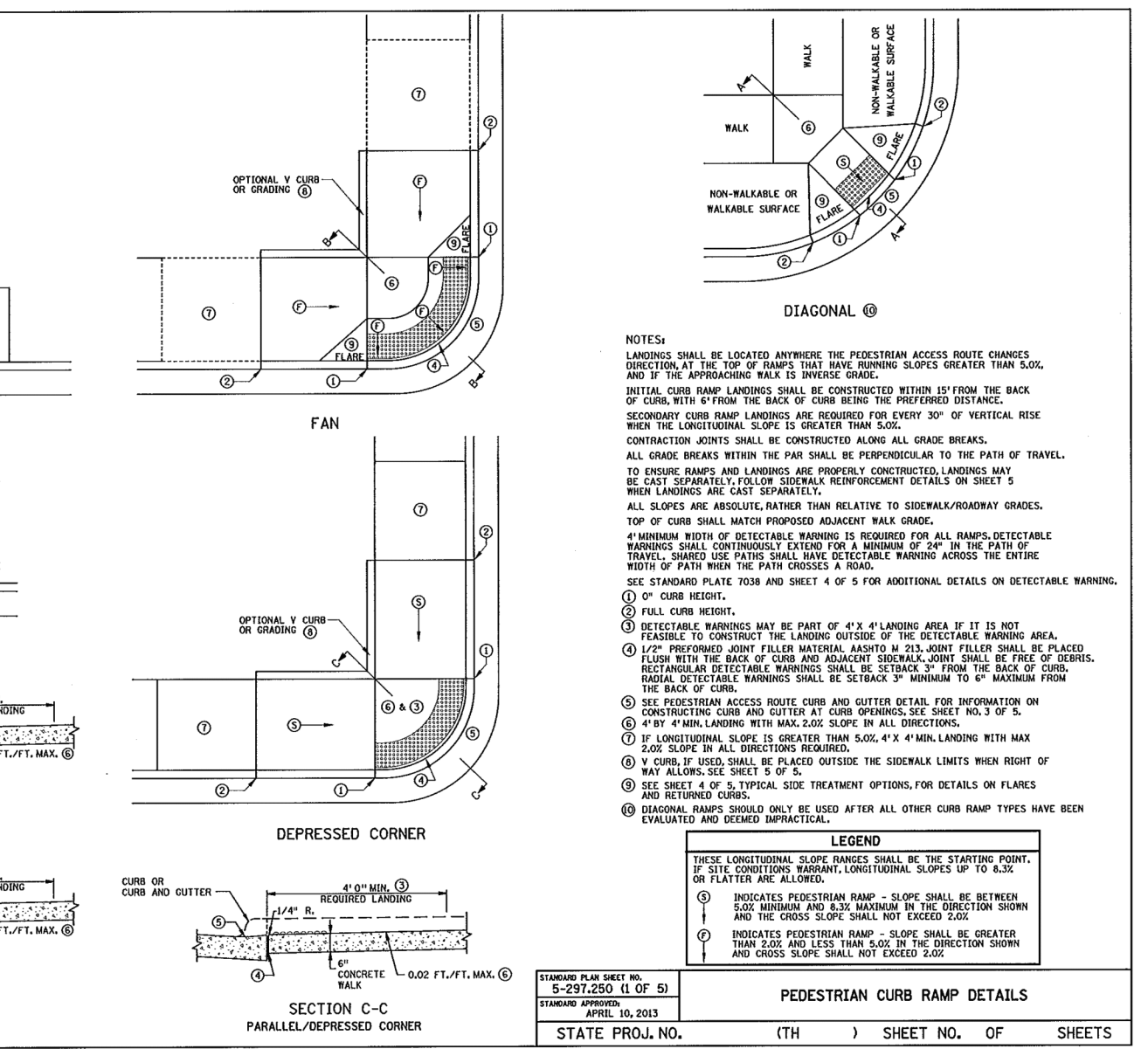
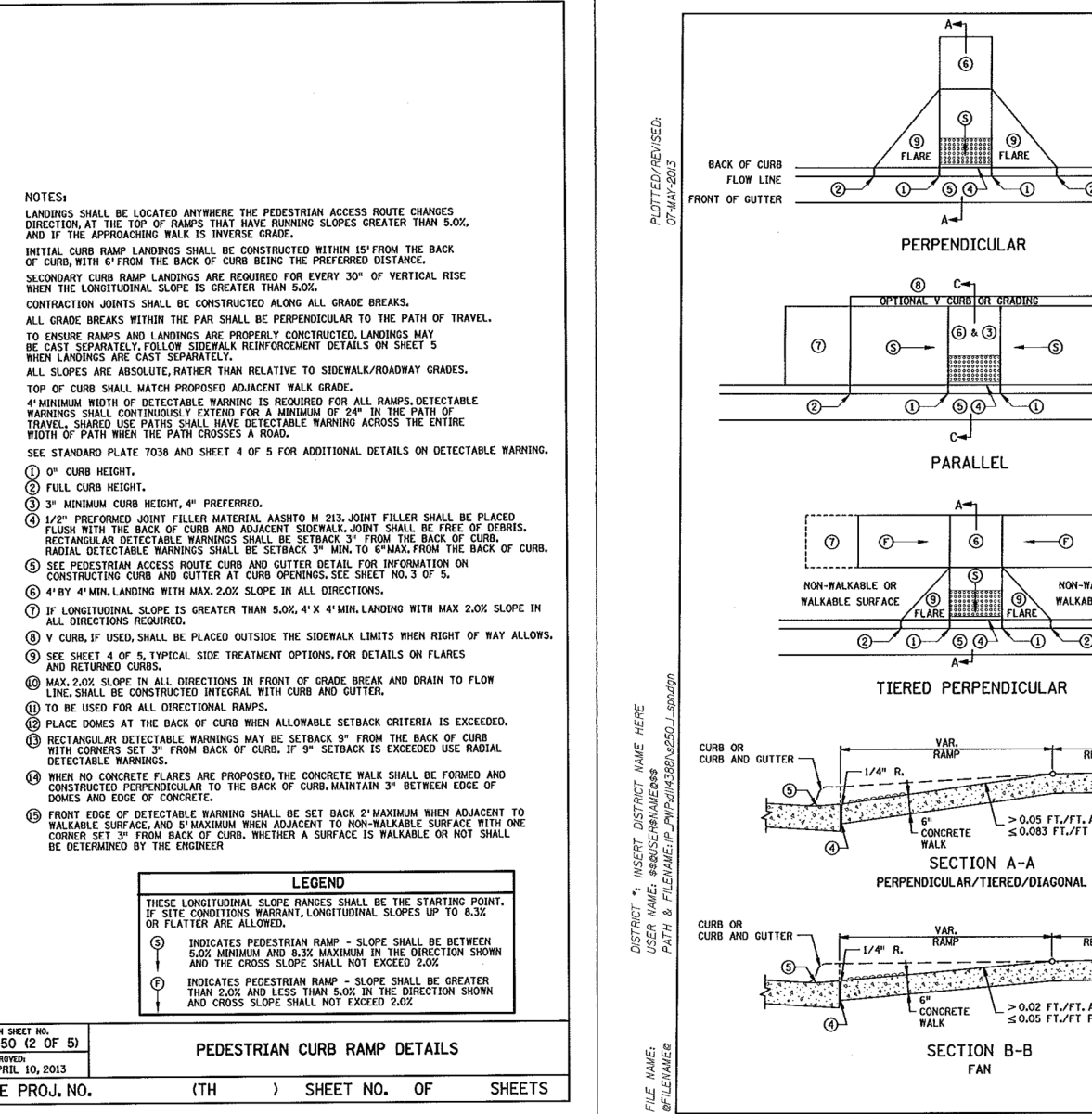
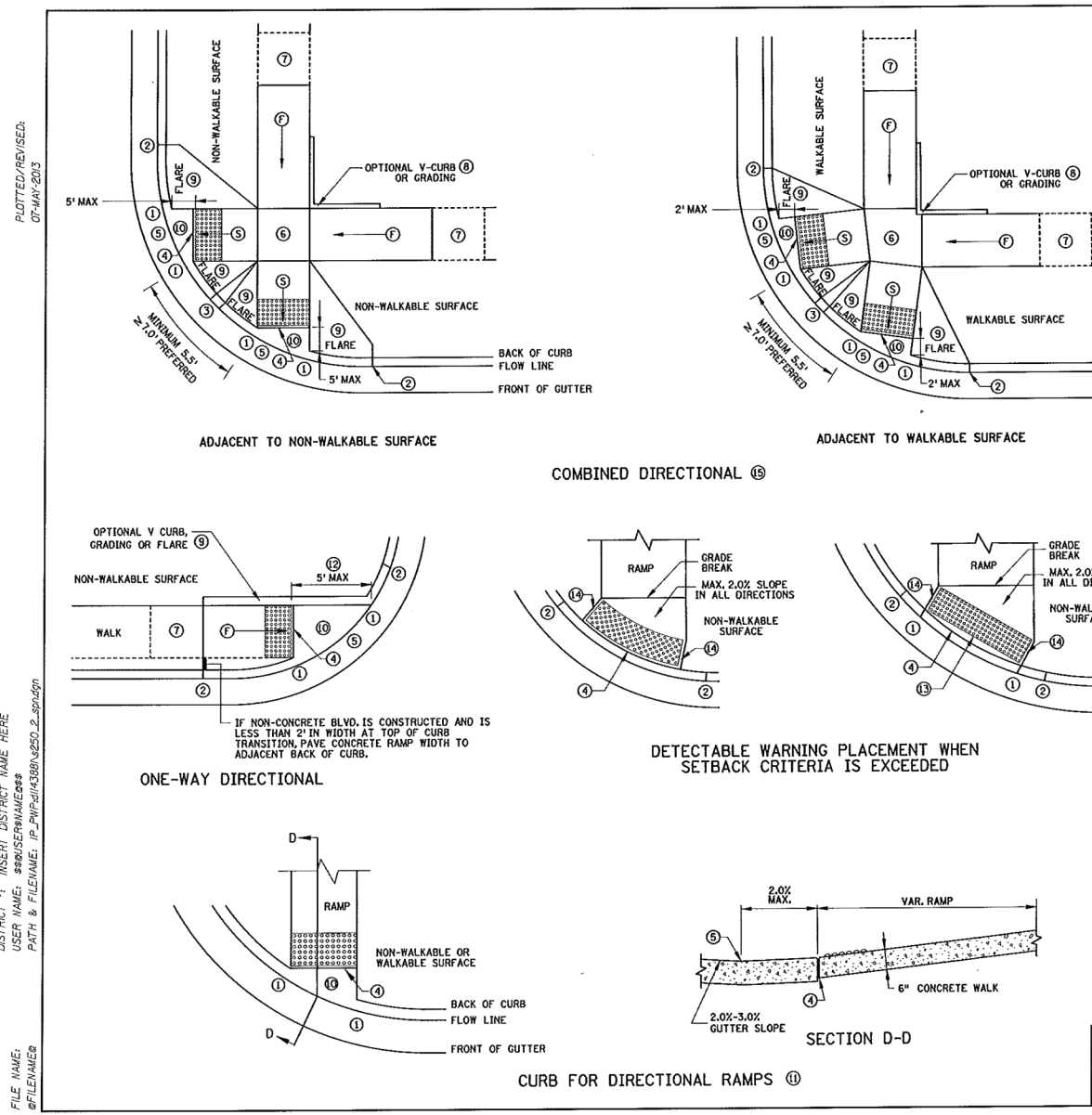
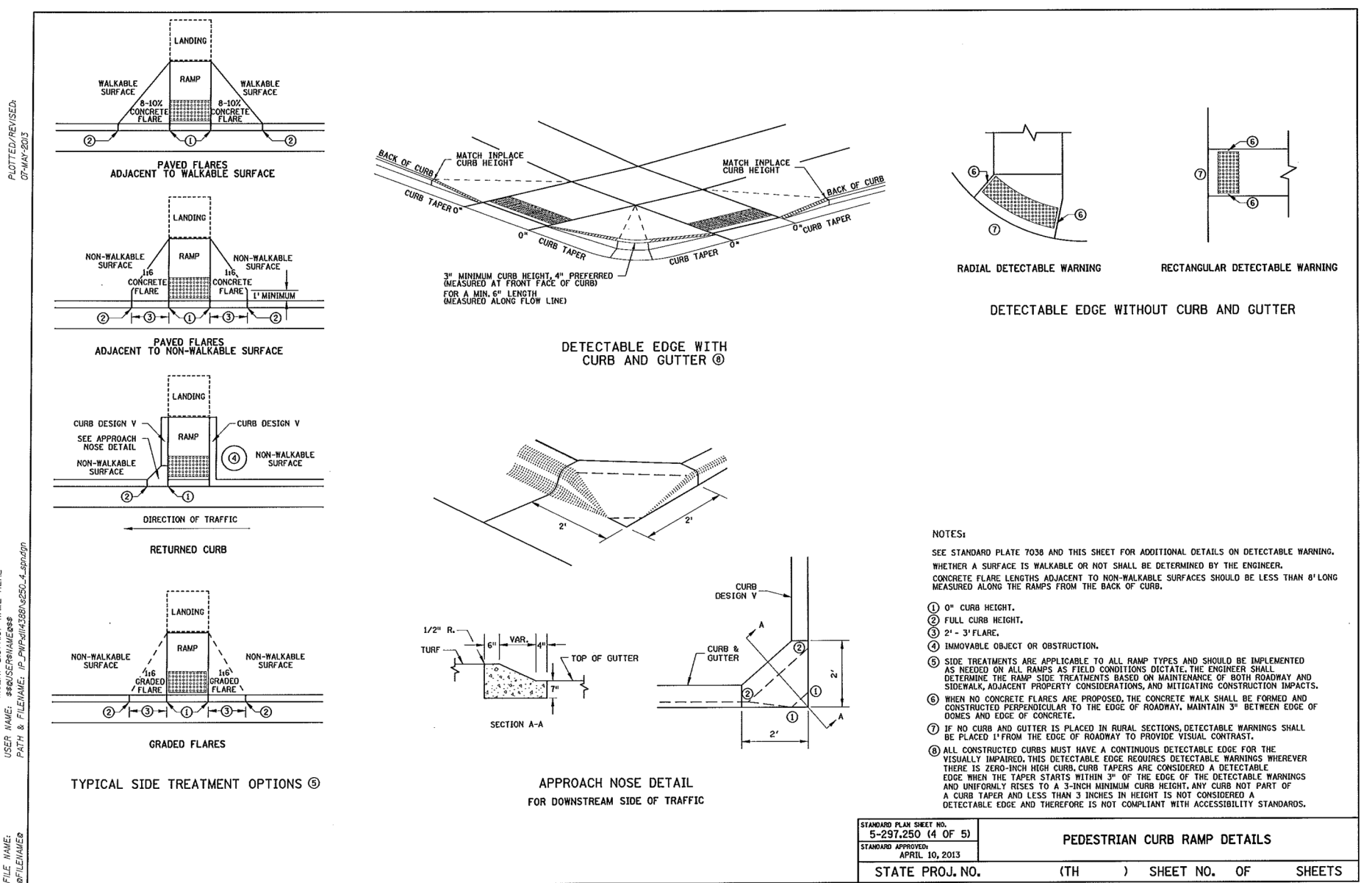
105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

FILE NAME: C704KR2001.DWG
PROJECT NO.: NSS16001

CIVIL CONSTRUCTION DETAILS
C7.4



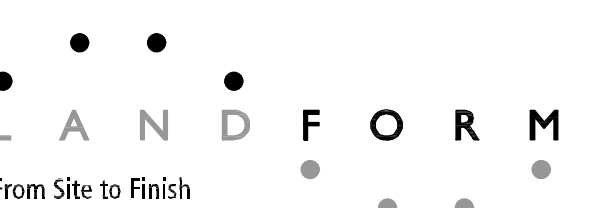
SHEET	TITLE
C0.1	CIVIL TITLE SHEET
C0.2	EXISTING CONDITIONS & DEFO
C0.3	SITE PLAN
C1.1	GRADING, DRAINAGE & EROSION CONTROL
C1.2	PAVING PLAN & NOTES
C1.3	SWPPP NOTES
C2.1	UTILITIES
C2.2	CIVIL CONSTRUCTION DETAILS
C2.3	CIVIL CONSTRUCTION DETAILS
C2.4	CIVIL CONSTRUCTION DETAILS
C2.5	CIVIL CONSTRUCTION DETAILS
L1.1	TREE PRESERVATION PLAN
L1.2	TREE PRESERVATION TABLE
L2.1	LANDSCAPE PLAN
L2.2	LANDSCAPE DETAILS



DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

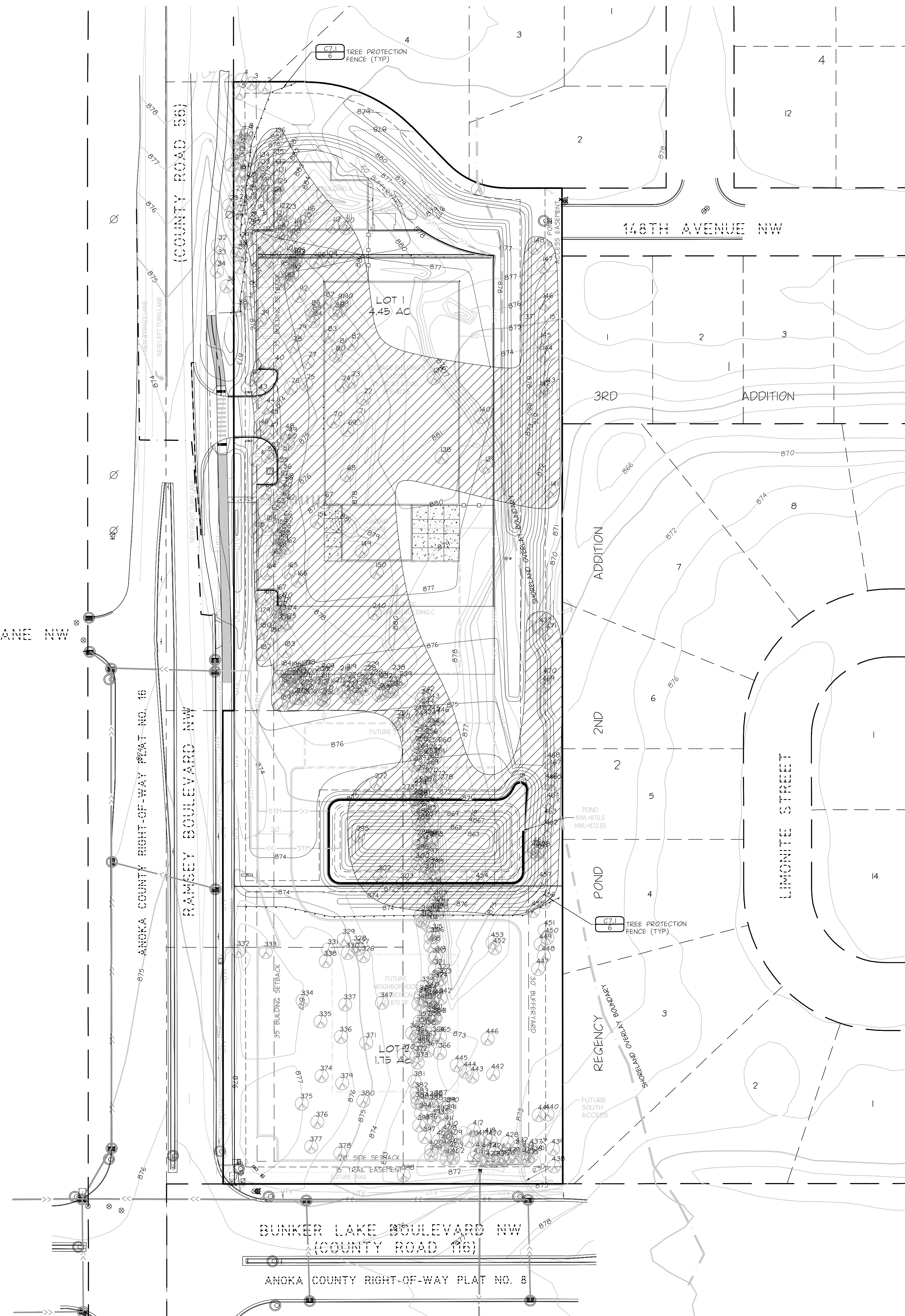
I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 License No: 19976
 Signature shown in this plan is a reproduction of original. Web signed copy of this plan on the National Self-Storage, LLC office and is available upon request.

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE THIS SHEET HAS BEEN REPRODUCED BY AN UNAUTHORIZED READER AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.



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 Minneapolis, MN 55401 Web: landform.net

FILE NAME C705KRZ001.DWG
 PROJECT NO. NSS16001



MITIGATION NUMBERS	
Total Sig. Tree Inches:	4272.5
Total Sig. Tree Inches (Exempt):	386
Net Sig. Tree Inches:	3886.5
70% allowable sig. tree removals (threshold):	2720.55
Removal inches (Non-exempt):	2223.0
Removal Inches above threshold:	0
Removal Percentage:	57.2%
Replacement inches:	0.00

EXISTING CONDITIONS

BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM, MINNEAPOLIS, MN, ON DECEMBER 07, 2015, EXPRESSLY FOR THIS PROJECT, CITY OF RAMSEY, MN RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER.

SEE SHEET L1.2 FOR TREE REMOVAL TABLE

LEGEND	
	CLEARING AND GRUBBING LIMITS (2.5 ACRES)

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

PROJECT

REGENCY COMMONS

RAMSEY, MN

SHEET INDEX

SHEET	TITLE
CD1	CIVIL TITLE SHEET
CD1.1	EXISTING CONDITIONS & DEFO
CD1.2	SITE PLAN
CD1.3	GRADING, DRAINAGE & EROSION CONTROL
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CD1.6	UTILITIES
CD1.7	CIVIL CONSTRUCTION DETAILS
CD1.8	CIVIL CONSTRUCTION DETAILS
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CD1.98	CIVIL CONSTRUCTION DETAILS
CD1.99	CIVIL CONSTRUCTION DETAILS
CD1.100	CIVIL CONSTRUCTION DETAILS

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XXX/XXX/XXXX

CERTIFICATION

I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Randall C. Hedlund
License No: 19976

Signature shown in this location of original. Web signed copy of this plan on file with the City of Ramsey, MN. Original shown in available upon request.

SITE PLAN SUBMITTAL

01-03-2017

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TREE PRESERVATION PLAN

L1.1

SHEET NO. 13/15

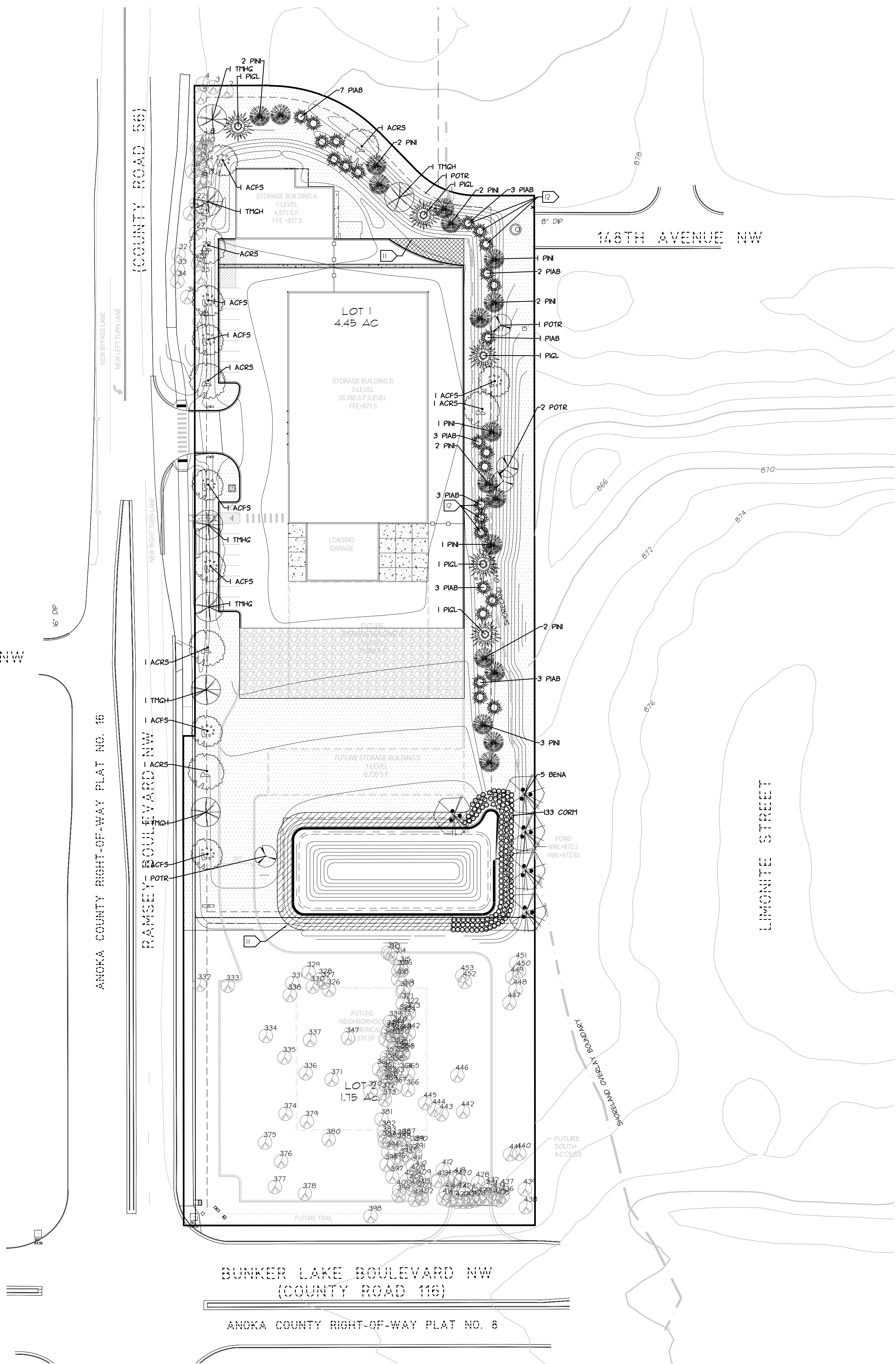
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Tree #	Species	Cal. In.	Condition	Removed
1	Elm, Siberian	10.0	Fair	
2	Elm, Siberian	9.5	Good	
3	Pine, Scots	18.0	Good	
4	Elm, Siberian	10.0	Fair	
5	Elm, Siberian	8.0	Fair	
6	Boxelder	10.0	Fair	
7	Elm, Siberian	8.0	Good	
8	Pine, Scots	13.5	Fair	
9	Pine, Scots	11.5	Fair	
10	Pine, Scots	13.0	Good	
11	Pine, Scots	14.5	Good	
12	Pine, Scots	11.5	Good	
13	Pine, Scots	10.0	Good	
14	Pine, Scots	21.0	Fair	
15	Pine, Scots	10.5	Good	
16	Elm, Siberian	10.0	Fair	
17	Pine, Scots	10.0	Fair	
18	Pine, Scots	5.0	Fair	
19	Pine, Scots	16.0	Good	
20	Pine, Scots	14.0	Good	X
21	Pine, Scots	12.0	Fair	X
22	Pine, Scots	15.0	Fair	
23	Elm, Siberian	14.0	Fair	
24	Pine, Scots	11.5	Good	
25	Pine, Scots	16.5	Good	
26	Pine, Scots	10.0	Good	X
27	Elm, Siberian	9.5	Good	
28	Pine, Scots	17.0	Good	X
29	Pine, Scots	14.5	Good	X
30	Pine, Scots	14.5	Good	X
31	Pine, Scots	14.0	Good	X
32	Elm, Siberian	9.0	Fair	
33	Elm, Siberian	10.5	Good	
34	Elm, Siberian	10.5	Good	
35	Pine, Scots	13.5	Good	
36	Elm, Siberian	13.5	Fair	
37	Pine, Scots	19.0	Fair	
38	Elm, Siberian	17.0	Fair	
39	Elm, Siberian	37.0	Fair	X
40	Elm, Siberian	9.5	Fair	X
41	Elm, Siberian	13.5	Fair	X
42	Elm, Siberian	19.0	Fair	X
43	Elm, Siberian	18.0	Fair	X
44	Elm, Siberian	11.0	Fair	X
45	Pine, red	5.0	Good	X
46	Elm, Siberian	11.5	Good	X
47	Pine, red	5.5	Good	X
48	Pine, red	6.0	Good	X
49	Pine, red	5.0	Good	X
50	Pine, red	4.5	Good	X
51	Pine, red	6.0	Fair	X
52	Elm, Siberian	13.0	Fair	X
53	Elm, Siberian	12.0	Fair	X
54	Elm, Siberian	12.0	Fair	X
55	Pine, red	5.0	Good	X
56	Pine, red	5.0	Good	X
57	Pine, red	4.5	Good	X
58	Pine, red	5.0	Good	X
59	Pine, red	4.5	Good	X
60	Pine, red	5.5	Good	X
61	Pine, red	6.0	Good	X
62	Pine, red	5.0	Good	X
63	Pine, Scots	4.5	Fair	X
64	Elm, Siberian	9.0	Fair	X
65	Elm, Siberian	13.0	Good	X
66	Pine, red	5.5	Good	X
67	Pine, Scots	6.5	Good	X
68	Elm, Siberian	9.0	Good	X
69	Elm, Siberian	13.0	Fair	X
70	Elm, Siberian	12.0	Fair	X
71	Elm, Siberian	17.0	Fair	X
72	Elm, Siberian	16.0	Fair	X
73	Pine, Scots	13.5	Good	X
74	Elm, Siberian	14.0	Fair	X
75	Ash, green	10.5	Fair	X
76	Elm, Siberian	12.0	Fair	X
77	Pine, red	5.0	Good	X
78	Pine, red	7.5	Good	X
79	Elm, Siberian	15.0	Fair	X
80	Pine, Scots	9.0	Good	X
81	Pine, Scots	11.0	Fair	X
82	Pine, Scots	10.0	Fair	X
83	Pine, Scots	7.5	Fair	X
84	Pine, red	5.5	Good	X
85	Pine, red	4.5	Good	X
86	Pine, red	4.5	Good	X
87	Elm, Siberian	8.0	Fair	X
88	Elm, Siberian	12.0	Fair	X
89	Pine, Scots	8.5	Good	X
90	Pine, Scots	12.0	Good	X
91	Pine, Scots	15.0	Fair	X
92	Elm, Siberian	16.0	Fair	X
93	Pine, red	5.0	Good	X
94	Pine, red	4.5	Good	X
95	Pine, red	4.5	Good	X

Tree #	Species	Cal. In.	Condition	Removed
96	Pine, red	5.5	Good	X
97	Pine, red	4.5	Good	X
98	Pine, red	4.0	Good	X
99	Pine, Scots	5.0	Good	X
100	Pine, Scots	6.5	Good	X
101	Pine, Scots	5.5	Good	X
102	Pine, Scots	8.0	Good	X
103	Pine, Scots	6.5	Fair	X
104	Pine, Scots	11.0	Good	X
105	Pine, Scots	10.5	Good	X
106	Pine, Scots	4.0	Good	X
107	Pine, Scots	6.0	Good	X
108	Pine, Scots	6.0	Good	X
109	Elm, Siberian	16.0	Fair	X
110	Elm, Siberian	9.5	Fair	X
111	Elm, Siberian	28.0	Fair	X
112	Elm, Siberian	11.0	Fair	X
113	Pine, Scots	9.0	Good	X
114	Elm, Siberian	11.0	Good	X
115	Pine, Scots	4.0	Good	X
116	Pine, Scots	4.5	Fair	X
117	Pine, Scots	8.0	Good	X
118	Pine, Scots	4.5	Good	X
119	Elm, American	10.0	Fair	X
120	Pine, Scots	11.5	Good	X
121	Pine, Scots	8.0	Good	X
122	Pine, Scots	5.0	Fair	X
123	Elm, Siberian	8.5	Fair	X
124	Pine, Scots	8.0	Good	X
125	Elm, Siberian	9.5	Good	X
126	Pine, Scots	4.0	Fair	X
127	Pine, Scots	5.5	Fair	X
128	Pine, Scots	6.5	Fair	X
129	Pine, Scots	7.0	Fair	X
130	Pine, Scots	4.5	Fair	X
131	Pine, Scots	8.0	Fair	X
132	Elm, Siberian	12.0	Fair	X
133	Pine, Scots	8.5	Good	X
134	Pine, Scots	9.0	Good	X
135	Elm, Siberian	13.0	Good	X
136	Elm, Siberian	20.0	Fair	X
137	Elm, Siberian	8.0	Fair	X
138	Cottonwood	11.0	Good	X
139	Elm, Siberian	10.0	Fair	X
140	Elm, Siberian	8.5	Good	X
141	Elm, Siberian	8.0	Good	X
142	Elm, Siberian	8.5	Good	X
143	Cottonwood	8.5	Good	X
144	Elm, Siberian	12.0	Fair	X
145	Elm, Siberian	8.5	Good	X
146	Elm, Siberian	9.0	Good	X
147	Elm, Siberian	16.0	Fair	X
148	Elm, Siberian	9.0	Fair	X
149	Elm, Siberian	15.5	Fair	X
150	Elm, Siberian	26.0	Fair	X
151	Elm, Siberian	9.0	Fair	X
152	Pine, red	5.5	Good	X
153	Pine, red	4.5	Good	X
154	Pine, red	4.5	Good	X
155	Elm, Siberian	17.0	Fair	X
156	Pine, red	4.5	Good	X
157	Pine, red	5.5	Good	X
158	Pine, red	5.5	Good	X
159	Pine, red	4.5	Good	X
160	Pine, red	4.0	Good	X
161	Pine, red	5.0	Good	X
162	Pine, red	6.5	Good	X
163	Elm, Siberian	13.0	Fair	X
164	Pine, red	6.5	Fair	X
165	Elm, Siberian	9.0	Fair	X
166	Pine, Scots	6.5	Good	X
167	Pine, red	9.0	Fair	X
168	Pine, red	5.0	Good	X
169	Pine, red	4.5	Good	X
170	Pine, red	4.5	Good	X
171	Pine, red	4.5	Good	X
172	Pine, red	6.0	Good	X
173	Pine, red	5.0	Good	X
174	Elm, Siberian	11.0	Fair	X
175	Pine, red	5.0	Fair	X
176	Pine, red	4.5	Good	X
177	Pine, red	5.5	Good	X
178	Pine, red	4.0	Good	X
179	Elm, Siberian	10.0	Fair	X
180	Elm, Siberian	10.5	Fair	X
181	Pine, red	5.0	Good	X
182	Elm, Siberian	16.0	Fair	X
183	Pine, red	5.0	Good	X
184	Pine, red	6.0	Good	X
185	Pine, Scots	8.0	Good	X
186	Pine, red	4.0	Fair	X
187	Pine, red	4.0	Good	X
188	Pine, red	4.5	Good	X
189	Cottonwood	11.0	Good	X
190	Pine, red	4.0	Good	X
191	Pine, red	4.5	Good	X

Tree #	Species	Cal. In.	Condition	Removed
192	Pine, red	4.0	Good	X
193	Pine, red	4.5	Good	X
194	Pine, red	4.5	Good	X
195	Pine, red	6.0	Good	X
196	Pine, red	4.5	Good	X
197	Pine, red	5.5	Good	X
198	Pine, red	6.0	Good	X
199	Pine, red	5.5	Good	X
200	Pine, red	6.5	Good	X
201	Pine, red	4.5	Good	X
202	Pine, red	4.5	Good	X
203	Pine, red	5.5	Good	X
204	Pine, red	4.5	Good	X
205	Pine, red	4.5	Good	X
206	Pine, red	6.0	Good	X
207	Pine, red	5.5	Good	X
208	Pine, red	4.5	Good	X
209	Pine, red	6.0	Good	X
210	Pine, red	5.5	Good	X
211	Pine, red	6.5	Good	X
212	Pine, red	4.5	Good	X
213	Pine, red	6.0	Good	X
214	Pine, red	7.0	Fair	X
215	Pine, red	5.0	Good	X
216	Pine, red	4.5	Good	X
217	Pine, red	4.5	Good	X
218	Pine, red	4.5	Good	X
219	Pine, red	7.5	Good	X
220	Pine, red	6.5	Good	X
221	Pine, red	4.0	Good	X
222	Pine, red	4.5	Good	X
223	Pine, red	6.5	Good	X
224	Pine, red	4.0	Good	X
225	Elm, Siberian	8.0	Good	X
226	Pine, red	4.0	Good	X
227	Pine, red	5.5	Good	X
228	Pine, red	5.5	Good	X
229	Pine, red	5.5	Good	X
230	Pine, red	4.5	Good	X
231	Pine, red	5.5	Good	X
232	Pine, red	4.5	Good	X
233	Cottonwood	21.5	Good	X
234	Cottonwood	14.5	Good	X
235	Pine, red	5.5	Good	X
236	Pine, red	5.0	Good	X
237	Pine, red	6.0	Good	X
238	Pine, red	6.5	Good	X
239	Pine, red	12.0	Fair	X
240	Elm, Siberian	22.0	Fair	X
241	Pine, red	7.0	Good	X
242	Pine, red	11.5	Fair	X
243	Pine, red	4.5	Good	X
244	Pine, red	9.0	Good	X
245	Pine, red	7.0	Good	X
246	Pine, red	4.5	Fair	X
247	Pine, red	7.0	Good	X
248	Pine, red	7.5	Good	X
249	Pine, red	7.5	Good	X
250	Elm, American	14.0	Good	X
251	Boxelder	22.0	Fair	X
252	Pine, red	6.0	Fair	X
253	Pine, red	7.0	Good	X
254	Elm, Siberian	16.0	Good	X
255	Pine, red	4.5	Good	X
256	Pine, red	11.5	Fair	X
257	Pine, red	7.5	Good	X
258	Pine, red	4.5	Good	X
259	Pine, red	7.0	Good	X
260	Pine, red	6.5	Good	X
261	Elm, Siberian	13.0	Fair	X
262	Pine, red	7.0	Good	X
263	Pine, red	5.0	Good	X
264	Pine, red	9.0	Good	X
265	Pine, red	8.0	Good	X
266	Pine, red	7.5	Good	X
267	Pine, red	7.5	Good	X
268	Pine, red	7.0	Good	X
269	Pine, red	4.0	Fair	X
270	Pine, red	7.5	Good	X
271	Pine, red	8.5	Good	X
272	Boxelder	26.0	Fair	X
273	Boxelder	21.0	Fair	X
274	Pine, red	7.0	Good	X
275	Pine, red	6.5	Good	X
276	Pine, red	8.0	Good	X
277	Pine, red	6.0	Good	X
278	Pine, red	11.5	Good	X
279	Pine, red	7.5	Good	X
280	Pine, red	6.5	Good	X
281	Pine, red	4.5	Good	X
282	Pine, red	6.5	Fair	X
283	Pine, red	7.5	Good	X
284	Pine, red	10.5	Good	X
285	Pine, red	6.5	Fair	X
286	Pine, red	8.0	Good	X
287	Pine, red	9.0	Good	X

Tree #	Species	Cal. In.	Condition	Removed
288	Pine, red	8.0	Good	X
289	Pine, red	6.0	Good	X
290	Pine, red	8.0	Good	X
291	Pine, red	6.0	Good	X
292	Pine, red	6.5	Good	X
293	Pine, red	10.0	Good	X
294	Pine, red	7.0	Good	X
295	Boxelder	18.0	Fair	X
296	Pine, red	10.5	Good	X
297	Pine, red	8.0	Good	X
298	Pine, red	11.0		



LANDSCAPE REQUIREMENTS

CITY OF RAMSEY, MN CITY CODE:
 1 TREE PER 50 LINEAL FEET OF SITE PERIMETER (GREATER THAN BUILDING FOOTPRINT AREA REQUIREMENTS) = 45 TREES
 BUFFERYARDS REQUIRE A 30% (OF TOTAL REQUIREMENTS) ADDITIONAL INCREASE OF LANDSCAPE PLANTINGS = 13.5 TREES
 TOTAL TREES REQUIRED = 59
 PROPOSED PLAN = 78 TREES
 1 SHRUB PER 300 SQUARE FEET OF BUILDING FOOTPRINT AREA (GREATER THAN THE SITE PERIMETER REQUIREMENTS) = 102 SHRUBS
 BUFFERYARD ADDITIONAL REQUIREMENTS = 31 SHRUBS
 TOTAL SHRUBS REQUIRED = 133
 PROPOSED PLAN = 133 SHRUBS

LANDSCAPE SCHEDULE

KEY	COUNT	SCIENTIFIC NAME	COMMON NAME	MATURE SIZE	PLANTING SIZE	ROOT COND.
ACFS	8	ACER X FRESTMANI 'SIENNA'	SIENNA GLEN MAPLE	50'H X 30'W	2.5" CAL	B&B
ACRS	6	ACER RUBRUM 'RED SUNSET'	RED SUNSET RED MAPLE	50'H X 40'W	2.5" CAL	B&B
THGC	7	TILIA MONGOLICA 'HARVEST GOLD'	HARVEST GOLD MONGOLIAN LINDEN	40'H X 30'W	2.5" CAL	B&B
BENA	5	BETULA NIGRA	RIVER BIRCH	60'H X 45'W	2.5" CAL	B&B
POTR	4	POPULUS TREMULOIDES	QUAKING ASPEN	50'H X 20'W	2.5" CAL	B&B
PIAB	25	PICEA ABIES	NORWAY SPRUCE	50'H X 25'W	6"	B&B
PIGL	5	PICEA GLAUCA	WHITE SPRUCE	50'H X 20'W	6"	B&B
PNI	18	PINUS NIGRA	AUSTRIAN PINE	50'H X 30'W	6"	B&B
CORM	133	CORNUS RACEMOSA 'MUSZAT'	MUSKINGUM GRAY DOGWOOD	3'H X 5'W	#5	CONT.

LEGEND

- : DENOTES AREA TO BE SODDED
- : DENOTES AREA TO BE BWSR SEED MIX NO. W7 (WETLAND FRINGE / SHORELAND BUFFER)
- : DENOTES AREA TO BE ONE AND A HALF (1-1/2") INCH RIVER ROCK MULCH OVER WEED BARRIER FABRIC (TO A DEPTH OF THREE (3") INCHES).

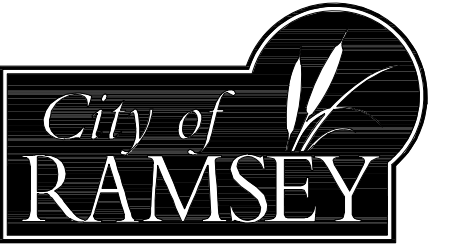
LANDSCAPE NOTES

1. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
 2. COORDINATE INSTALLATION WITH CONTRACTORS PERFORMING RELATED WORK.
 3. SEED MIXTURES SHALL BE AS DEFINED IN CURRENT MNDOT SEEDING MANUAL. NATIVE SEEDS SHALL BE OF MINNESOTA (OR AS SPECIFIED) ORIGIN AND CERTIFIED BY THE MINNESOTA CROP IMPROVEMENT ASSOCIATION (MCI). PROVIDE VERIFYING DOCUMENTATION TO THE OWNER 30 DAYS MINIMUM PRIOR TO INSTALLATION.
 4. PLANT MATERIAL SHALL CONFORM TO THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND BE OF HARDY STOCK, FREE FROM DISEASE, INFESTATION, DAMAGE, AND DISFIGURATION. FOR DISCREPANCY BETWEEN THE NUMBER OF PLANTS ON THE SCHEDULE AND THE NUMBER SHOWN ON THE DRAWING, THE DRAWING SHALL GOVERN.
 5. PLANTING SOIL SHALL CONSIST OF 4 PARTS TOPSOIL TO 1 PART PEAT HUMUS, WITH 3 POUNDS OF COMMERCIAL FERTILIZER ADDED PER CUBIC YARD.
 6. SPREAD A MINIMUM OF 6 INCHES OF TOPSOIL AND SEED/SOD ALL TURF AREAS DISTURBED BY CONSTRUCTION.
 7. PLACE PLANTS ACCORDING TO LAYOUT WITH PROPER NOMINAL SPACING.
 8. SEE DETAILS FOR DEPTH OF PLANTING SOIL.
 9. INSTALL 3-4 INCH SHREDDED HARDWOOD MULCH AROUND SHRUBS.
 10. INSTALL A 4-FOOT DIAMETER SHREDDED HARDWOOD MULCH DISH AROUND TREES VINYL EDGING IS NOT REQUIRED, UNLESS NOTED OTHERWISE.
- II AREA TO BE EDGED WITH 6-INCH BLACK VINYL EDGING (BLACK DIAMOND OR APPROVED EQUAL).
- 12 4"-18" NORWAY SPRUCE OR WHITE SPRUCE TREES TO BE SPADED IN PER DEVELOPER.

DEVELOPER

NATIONAL SELF-STORAGE, LLC
 2827 107TH AVENUE
 BLAINE, MN 55449

MUNICIPALITY



PROJECT

REGENCY COMMONS RAMSEY, MN

SHEET INDEX

SHEET	TITLE
C01	CIVIL TITLE SHEET
C11	EXISTING CONDITIONS & DEMO
C21	SITE PLAN
C31	GRADING, DRAINAGE & EROSION CONTROL
C32	PAVING PLAN & NOTES
C33	SWPPP NOTES
C41	UTILITIES
C71	CIVIL CONSTRUCTION DETAILS
C72	CIVIL CONSTRUCTION DETAILS
C73	CIVIL CONSTRUCTION DETAILS
C74	CIVIL CONSTRUCTION DETAILS
C75	CIVIL CONSTRUCTION DETAILS
L11	TREE PRESERVATION PLAN
L12	TREE PRESERVATION TABLE
L21	LANDSCAPE PLAN
L21	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVISION
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XXXXXXXX

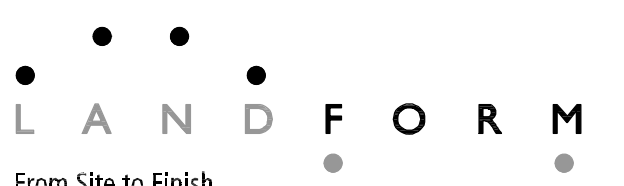
CERTIFICATION

I hereby certify that this plan was prepared under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.
 License No: 19076
 Signature shown on this plan on 01-03-2017. I am the author of this plan. I am not the author of this plan. I am not the author of this plan.
 Signature shown on this plan on 01-03-2017. I am the author of this plan. I am not the author of this plan.

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND WITNESSED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

SITE PLAN SUBMITTAL

01-03-2017



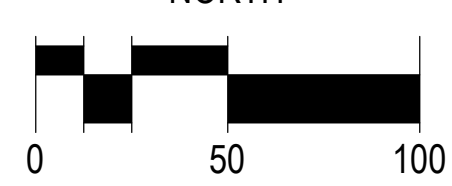
105 South Fifth Avenue Tel: 612-252-9070
 Suite 513 Fax: 612-252-9077
 Minneapolis, MN 55401 Web: landform.net

FILE NAME L201NSS001.DWG
 PROJECT NO. NSS16001

LANDSCAPE PLAN
L2.1
 SHEET NO. 15/15
 Landform/Seed Site to Finish Plan registered service marks of Landform Professional Services, LLC



Know what's Below.
 Call before you dig.



SHEET INDEX

SHEET	TITLE
C01	CIVIL TITLE SHEET
C02	EXISTING CONDITIONS & DEFO
C03	SITE PLAN
C04	GRADING, DRAINAGE & EROSION CONTROL
C05	PAVING PLAN & NOTES
C06	SWAMP NOTES
C07	UTILITIES
C08	CIVIL CONSTRUCTION DETAILS
C09	CIVIL CONSTRUCTION DETAILS
C10	CIVIL CONSTRUCTION DETAILS
C11	CIVIL CONSTRUCTION DETAILS
C12	CIVIL CONSTRUCTION DETAILS
C13	CIVIL CONSTRUCTION DETAILS
C14	CIVIL CONSTRUCTION DETAILS
C15	CIVIL CONSTRUCTION DETAILS
L01	TREE PRESERVATION PLAN
L02	TREE PRESERVATION TABLE
L03	LANDSCAPE PLAN
L04	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXXX

PROJECT MANAGER REVIEW
 BY: XX DATE: XX/XX/XXXX

CERTIFICATION
 I hereby certify that this plan was prepared under my direct supervision, and that I am a Professional Engineer under the laws of the State of Minnesota.
 Signature shown in blue ink is a reproduction of original. Web signed copy of this plan on file at National Self-Storage, LLC office and is available upon request.
 License No: 19976

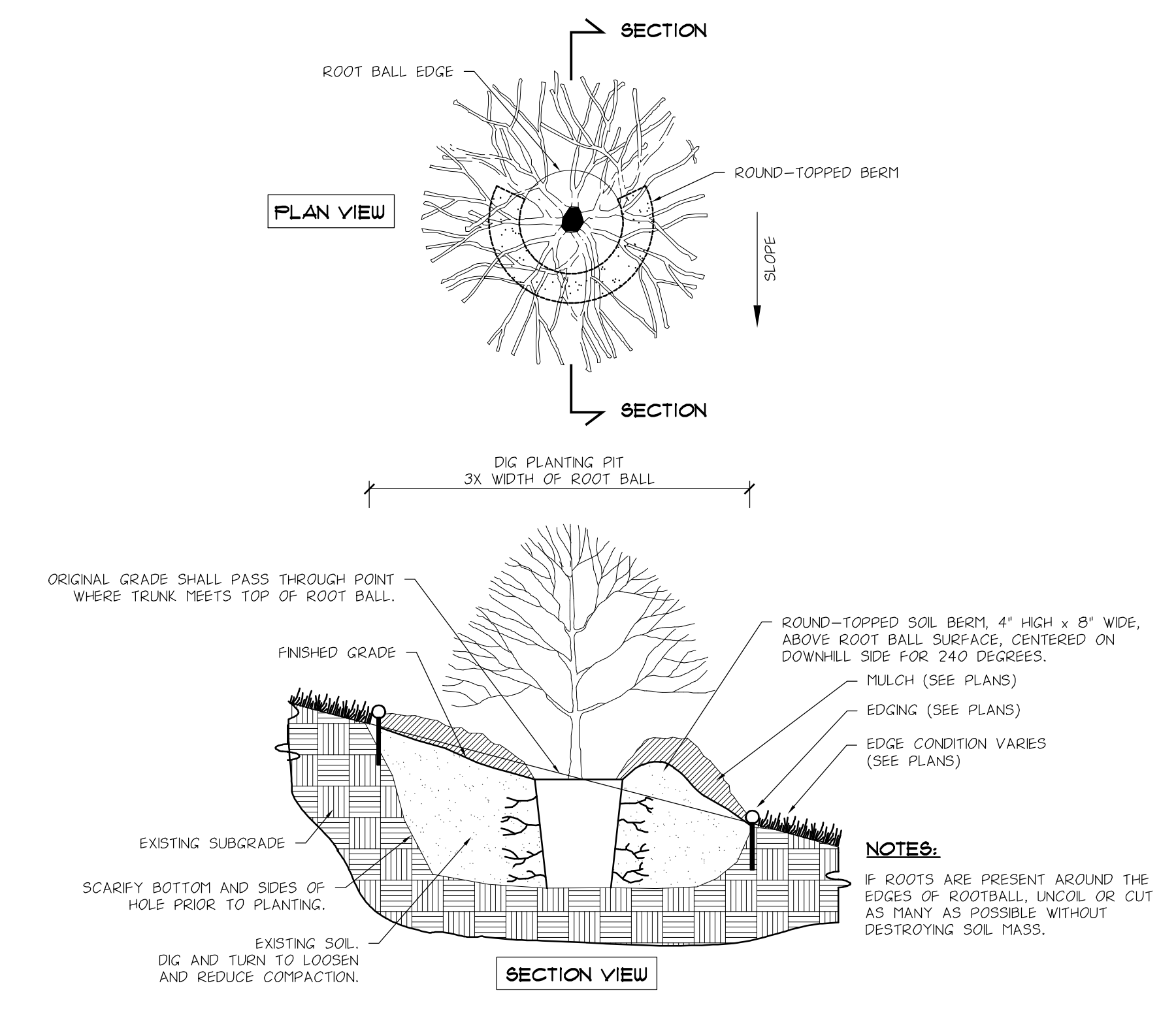
SITE PLAN SUBMITTAL
 01-03-2017

LANDFORM
 From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
 Suite 513 Fax: 612-252-9077
 Minneapolis, MN 55401 Web: landform.net

FILE NAME: L701KRZ001.DWG
 PROJECT NO: NSS16001

LANDSCAPE DETAILS
L7.1
 SHEET NO. 15/15
 Landform From Site to Finish® is a registered service mark of Landform Professional Services, LLC.

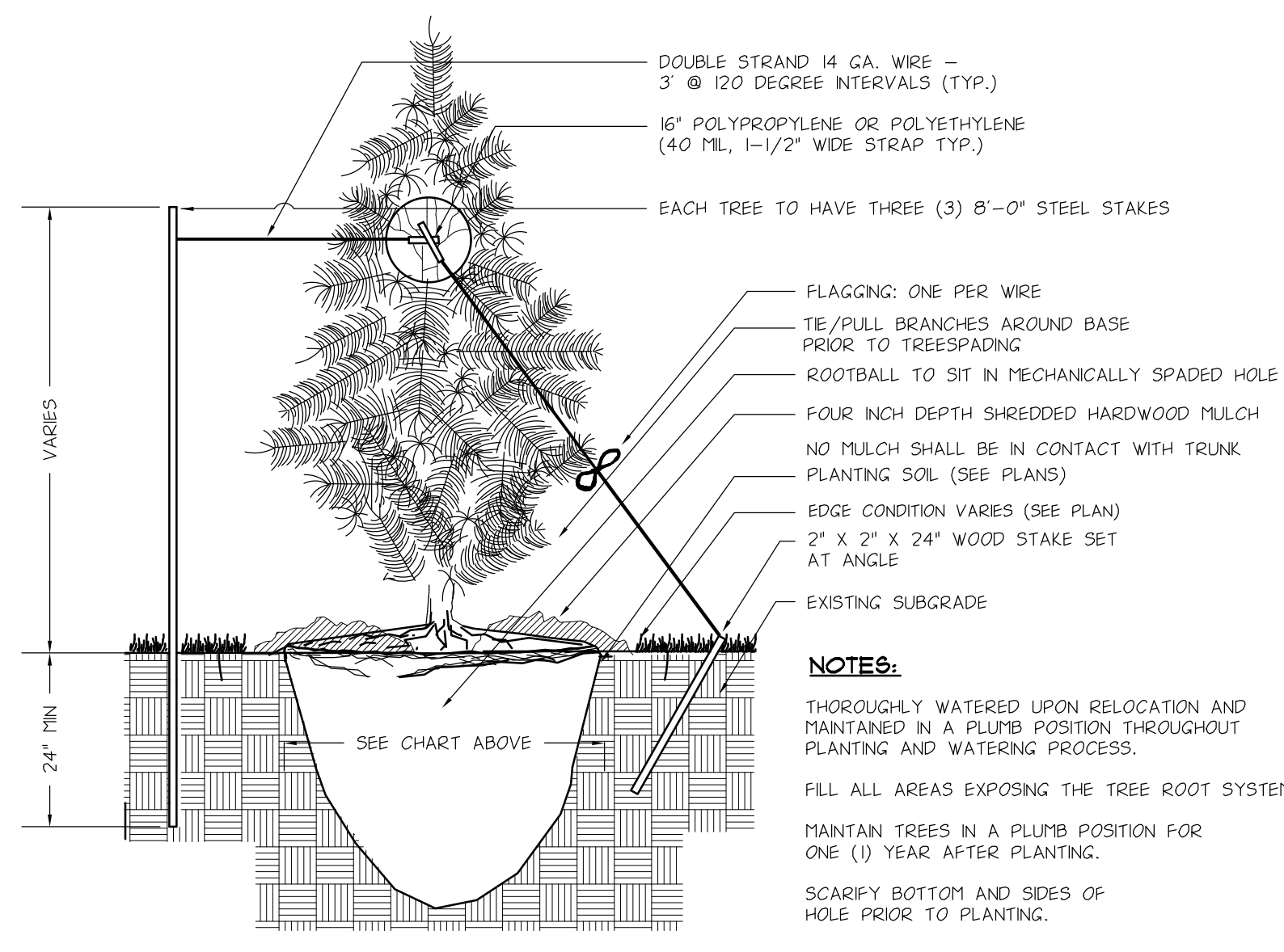


5 **STEEP SLOPE PLANTING** NO SCALE

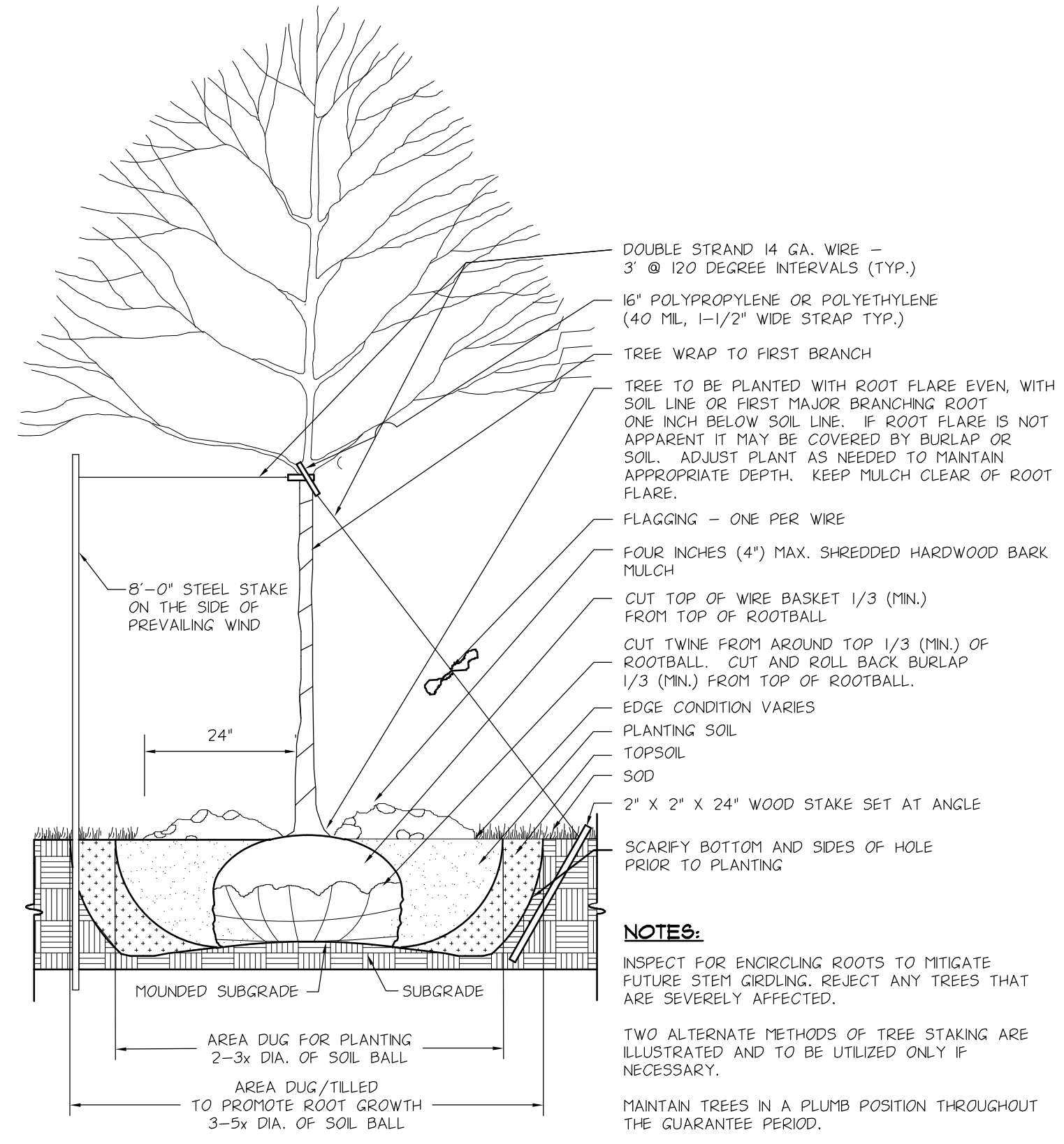
TREE SPADE NOTES

- COORDINATE PROPOSED RELOCATION OF EXISTING TREES WITH GRADING CONTRACTOR. STAGING OF TREE SPADING AND RELOCATION WILL BE DETERMINED BY GRADING PROCESS. TREE SPADE CONTRACTOR IS TO DETERMINE BEST STAGING PROCESS TO MAINTAIN HEALTH AND VIABILITY OF TREES TO BE RELOCATED.
- IF TEMPORARY HOLDING AREA IS NECESSARY FOR SPADED TREES, LANDSCAPE CONTRACTOR WILL BE RESPONSIBLE FOR WATERING, MULCHING AND FERTILIZING TO MAINTAIN EXISTING HEALTH AND VIABILITY OF TREES UNTIL FINAL LOCATION ON SITE IS MET.
- FINAL SETTING OF RELOCATED TREES SHALL BE DETERMINED WITH THE FOLLOWING PARAMETERS IN MIND:
 - MAINTAIN ORIGINAL ORIENTATION OF TREES. EXISTING NORTH FACING SIDE OF TREE SHALL BE NORTH FACING SIDE OF TREE IN NEW LOCATION.
 - CONSIDERATION OF EXISTING SLOPE AROUND ORIGINAL SITE OF TREE SHALL BE IMITATED AS CLOSELY AS POSSIBLE TO MAINTAIN ORIGINAL SLOPE AND DRAINAGE CONDITIONS.
 - RELOCATE TREES AS CLOSE AS POSSIBLE TO ORIGINAL LOCATION TO MAINTAIN ORIGINAL SOIL CONDITIONS.
- TREES TO BE RELOCATED SHALL BE TAGGED AND/OR PAINTED ON SITE.
- TAKE CARE TO MINIMIZE DAMAGE TO LIMBS AND GENERAL HEALTH OF TREES. WRAP OR TIE TREES BEFORE SPADEING TO MINIMIZE DAMAGE DURING RELOCATION. IF SIGNIFICANT DAMAGE OCCURS DUE TO IMPROPER PROCEDURES LANDSCAPE CONTRACTOR WILL BE RESPONSIBLE FOR EQUIVALENT REPLACEMENT OF DAMAGED TREE.
- INSPECTION AND GUARANTEE OF RELOCATED TREES ARE AS DEFINED IN LANDSCAPE PLANS AND SPECIFICATIONS.
- TRANSPLANTED DECIDUOUS/CONIFEROUS TREES SHALL BE TRIMMED OF ALL DEAD WOOD AND PRUNED TO NATURAL AND UNIFORM APPEARANCE.
- TRANSPLANTED DECIDUOUS TREES RELOCATED IN PEDESTRIAN/VEHICULAR CIRCULATION AREAS SHALL BE TRIMMED FREE OF BRANCHES FROM GRADE TO HEIGHT OF 6'-8'.

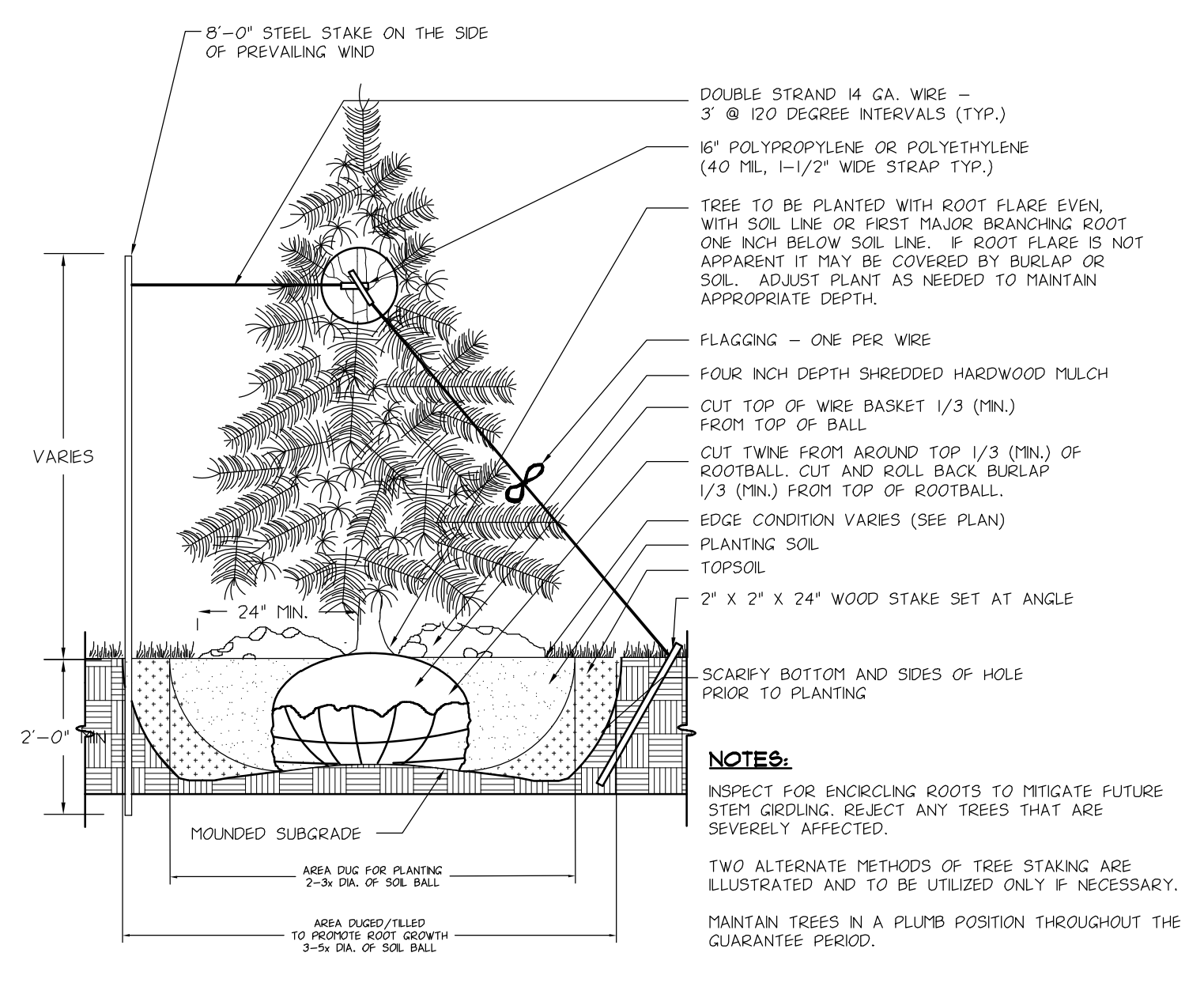
CALIPER SIZE	SPADE DIAMETER		SPADE DEPTH	
	1" CALIPER	12" MINIMUM DIA.	8" - 10"	
2" CALIPER	20" MINIMUM DIA.	13" - 18"		
3" CALIPER	30" MINIMUM DIA.	23" - 29"		
4" CALIPER	40" MINIMUM DIA.	30" - 40"		
5" CALIPER	50" MINIMUM DIA.	36" - 48"		
6" CALIPER	60" MINIMUM DIA.	43" (OPTIMAL SPADE)		
7" CALIPER	70" MINIMUM DIA.	57" (OPTIMAL SPADE)		
8" CALIPER	80" MINIMUM DIA.	57" (OPTIMAL SPADE)		
9" CALIPER	90" MINIMUM DIA.	63" (OPTIMAL SPADE)		
10" CALIPER	100" MINIMUM DIA.	58" (OPTIMAL SPADE)		



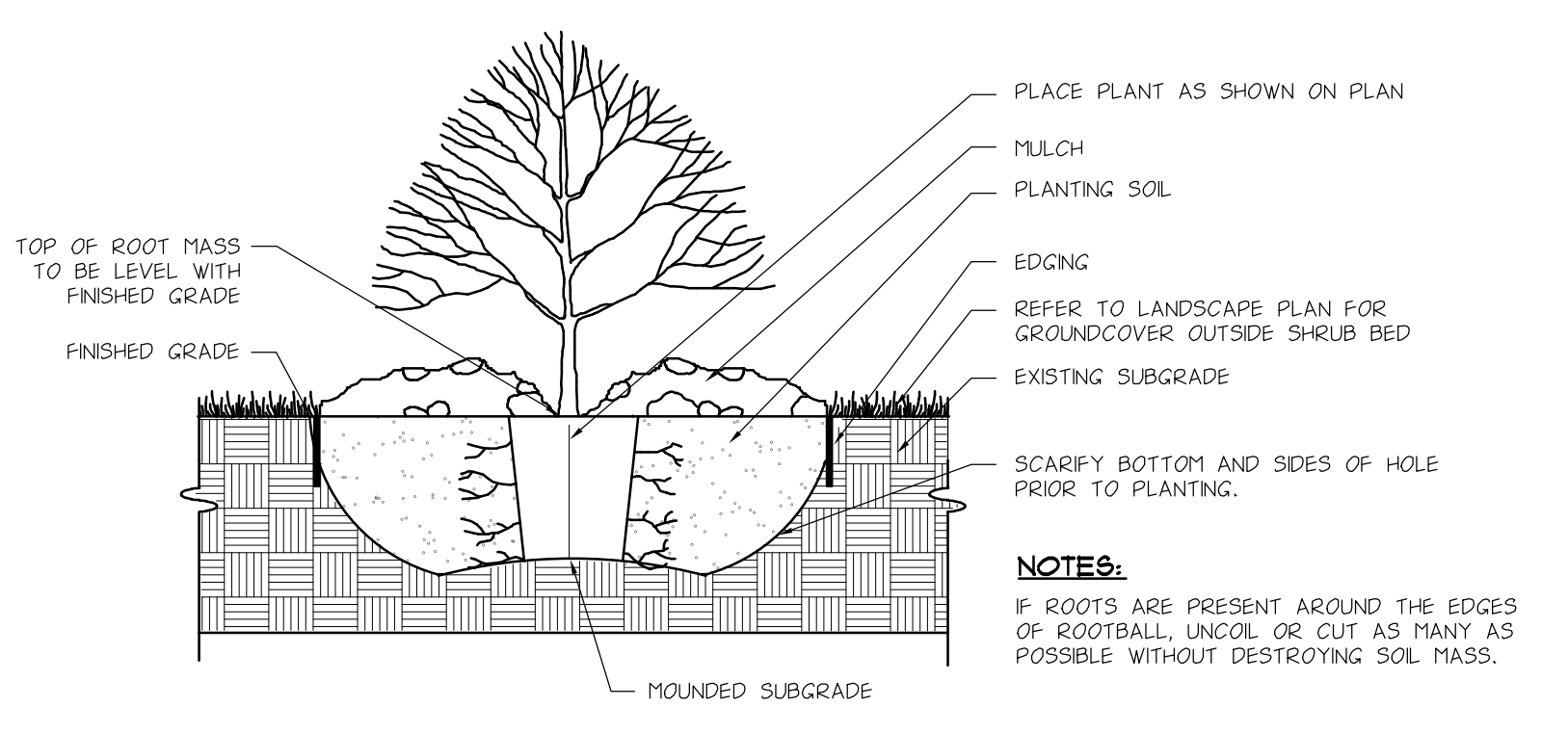
4 **SPADE-RELOCATION FOR CONIFEROUS/DECIDUOUS TREE** NO SCALE



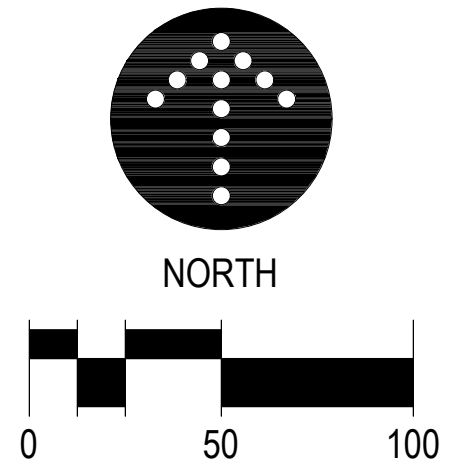
1 **DECIDUOUS TREE PLANTING** NO SCALE



2 **CONIFEROUS TREE PLANTING** NO SCALE



3 **SHRUB PLANTING** NO SCALE





1 ENTRY RENDERING
R1.1



2 SITE RENDERING
R1.1



3 SITE RENDERING 2
R1.1

5.02: Review Sketch Plan for proposed Plat “Regency Commons” generally located at 14725 Ramsey Boulevard NW (Project No. 16-108); Case of National Self Storage LLC

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by Landform for the purpose of combining three (3) existing lots into two (2) buildable lots at the northeast corner of Ramsey Boulevard and Bunker Lake Boulevard. The three (3) parcels are identified as PID #27-32-25-22-0006, #27-32-25-22-0003, and #27-32-25-22-0002 (together referred to as the "Subject Property"). The Sketch Plan Review process affords the Planning Commission the opportunity to provide early direction on the layout of the proposed plat, before a developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading and Drainage Plans, Utility Plan, Landscape Plan, and Street Light Plan. Staff requested feedback from the Commission on the Sketch Plan.

Commission Business

Chairperson Levine requested further information on the location of this project.

Community Development Director Gladhill reviewed the project site with the Commission.

Commissioner VanScoy asked if the cul-de-sac issue had been resolved.

Community Development Director Gladhill reported staff sees a benefit to having a cul-de-sac, however the bank that currently owns the property does not see value in constructing a cul-de-sac. He anticipated some sort of hybrid cul-de-sac would need to be built to access the area. He discussed which plow truck would have to be used to access this area. He explained staff would need additional feedback from the Commission regarding the cul-de-sac.

Commissioner Bauer believed the cul-de-sac benefited the City more than the applicant. The recommended the City be responsible for the construction of the cul-de-sac given the fact the applicant was willing to donate the land.

Karen Albu, 14732 Limonite Street, reported she submitted a two-page letter to staff regarding the Sketch Plan. She hoped that the wildlife would be able to remain moving through this area.

Community Development Director Gladhill reported the next step for this case would be to hold a public hearing in the coming months in order to take comment from residents.

Commissioner Brauer inquired if the City had received a landscaping plan. He recommended conifers be planted on this property to provide additional screening.

Community Development Director Gladhill explained the City would be reviewing a landscaping plan in the next step.

Curtis Foster, 7121 148th Lane NW, asked how property values would be impacted by the proposed project.

Community Development Director Gladhill explained staff does not have any empirical evidence that the project would negatively affect property values. He believed there was enough separation that this would not be a concern. He explained City staff could speak with the Council anecdotally regarding the adjacent property values.

Commissioner Brauer stated he wouldn't mind living next to the proposed facility given the fact there would be little noise or traffic and there would be a good-sized buffer in place.

Chairperson Levine requested comment from the applicant.

Reid Schulz, Landform Professional Services, introduced himself to the Planning Commission. He discussed the success of Troy Halverson and National Self Storage. He thanked staff for their assistance with the Sketch Plan. He explained this plan was not requesting a variance within the buffer yard. He reported he was willing to work with the neighbors and would not be contributing to any of the drainage concerns. He described how a hammerhead turnaround was used and questioned the benefit of the hybrid cul-de-sac that was being proposed by the City. He explained he was more than happy to dedicate land to the City for a cul-de-sac but stated he would be seeking a reduction in the park dedication fees if this were to proceed. It was his recommendation that the cul-de-sac not be required.

Commissioner Bauer asked if the two large garage doors would accommodate semi-trucks.

Mr. Schulz indicated the two larger doors would allow for climate controlled access into the facility for patrons visiting the site during the winter months. He described how access would be controlled by the gates and noted now outdoor storage would be allowed.

Commissioner VanScoy questioned how the pond would be accessed.

Mr. Schulz described how maintenance vehicles would access the pond through the stub street.

Community Development Director Gladhill stated in the past there was openness for the applicant to dedicate property to the City. He explained he would be interested in holding further conversations with the applicant regarding the cul-de-sac. He understood the cul-de-sac would be awkward in shape, but the City saw value in completing this project. He recommended staff speak with the applicant and bring forward a recommendation to the Commission at a future meeting. He suggested the Public Works Superintendent attend the next meeting to review the cul-de-sac concerns in further detail with the Commission.

Commissioner Surma questioned how high the proposed building would be.

Mr. Schulz reported the building would be under 35 feet in height.

Commissioner Surma asked if the City had notified adjacent property owners to make them aware of the proposal.

Community Development Director Gladhill explained the City had notified property owners within 700 feet of the subject property.

Commissioner Surma looked forward to hearing from the Public Works Director but stated he did not oppose to leaving the roadway as is.

Commissioner Nosan questioned how many entrances to the site would have.

Mr. Schulz explained the property would have a full access of off Ramsey Boulevard and a right in right out off of Bunker Lake Boulevard.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to approve the Sketch Plan and direct the Applicant to proceed to preparing a Preliminary Plat, with the considerations listed in this staff report and those raised by the Planning Commission, contingent upon review by City staff.

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

5.03: Review Sketch Plan for Three (3) Lot Subdivisions at 7131 166th Avenue NW (Project No. 16-32); Case of CTW Group Inc.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by Advance Surveying & Engineering, Co. for the purpose of creating three (3) new lots at 7131 166th Avenue NW (the "Subject Property"). The Sketch Plan Review process affords the Planning Commission the opportunity to provide early direction on the layout of the proposed plat, before a developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading and Drainage Plans, Utility Plan, Landscape Plan, and Street Light Plan. Staff requested feedback from the Commission on the Sketch Plan.

Commission Business

Commissioner Bauer asked how much of a concern the rear yard of Lot 1 would be.

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

DATE	JANUARY 27, 2017 REVISED: FEB. 24, 2017	PROJECT ADDRESS	14725 RAMSEY BLVD NW
PROJECT. TITLE	REGENCY COMMONS: COMPREHENSIVE PLAN AMENDMENT, ZONING AMENDMENT, SITE PLAN, VARIANCE. PRELIMINARY PLAT AND FINAL PLAT REQUESTS		
ESCROW #	115441		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant City Planner Phone: (763) 576-4306 Email: EMAass@wsbeng.com		

We offer the following comments regarding the submittal for Preliminary Plat, Final Plat, Comprehensive Plan Amendment, Zoning Amendment, Site Plan, and Variance (to shoreland overlay district standards) approval for Regency Commons. The plan set consists of fifteen (15) sheets, prepared by Landform and dated January 3, 2017. Revised building elevations were provided to the City on February 22, 2017.

Based on the plan set provided, Staff has the following comments that require revision:

1. *Sheet C2.1 and subsequent relevant sheets should show an extension of 148th Avenuw NW. The City's standard residential road section, complete with curb, extended 3 feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing will be required to match existing conditions and must be installed on all 3 sides of the road extension. This was discussed and agreed to in meeting on November 14, 2016.*
2. *Sheet C2.1 currently indicates a fifteen (15) foot access easement. This should be revised to a twenty (20) foot maintenance easement. This was discussed and agreed to in meeting on November 14, 2016.*

Based on the plan set provided, Staff has the following comments that require discussion and possible revision:

1. *Revised building elevations submitted to the City show a parapet wall that has been increased in height to allow for space that would support the instillation of a wall sign that would read "National Self Storage". This increased height appears to be within the maximum height allowed (60 feet) within the E-1 Employment district; however, because this is new to the City and the local residents the aesthetic of this increase in height and inclusion of a sign will need to be discussed between the Applicant and City Staff.*

Preliminary and Final Plat

The applicant is requesting review of a Preliminary and Final Plat that contemplates platting PID #'s 27-32-25-22-0006, #27-32-25-22-0003, and #27-32-25-22-0002 (the "Subject Properties") into two lots. Lot 1 is shown to contain two 3-level indoor storage buildings and two 1-level storage buildings. Only one of the 3-level indoor storage buildings and one of the 1-level storage buildings would be initially constructed. Lot 2 is shown as undeveloped and would be held for possible future development. It is not known at this time what that possible future development would be, but the plan set indicates "Future Neighborhood Commercial".

Currently there are three parcels located on the subject site. The parcel on the northern portion of the subject site is guided Business Park and zoned E-1 Employment. The other two parcels located in the southwest corner of the site are guided Commercial and zoned B-1 Business. The Applicant has proposed a reconfiguration of the existing lots to create more traditional lot shapes. Phase 1 of the project would occur on Lot 1.

Parcels within the E-1 Employment District are required to meet the following dimensional standards in accordance with City Code Section

LOT 1	Required	Proposed
Lot Area	1 acre	4.45 Acre +/-
Lot Width	200 feet	290 feet +/-

Parcels within the B-1 Business District are required to meet the following dimensional standards

LOT 2	Required (with municipal utilities)	Proposed
Lot Area	½ acre	1.75 Acre +/-
Lot Depth	150 feet	263 feet +/-
Lot Width	100 feet	290 feet +/-

Development Fees. Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Final Plat is recorded and at the rate in effect when the plat is recorded.

Development Agreement. Upon approval of a Final Plat, an executed Development Agreement will be required prior to releasing the plat for recording.

Staff recommends approval of the Preliminary and Final Plat.

Comprehensive Plan Amendment and Re-Zoning Application Review

As a result of the re-platting of the Subject Properties, the Applicant is proposing that the existing zoning classification boundaries be re-configured to match the proposed parcel shapes. As such, Lot 1 would be

rezoned to E-1 Employment District, and Lot 2 would be rezoned to B-1 Business District. Due to the reorganization of parcel lines and zoning districts, the designations for these parcels must be adjusted to as well.

As proposed, Regency Commons would result in zero (0) additional lots being added to the Municipal Urban Service Area (MUSA) boundary. Generally, it is required that adjacent communities review the proposal and provide comment; however, if the proposed amendment is able to meet the following criteria, then that adjacent community review may be waived by the metropolitan council.

- The Amendment involves a site of 40 acres or less
- The amendment does not change the community's growth forecasts for 2010 - 2030 or the TAZ allocations
- The amendment site is either more than one quarter of a mile from an adjacent jurisdiction or is beyond the distance or area which the community's adopted ordinances require notice to adjacent or affected property owners, whichever distance is less.

The proposed amendment meets the above criteria.

Staff finds that the proposed request for a Comprehensive Plan Amendment would not have an adverse effect on public infrastructure or safety and recommends approval of the Comprehensive Plan Amendment and Re-Zoning of the Subject property.

Shoreland Overlay Variance Review

The Applicant is currently proposing a site plan that would result in Lot 1 of Regency Commons having a total impervious area of 54.7%. City Code Section 117-225 Subd. (g)(4) b. 1. limits the amount of impervious surface of the lot area to 25% when any portion of the lot is located in the Shoreland Overlay District.

In reviewing the site plan as proposed, the portion of Lot 1 located within the Shoreland Overlay District is shown as remaining completely pervious as it is within the required sixty (60) foot landscape buffer. In addition, the E-1 Employment District has a maximum lot (building) coverage requirement of 45% which the Applicant is also required to meet.

Information was sent to the MN DNR for review and comment and Staff has not received a response yet.

Staff recommends approval of the Shoreland Overlay variance as requested.

Site Plan Review

Staff offers the following comments as a general staff review of the Site Plan in comparison to the City's zoning code.

Lot Coverage Calculations. The E-1 district allows a maximum lot coverage of 45%. The Applicant is currently showing a lot coverage calculation of 54.7% (which includes parking surfaces and buildings). However, the building coverage, including the two (2) ‘future’ buildings, is well below the 45% threshold.

Setbacks: The required setbacks are outlined below.

Setbacks	
Front Building Setback: 35 feet	80 feet
Rear Building Setback: 35 feet	90.5 feet
Side Building Setback: 20 feet	95 feet
Major and minor arterials and county and state roadways: 60 feet from centerline of road right-of-way plus the local applicable setback (60 feet + 35 feet = 95 feet)	138 feet
Setbacks when adjacent to residential district:	Proposed:
Buildings: 60 feet	90.5 feet
Off-street parking, storage areas, and driveways: 40 feet	60.5 feet
Parking and paving setback from street right-of-way: 20 feet	20 feet
Maximum Building Height: 65 feet	44 feet
Minimum lot (building) coverage: 45 percent	25.57%
Lighting – must deflect light away from adjoining residential district.	Photometric plan provided which indicated no light emitting past the site boundaries. Shop drawing of downcast fixtures with recessed bulbs shown.

Building Elevations: Zoning limits building height in the E-1 Employment District to 65 feet. The building elevations show a mixture of brick, masonry block, glass, colored metal paneling, and stucco. The E-1 District allows for the following materials: Face brick; Stucco; Glass; Wood; Natural Stone; specifically designed pre-cast concrete units whose surfaces have been integrally treated with an applied decorative material or texture; and other materials as may be approved by the City. The identifiable materials of brick, masonry block, stucco, and glass meet the requirements of the zoning district. Staff finds the proposed materials of colored metal paneling to be acceptable and provides an additional aesthetic element and color to the façade.

Revised building elevations show that the parapet wall has been increased in height to provide for area that a sign reading “National Self Storage” could be mounted. Staff would like to work with Applicant to try and reduce the added height from the parapet wall as it appears that the sole purpose of it is to provide additional space for signage.

Streets: Sheet C.2 shows a singular access onto Ramsey Boulevard NW (County Road 56). This access is acceptable to the County. Previous plans for a mini storage facility on this site have shown a cul-de-sac constructed at the current termination of 148th Avenue NW. A cul-de-sac is no longer being shown as a result of discussion between the Applicant and the City. The City’s Public Works Superintendent offered the following proposal, which the Applicant was agreeable to; however, the plans to date do not reflect the proposed improvements.

In place of the cul-de-sac at the end of 148th Ave, the City would accept the following improvements, installed and paid for by the Developer, included in the project:

- The City's standard residential road section, complete with curb, extended three (3) feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing matching existing conditions must be installed on all three (3) sides of the road extension.
- A twenty foot (20') maintenance easement granted to the City along the eastern property line, with no additional trees planted in easement. This easement is needed to provide access for maintenance to existing storm water structures.
- A written agreement, drafted by Developer and reviewed and approved by the City, to allow snow storage on Subject Properties from the dead end on 148th Ave. **Note**-most of the snow should be retained in the 20' maintenance easement, but in years with high snow volumes, it may be necessary to store the snow on private property.

City Staff and Anoka County Highway Staff continue to discuss the proposed access point off CSAH 56. The outcome of these discussions may impact the proposed location of access. If so, revised plans will be necessary and would need to be routed back through City Council for consideration and approval.

Grading and Drainage: Engineering Staff will provide specific review related to grading and drainage on the site. However, initially, it would seem that the proposed grading of the eastern edge of the site behind Lots 6 and 7 of Regency Pond 2nd Addition will need to be revised as the grades as shown are too steep to allow for maintenance vehicles to adequately access the rear easement. The siting of proposed trees may need to be revised to ensure accessibility for public works equipment to navigate the easement.

Stormwater: Engineering Staff will provide specific review related to stormwater. However, a stormwater permit from the Lower Rum River Watershed Management Organization (LRRWMO) may be required. Any plan sets to be submitted to the LRRWMO for permit review must first be submitted to the City for review.

Landscaping: One (1) deciduous or coniferous tree is required for every fifty (50) lineal feet of site perimeter or one (1) tree per 1,000 square feet of building footprint area, whichever is greater. For shrubs, one (1) shrub per lineal foot of site perimeter or one (1) per three hundred square feet of building footprint area, whichever is greater. Deciduous trees are required to be 2.5 inches in diameter as measured three feet above ground. Coniferous trees are to be 6 feet in height. Deciduous shrubs are to be 2 feet in height. Evergreen shrubs are to be 2 feet in height or 2 feet in width, whichever applies. Ornamental trees are to be 1.5 inches in diameter as measured three feet above ground.

Base Landscaping Requirements

- 45 trees to meet the 1 tree per 50 linear feet of site perimeter
- 14 trees to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement
- 59 total trees required
- 102 shrubs to meet the 1 shrub per 300 square feet of building footprint area
- 31 shrubs to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement

Landscaping Shown

- 78 trees
- 133 shrubs

Note that Parking Lots have specific landscaping requirements including:

- 1 tree per every ten parking spaces (18 parking spaces shown).
 - (2 trees for parking + 59 trees for base landscaping requirements = 61 trees. 78 trees are proposed.)
 - Every overstory tree planted shall be provided with a planting area of 162 square feet
 - Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
 - All parking lot planting areas shall include underground irrigation systems.
- A planting detail must be included with the landscape plan (another option is to incorporate the City's tree planting detail). At a minimum, it should state:
 - Planting depth shall be such that the 1st set of primary roots is at finished grade
 - Only prune out dead/broken/deformed branches at time of installation
 - Removal of upper portion of wire basket and burlap after being placed in planting hole if using B & B stock.
 - 2-4 inches of wood chip mulch shall be included around all trees. Mulch shall not be piled against the trunk of trees.

Topsoil: All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil meeting the City's topsoil specification. Note that copies of the load tickets are required and a topsoil inspection is required before any landscaping is installed.

Tree Preservation: A detailed tree inventory identifying all significant trees, as defined in City Code [Section 117-327](#) (and outlined below), was submitted. At least thirty percent (30%) of the inches of existing significant tree DBH must be preserved on site. The tree preservation plan submitted appears to comply with the removal threshold for the entire site. However, when Lot 2 is developed, it appears that additional reforestation efforts may be needed as the majority of the preserved trees are on that lot.

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

DATE	FEBRUARY 24, 2017	PROJECT ADDRESS	EAST OF RAMSEY BLVD, NORTH OF BUNKER LAKE BLVD
PROJECT. TITLE	NATIONAL SELF STORAGE, REGENCY POND		
ESCROW #	115441		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

We offer the following comments regarding the Site Plan Submittal Exhibits for National Self Storage, Regency Ponds. The submittal consists of 15 sheets prepared by Landform Professional Services dated January 3, 2017. We offer the following general comments on these plans:

1. A legend showing all symbols used on that sheet must be added to **each** sheet.
2. Ramsey City Details must be included in the plans for all applicable items that will be installed on the project. The details are available on the City website in .dwg and .pdf format.
3. All sidewalks in public right-of-way must be shown as 6 feet wide and 6 inches thick.
4. Class 5 shall meet the Ramsey modified gradation. This gradation must be included in the details.
5. Add note: "All DIP 6" and smaller shall be Class 53."

Sheet specific comments follow:

C 0.1

1. Update the benchmark information to reference a benchmark within the City of Ramsey.

C 1.1

1. Revise note 13 to read "All abandoned pipe must be removed from site".

C 2.1

1. Per general comment #1, a legend is required showing all symbols used on the sheet.
2. The legend symbol for Class 5 gravel must be the same scale as the plan view symbol. More contrast must be used between the green space and class 5 shadings.

C 3.1

1. Per general comment #1, a legend is required showing all symbols used on the sheet.
2. A clay liner must be installed in the pond below the 100-year HWL. A liner is required to comply with the current rules for no infiltration on this project.
3. Add the following to note 9. "Streets must be swept within 3 hours of notification from the City that sweeping is required."

C 3.2

1. Add the following under termination of coverage "The City must approve the Notice of Termination prior to submittal. All Erosion Control inspection logs must be submitted to the City prior issuance of the Certificate of Occupancy."

C 4.1

1. Note 13 the correct City contact is Mike McDowall.

Stormwater Calculations

A stormwater summary report was submitted and reviewed. The report identifies 3 drainage areas on the existing site and tabulates the runoff for the existing condition for the 2, 10 and 100 year storm. The discharge points for the drainage areas are Ramsey Boulevard, Bunker Lake Boulevard and the existing pond in the Regency Pond development to the east. The report also tabulates the proposed runoff for these same drainage areas. The City finds that the proposed runoff rates are different than reported in the table. The table below shows the difference observed for Ramsey Boulevard.

Event	Ramsey Boulevard (2S, 5P)		
	Existing	Proposed	Difference
2 yr.	0	0.9	+0.9
10 yr.	0.1	1.6	+1.5
100 yr.	1.8	4.3	+2.5

The Ramsey Boulevard and Bunker Lake Boulevard storm sewers were not designed to accommodate runoff from the adjacent properties. An analysis of these systems will be required to demonstrate that adding water to the system will not increase the spread on the pavement.

This project will be required to contribute to the infiltration mitigation fund in lieu of installing infiltration on site. The amount of the contribution is the estimated cost to construct an infiltration basin sized for this project. The project engineer prepares the calculations and the City reviews the calculations and recommends the amount to be included in the Development Agreement.

*Review File: National Self Storage, Regency Ponds
Site Plan Submittal
Engineering Review
February 7, 2017
Page 3 of 3*

The pond should be designed to accommodate the runoff from Lot 2. Designing a pond just for Lot 2 will require more area than the incremental increase of directing the runoff to a central pond and will require more structures.

The pipe sizing calculations meet the City requirements.

A project manual which includes the bid form, contract and specifications must be submitted for the project. Shop Drawings must be submitted for City Review.

ORDINANCE #17-05

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

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from B-1 Business District to E-1 Employment District.

Lot 1, Regency Commons, Anoka County, Minnesota; and

(the "Subject Property")

SECTION 2. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from E-1 Employment District to B-1 Business District.

Lot 2, Regency Commons, Anoka County, Minnesota; and

(the "Subject Property")

SECTION 3. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 4. EFFECTIVE DATE

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

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of _____, 2017.

Mayor

ATTEST:

City Administrator

Introduction date:

Posting dates:

Adoption date:

Publication date:

Effective date:

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

RESOLUTION #17-02-036

A RESOLUTION IDENTIFYING FINDINGS, APPROVING A COMPREHENSIVE PLAN AMENDMENT, CONTINGENT UPON METROPOLITAN COUNCIL APPROVAL, TO AMEND LAND USE DESIGNATION ON THE SUBJECT PROPERTY TO ALIGN WITH REVISED PROPERTY BOUNDARIES, AND AUTHORIZING CITY STAFF TO SUBMIT AN APPLICATION TO THE METROPOLITAN COUNCIL FOR AN AMENDMENT TO THE COMPREHENSIVE PLAN

WHEREAS, National Self Storage, LLC, hereinafter referred to as “Applicant”, properly applied to the City of Ramsey (the “City”) requesting an amendment to the Comprehensive Plan to amend the future land use designation of the subject parcels to align with the newly proposed lot configuration. The properties in question are currently guided as “Places to Work” and “Places to Shop”. Those two designations will remain in place; however, the parcel lines they are correlated to will be altered as shown in the site plan. This change is for the following legally described property:

Parcel A: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw 1/4 of nw 1/4) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding north and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding south along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16.

And

Parcel B: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw 1/4 of nw 1/4) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding south and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding north along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16

And

Outlot A, Regency Pond, Anoka County, Minnesota

Or after platting

Lot 1, Regency Commons, Anoka, Minnesota

And

Lot 2, Regency Commons, Anoka, Minnesota
(the "Subject Property")

AND WHEREAS, the Comprehensive Plan approved in 2010 shows the Subject Property designated land use as Business Park and Commercial; and

WHEREAS, the Applicant is requesting that the designated land uses be realigned with the revised property lines as shown on the Regency Commons plat and outlined in the above legal descriptions.

WHEREAS, the Ramsey Planning Commission met on February 2nd, 2017, conducted a public hearing, and considered the Applicant's request for a Comprehensive Plan Amendment.

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 request for a land use designation change to reflect the adjustment in lot line configuration for areas identified above and guided as Business Park and Commercial.
- 2) That the Ramsey City Council hereby authorizes City Staff to submit the necessary documentation to Metropolitan Council for an amendment to the 2010 Comprehensive Plan to change the land use designation to Business Park and Commercial.
- 3) That this land use change shall become effective concurrent with the City's receipt of notification of approval from Metropolitan Council.

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 _____ day of _____, 2017.

Mayor

ATTEST:

City Clerk

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

RESOLUTION #17-02-037

RESOLUTION GRANTING SITE PLAN APPROVAL FOR NATIONAL SELF STORAGE, LLC

WHEREAS, on January 5, 2017, the City received an application and plans from National Self Storage, LLC for Site Plan Review; and

WHEREAS, on February 2, 2017, the Planning Commission reviewed the Site Plan, and recommended that the City Council approve/deny said Site Plan; and

WHEREAS, on February 14, 2017, the City Council considered approval of the Site Plan for the building expansion.

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

- 1) That the City Council of the City of Ramsey does approve the Site Plan for National Self Storage LLC, contingent upon compliance with the Staff Review Letter dated January 27, 2017, review and approval by the City Engineer, and the Developer executing a Development Agreement with the City.

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

and voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council the 14th day of February, 2017.

Mayor

ATTEST:

City Clerk

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

RESOLUTION # 17-02-038

RESOLUTION GRANTING PRELIMINARY PLAT APPROVAL OF REGENCY COMMONS

WHEREAS, National Self Storage, LLC, hereafter referred to as “Developer”, properly applied for final preliminary approval of the following described property located in the City of Ramsey:

Parcel A: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding north and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding south along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16.

And

Parcel B: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding south and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding north along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16

And

Outlot A, Regency Pond, Anoka County, Minnesota

(the ‘Subject Property’);

WHEREAS, the City of Ramsey received a sketch plan for Regency Commons from National Self Storage, LLC; and

WHEREAS, the Planning Commission reviewed the sketch plan on November 3, 2016; and;

WHEREAS, on February 2, 2017, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat; and

WHEREAS, on February 14, 2017, the City Council reviewed the preliminary plat; and

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

- 1) That the Ramsey City Council hereby grants preliminary plat approval of Regency Commons in accordance with relevant City Codes, subject to the following conditions:
 - a) Compliance with City Staff Review Letter dated January 27, 2017.
 - b) Compliance with Review and Comments from City Engineering Staff.
 - c) The Developer entering into a Development Agreement with the City.
 - d) Metropolitan Council approving the request for a Comprehensive Plan Amendment.

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 14th day of February, 2017.

Mayor

ATTEST:

City Clerk

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

RESOLUTION #17-02-039

RESOLUTION GRANTING FINAL PLAT APPROVAL OF REGENCY COMMONS

WHEREAS, National Self Storage, LLC, hereafter referred to as “Developer”, properly applied for final plat approval of the following described property located in the City of Ramsey:

Parcel A: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding north and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding south along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16.

And

Parcel B: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding south and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding north along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16

And

Outlot A, Regency Pond, Anoka County, Minnesota

(Subject Property)

WHEREAS, on February 2, 2017, the Planning Commission conducted a Public Hearing on the Preliminary Plat for REGENCY COMMONS; and

WHEREAS, on February 14, 2017, the City Council approved the Preliminary Plat; and

WHEREAS, on January 5, 2017, the Developer submitted the Final Plat for Regency Commons.

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

That the Ramsey City Council hereby grants final plat approval to REGENCY COMMONS in accordance with relevant City Codes contingent upon the following conditions:

1. Compliance with City Staff Review Letter dated January 27, 2017.
2. Compliance with Review and Comments from City Engineering Staff.
3. Developer entering into a Development Agreement with the City.
4. Review and approval of construction plans by the City Engineer.

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 14th day of February, 2017.

Mayor

ATTEST:

City Clerk



Anoka County

TRANSPORTATION DIVISION

Highway

Douglas W. Fischer, PE
County Engineer

February 9, 2017

Tim Gladhill
City of Ramsey
15153 Nowthen Blvd. NW
Ramsey MN 55303

Re: Site Plan – Regency Commons/National Self Storage

Dear Tim:

We have reviewed the site plan of Regency Commons/National Self Storage, to be located east of CSAH 56 (Ramsey Boulevard NW) and north of CSAH 116 (Bunker Lake Boulevard NW) within the City of Ramsey, and I offer the following comments:

This site has been formally reviewed at least 5 times since 1995. In all previous reviews, this department has consistently stated that all access for the site was to be made from the locally roadway system with no direct access points to either CSAH 116 or CSAH 56. Our perspective on access for this site has not changed. The connection of 148th Avenue NW to CSAH 56 has been previously accepted, and the proposed southbound CSAH 56 left turn lane construction is to be relocated to occur at 148th Avenue NW, with this site gaining access via 148th Avenue NW. If a secondary access point is required, this department would give consideration to allowing a right turn in/right turn out (RI/RO) access point onto CSAH 56 located within 500 feet of the intersection with CSAH 116, within the limits of the raised median channelization on CSAH 56.

Based on the site plan submitted, it appears that no additional right of way adjacent to CSAH 116 or CSAH 56 will be required at this time. It should be noted that the future reconstruction of CSAH 56 north of CSAH 116 may likely include the extension of the raised median and channelization, which could result in 148th Avenue NW becoming a RI/RO access point as well.

It appears that Case I intersection sight distance requirements may not be met at the proposed 148th Avenue NW intersection onto CSAH 56, with obstructions being trees and brush. The City and the Developer should ensure that clearing and/or grading is completed to satisfy the Sight corner requirements to the fullest extent possible for the proposed access. Please note that no plantings or business signs will be permitted within the county right of way, and care should be exercised when locating business signs, plantings, berms, etc. outside of the county right of way, so as not to create any additional sight obstructions for the 148th Avenue NW access onto CSAH 56.

Our passion is your safe way home!

1440 Bunker Lake Blvd. NW ▲ Andover, MN 55304-4005
Office: 763-862-4200 ▲ Fax: 763-862-4201 ▲ www.anokacounty.us/highway

Affirmative Action / Equal Opportunity Employer

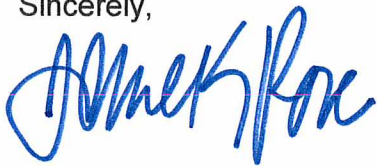
In addition to the SB CSAH 56 left turn lane construction at 148th Avenue NW, construction of a NB right turn lane is will also be required. In addition, if the secondary RI/RO access point is to be constructed within 500 feet north of CSAH 116, the construction of a NB CSAH 56 right turn lane will be required at that access location as well.

The ACHD Engineering Plan Review process will apply to this site. Calculations must be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, critical design storm. Contact Nicholas Dobda, Engineer III, via telephone at 763.862.4261, or via e-mail at NicholasDobda@co.anoka.mn.us, for further information and to coordinate the ACHD Engineering Plan Review process. Please submit the turn lane construction plans, drainage calculations, grading and erosion control plans, ACHD Design Requirements Checklist for County Highway Modifications (copy available via our website), and the applicable engineering plan review (estimated at \$450.00); fee to Mr. Dobda for his review and approval.

Following completion of the ACHD Engineering Plan Review process, the ACHD permit process can begin. A Commercial Access Permit (permit fee = \$250.00), and a Permit for Work Within County Right of Way (permit fee = \$150.00) are required and must be obtained prior to the commencement of any construction. License Permit Bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact the Permit Office at 763.862.4224 for further information regarding the permit process.

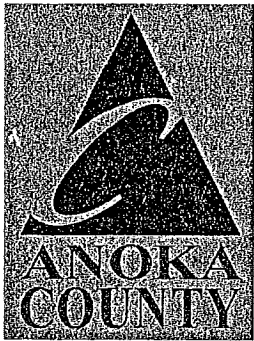
Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,



Jane K. Rose
Traffic Engineering Manager

xc: File - CSAH 56/Plats + Developments/2017
Larry Hoiium, County Surveyor
Randy Bettinger, Traffic Engineering Coordinator
Terri Vaughan, Traffic Engineering Technician III
Permit Office
Nicholas Dobda, Engineer III



COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD. N.W., ANDOVER, MINNESOTA 55304

(612) 862-4200 FAX (612) 862-4201

August 27, 2004

Amy Geisler
City of Ramsey
15153 Nowthen Blvd. N.W.
Ramsey, MN 55303

FILE COPY

RE: Additional Comments - Preliminary Plat
Regency Pond 4th Addition (formerly known as Outlot A of Regency Pond)

Dear Amy,

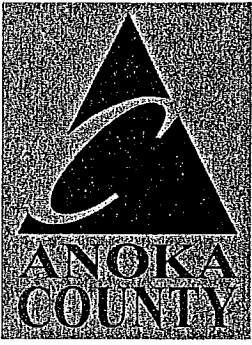
Subsequent discussions have been held between local officials, the developer and City and County staff. Anoka County will agree to allowing a direct access point to CR 56 for this site, provided that it also serve as the access point for the remaining parcel zoned E-1 within the inner NW quadrant of the CSAH 116/CR 56 intersection, and that internal connectivity between the two parcels is provided and no other direct access to the county highway system will be necessary or permitted for these parcels. Depending on the magnitude of development to occur in this remaining parcel, NB CR 56 right turn lane construction may be required to be completed in conjunction with the remaining development. Please note that this section of CR 56 will have raised median channelization, and the access point permitted for these parcels onto CR 56 will become right turn in/right turn out (RI/RO) at some point in the near future.

All other comments regarding this development made in previous reviews remain unchanged. Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,

Jane K. Rose
Traffic Engineering Manager

xc: CR 56 + CSAH 116/PLATS/2004
Roger Butler, Traffic Engineering Coordinator
Josie Scott, Traffic Engineering Technician
Terri Klein, Permit Technician
Mike Kelly, Chief Right Of Way Agent
Larry Hoiium, County Surveyor
Andrew Witter, Construction Engineer
Doug Fischer, County Engineer



COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD. N.W., ANDOVER, MINNESOTA 55304

(612) 862-4200 FAX (612) 862-4201

August 3, 2004

Amy Geisler
City of Ramsey
15153 Nowthen Blvd. N.W.
Ramsey, MN 55303

FILE COPY

RE: Preliminary Plat
Regency Pond 4th Addition (formerly known as Outlot A of Regency Pond)

Dear Amy,

We have reviewed the preliminary plat for Regency Pond 4th Addition, to be located in the NW quadrant of CSAH 116 (Bunker Lake Blvd) and CR 56 (Ramsey Blvd) within the City of Ramsey, and I offer the following comments:

We have previously reviewed and commented on this site (see attached previous reviews dated 11/20/95, 2/16/96, and 3/12/96). In all previous reviews, we have consistently indicated that all access for this parcel was to be made via the local roadway system, with no access being made to either CSAH 116 or CR 56. Within the past several weeks, a site plan was sent to us that depicted a storage facility on this site, and upon review of that site and past correspondence, we commented verbally to the City of Ramsey that we would not permit direct access to the county highway system for the parcel. Now in the present submittal, the parcel is being offered for our review as Lot 1, Block 1 of Regency Pond 4th Addition (a separate preliminary plat). Regardless of how the site is presented (as a site plan for a storage facility or a preliminary plat), direct access to the county highway system for the property is not appropriate. The parcel does have internal connectivity to the local roadway system via 148th Avenue NW. As previously stated, we have provided consistent written comment to the City indicating that we would not permit direct access to CR 56 or CSAH 116 for this parcel, and there appears to be no engineering basis to vary in our review perspective regarding this. The County Engineer has reviewed the past correspondence and the current submittals regarding this site as well, and concurs that access for the parcel is to be made entirely via 148th Avenue NW with no direct access to either CR 56 or CSAH 116. Additionally, if the remaining parcel zoned E-1 within the inner-NW quadrant of the CSAH 116/CR 56 intersection should redevelop at some time in the future, the City and the affected property owners are to plan for internal connectivity between the two parcels, with no direct access to the county highway system for this parcel either.

120ft right of way corridors currently exist for both CSAH 116 and CR 56, which should be adequate for future reconstruction purposes.

Calculations must be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate of discharge shall not exceed the pre-developed rate runoff for the 10-year critical design storm. An engineering plan review fee estimated at \$150.00 will apply to this project. Please submit the drainage calculations, grading and erosion control plan, and the applicable engineering plan review fee to Andrew Witter, Construction Engineer, for his review and approval.

Amy Geisler

RE: Preliminary Plat
Regency Pond 4th Addition (formerly known as Outlot A of Regency Pond)

August 3, 2004

Page 2

If any work is to be performed within the county right of way, a permit is required and must be obtained prior to the commencement of construction (permit to work within R/W= \$110.00 for each affected roadway). License Permit Bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact Roger Butler, Traffic Engineering Coordinator, or Terri Klein, Permit Technician, for further information regarding the permit process. Please note that this department is not prepared to issue any access permits for this site.

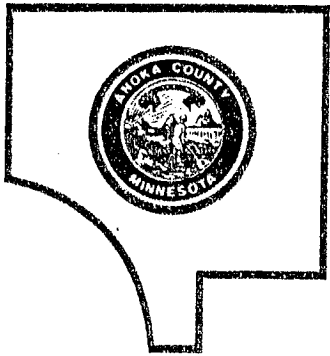
Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,

A handwritten signature in black ink that reads "Jane K. Rose". The signature is written in a cursive, flowing style with a long horizontal line extending to the right.

Jane K. Rose
Traffic Engineering Manager

xc: CR 56 + CSAH 116/PLATS/2004
Roger Butler, Traffic Engineering Coordinator
Josie Scott, Traffic Engineering Technician
Terri Klein, Permit Technician
Mike Kelly, Chief Right Of Way Agent
Larry Hoium, County Surveyor
Andrew Witter, Construction Engineer



COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD NW, ANDOVER, MINNESOTA 55304

(612) 754-3520

FAX (612) 754-3532

JANE K. PEMBLE

Traffic Engineer

March 12, 1996

Sylvia Frolik
City of Ramsey
15153 Nowthen Boulevard NW
Ramsey, MN. 55303

RE: 2nd Revision - Preliminary Plat
Pondview

Dear Sylvia:

We have reviewed the 2nd revision of the Preliminary Plat for Pondview, to be located north of CSAH 116 (Industry Ave NW) and east of CR 56 (Ramsey Blvd) within the City of Ramsey, and I offer the following comments:

It appears that the only change made on this Preliminary Plat from the plat most recently reviewed by this department is the elimination of the extension of 147th Avenue NW to CR 56. If it is the City of Ramsey's intent that the extension of 147th Avenue NW to CR 56 be made at a future date, then the recommendations and comments made in the previous reviews of this plat regarding this intersection still apply. If it is the City of Ramsey's intent not to extend 147th Avenue NW to CR 56, the access for the outlot is still to be made from the local roadway, 147th Avenue NW. In general, the Anoka County Highway Department would prefer that there be no additional access points made onto the county highway system to ensure mobility. However, we understand that compromises in mobility will need to be made in order to adequately serve the developing areas of the County. With these thoughts in mind and depending upon the City of Ramsey's intent for the property adjacent to CR 56 (commercial or residential development), the City may wish to consider the following two possibilities:

- 1) Create a commercial strip of property extending from CSAH 116 to 149th Ave. NW; create a frontage road-type scheme parallel to CR 56 with adjoining commercial parking lots, with access for the commercial strip being made from 149th Ave NW and possibly CSAH 116;
- 2) Eliminate the commercial property from this plat, creating all residential lots which would have direct access via the local roadways only.

Regardless of the final configuration of this plat as approved by the City of Ramsey, it still should be noted that when CR 56 and CSAH 116 are reconstructed in the future, there will likely be raised concrete medians for

channelization at the CR 56/CSAH 116 intersection. As a result of the raised median channelization, future access at Limonite St NW and 147th Ave NW will consist of right turn in/right turn out movements only. The City and the Developer shall ensure that all applicable Sight Distance Requirements will be met for this development.

Since all lots within this plat will have access to the city streets, no accesses onto CR 56 or CSAH 116 will be permitted. Since the commercial lot has access to 147th Ave NW, no accesses onto CR 56 or CSAH 116 will be permitted for this lot. Right-of-access along CR 56 and CSAH 116 (with exceptions at 147th Ave NW, Limonite St NW and Hematite St NW) should be dedicated to Anoka County. Any trees within the right-of-way corridor and the boundaries of this plat are to be removed as a part of this development.

Preliminary grading plans for this development have been reviewed. Calculations must still be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, 24-hour storm, utilizing the "SCS Method" with a curve number determined using Group C soils as a minimum. Catch basins and culverts will be required at all county road/city street intersections to prevent washouts.

A permit for work within the county right-of-way is required and must be obtained prior to the commencement of any construction. Contact Roger Butler, Traffic Engineering Coordinator for this department, for further information regarding the permit process.

It should be noted that residential land use adjacent to highways will usually result in complaints regarding traffic noise. Traffic noise at this location could exceed Noise Standards established by the US Department of Housing and Urban Development and the Minnesota Pollution Control Agency. Anoka County policy regarding new developments adjacent to existing county highways prohibits the expenditure of highway funds for noise mitigation measures. The City and/or the Developer should assess the noise situation and take any action deemed necessary to minimize associated impacts at this site from any traffic noise.

Thank you for the opportunity to comment. The City or the Developer should contact me when construction of the new city streets are near completion, so that stop sign installations at the county highways can be coordinated by this department. Feel free to contact me if you have any questions.

Sincerely,

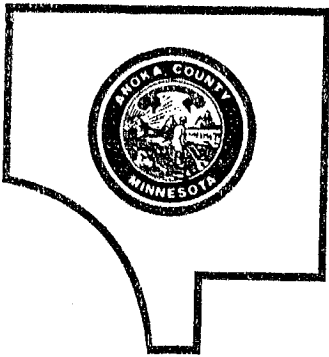


Jane Pemble
Traffic Engineer

- ✓ xc: Roger Butler, Traffic Engineering Coordinator
- xc: Skip Anderson, County Surveyor
- xc: Mike Kelly, Chief Right-of-Way Agent

dmh/1RAMSEY





COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD NW, ANDOVER, MINNESOTA 55304

(612) 754-3520

FAX (612) 754-3532

JANE K. PEMBLE

Traffic Engineer

February 16, 1996

Sylvia Frolik
City of Ramsey
15153 Nowthen Boulevard NW
Ramsey, MN. 55303

RE: **REVISED** Preliminary Plat
Pondview

Dear Sylvia:

We have reviewed the revised Preliminary Plat for Pondview, to be located north of CSAH 116 (Industry Ave NW) and east of CR 56 (Ramsey Blvd) within the City of Ramsey, and I offer the following comments:

Existing right-of-way depicted on the plat adjacent to CSAH 116 and CR 56 is acceptable and should be adequate for future reconstruction purposes (60 feet of R/W east of CR 56 R/W centerline, and 60 feet of R/W north of CSAH 116 R/W centerline). It appears some minor clearing and grading will be required at 147th Ave NW and Limonite St NW in order to satisfy Case I Sight Distance Requirements. Some minor clearing and grading will also be required within the SE Quadrant of the CR 56/149th Ave NW intersection to satisfy Case I Sight Distance Requirements at this location. In addition, it appears that Case V Sight Distance Requirements cannot be met at Hematite St NW due to trees/brush and the horizontal curvature of CSAH 116 to the west. While the trees/brush can be cleared, the horizontal curvature of CSAH 116 still requires this access point to be relocated to a point where all applicable Sight Distance Requirements can be met, or all obstructions to Case V Sight Distance Requirements removed. The City and the Developer should ensure that all Sight Distance Requirements are met for this development. If all applicable Sight Distance Requirements can be met for this plat, the construction of left/right turn and/or by-pass lanes will not be required at the new city street intersections.

In reviewing this Preliminary Plat, we evaluated the feasibility of eliminating the 147th Ave NW access onto CR 56. But given the number of lots within the plat, the feasibility of meeting Sight Distance Requirements at this location, the connection of Limonite St NW to 149th Ave NW, and the future section of CR 56, it is recommended that this access point remain. It should be noted that if CR 56 and CSAH 116 are reconstructed in the future, there will likely be raised concrete medians for channelization at the CR 56/CSAH 116 intersection. As a result of the raised median channelization, future access at Limonite St NW and 147th Ave NW will consist of right turn in/right turn out movements only. Since

all lots within this plat will have access to the city streets, no accesses onto CR 56 or CSAH 116 will be permitted. Since the commercial lot has access to 147th Ave NW, no accesses onto CR 56 or CSAH 116 will be permitted for this lot. Right-of-access along CR 56 and CSAH 116 (with exceptions at 147th Ave NW, Limonite St NW and Hematite St NW) should be dedicated to Anoka County. Any trees within the right-of-way corridor and the boundaries of this plat are to be removed as a part of this development.

Preliminary grading plans for this development have been reviewed. Calculations must still be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, 24-hour storm, utilizing the "SCS Method" with a curve number determined using Group C soils as a minimum. Catch basins and culverts will be required at all county road/city street intersections to prevent washouts.

A permit for work within the county right-of-way is required and must be obtained prior to the commencement of any construction. Contact Roger Butler, Traffic Engineering Coordinator for this department, for further information regarding the permit process.

It should be noted that residential land use adjacent to highways will usually result in complaints regarding traffic noise. Traffic noise at this location could exceed Noise Standards established by the US Department of Housing and Urban Development and the Minnesota Pollution Control Agency. Anoka County policy regarding new developments adjacent to existing county highways prohibits the expenditure of highway funds for noise mitigation measures. The City and/or the Developer should assess the noise situation and take any action deemed necessary to minimize associated impacts at this site from any traffic noise.

Thank you for the opportunity to comment. The City or the Developer should contact me when construction of the new city streets are near completion, so that stop sign installations at CR 56 and CSAH 116 can be coordinated by this department. Feel free to contact me if you have any questions.

Sincerely,



Jane Pemble
Traffic Engineer

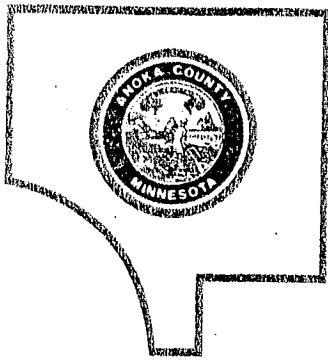
- ✓xc: Roger Butler, Traffic Engineering Coordinator
- xc: Skip Anderson, County Surveyor
- xc: Mike Kelly, Chief Right-of-Way Agent

dmh/1PONDVEW

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COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD NW, ANDOVER, MINNESOTA 55304
(612) 754-3520 FAX (612) 754-3532

JANE K. PEMBLE
Traffic Engineer

FILE COPY

November 20, 1995

Derrick J. Passe
Passe Engineering, Inc.
9445 East River Road #203
Minneapolis, MN. 55433

RE: Sketch Plan
Ramsey Boulevard Site

Dear Mr. Passe:

We have reviewed the sketch plan for the Ramsey Boulevard site, to be located east of CR 56 (Ramsey Blvd.) and north of CR 116 (Industry Avenue NW) within the City of Ramsey, and I offer the following comments:

Existing right-of-way depicted on the plat adjacent to CR 56 and CR 116 is acceptable and should be adequate for future reconstruction purposes (60 feet of R/W east of CR 56 R/W centerline, 60 feet of R/W north of CR 116 R/W centerline). For review purposes, I have labelled the three proposed access points (beginning on CR 56 and moving counter clockwise) as "A", "B", and "C". It appears that Case V Sight Distance Requirements cannot be met at the location proposed for access "A" due to a vertical curve to the north on CR 56. Consequently, it is recommended that access "A" be relocated to the north to a point where Case V Sight Distance Requirements can be met. Similarly, it appears that Case V Sight Distance Requirements cannot be met at the location proposed for access "B" due to a vertical curve to the west on CR 116. It is recommended that access "B" be relocated approximately 290 feet west to the crest of the vertical curve on CR 116. Clearing and grading should then be accomplished to the extent that Case I Sight Distance Requirements can be met as well. Finally, it appears that Case V Sight Distance Requirements cannot be met at the location proposed for access "C" due to the horizontal curvature of CR 116. Consequently, it is also recommended that access "C" be relocated to the west to a point where Case V Sight Distance Requirements can be met. The City and the Developer should ensure that all sight distance requirements are met for this development. All lots within this plat should be configured so that they access the city streets only, as no residential accesses will be permitted onto the County Highways. Right-of-access along the remaining portions of CR 116 and CR 56 should be dedicated to Anoka County.

Calculations must be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed

rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, 24 hour storm, utilizing the "SCS Method" with a curve number determined using Group C soils as a minimum.

A permit for work within the County Right-of-Way is required and must be obtained prior to the commencement of any construction. Contact Roger Butler, Traffic Engineering Coordinator for this department, for further information regarding the permit process.

It should be noted that residential land use adjacent to highways will usually result in complaints regarding traffic noise. Traffic noise at this location could exceed Noise Standards established by the US Department of Housing and Urban Development and the Minnesota Pollution Control Agency. Anoka County policy regarding new developments adjacent to existing County Highways prohibits the expenditure of highway funds for noise mitigation measures. The City and/or the Developer should assess the noise situation and take any action deemed necessary to minimize associated impacts at this site from any traffic noise.

Thank you for the opportunity to comment. Please keep this department informed as plans for this site are developed further. The City or the Developer should contact me when construction of the new city streets are near completion, so that stop sign installations at CR 56 and CR 116 can be coordinated by this department. Feel free to contact me if you have any questions.

Sincerely,



Jane Pemble
Traffic Engineer

- xc: Roger Butler, Traffic Engineering Coordinator
- xc: Skip Anderson, County Surveyor
- xc: Sylvia Frolik, City of Ramsey

dmh/1RAMBLVD