City of Ramsey
Agenda
Regular City Council
Revised
Tuesday, March 14, 2017
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

3. Citizen Input

4. Consent Agenda

1. Receive Cash and Investments for Period Ending February 28, 2017.

2. Receive Progress Report on Comprehensive Plan Update

3. Receive Progress Report on The COR Development Plan Update

4. Receive Update on Comprehensive Plan Amendments for Brookfield 8th Addition and Woodlands 4th Addition

5. Note the Following Boards and Commissions Meeting Minutes:
- Planning Commission Meeting Minutes Dated January 5, 2017
- Economic Development Authority Meeting Minutes Dated January 12, 2017
- Park and Recreation Meeting Minutes Dated January 12, 2017
- Environmental Policy Board Meeting Minutes Dated January 18, 2017

6. Approve Licenses

7. Approve the Following Meeting Minutes:
1. City Council Work Session dated 02/28/17
2. City Council Regular dated 02/28/17

8. Approve Amended Communications Plan

9. Approve Various items Related to Reassignment of Lifestyle Properties, Inc. Purchase Agreement to Morning Sun Homes, Inc.

10. ~~Approve Request from Ramsey Business for Use of EDA Revolving Loan Fund; Case of American Print & Digital~~ - This Consent Case was moved to Regular Agenda Item 7.4.

11. Adopt Resolution #17-03-058 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Received During the Period of February 23, 2017 through March 8, 2017

5. Approve Agenda

6. Public Hearing

1. Adopt Resolution #17-03-060 Approving the Issuance of Bonds by the City of Minneapolis and the Housing and Redevelopment Authority of the City of St. Paul on Behalf of Allina Health Systems

2. PUBLIC HEARING: Adopt Resolution #17-03-057 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction

7. Council Business

1. Receive Update on Covenant Meadows and Consider Environmental Review Options (Project #17-102); Case of Eric Thomsen

2. Authorize Ad-Hoc Subcommittee of the Planning Commission to Update Housing Plans

3. Stone Brook Children's Academy & Childcare Center Purchase Agreement [Portions May be Closed to the Public]

4. Approve Request from Ramsey Business for Use of EDA Revolving Loan Fund; Case of American Print & Digital - This case was moved from Consent 4.10 to the Regular Agenda Case 7.4.

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **4. 1.**

Meeting Date: 03/14/2017

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending February 28, 2017.

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending February 28, 2017.

Cash and investment report shows the monthly cash flow - receipts and expenditures through February 28, 2017 with the current listing of the city's investment portfolio.

Action:

No action required. Informational only.

Attachments

Cash & Investments for Period Ending February 28, 2017

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:50 PM
Form Started By: Diana Lund		Started On: 03/06/2017 02:04 PM
Final Approval Date: 03/09/2017		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended February 28, 2017

	February-17 CURRENT MONTH	2017 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 63,235,652.86	$ 64,912,887.39
CASH INFLOWS:		
Daily Deposit	650,466.78	857,683.03
Tax Settlements	-	158,808.75
U/B Receipts	678,062.87	705,361.27
Credit Cards	180,853.55	204,326.06
Interest Earnings [Net of Interest Paid on Investments]	90,915.70	134,304.56
Bond Proceeds		
TOTAL CASH INFLOW	$ 1,600,298.90	$ 2,060,483.67
TOTAL CASH AVAILABLE	$ 64,835,951.76	$ 66,973,371.06
CASH OUTFLOWS:		
Prepaid Checks	482,669.85	1,249,676.42
Bills Lists	579,442.92	843,432.40
Pay Estimates	-	283,687.00
Credit Cards	1,519.13	4,020.79
Payroll - Net	292,793.00	585,686.85
Flex Reimbursement	4,900.04	6,398.28
Void Checks/Dormant Checks Paid	(600.00)	(800.00)
Debt Service	-	525,942.50
Miscellaneous [Bank Charges; etc.]	24.50	124.50
TOTAL CASH OUTFLOW	$ 1,360,749.44	$ 3,498,168.74
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 63,475,202.32**	**$ 63,475,202.32**
MEMO - NET 2017 CASH INFLOW (OUTFLOW)	**239,549.46**	**(1,437,685.07)**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 57,020,437.20**	**57,425,022.30**
Purchases	1,599,000.00	2,954,000.00
Maturities/Sales	(618,971.30)	(2,378,556.40)
ENDING BALANCE	**$ 58,000,465.90**	**$ 58,000,465.90**

Prepared by the City of Ramsey Finance Department
3/7/2017

2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
160623	6/23/2017	4M	Term Series 4M		2,000,000.00		0.00	2,000,000.00	2,000,000.00	0.70%
161208C	3/8/2017	4M	Term Series 4M		1,000,000.00		0.00	1,000,000.00	1,000,000.00	0.45%
170202	1/30/2018	4M	Term Series 4M			1,000,000.00	0.00	1,000,000.00	1,000,000.00	0.85%
160927B	3/28/2017	4M	Term Series 4M		1,000,000.00		0.00	1,000,000.00	1,000,000.00	0.43%
160722B	1/23/2017	4M	Term Series 4M		500,000.00		500,000.00	0.00	500,000.00	0.43%
160825A	8/25/2017	4M	Term Series 4M		752,400.00		0.00	752,400.00	752,400.00	0.60%
160825B	8/25/2017	4M	CD-CIT BANK/ONEWEST-	58978	247,600.00		0.00	247,600.00	247,600.00	0.95%
14M1205C	10/11/2017	4M	CD-SONABANK (BOND PI	57968	161,000.00		0.00	161,000.00	161,000	0.75%
								6,161,000.00		
150701A	2/1/2020	BAIRD	WINTHROP MN TAX	976367ND0	290,000.00		0.00	290,000.00	290,000	2.43%
160322A	3/22/2021	BAIRD	FNMA	3136H3BT1	250,000.00		0.00	250,000.00	250,000	1.00%
160420A	2/1/2017	BAIRD	MINNENOTONKA MN ISI	604204QS9	120,000.00		120,000.00	0.00	120,000	1.04%
160322B	1/1/2020	BAIRD	MINNENOTONKA MN ISI	604195D20	100,000.00		0.00	100,000.00	100,000	1.55%
160323	3/23/2021	BAIRD	FNMA	3136G3CJ2	300,000.00		0.00	300,000.00	300,000	1.00%
150701B	2/1/2021	BAIRD	WINTHROP MN TAX	976367NE8	305,000.00		0.00	305,000.00	305,000	2.68%
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE	678519RP6	535,000.00		0.00	535,000.00	535,000	2.45%
								1,780,000.00		
160826A	8/27/2018	ICD SEC	CD-ADMIRALS BANK	007220AM8	200,000.00		0.00	200,000.00	200,000	1.00%
170125B	1/25/2019	ICD SEC	CD-BANKERS BANK	06610YFQ5		109,000.00	0.00	109,000.00	200,000	1.00%
170208	8/8/2018	ICD SEC	CD-COMMERCIAL BANK	20146AAC4		101,000.00	0.00	101,000.00	101,000	1.20%
170228	5/1/2019	ICD SEC	CD-ESSA BANK & TRUST	29667RPN7		249,000.00	0.00	249,000.00	249,000	1.40%
170222	2/28/2019	ICD SEC	CD-KEY BANK	493065XF8		149,000.00	0.00	149,000.00	149,000	1.55%
170131	7/31/2019	ICD SEC	CD-CAPE COD	13934CAB3		249,000.00	0.00	249,000.00	200,000	1.00%
170111	1/11/2019	ICD SEC	CD-CAPITAL ONE BANK	140420S92		148,000.00	0.00	148,000.00	200,000	1.00%
170125C	1/25/2019	ICD SEC	CD-RONDOUT SAVINGS I	776322AR0		200,000.00	0.00	200,000.00	200,000	1.00%
170112	1/11/2019	ICD SEC	CD-WORLDS FOREMOST	981571CS9		100,000.00	0.00	100,000.00	200,000	1.00%
170119	1/18/2019	ICD SEC	CD-WORLDS FOREMOST	981571CU4		100,000.00	0.00	100,000.00	200,000	1.00%
170125A	1/25/2019	ICD SEC	CD=WHITNESY BANK	966594AV5		249,000.00	0.00	249,000.00	249,000	1.00%
141212A	6/12/2017	ICD SEC	CD-ALLY BANK	02006LMP5	100,000.00		0.00	100,000.00	100,000	1.20%
160330B	10/2/2017	ICD SEC	CD-ALLY BANK	02006LZH9	74,000.00		0.00	74,000.00	74,000	0.85%
160728B	7/30/2018	ICD SEC	CD-ALLY BANK	02006LH30	75,000.00		0.00	75,000.00	75,000	1.00%
150710B	7/10/2017	ICD SEC	CD-AMERICAN COMMER	02519TAC0	250,000.00		0.00	250,000.00	250,000.00	1.00%
160930C	4/6/2018	ICD SEC	CD-AMERICAN NATIONA	02771RAQ6	249,000.00		0.00	249,000.00	249,000.00	0.90%
160930A	4/2/2018	ICD SEC	CD-AMERICAN NATIONA	02771PNK9	157,000.00		0.00	157,000.00	157,000.00	0.85%
140725B	1/25/2017	ICD SEC	CD-AMERICAN WEST BA	03059OD59	200,000.00		200,000.00	0.00	200,000	0.80%
151230A	6/30/2017	ICD SEC	CD-APPLE BANK FOR SA'	03784JPH1	250,000.00		0.00	250,000.00	250,000.00	1.00%
150415	4/13/2017	ICD SEC	CD-BANK CASTILE	061077BC6	150,000.00		0.00	150,000.00	150,000	0.70%
160615	6/15/2018	ICD SEC	CD-BANK LEUMI USA	063248FQ6	250,000.00		0.00	250,000.00	250,000	1.05%
160707	7/7/2017	ICD SEC	CD-BANK OF CHINA	06426TSQ3	149,000.00		0.00	149,000.00	149,000	0.70%
160210B	2/10/2017	ICD SEC	CD-BANK OF CHINA	06426TPK9	100,000.00		100,000.00	0.00	100,000	0.70%
160826B	8/27/2018	ICD SEC	CD-BANK OF HOPE	062683AB3	249,000.00		0.00	249,000.00	249,000	1.00%
161230B	12/29/2017	ICD SEC	CD-BANK OF INDIA	06279HUR2	249,000.00		0.00	249,000.00	249,000	1.00%
150630B	3/30/2017	ICD SEC	CD-BANK OF NORTH CAI	06414QVR7	250,000.00		0.00	250,000.00	250,000	0.85%
151130B	11/30/2017	ICD SEC	CD-BANK UNITED	066519BC2	250,000.00		0.00	250,000.00	250,000.00	1.10%
140716	7/16/2019	ICD SEC	CD-BARCLAYS BANK	0674OKHF7	250,000.00		0.00	250,000.00	250,000	2.05%
160706	6/7/2017	ICD SEC	CD-BEAL BANK	0737OWZX7	249,000.00		0.00	249,000.00	249,000	0.70%
151223	7/24/2017	ICD SEC	CD-BLC COMMUNITY BA	05549CGA2	250,000.00		0.00	250,000.00	250,000.00	1.05%
150923	9/22/2017	ICD SEC	CD-BMO HARRIS	05573J4P3	250,000.00		0.00	250,000.00	250,000.00	1.10%
161130	11/30/2018	ICD SEC	CD-BMW BANK OF NORT	05580AFN9	100,000.00		0.00	100,000.00	100,000	1.30%
150626B	6/26/2017	ICD SEC	CD-BMW BANK OF NORT	0558OABY9	150,000.00		0.00	150,000.00	150,000	1.05%
151231	6/30/2017	ICD SEC	CD-BRICKELL BANK	10801DAA9	250,000.00		0.00	250,000.00	250,000.00	1.00%
160729A	4/30/2018	ICD SEC	CD-BROOKLINE BANK	113730CE6	176,000.00		0.00	176,000.00	176,000	0.85%
150624	12/26/2017	ICD SEC	CD-CAPITAL ONE BANK	29266NK71	100,000.00		0.00	100,000.00	100,000	1.30%
150715A	7/16/2018	ICD SEC	CD-CAPITAL ONE BANK	14042E4R8	250,000.00		0.00	250,000.00	250,000.00	1.60%
150930B	3/30/2017	ICD SEC	CD-CARDINAL BANK	14147VFD3	250,000.00		0.00	250,000.00	250,000.00	0.80%
160330A	6/30/2017	ICD SEC	CD-CELTIC BANK UT	15118RKY2	250,000.00		0.00	250,000.00	250,000	0.70%
160826C	2/28/2019	ICD SEC	CD-COMENITY CAP BANI	20033ARR9	249,000.00		0.00	249,000.00	249,000	1.20%
151130A	11/30/2017	ICD SEC	CD-COMPASS BANK	20451PNZ5	250,000.00		0.00	250,000.00	250,000.00	1.15%
150715B	7/17/2017	ICD SEC	CD-CONESTOGA BANK	20701PBQ6	250,000.00		0.00	250,000.00	250,000.00	1.00%
150717	1/17/2017	ICD SEC	CD-CRESCOM BANK	225862CE9	250,000.00		250,000.00	0.00	250,000.00	0.65%
140723A	1/23/2018	ICD SEC	CD-CUSTOMERS BANK	23204HBR8	200,000.00		0.00	200,000.00	200,000	1.30%
150715C	7/17/2017	ICD SEC	CD-DISCOVER BANK	254672SC3	100,000.00		0.00	100,000.00	100,000.00	1.15%
150730	7/30/2018	ICD SEC	CD-DISCOVER BANK	254672TA6	149,000.00		0.00	149,000.00	149,000.00	1.70%
151218A	3/20/2017	ICD SEC	CD-DMB COMMUNITY B/	23322GKG1	250,000.00		0.00	250,000.00	250,000.00	0.70%
160720	7/20/2018	ICD SEC	CD-EAGLE BANK	27002YCX2	249,000.00		0.00	249,000.00	249,000	0.90%
151218C	6/15/2017	ICD SEC	CD-EAST BOSTON SAVIN	27113PAT8	250,000.00		0.00	250,000.00	250,000.00	1.00%
150515	5/15/2017	ICD SEC	CD-ENERBANK	29266NK71	99,000.00		0.00	99,000.00	99,000	0.90%
160129	1/29/2018	ICD SEC	CD-EVERBANK	29976DH94	248,000.00		0.00	248,000.00	250,000	1.10%

2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
151125	11/27/2017	ICD SEC	CD-FIRST BANK PUERTO	33767ASC6	250,000.00		0.00	250,000.00	250,000.00	1.20%
151113	11/13/2017	ICD SEC	CD-FIRST MERIT BANK	320844PU1	250,000.00		0.00	250,000.00	250,000.00	1.00%
160816	2/16/2018	ICD SEC	CD-FIRST NATIONAL BAI	332135GM8	249,000.00		0.00	249,000.00	249,000	0.90%
151218B	6/18/2018	ICD SEC	CD-FIRST SOURCE BANK	33646CFY5	250,000.00		0.00	250,000.00	250,000.00	1.25%
151029	10/27/2017	ICD SEC	CD-FRIST TEXOMA NATI	33717WAA2	100,000.00		0.00	100,000.00	100,000	0.85%
140822	2/22/2017	ICD SEC	CD-GE CAPITAL BANK	36161TX59	49,000.00		49,000.00	0.00	49,000	1.00%
130301	3/1/2018	ICD SEC	CD-GE CAPITAL BANK	36161TJB2	200,000.00		0.00	200,000.00	200,000	1.10%
150629	1/30/2017	ICD SEC	CD-GNB BANK	36198JAX2	250,000.00		250,000.00	0.00	250,000	0.80%
150930A	3/30/2017	ICD SEC	CD-GOLDMAN SACHS	38148JP62	100,000.00		0.00	100,000.00	100,000.00	0.85%
140828	2/28/2017	ICD SEC	CD-GREAT SOUTHERN B,	3912OVRK2	249,000.00		249,000.00	0.00	249,000	1.00%
140717	4/17/2017	ICD SEC	CD-GUARANTY BANK &	40082OBK1	250,000.00		0.00	250,000.00	250,000	0.85%
160729B	3/29/2018	ICD SEC	CD-HERITAGE BANK	42724JDF9	249,000.00		0.00	249,000.00	249,000	0.85%
160824	8/24/2018	ICD SEC	CD-HSBC BANK	404344BG1	249,000.00		249,000.00	0.00	249,000	1.10%
160721A	7/23/2018	ICD SEC	CD-INDEPENDENCE BAN	4534OKDP1	249,000.00		0.00	249,000.00	249,000	0.90%
161216A	12/17/2018	ICD SEC	CD-INVESTORS SAVINGS	46176PFV2	249,000.00		0.00	249,000.00	249,000	1.35%
151216B	1/17/2017	ICD SEC	CD-ION BANK	46203PAC6	208,000.00		208,000.00	0.00	208,000.00	0.75%
151211A	6/12/2017	ICD SEC	CD-ISRAEL DISCOUNT B/	465076HV2	250,000.00		0.00	250,000.00	250,000.00	1.00%
160831	8/31/2018	ICD SEC	CD-JP MORGAN CHASE	48126XCN3	249,000.00		0.00	249,000.00	249,000	1.05%
161019	10/19/2018	ICD SEC	CD-LAKESIDE BANK	51210SLX3	100,000.00		0.00	100,000.00	100,000	1.05%
160115	7/17/2017	ICD SEC	CD-LINCOLN PARK SAVI	53468JAG7	250,000.00		0.00	250,000.00	250,000	1.00%
161230A	12/30/2019	ICD SEC	CD-M BANK	55275FKK3	160,000.00		0.00	160,000.00	160,000	1.55%
161215	12/14/2019	ICD SEC	CD-MAIN STREET BANK	56034WAP6	249,000.00		0.00	249,000.00	200,000	1.45%
150710A	7/10/2017	ICD SEC	CD-MB FINANCIAL	55266CMR4	250,000.00		0.00	250,000.00	250,000.00	1.00%
140610	6/9/2017	ICD SEC	CD-MEDALLION BANK	58403BP26	250,000.00		0.00	250,000.00	250,000	1.00%
150130	1/30/2017	ICD SEC	CD-MERRICK BANK	59013JDA4	100,000.00		100,000.00	0.00	100,000	0.75%
160413	10/13/2017	ICD SEC	CD-MIDLANDS SB, IL	59774QE44	250,000.00		0.00	250,000.00	250,000	0.85%
151031	1/4/2018	ICD SEC	CD-NOA BANK	65487TBD2	150,000.00		0.00	150,000.00	150,000	0.90%
160210A	2/9/2018	ICD SEC	CD-ORIENTAL BANK	686184WS7	200,000.00		0.00	200,000.00	200,000	1.20%
161221	6/21/2019	ICD SEC	CD-ORRSTOWN BANK	687377EA5	249,000.00		0.00	249,000.00	249,000	1.50%
161229	6/29/2018	ICD SEC	CD-PREFERRED BANK	740367FE2	249,000.00		0.00	249,000.00	249,000	1.15%
161228A	6/28/2018	ICD SEC	CD-PROVIDENCE BANK	74374MAD6	249,000.00		0.00	249,000.00	249,000	1.20%
161207	6/7/2018	ICD SEC	CD-ROLLSTONE BANK &	77579ABW5	200,000.00		0.00	200,000.00	200,000	1.15%
160916	9/17/2018	ICD SEC	CD-SAFRA NATIONAL BA	78/658QYZ0	249,000.00		0.00	249,000.00	249,000.00	1.10%
140924	9/25/2017	ICD SEC	CD-SALLIE MAE BANK	40082OBK1	249,000.00		0.00	249,000.00	249,000	1.40%
160224A	8/24/2017	ICD SEC	CD-SANTANDER BANK	80280JLV3	250,000.00		0.00	250,000.00	250,000	0.95%
160930D	4/30/2018	ICD SEC	CD-STEARNS BANK	857894RN1	249,000.00		0.00	249,000.00	249,000.00	0.95%
161228B	6/28/2019	ICD SEC	CD-STEUBEN TR CO	860010BG1	160,000.00		0.00	160,000.00	160,000	1.40%
140305	3/6/2017	ICD SEC	CD-SYNOVOUS BANK	87164DEB2	200,000.00		0.00	200,000.00	200,000	0.85%
161123	5/23/2018	ICD SEC	CD-TCF NATIONAL BANK	872278XK7	100,000.00		0.00	100,000.00	100,000	0.90%
160721B	1/22/2018	ICD SEC	CD-TRANSPORTATION A	89388CBE7	249,000.00		0.00	249,000.00	249,000	0.75%
141209	9/27/2017	ICD SEC	CD-UNITED BANK	909552AQ4	250,000.00		0.00	250,000.00	250,000	0.65%
161219	12/19/2018	ICD SEC	CD-WEB BANK	947547JJ5	249,000.00		0.00	249,000.00	249,000	1.40%
160617	6/18/2018	ICD SEC	CD-WELLS FARGO BANK	9497485X1	150,000.00		0.00	150,000.00	150,000	1.20%
150925	9/25/2017	ICD SEC	CD-WELLS FARGO BANK	9497482H9	100,000.00		0.00	100,000.00	100,000.00	1.00%
151211B	12/11/2017	ICD SEC	CD-WEX BANK	92937CDH8	250,000.00		0.00	250,000.00	250,000.00	1.20%
160930B	4/2/2018	ICD SEC	CD-WOOD & HUSTON BA	978208AA4	249,000.00		0.00	249,000.00	249,000.00	1.00%
160525	8/25/2017	ICD SEC	CD-Z BANK	98878BAD0	249,000.00		0.00	249,000.00	249,000	0.75%
			2016 Investments & MM					18,279,000.00		
090102B	12/25/2018	Com Sec	FNR 2003-120 BY	31393UGR8	13,715.78		1,074.72	12,641.06	200,000	3.98%
								12,641.06		
160606	5/1/2020	Northland	ANCHOR BAY MI SCH DI	032879-TC-2	500,000.00		0.00	500,000.00	500,000	2.12%
170109	6/1/2022	Northland	DESMOINES IA TAX	250097-J3-7		200,000.00	0.00	200,000.00	200,000	2.30%
170215	5/1/2019	Northland	SPARTA WIS REFUNDING	846748-HC-8		100,000.00	0.00	100,000.00	100,000	1.80%
161101	3/1/2019	Northland	MARSHFIELD WI TAX	572852-W4-9	145,000.00		0.00	145,000.00	145,000	1.20%
161114B	2/1/2024	Northland	ANDOVER MN TAX	034313-ZU-3	300,000.00		0.00	300,000.00	300,000	2.25%
160812	5/1/2023	Northland	MONROE MI TAX	611101-MF-0	190,000.00		0.00	190,000.00	190,000	2.26%
160728A	5/1/2020	Northland	WISCONSIN STATE TAX	97705M-DS-1	500,000.00		0.00	500,000.00	500,000	1.15%
161003A	2/1/2018	Northland	OLIVIA MN TAX	681079-YD-5	45,000.00		0.00	45,000.00	45,000	2.00%
161003B	2/1/2019	Northland	OLIVIA MN TAX	681079-YE-3	95,000.00		0.00	95,000.00	95,000	2.00%
161003C	2/1/2020	Northland	OLIVIA MN TAX	681079-YF-0	100,000.00		0.00	100,000.00	100,000	2.00%
130412	2/1/2024	Northland	BECKER MN TAX	075671LJ4	50,000.00		0.00	50,000.00	50,000	2.75%
150903	11/1/2018	Northland	BROOKFIELD WI, TAXAB	112857-BL-0	500,000.00		0.00	500,000.00	500,000	2.20%
110310	2/1/2020	Northland	BROOKLYN CENTER ISD/	113853-KG-9	285,000.00		0.00	285,000.00	285,000	4.65%
120215B	6/1/2026	Northland	CEDAR RAPIDS IO TAX	150528-JU-2	50,000.00		0.00	50,000.00	50,000	4.55%
120606B	6/1/2022	Northland	CEDAR RAPIDS IO TAX	150528-N2-6	135,000.00		0.00	135,000.00	135,000	2.50%
120606A	6/1/2023	Northland	CEDAR RAPIDS IO TAX	150528-PA-9	140,000.00		0.00	140,000.00	140,000	2.70%
140620	12/1/2020	Northland	CELINA OHIO SCHOOL D	151069-FD-8	300,000.00		0.00	300,000.00	300,000	2.13%
130815A	12/1/2020	Northland	CHASKA, MN TAX	161664-DY-0	75,000.00		0.00	75,000.00	75,000	2.50%
130815B	12/1/2021	Northland	CHASKA, MN TAX	161664-DZ-7	75,000.00		0.00	75,000.00	75,000	2.75%
140502	2/15/2020	Northland	COLLINGSWOOD NJ TAX	194756-PQ-9	145,000.00		0.00	145,000.00	145,000	3.00%
140730A	6/1/2019	Northland	DES MOINES IA TAXABLI	25009X-GB-5	115,000.00		0.00	115,000.00	115,000	2.00%

2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
140730B	6/1/2020	Northland	DES MOINES IA TAXABLI	25009X-GC-3	145,000.00		0.00	145,000.00	145,000	2.10%
141104	2/1/2022	Northland	DULUTH MN TAXABLE	264438-G5-5	150,000.00		0.00	150,000.00	150,000	3.00%
151217A	12/1/2018	Northland	FARGO ND TAXABLE	30747N-BC-7	435,000.00		0.00	435,000.00	435,000	1.40%
151217B	12/1/2017	Northland	FARGO ND TAXABLE	30747N-BB-9	395,000.00		0.00	395,000.00	395,000	1.00%
151216A	6/14/2018	Northland	FFCB	3133EF-SH-1	500,000.00		0.00	500,000.00	500,000	1.17%
140326	9/26/2017	Northland	FHLB	313OA15P9	350,000.00		0.00	350,000.00	350,000	1.00%
151119B	11/19/2021	Northland	FNMA	3136GSSA6	400,000.00		0.00	400,000.00	400,000	1.00%
150601	6/1/2017	Northland	HAWKEYE COMMUNITY	42016A-KH-3	190,000.00		0.00	190,000.00	190,000	0.90%
140320A	3/1/2019	Northland	HAWLEY MN SCHOOL DI	420416-EZ-8	390,000.00		0.00	390,000.00	390,000	1.85%
140117	11/1/2019	Northland	HONOLULU TAXABLE	438670-Q4-6	275,000.00		0.00	275,000.00	275,000	1.84%
110114A	2/1/2017	Northland	HOPKINS ISD #270	439881-HB-2	100,000.00		100,000.00	0.00	100,000	2.75%
150109	10/1/2022	Northland	HUBBARY COUNTY TAX	443348-DE-4	135,000.00		0.00	135,000.00	140,000	2.70%
121228A	6/1/2017	Northland	IOWA WESTERN COMM (	462612-QM-7	100,000.00		0.00	100,000.00	100,000	0.85%
120321	3/1/2022	Northland	MADISION WI SCHOOL D	558495-KN-6	500,000.00		0.00	500,000.00	500,000	2.50%
150708	2/1/2019	Northland	MAPLEWOOD MN TAX	56557-UM-5	350,000.00		0.00	350,000.00	350,000	1.80%
110203A	4/1/2017	Northland	MEDFORD WIS SCHOOL I	58434T-DK-3	40,000.00		0.00	40,000.00	40,000	2.75%
121228B	9/1/2023	Northland	MIDDLETON WIS REFUNI	596782-T6-7	300,000.00		0.00	300,000.00	300,000	2.36%
120214B	9/1/2025	Northland	MIDDLETON WIS REFUNI	596782-TJ-1	315,000.00		0.00	315,000.00	315,000	2.85%
150430	2/1/2022	Northland	MINNETONKA ISD #276	604195-YG-6	270,000.00		0.00	270,000.00	270,000	3.00%
130702A	1/1/2019	Northland	MINNETONKA ISD #276	604195-VW-4	285,000.00		0.00	285,000.00	285,000	1.40%
130702B	1/1/2021	Northland	MINNETONKA ISD #276	604195-VY-0	400,000.00		0.00	400,000.00	400,000	2.10%
120215A	1/1/2028	Northland	MINNETONKA ISD #276	604195-SB-4	50,000.00		0.00	50,000.00	50,000	5.20%
130722	2/1/2021	Northland	MOUND MN TAXABLE	620S35-W4-2	95,000.00		0.00	95,000.00	95,000	2.00%
100803B	2/1/2018	Northland	NEW PRAGUE BAB	648159-TX-9	70,000.00		0.00	70,000.00	70,000	3.75%
100803C	2/1/2019	Northland	NEW PRAGUE BAB	648159-TY-7	45,000.00		0.00	45,000.00	45,000	4.00%
100803D	2/1/2020	Northland	NEW PRAGUE BAB	648159-TZ-4	70,000.00		0.00	70,000.00	70,000	4.25%
141006	6/1/2020	Northland	NORTHEAST IOWA COMI	664214-JQ-7	320,000.00		0.00	320,000.00	320,000	1.90%
111031	6/1/2018	Northland	RACINE WIS TAXABLE	750021-6D-4	755,000.00		0.00	755,000.00	755,000	2.10%
130624A	2/1/2023	Northland	RAMSEY COUNTY TAXAI	751622-HH-7	595,000.00		0.00	595,000.00	595,000	2.75%
130624B	2/1/2022	Northland	RAMSEY COUNTY TAXAI	751622-HG-9	285,000.00		0.00	285,000.00	285,000	2.50%
150804	11/1/2018	Northland	SHEBYGAN WISCON REF	82102R-BM-6	800,000.00		0.00	800,000.00	800,000	1.25%
120308A	12/1/2020	Northland	SHOREWOOD WIS TAX	825230-KU-8	150,000.00		0.00	150,000.00	150,000	2.50%
120308B	12/1/2022	Northland	SHOREWOOD WIS TAX	825230-KW-4	150,000.00		0.00	150,000.00	150,000	2.80%
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX	825230-LB-9	225,000.00		0.00	225,000.00	225,000	3.25%
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX	825230-LC-7	465,000.00		0.00	465,000.00	465,000	3.15%
120214B	4/1/2017	Northland	ST FRANCIS ISD#15	789466-PU-7	250,000.00		0.00	250,000.00	250,000	4.40%
110608	2/1/2019	Northland	WADENA MN BAB	930217-JD-7	95,000.00		0.00	95,000.00	95,000	3.94%
130624C	6/1/2018	Northland	WATERLOO IOWA TAXAI	941647-NZ-8	345,000.00		0.00	345,000.00	345,000	2.00%
150626C	10/1/2017	Northland	WESTERN LAKE SUPERIC	958522-WS-9	245,000.00		0.00	245,000.00	245,000	1.35%
160317	2/1/2019	Northland	BECKER MN TAX	075663YH9	645,000.00		0.00	645,000.00	645,000	1.15%
161222	2/1/2019	Northland	ST. PAUL MN PORT AUTI	793028-WR-8	145,000.00		0.00	145,000.00	145,000	2.00%
160420B	10/1/2018	Northland	SHEBOYGAN WIS TAX	82102R-BY-0	250,000.00		0.00	250,000.00	250,000	1.00%
120215C	10/1/2019	Northland	WESTERN LAKE SUPERIC	958522-WU-4	100,000.00		0.00	100,000.00	100,000	3.15%
110816B	10/1/2017	Northland	WESTIN LAKE SUPERIOR	958522-WS-9	350,000.00		0.00	350,000.00	350,000	2.50%
141205A	9/1/2018	Northland	WYANDOTTE KANSAS SI	982696-QE-9	125,000.00		0.00	125,000.00	125,000	1.93%
			2015 Investment					16,595,000.00		
120817A	5/1/2018	UBS	NYC-TAXABLE	64971QTU7	500,000.00		0.00	500,000.00	500,000	1.60%
160224B	12/1/2019	UBS	MCLEAN COUNTY IL SCI	582018Ff5	450,000.00		0.00	450,000.00	450,000	2.00%
161208A	4/1/2023	UBS	NEW HOPE CULTURAL EI	64542WAY6	250,000.00		0.00	250,000.00	250,000	2.27%
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH RE'	59447TJX2	250,000.00		0.00	250,000.00	250,000	2.51%
161216B	12/16/2022	UBS	CD-MERCANTIL COMM E	58733ADQ9	245,000.00		0.00	245,000.00	245,000	2.30%
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AI	52909MCA0	300,000.00		0.00	300,000.00	300,000	2.75%
160927A	5/1/2021	UBS	YPSILANTI MI SCHOOL D	987864NY7	405,000.00		0.00	405,000.00	405,000.00	2.18%
160928	3/28/2025	UBS	FHLB	3130A9CN9	300,000.00		0.00	300,000.00	300,000.00	1.25%
160930E	9/30/2019	UBS	CD-JEFFERSON BANK & T	472376AA0	245,000.00		0.00	245,000.00	245,000.00	1.15%
160802	12/1/2027	UBS	TOOLE CITY UT TAX	89033RBU7	400,000.00		0.00	400,000.00	400,000	2.76%
160826D	8/24/2026	UBS	FHLB	3130A8Z63	300,000.00		0.00	300,000.00	300,000	1.25%
160830A	8/28/2026	UBS	FHLB	3130A8ZF3	300,000.00		0.00	300,000.00	300,000	1.50%
160830B	8/28/2023	UBS	FHLMC	3134GAAKO	300,000.00		0.00	300,000.00	300,000	1.25%
160830C	8/1/2022	UBS	NEW YORK CITY TAXAB	64966MED7	300,000.00		0.00	300,000.00	300,000	1.60%
160830D	8/24/2023	UBS	FNMA	3136G32Y0	250,000.00		0.00	250,000.00	250,000	1.13%
160705	11/1/2021	UBS	MICHIGAN STATE TAX	594612CX9	300,000.00		0.00	300,000.00	300,000	1.78%
160718	12/1/2021	UBS	LITTLE MIAMI OHIO SCH	537292KY9	345,000.00		0.00	345,000.00	345,000	1.76%
160726	7/26/2024	UBS	FHLMC	3134G9N78	500,000.00		0.00	500,000.00	500,000	1.25%
160727	5/1/2022	UBS	NORTH BRAND SCHOOL '	657740F50	500,000.00		0.00	500,000.00	500,000	2.08%
160601	2/15/2022	UBS	MCALLEN TAX'	582018Ff5	200,000.00		0.00	200,000.00	200,000	1.75%
160613	12/1/2020	UBS	SCHILLER PARK TAX	8062721LM6	325,000.00		0.00	325,000.00	325,000	2.50%
160526	5/1/2020	UBS	MILAN MICH SCHOOL TA	598801JD1	500,000.00		0.00	500,000.00	500,000	1.51%
160412	5/1/2019	UBS	LINCOLN SD TAX	533883NG5	500,000.00		0.00	500,000.00	500,000	2.03%
160422	5/15/2021	UBS	UNIVERSITY OF CA TAX	91412GFS9	500,000.00		0.00	500,000.00	500,000	1.91%

2016 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
160428	10/28/2022	UBS	FNMA	3136G3JS5	250,000.00		0.00	250,000.00	250,000	1.00%
161018	7/1/2024	UBS	SELMA ALA TAX	816459QV6	500,000.00		0.00	500,000.00	500,000	2.50%
161026	10/1/2024	UBS	HONOLULU TAX	4386705W7	300,000.00		0.00	300,000.00	300,000	2.37%
130611	5/21/2018	UBS	FNMA	3135GOXDO	750,000.00		0.00	750,000.00	750,000	1.29%
030630A	6/15/2018	UBS	FHR 2628 AB	31393VMQ1C	2,641.38		449.52	2,191.86	200,000	3.12%
030730A	8/25/2018	UBS	FNR 2003-74-KN	31393EAL3C	4,910.50		444.20	4,466.30	300,000.00	3.59%
030930A	9/15/2018	UBS	FHR 2677 KH	31394JTP2	56.81		56.88	-0.07	300,000	4.50%
121207	11/1/2018	UBS	NYC GEN TAX	64971QH55	500,000.00		0.00	500,000.00	500,000	1.28%
140710	7/10/2019	UBS	CD-AMERICAN EXPRESS	02587CAC4	240,000.00		0.00	240,000.00	240,000	1.95%
040730A	7/15/2019	UBS	FHR 2822 DB	31395C3S8	6,325.23		1,310.49	5,014.74	500,000	5.00%
130606B	11/1/2019	UBS	NYC GEN TAX	64971QH63	1,000,000.00		0.00	1,000,000.00	1,000,000	1.73%
150310	4/1/2020	UBS	MONTGOMERY ALA TAX	613035L69	400,000.00		0.00	400,000.00	400,000	2.15%
151207	12/1/2020	UBS	SACRAMENTO TAXABLE	786060BB8	300,000.00		0.00	300,000.00	300,000	3.00%
970625	2/25/2021	UBS	FNMA FNR-1991-7 H	31358FZW2	1,000.00		0.00	1,000.00	129,000	7.84%
970917B	9/15/2021	UBS	FHLMC REMIC SERIES FE	312904GT6C	357.00		82.53	274.47	255,714	7.21%
151119A	11/19/2021	UBS	FNMA	3136G2SA6	500,000.00		0.00	500,000.00	500,000	1.05%
151104	3/1/2022	UBS	NEW YORK TAXALBE	64966KQC0	500,000.00		0.00	500,000.00	500,000	2.26%
001127	7/25/2022	UBS	FNR G92-35	31358PHV2C	981.33		20.60	960.73	75,215	7.49%
021004	8/25/2022	UBS	FNR 1992-125L	31358PS40C	1,076.65		26.60	1,050.05	52,000	7.00%
020826	10/15/2022	UBS	FHR 1391D	312912LUO	957.62		90.86	866.76	59,990	6.00%
150812	6/1/2023	UBS	CHARLOTTE TAXABLE	161037L61	300,000.00		0.00	300,000.00	300,000	2.65%
010328	6/25/2023	UBS	FHG14A	312916PD5R	2,000.00		0.00	2,000.00	152,000	6.00%
151009	9/1/2024	UBS	NJ ENVIRONMENTAL INF	645791CAO	270,000.00		0.00	270,000.00	270,000	3.15%
151023	10/1/2024	UBS	MADISON TAXABLE	55844RKN3	640,000.00		0.00	640,000.00	640,000	2.39%
150311	3/11/2025	UBS	CD-HBSC BANK	40434ASB6	240,000.00		0.00	240,000.00	240,000	2.25%
								15,172,824.84		
	TOTAL INVESTMENTS				57,425,022.30	2,954,000.00	2,378,556.40	58,000,465.90		
			Unamortized Premiums		1,454,478.04	431.00		1,454,909.04		
			Unamortized Discounts		(3,290,662.99)	(1,010.00)		(3,291,672.99)		
			BOW		4,039,093.60	3,936,348.94	5,453,564.45	2,521,878.09		
			Money Market Accounts		5,284,956.44	504,665.85	1,000,000.00	4,789,622.29		
			Net Cash and Investments		64,912,887.39	7,394,435.79	8,832,120.85	63,475,202.33		

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

CC Regular Session **4. 2.**

Meeting Date: 03/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Receive Progress Report on Comprehensive Plan Update

Purpose/Background:

The purpose of this case is to receive a brief update on the status of the Comprehensive Plan Update. Details on the City's existing Comprehensive Plan and 2040 Comprehensive Plan Update can be found online at www.cityoframsey.com/comprehensiveplan or upon request.

Notification:

Notification is not required.

Observations/Alternatives:

The Comprehensive Plan Steering Committee has held three (3) Committee Meetings. The City hosted the first of several workshops as a Kick Off Meeting on Monday, January 27, 2017. Notes from that Workshop are attached for review.

The Steering Committee will be meeting next on Monday, March 13 at 5:30 p.m. to prepare for the next Public Workshop (Transportation Plan; Parks and Recreation Plan) as well as a plan for a presence at the April 1 EDA Spring Business Expo and The Draw Summer Event Series.

The Steering Committee has also set up a Facebook Page as a communication tool at www.facebook.com/ramsey2040. This page has several photos from the Kick Off Meeting.

Upcoming Public Workshops:

1. Monday, April 10 (Transportation Plan; Parks and Recreation Plan)
2. Monday, June 12 (Economic Development Plan, Natural Resources Plan

Funding Source:

Preparation for the Comprehensive Plan is funded primarily through the City's General Fund. The City also secured a Planning Grant in the amount of $32,000 from the Metropolitan Council.

Recommendation:

No action being requested.

Action:

No action being requested.

Attachments

Draft Vision Statement
Draft Future Land Use Map
Workshop Notes

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	03/08/2017 02:38 PM
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:48 PM
Form Started By: Tim Gladhill		Started On: 03/06/2017 11:42 AM
Final Approval Date: 03/09/2017		

2. VISION, VALUES AND GOALS

In 2006, Ramsey community members formed Ramsey3, a grassroots organization dedicated to imagining the future of Ramsey. Through a series of community meetings the Ramsey3 process completed a Vision and Values statement with a Checklist for future decision making, summarized in the Introduction chapter. A set of Goals and Strategies, based on comments from the numerous community meetings, was compiled by consultants and City staff. The Goals and Strategies for each chapter of this plan are also repeated within those chapters. The Goals and Strategies were compiled before the final completion of the Vision and Values, so it is the intent of the City that where conflicts arise the Vision and Values will guide city policy decisions.

A. THE VISION:

1) ~~Without compromising private property rights and needs of future generations,~~ Ramsey will evolve through citizen driven, collaborative processes that respect the balance and connectivity between its unique urban, rural and natural environments for current and future generations.

B. THE VALUES:

1) Encourage ~~walkability through~~ new pedestrian friendly neighborhoods and balanced transportation.
2) Maintain land owner rights without compromising private property rights.
~~3)~~ Employ careful foresight in city planning that ~~includes citizen review, reliance on peer reviewed science, and comprehensive data collection and analysis.~~
~~4)~~3) ~~Involve all citizens in decisions that impact their lives, property and neighborhoods through the use of a facilitated process such as collaborative decision making~~involves all citizens in decisions that impact their lives, property, and neighborhoods through collaborative public engagement.
~~5)~~4) Embrace a people-centered, long-term perspective that nurtures neighborhood and community interactions and with flexibility to meet future needs without compromising the needs and interests of current residents.
5) Preserve unique natural resources for ~~the community and its~~ current and future residents.
6) Develop and maintain a well-connected park and public space system for all ages.
7) Attract and ~~sustain~~ retain businesses that ~~should serve~~support the whole community.

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Ramsey Comprehensive Plan
Future Land Use Map
Ramsey, MN

- Area Of Interest
- Ramsey Boundary
- Parcel Boundary
- Lakes And Rivers
- Low Denisty Residential
- Medium Density Residential
- High Density Residential
- Office Park
- Commercial
- Business Park
- Mix Use
- Public
- Rural Developing
- Rural Preserve
- Park
- Closed Landfill

Changed Future Land Use

N

0 3,000 Feet

WSB

2040 COMPREHENSIVE PLAN UPDATE
STEERING COMMITTEE WORKSHOP ONE
Monday, February 27, 2017

TOPIC IDENTIFICATION

Interested in the future of Ramsey	IIIIIIIIIIIIIIII
Rural Character	IIIIIIIII
Community Center/Youth Athletics	IIIIII
Highways and Roads	IIIIII
Parks (dog park, small neighborhood parks)	IIIII
Schools	IIIII
Natural Resources/Climate Resilience	IIII
The COR	IIII
Housing issues	II
Destinations	I
Forward Thinking	I
Is this a plan for Agenda21?	I
Goals in the 2020 Comprehensive Plan never materialized	I
Rum River Hills Golf Course Redevelopment	I
Our parcel shrunk without our permission	I
Civic engagement	I
Shops and retail	I
National Self Storage compatibility	I
Harvest Estates	I
Property rights	I
Property pride – standards for code enforcement	I

RURAL CHARACTER

- Maintain open areas
- Keep property taxes low for multi acre property owners – towns don't have to be all high density
- Keep well and septic available to low density areas
- Natural buffers (visual) – transitions from density areas
- Don't add street lights
    - Shrouds for existing lights
- Maintain area for local source farms

    - Communities need to provide more for themselves
    - Provide tax breaks
- Biology and Nature workshops
    - Bioblitz
- Shade tree education and protection
- Education and incentives for gardening and micro farming
    - Local food producers
- Promote land use for livestock – small scale
- Maintain natural corridors for wildlife movement
- Keep and develop wildlife areas
- Timed lights in community areas
- Non-GMO zones

PARKS

- Repair – i.e. boardwalks at Itasca Park
- Plant more shrubs and native grass
- No spray on plantings
- Add public art – parks and COR
- Community flower beds/parks
- Recreation Center
- Windbreak at dog park
- Playgrounds within neighborhoods, not just by parks
- Embrace the rivers – as an asset – use as a source of tourism
- Finish Central Park – lights, parking, state tourney
- More canoe rentals

TRANSPORTATION AND ROADS

- Centralize business area around COR versus sprawl
- Safe, pedestrian /bicycling friendly existing roads
- Slow down speed limits in residential areas – 40 max
    - Varlolite Street
    - Green Valley Road (63)
- Highway 10 Congestion (Park & Rides?) - Light rail is great
- Highway 10 stoplights by Quik Trip and Sunfish Lake Blvd – why?
    - Please put an overpass in – my journey takes 10-20 minutes longer
- Sustainability versus growth

SCHOOLS

- Ramsey Middle School(s)

- Ramsey High School
- Modular – make expandable – future proof
- Multi-Use
- Activities keep families in the area

MISCELLANEOUS COMMENTS

- Would like to see plans for another senior building in the area
- We need more public awareness/teaching of the laws concerning bike trails that cross streets. Both kids and adults ride right across the streets without looking assuming the driver will stop. I read on MN Law that they only have right of way if they get off their bike and walk it across as then they are considered a pedestrian in a crosswalk. Drivers need to know which is correct also. Public info would be appreciated. Thanks.
- Please leave Rivlyn Avenue as a residential street. Do not bow to pressure from Lano, Dahlheimer, etc., to make it a frontage road. Please keep it residential! Thanks
- Stop sign at Iodine and 144th – daycares on corner – speeding cars

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

CC Regular Session **4. 3.**

Meeting Date: 03/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Receive Progress Report on The COR Development Plan Update

Purpose/Background:

The purpose of this case is to keep the City Council in the loop on activities of the Planning Commission related to The COR Development Plan Update. The Commission has been focused on two (2) deliverables in this stage. This is a repeat of a previous update to the City Council. Added to the case at this time are more detailed site concepts to study the feasibility of potential land use changes. The purpose at this stage is not site plan review, but demonstrate concepts that may work for different land use scenarios. The Planning Commission continues to refine these concepts, and will be formulating a recommendation for City Council consideration at their April 6 Meeting.

The Planning Commission has been focusing on two (2) deliverables at this stage.

1. Vision Statement
2. Land Use Map

Working Drafts of these two (2) documents are attached. While Staff is not seeking formal action, feedback on general direction is welcome and will help Staff prepare for future Planning Commission Work Sessions.

Observations/Alternatives:

The Planning Commission has held three (3) workshops on this topic. Staff will route Council feedback and input from tonight's meeting to the Planning Commission as part of their Work Session. The Planning Commission still needs to develop key development and design standards, such as parking, densities, architectural requirements, etc; however, that task is now recommended to take place parallel to the System Plan and Project Pro-Forma Development (Stages 2 and 3 of the Work Plan). The Planning Commission plans to finalize a Policy Framework for recommendation to the City Council at their April Meeting, with formal consideration by the City Council at the end of April or early May.

Completion of this interim step will then kick off the System Plan Studies and Project Pro Forma steps.

Recommendation:

No action is being requested. This case is for informational updates only.

Action:

No action is being requested. This case is for informational updates only.

Attachments

DRAFT Vision Statement Document

DRAFT Alternative Vision Statement Document

Mapping Exercise Concepts

Photos

Work Plan

Sytem Plans Document

Site Concepts

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	03/08/2017 02:38 PM
Patrick Brama	Jo Thieling	03/09/2017 03:07 PM
Kurt Ulrich	Kurt Ulrich	03/09/2017 03:17 PM
Form Started By: Tim Gladhill		Started On: 03/06/2017 11:42 AM
Final Approval Date: 03/09/2017		

THE MAIN PURPOSE OF THE COR SHOULD BE TO BRING THE PEOPLE OF RAMSEY TOGETHER.

A SECONDARY PURPOSE WILL BE TO BRING IN PEOPLE FROM OUTSIDE THE CITY.

THE COR SHOULD SERVE AS A CITY CENTER PRIMARILY **TO BRING THE PEOPLE OF RAMSEY TOGETHER AND, IF POSSIBLE, BRING PEOPLE FROM OUTSIDE.**

TO REALIZE THIS VISION

→IT WILL ATTRACT A DIVERSE AUDIENCE BY:

- ✓ **WELCOMING ALL CULTURES**
- ✓ **BEING OPEN TO ALL TYPES OF BUSINESSES**
- ✓ **ATTRACTING A WIDE AUDIENCE**

→IT WILL BE UNIQUE; A DESTINATION BY:

- ✓ **HAVING SOMETHING OTHER CITIES DO NOT**
- ✓ **BEING TECHNOLOGY-ORIENTED**
- ✓ **SERVING AS A COMMUNITY CENTER & GATHERING PLACE**
- ✓ **FEATURING UNIQUE ARCHITECTURE (COULD BE "HISTORICAL" AND STRESS FUNCTIONS)**
- ✓ **BEING FAMILY-ORIENTED; NOT BIG BOX**

DRAFT

TEN PRINCIPLES

1. ***GREAT STREETS NEED GREAT CHAMPIONS***
2. ***IT TAKES A VISION***
3. ***THINK RESIDENTIAL***
4. ***HONOR THE PEDESTRIAN***
5. ***PARKING IS POWER***
6. ***MERCHANDISE & LEASE PROACTIVELY***
7. ***MAKE IT HAPPEN***
8. ***BE SAFE, CLEAN, FRIENDLY***
9. ***EXTEND DAY INTO NIGH***
10. ***MANAGE FOR CHANGE***

DRAFT

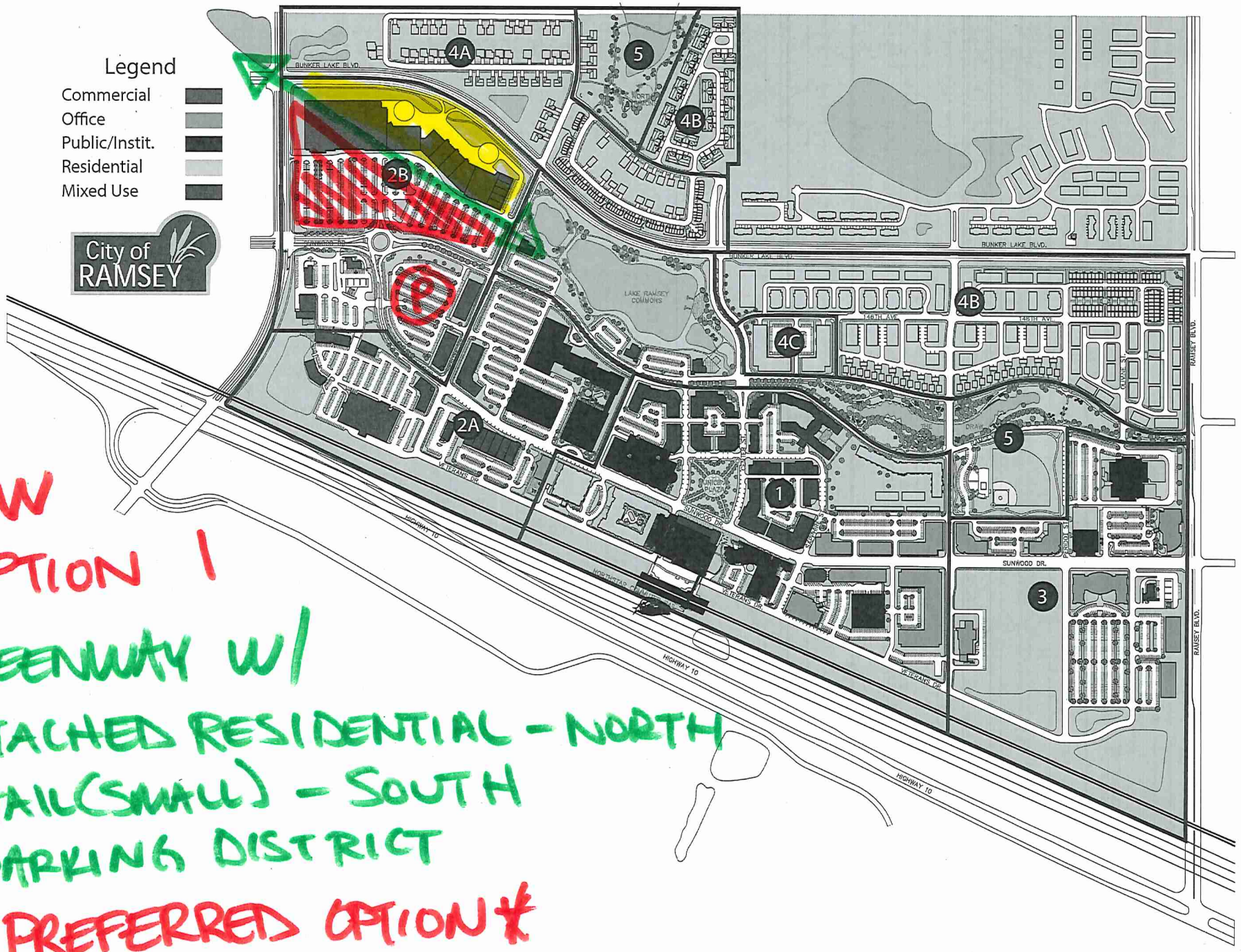
The COR Alternative Vision Statement

THE COR WILL BE A CITY CENTER THAT WILL SERVE AS A GATHERING PLACE FOR ALL PEOPLE.

CHECKLIST:

- IT WILL ATTRACT A DIVERSE AUDIENCE
- IT WILL HAVE SOMETHING OTHER CITIES DO NOT
- IT WILL STRESS SMALL SHOPS, NOT BIG BOX
- IT WILL BE FAMILY ORIENTED
- IT WILL APPLY MULTIPLE USES
- IT WILL BE TECHNOLOGY-ORIENTED

DRAFT

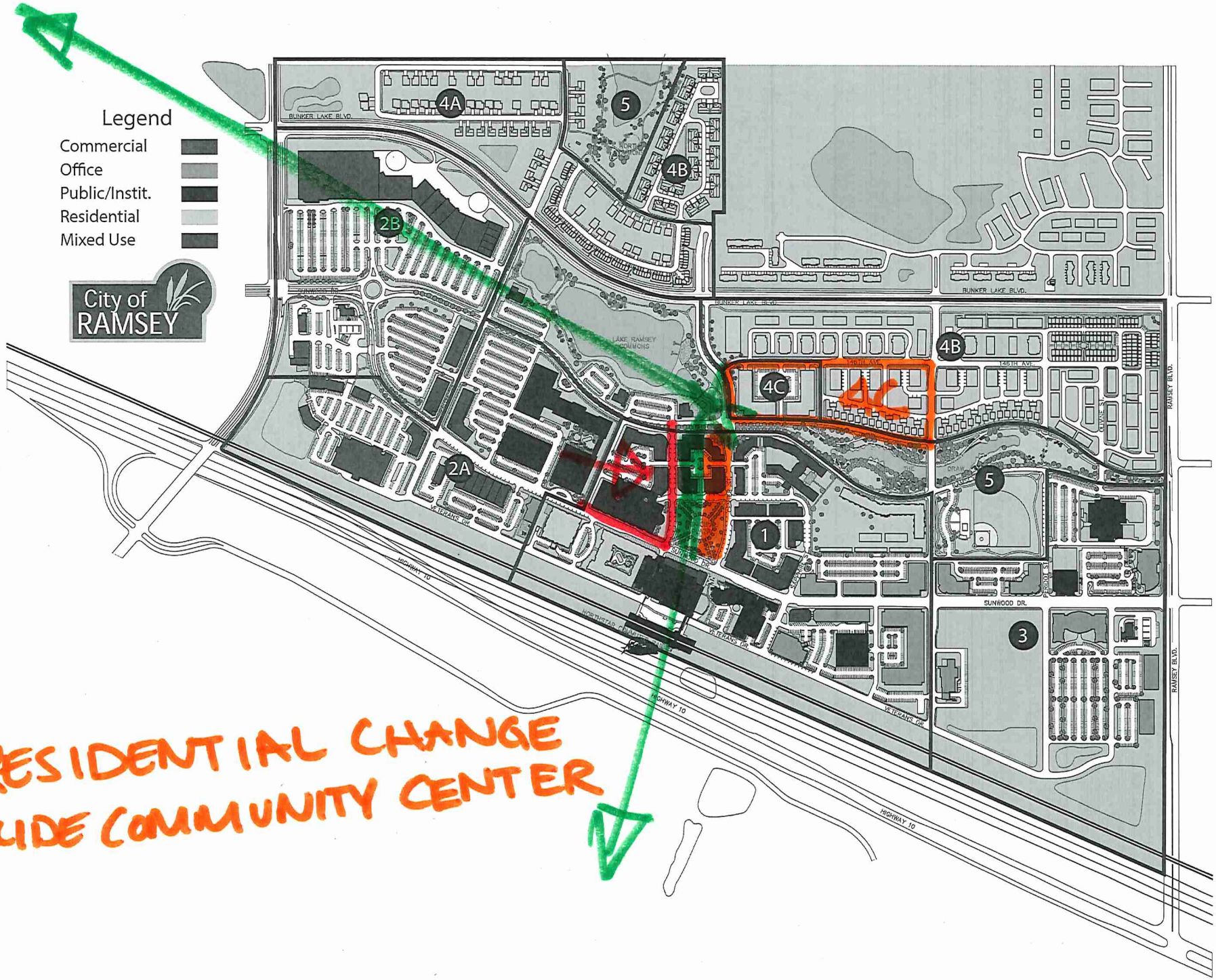


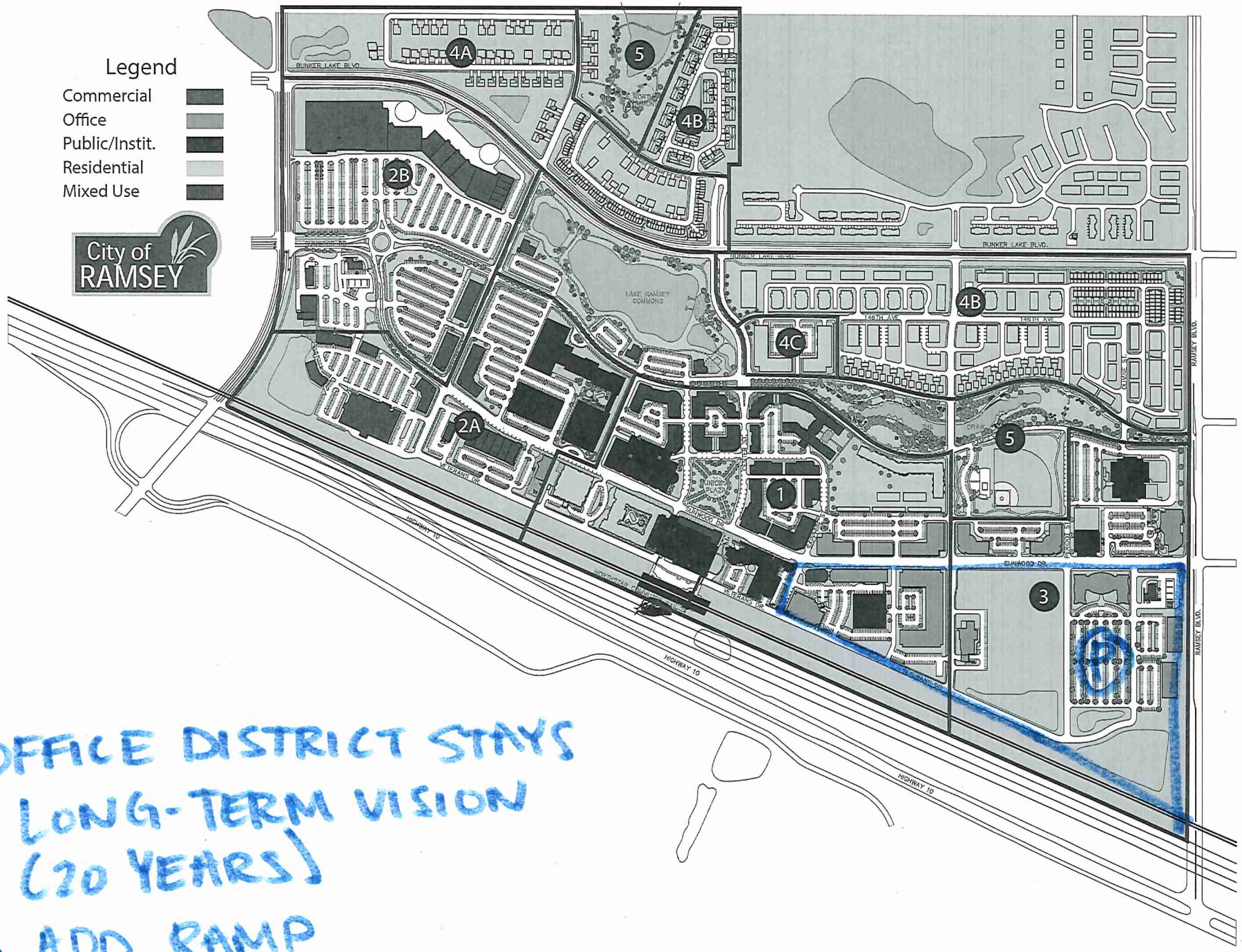
NW
OPTION 1
GREENWAY W/
DETACHED RESIDENTIAL - NORTH
RETAIL(SMALL) - SOUTH
· PARKING DISTRICT
PREFERRED OPTION

NW
OPTION 2
GREENWAY w/
DETACHED RESIDENTIAL
ON BOTH SIDES

- WOULD ALLOW w/ CPA

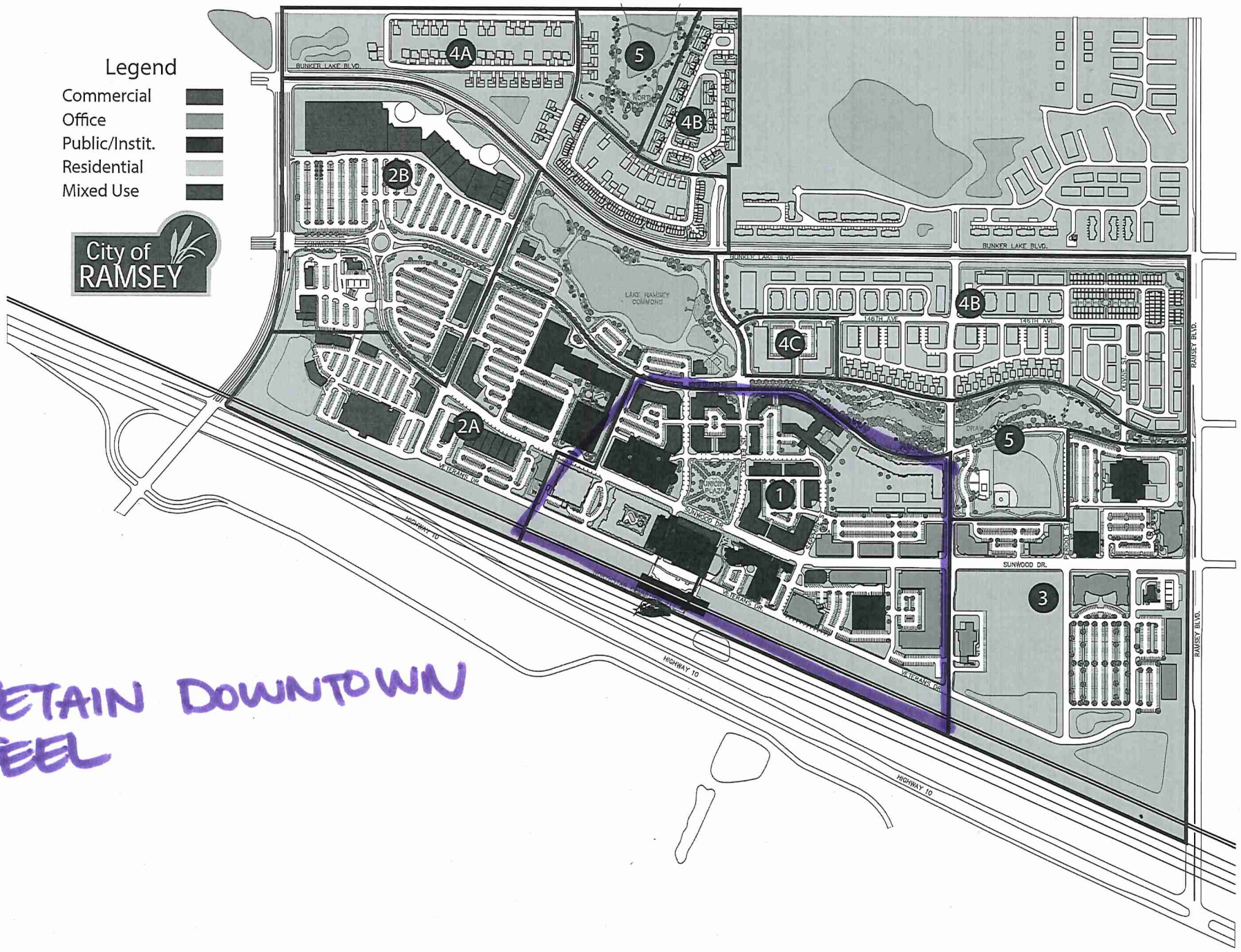
NW
OPTION 3
GREENWAY W/
PERIMITER RETAIL
- PARKING DISTRICT
- WOULD ALLOW W/CPA


Legend
Commercial
Office
Public/Instit.
Residential
Mixed Use
City of RAMSEY
4A
5
4B
2B
4C
4C
4B
2A
1
5
3
BUNKER LAKE BLVD.
SUNWOOD DR.
VETERANS DR.
HIGHWAY 10
RAMSEY BLVD.
RESIDENTIAL CHANGE
SLIDE COMMUNITY CENTER



OFFICE DISTRICT STAYS

- LONG-TERM VISION (20 YEARS)
- ADD RAMP



RETAIN DOWNTOWN FEEL

#1

entertainment & enjoyment Every day shopping

Community gathering to get to know ea other

Spirit and Gathering of People for Community Events

- Encouring interaction

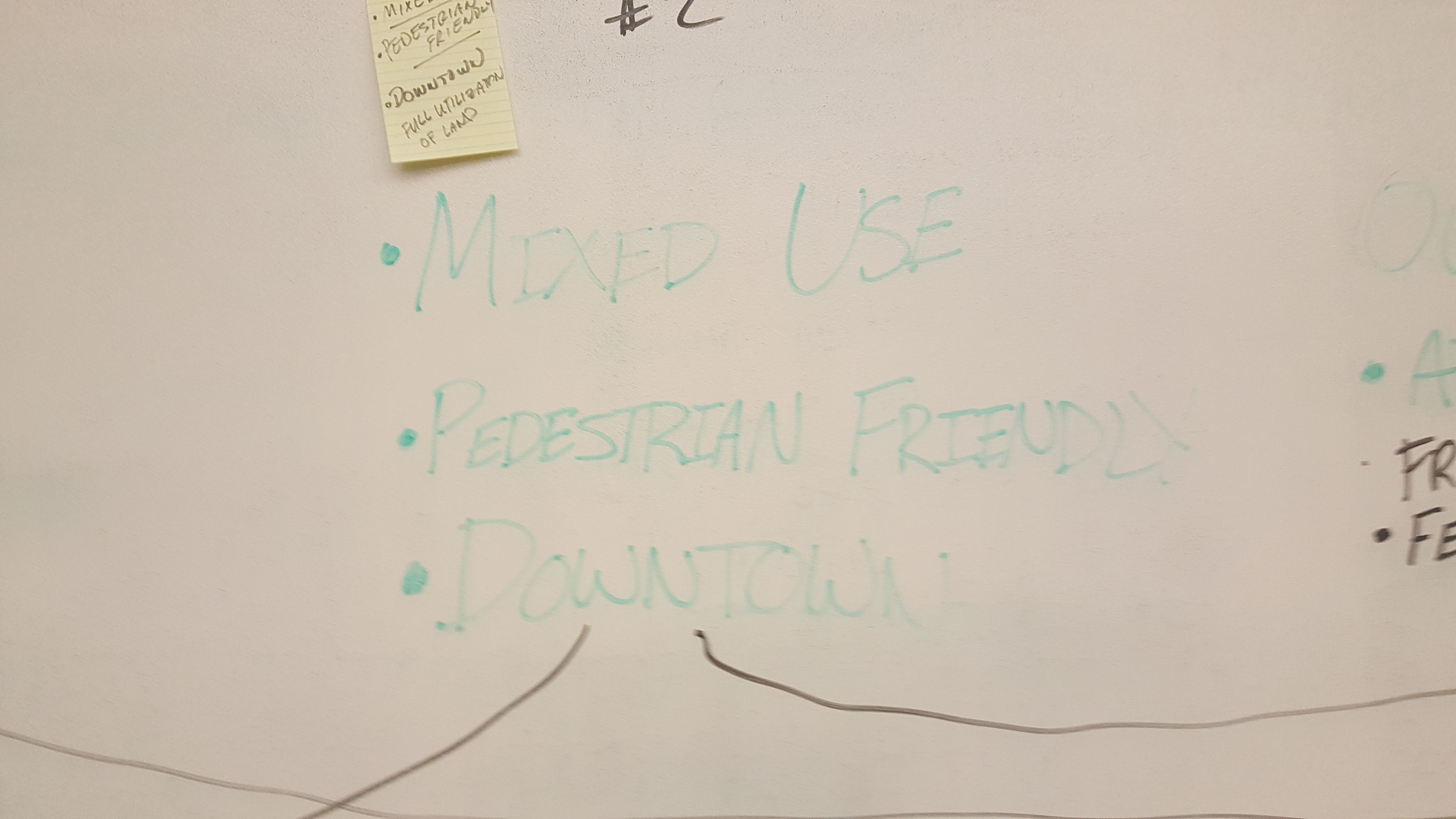
COMMUNITY

GATHERINGS FOR

— ENTERTAINMENT

— SHOPPING

— INTERACTION


• MIXED USE
• PEDESTRIAN FRIENDLY
• DOWNTOWN
FULL UTILIZATION OF LAND
#2
• MIXED USE
• PEDESTRIAN FRIENDLY
• DOWNTOWN

can gather and it also attracts people from other areas

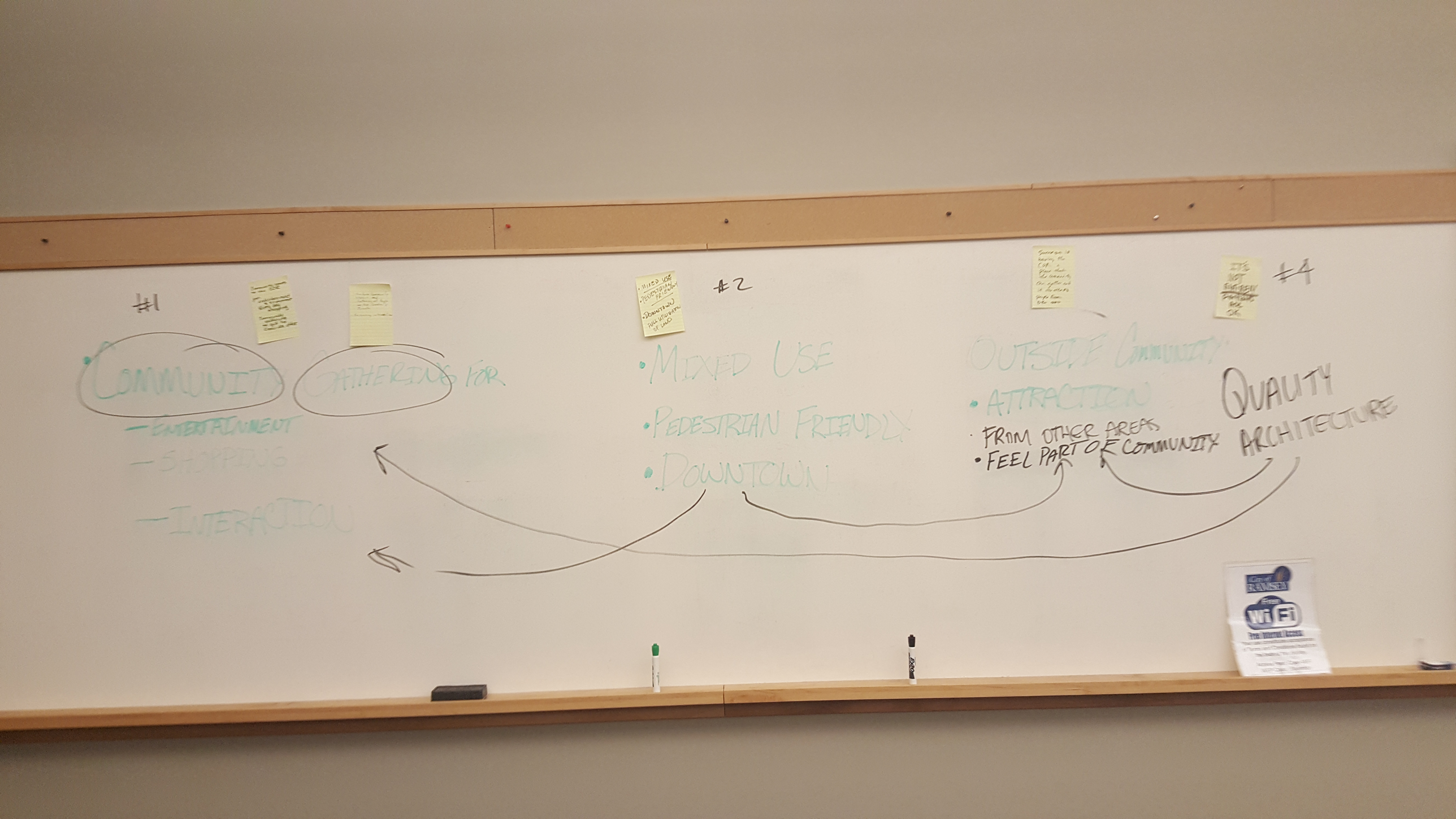
NOT ENTIRELY ~~Portions~~ are OK

#4

OUTSIDE COMMUNITY

- ATTRACTION
  - FROM OTHER AREAS
  - FEEL PART OF COMMUNITY

QUALITY ARCHITECTURE


#1
COMMUNITY
GATHERINGS FOR
#2
MIXED USE
PEDESTRIAN FRIENDLY
#4
OUTSIDE COMMUNITY
ATTRACTION
FROM OTHER AREAS
FEEL PART OF COMMUNITY
QUALITY
ARCHITECTURE

EXIT
DRAFT
DRAFT

DRAFT
DRAFT

RAFT

The COR Development Plan Update Plan of Action												
	2017											
	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	January	February	March	April	May	June	July	August	September	October	November	December
Task 1: Land Use Plan Update (Planning Commission)												
Draft Vision Statement												
Draft Land Use/District Map												
Draft District Descriptions												
Draft Development and Design Standards												
Draft Development Plan Update (Zoning Code)												
Adopt Final Version of Development Plan												
Task 2: System Plan/Infrastructure Study (EDA)												
Stormwater Plan												
Road Plan												
Sign Plan												
Parks and Recreation Plan												
Community Center Plan or Policy Statement												
Parking Ramp/District Plan or Policy Statement												
Cut/Fill Plan (Grading)												
Task 3: Project Pro Forma (EDA)												
Pro-Forma												
Tax Increment Financing (TIF) Plan												
COR Land Sale Proceeds Policy												

The COR – System Plan Studies

EFFORT #1

COR Re-Visioning

PURPOSE

Update/ amend the vision for The COR.

1. Update COR Master Plan (map that shows vision, how the COR will look, how buildings will be oriented, where infrastructure should be located, etc.)

2. Update zoning district map (underlying land use regulations that will ensure the master plan will be implemented at the time individual projects come forward for review by the City)

3. Direction on outstanding major policy items:

   -Is vertically mixed use development a requirement?
   -appropriate size and location of retail uses?
   -Is there flexibility in location of zoning district borders?
   -Define basic vision and policy for community center.
   -Define basic vision and policy for parking ramps.

RESPONSIBLE BOARD

Planning Commission will draft a recommendation for Council consideration.

TIMING

Anticipated to have draft completed by April 2017. Once a draft is completed, it should be checked against COR System Plans and COR Pro-Forma. May need to be adjusted.

EFFORT #2

COR System Plans

PURPOSE

The City purchased The COR with two goals in mind (a) recover previous public investments, and (b) ensure the vision of The COR is implemented.

As a result, the City of Ramsey has taken the role of master developer for The COR. With the role, various assumed responsibilities are assigned to the City. Developers, businesses, and residents expect the city to have concept plans/ policies in place for the following items:

1. Storm water plan (regional)
2. Road plan (public roads)
3. Sign plan (development signs, way finding sigs, etc.)
4. Park & Trails plans
5. Community Center plan/ policy
6. Parking Ramp(s) plan/ policy
7. Cut/fill basic plan

There are many benefits to having this preliminary information ready—please see system plan dashboard for details. These plans are intended to be preliminary/ concept level only—for the sake of planning and budgeting.

RESPONSIBLE BOARD

Likely, all boards will be involved with this process. However, for the sake of efficiencies, the EDA will lead this effort. Findings will be presented to the Planning Commission and City Council.

TIMING

Upon completion of 1st draft of COR re-vision, staff would like to order this work for completion (i.e. begin May 2017). This work will take 6-9 months. Once draft is completed, it should be checked against COR Master Plan and COR Pro-Forma. May need to be adjusted.

EFFORT #3

COR Pro-Forma

PURPOSE

1. Update COR pro-forma based on updated vision and system plans. COR pro-forma will display the city's financial performance forecast/ project cash-flow over time (expenditures/ obligations versus revenues/ available funding).

2. Update COR TIF plan/ TIF analysis previously completed by Ehlers. This plan plays a major role in the "funding" side of the COR pro-forma. Because actual TIF revenues are based on actual completed projects, it would be helpful to update periodically. NOTE: TIF can only be used for projects completed before 2021.

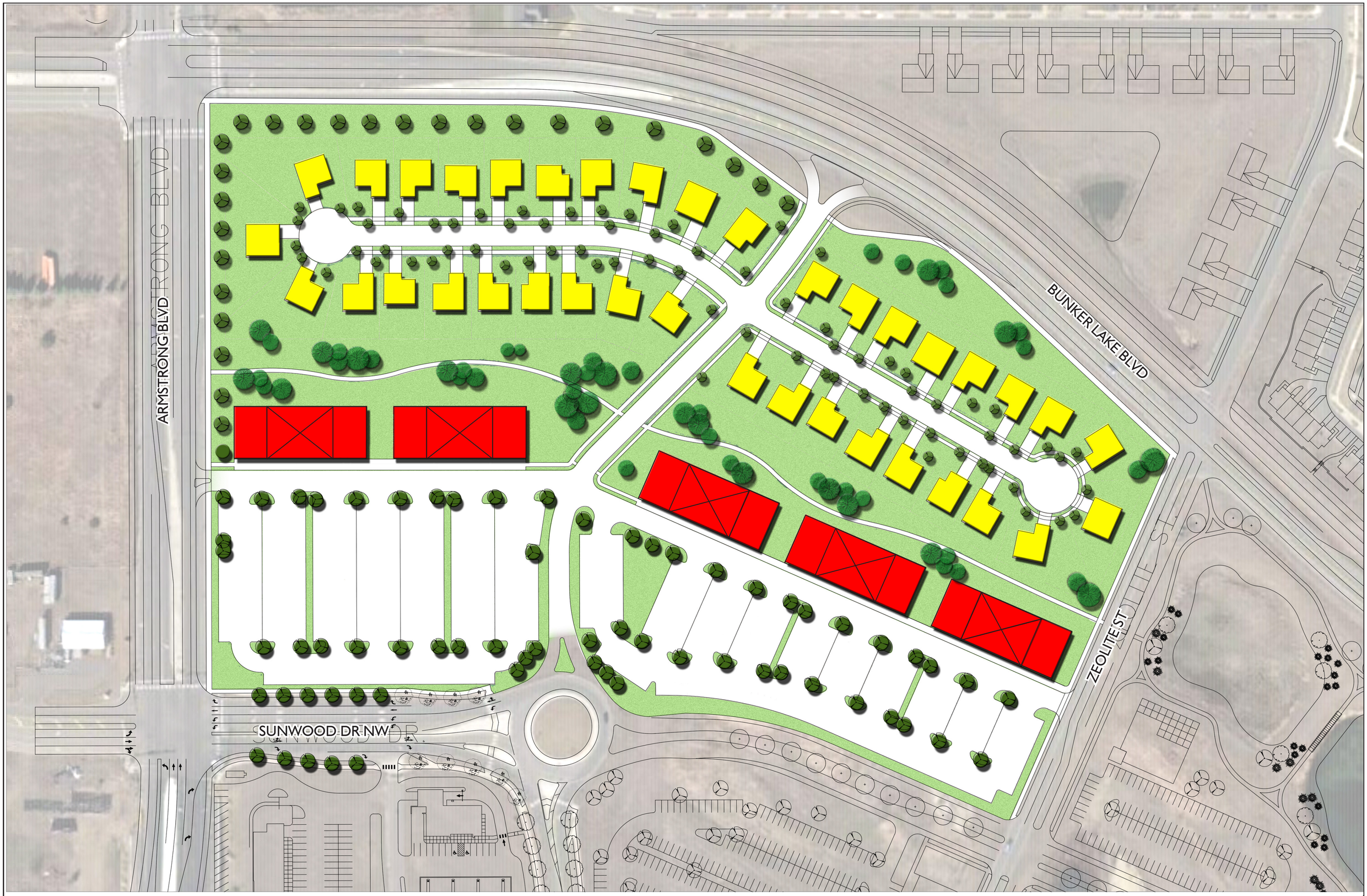
3. Update COR land proceeds policy. Staff would like to (a) clearly identify what previous expenditures the City wishes to repay itself, (b) consider using land proceeds only for non TIF eligible costs, and (c) update the City's land sale proceeds forecasts.

RESPONSIBLE BOARD

EDA will draft a recommendation for Council consideration.

TIMING

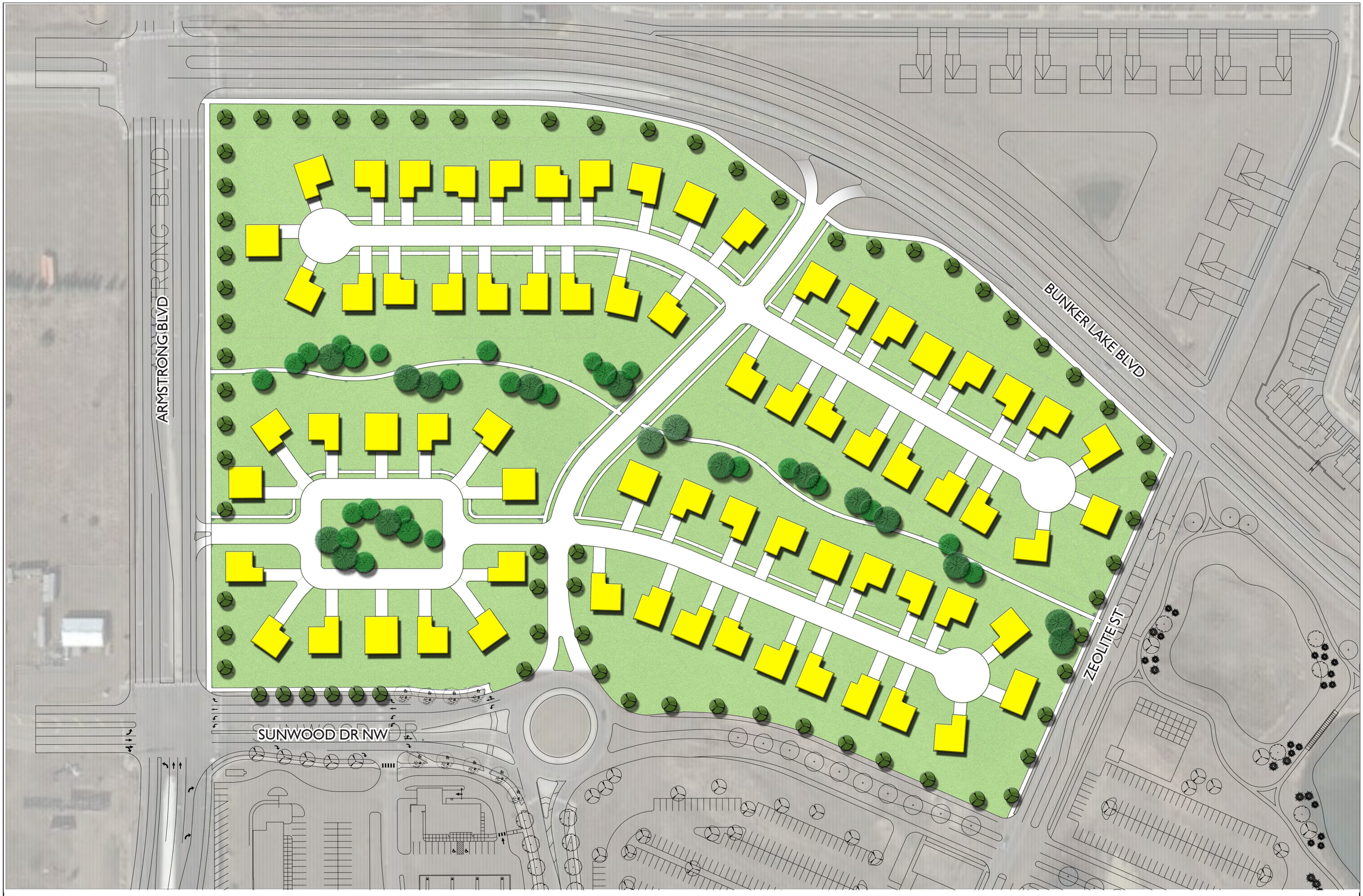
Upon completion of COR re-vision and COR system plans, staff will complete this work (i.e. begin late 2017). This work will take 1-2 months. Once draft is completed, it should be checked against COR Master Plan and COR system plans. May need to be adjusted



City of Ramsey - The COR Development Concept A

Building a Legacy – *your* Legacy.

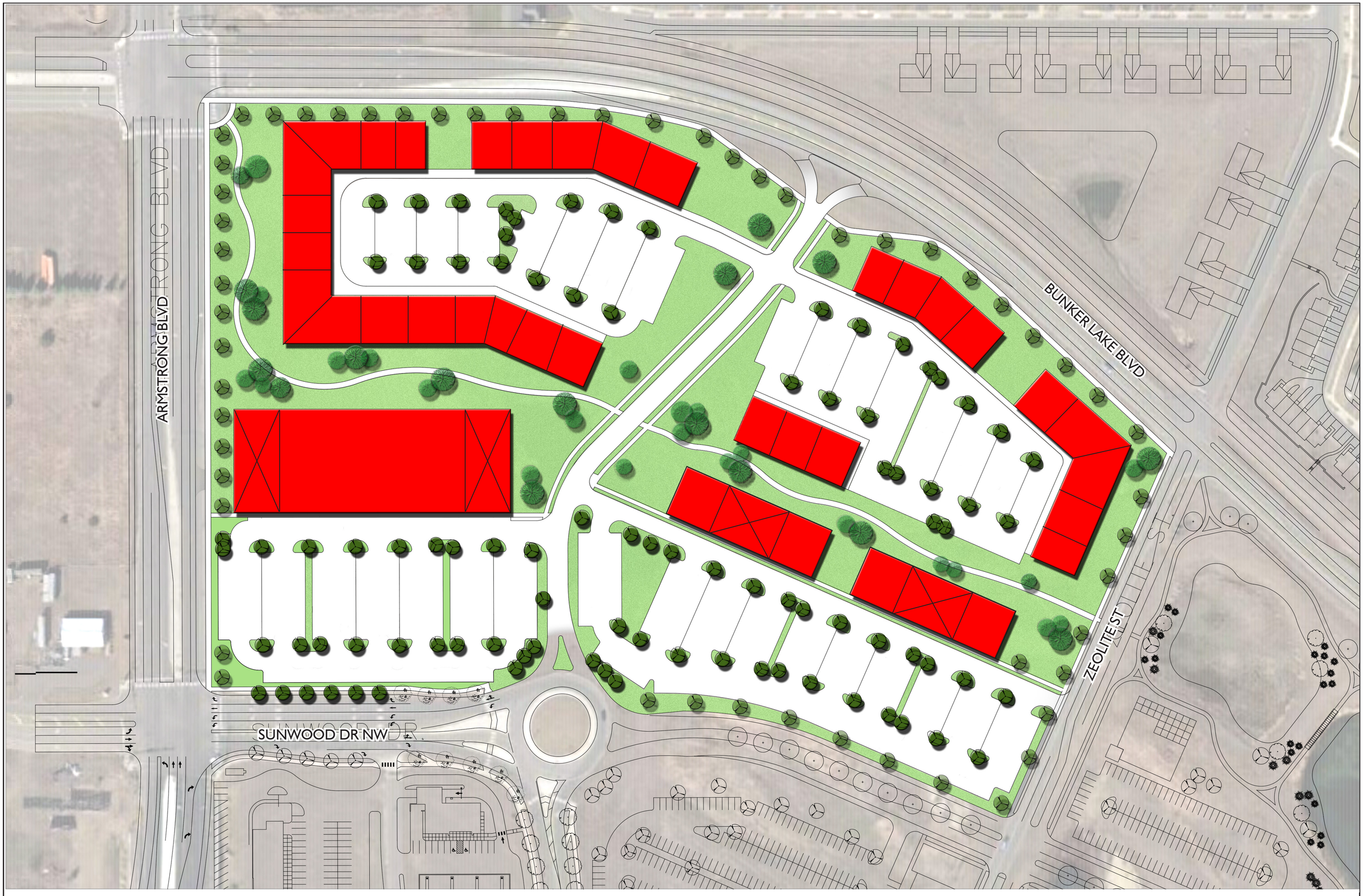
Scale: 1" = 60'



City of Ramsey - The COR Development Concept B

Building a Legacy – *your* Legacy.

Scale: 1" = 60'



City of Ramsey - The COR Development Concept C

City of RAMSEY

WSB

Building a Legacy – *your* Legacy.

N

Scale: 1" = 60'

City of Ramsey - The COR Development Concept D

City of RAMSEY

WSB Building a Legacy – *your* Legacy.

N

Scale: 1" = 250'

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

CC Regular Session **4. 4.**

Meeting Date: 03/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Receive Update on Comprehensive Plan Amendments for Brookfield 8th Addition and Woodlands 4th Addition

Purpose/Background:

The purpose of this case is to update the City Council on the schedule for two (2) Comprehensive Plan Amendments submitted to the Metropolitan Council for approval.

1. Brookfield 8th Addition
2. Woodlands 4th Addition

Notification:

Notification is not required.

Observations/Alternatives:

At the February 28th City Council Meeting, action was postponed on the Final Plat for Brookfield 8th Addition, pending approval of the Comprehensive Plan Amendment by the Metropolitan Council. This was one (1) of two (2) Comprehensive Plan Amendments submitted to the Metropolitan Council.

Staff has received word that both amendments will be scheduled for review by the Metropolitan Council's Community Development Committee on Monday, April 17th and consideration by the full Metropolitan Council on Wednesday, April 19th (both dates are tentative).

Staff has received word from Metropolitan Council Staff that both amendments conflict with Metropolitan Council policies in the ThriveMSP 2040 document (regional development framework) related to stewardship. Specifically, Metropolitan Council notes that both MUSA (Metropolitan Urban Service Area) expansions impact areas of 'Outstanding Quality Ecological Resources' as defined by the Minnesota Department of Natural Resources. Metropolitan Council policies aim to protect existing areas of ecological resources from future development. Staff is working on a Supplemental Report outlining other strategies, other than restricting MUSA expansions, that protect quality ecological resources. Staff remains confident that the amendments will be successfully approved, although not administratively.

Funding Source:

Costs associated with processing the Application are the responsibility of the Developer.

Recommendation:

No action being requested.

Action:

No action being requested.

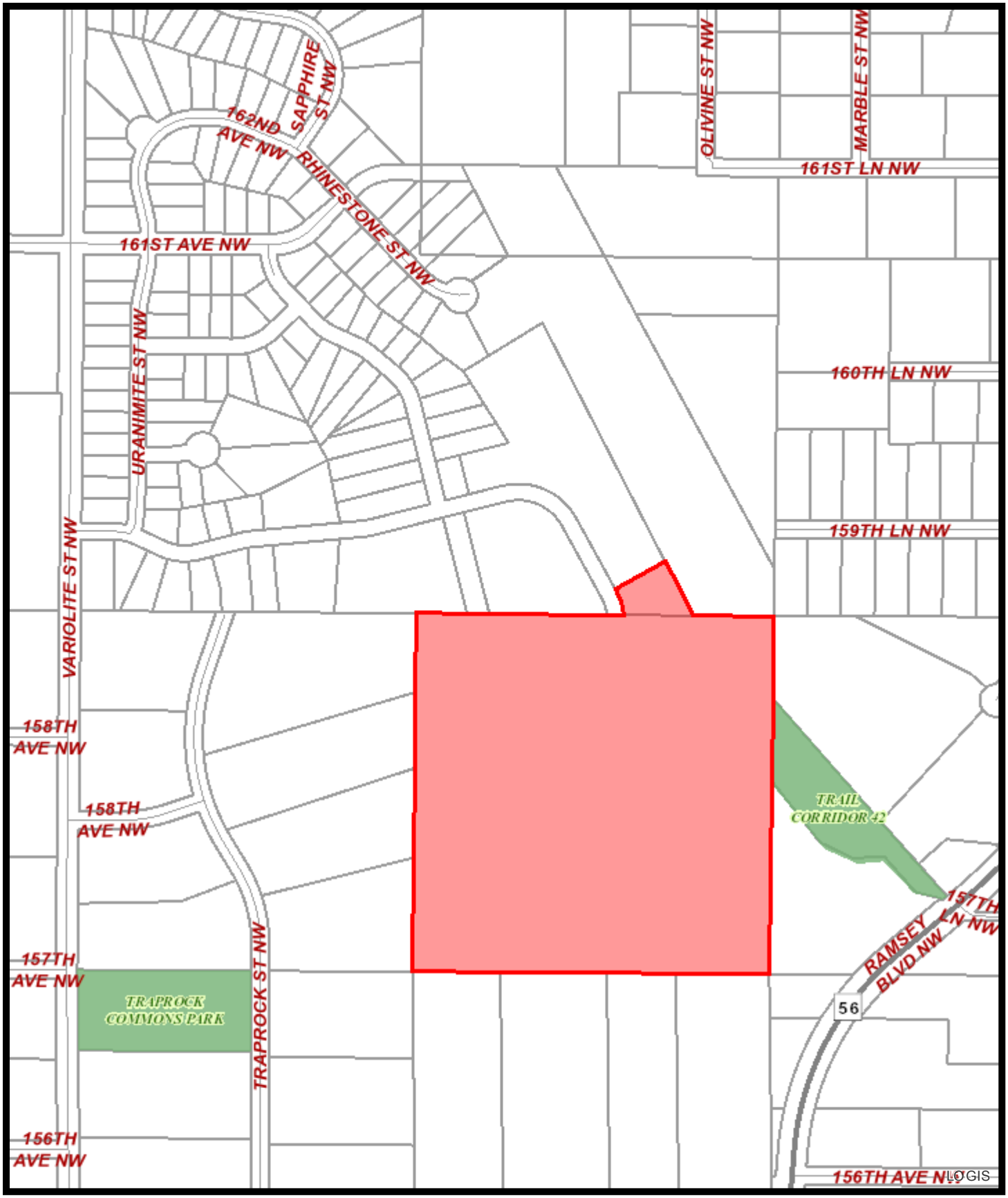
Attachments

Site Location Map - Brookfield 8th Addition
Brookfield 8th Plan Set
Site Location Map - Woodlands 4th Addition
Woodlands 4th Plan Set

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	03/08/2017 02:21 PM
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:50 PM
Form Started By: Tim Gladhill		Started On: 03/06/2017 11:44 AM
Final Approval Date: 03/09/2017		

Site Location Map



Print Date: November 16, 2016

PRELIMINARY COPY
UNRECORDED AS OF 2/24/17

BROOKFIELD EIGHTH ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 9, T32, R25

KNOW ALL PERSONS BY THESE PRESENTS: That Brookfield Land, LLC, a Minnesota limited liabilty 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 liabilty 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 liabilty 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

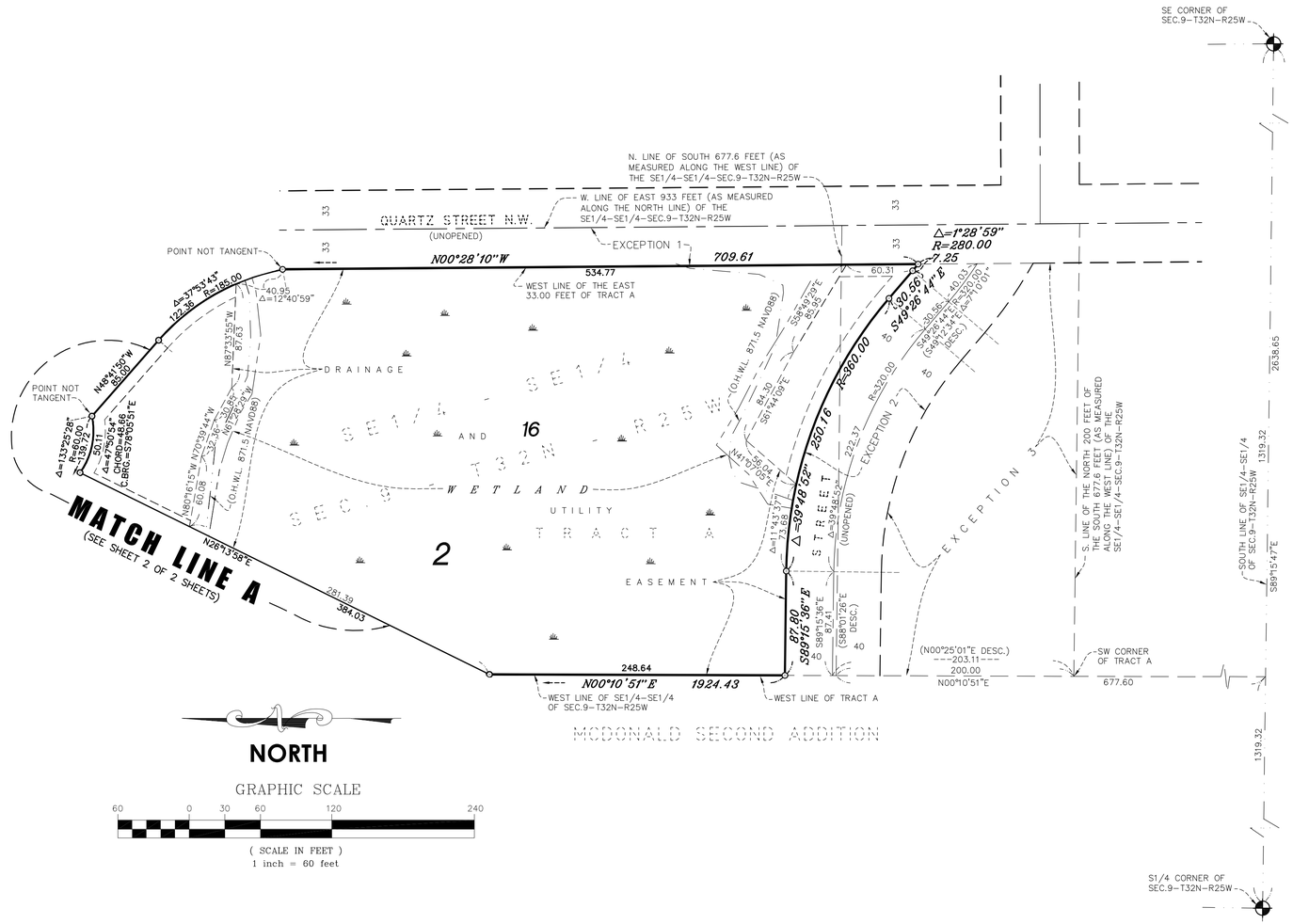
By _____ Mayor

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. Hoium
Anoka County Surveyor



NORTH

GRAPHIC SCALE
60 0 30 60 120 240
(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

o DENOTES ½ INCH BY 14 INCH IRON PIPE MARKED BY RLS NO. 41578.

● DENOTES FOUND IRON MONUMENT

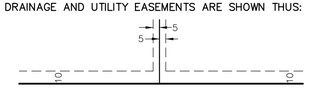
⊕ DENOTES ANOKA COUNTY CAST IRON MONUMENT

(DESC.) REFERS TO LEGAL DESCRIPTION

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:



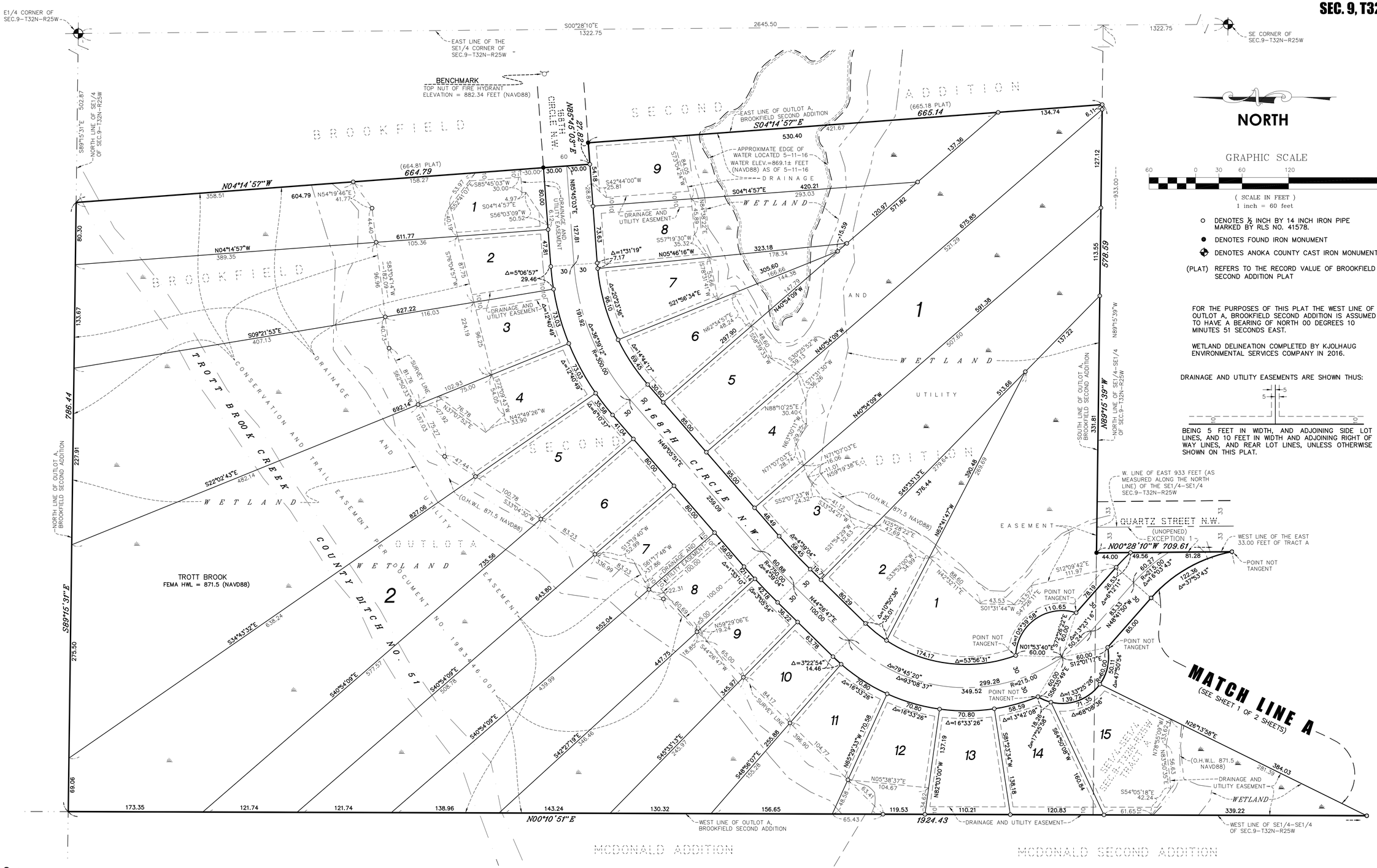
BEING 5 FEET IN WIDTH, AND ADJOINING SIDE LOT LINES, AND 10 FEET IN WIDTH AND ADJOINING RIGHT OF WAY LINES, AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

E.G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors

PRELIMINARY COPY
UNRECORDED AS OF 02/24/17

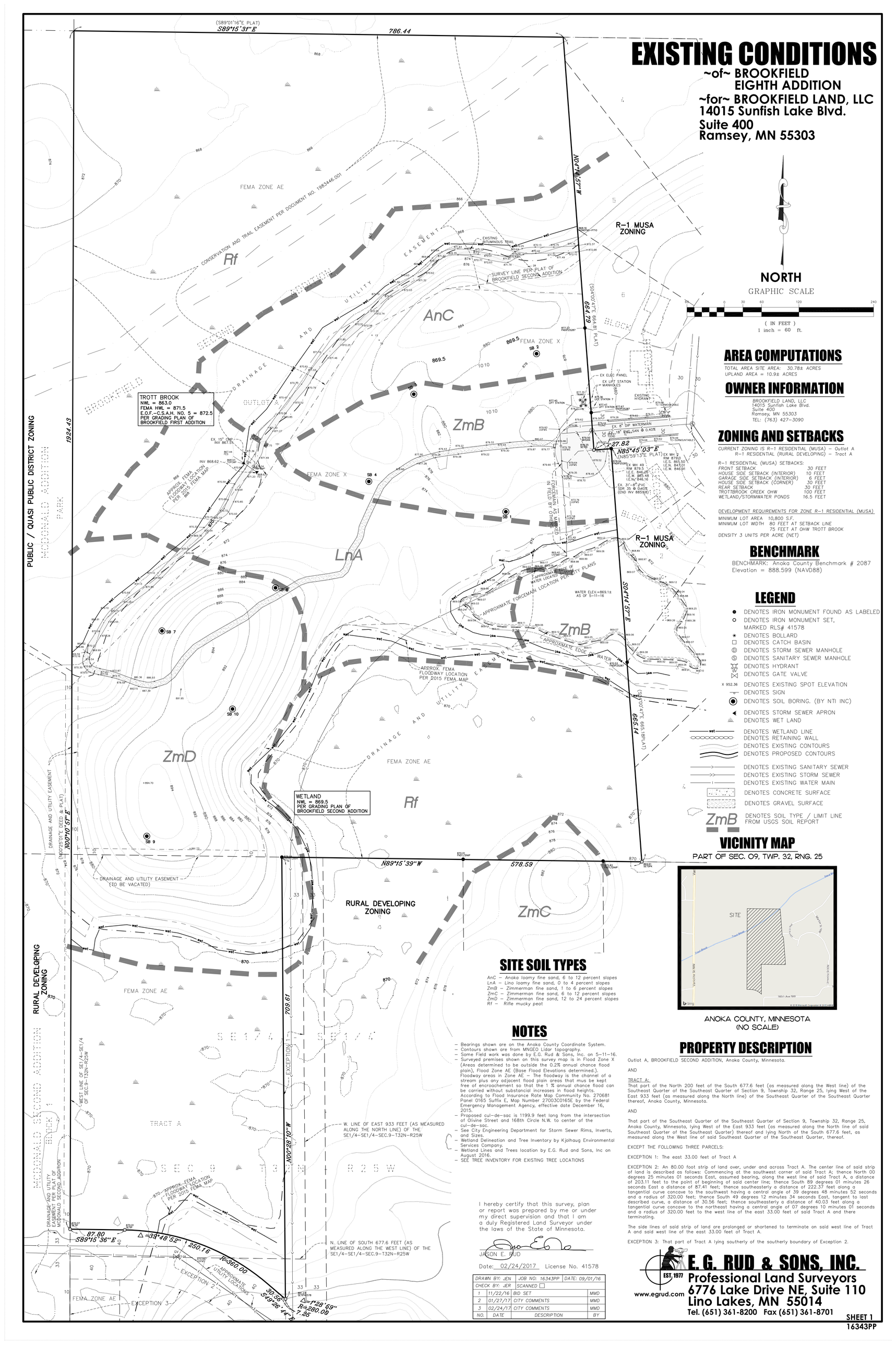
BROOKFIELD EIGHTH ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 9, T32, R25


E1/4 CORNER OF SEC.9-T32N-R25W
S00°28'10"E 2645.50
1322.75
SE CORNER OF SEC.9-T32N-R25W
EAST LINE OF THE SE1/4 CORNER OF SEC.9-T32N-R25W
BENCHMARK
TOP NUT OF FIRE HYDRANT
ELEVATION = 882.34 FEET (NAVD88)
S89°15'51"E 502.87
NORTH LINE OF SE1/4 OF SEC.9-T32N-R25W
N85°45'03"E 27.82
60
BROOKFIELD SECOND ADDITION
EAST LINE OF OUTLOT A, BROOKFIELD SECOND ADDITION
S04°14'57"E
(665.18 PLAT)
665.14
134.74
6.11
(664.81 PLAT)
664.79
N04°14'57"W
358.51
604.79
N54°19'46"E
41.77
158.27
30.00
30.00
30.00
S85°45'03"W
30.00
53.97
S53°41'07"E
44.40
80.30
80.00
N85°45'03"E
127.81
54.16
38.67
S42°44'00"W
25.81
421.67
530.40
APPROXIMATE EDGE OF WATER LOCATED 5-11-16
WATER ELEV.=869.1± FEET (NAVD88) AS OF 5-11-16
DRAINAGE
WETLAND
S04°14'57"E
420.21
293.03
N84°38'22"E
45.89
S04°14'57"E
4.97
S56°03'09"W
50.52
DRAINAGE AND UTILITY EASEMENT
DRAINAGE AND UTILITY EASEMENT
611.77
105.36
N04°14'57"W
389.35
47.81
Δ=1°31'19"
7.17
73.63
N05°46'16"W
323.18
178.34
S57°19'30"W
35.32
15.59
120.97
571.82
137.36
675.86
521.29
127.12
933.00
578.59
113.55
S78°04'57"W
87.75
S83°04'14"W
182.09
96.96
Δ=5°06'57"
29.46
305.60
168.66
144.38
147.79
Δ=20°23'38"
96.10
S78°51'41"W
55.86
S21°56'34"E
N40°54'09"W
133.67
627.22
116.03
S09°21'53"E
407.13
224.19
96.25
73.03
Δ=12°48'49"
191.92
Δ=35°39'10"
R=300.00
DRAINAGE AND UTILITY EASEMENT
N62°34'57"E
48.24
287.90
48.60
S58°39'33"W
S30°25'52"W
239.13
N40°54'09"W
TROTT BROOK CREEK
CONSERVATION AND TRAIL EASEMENT PER DOCUMENT NO. 1983446.001
DRAINAGE AND UTILITY EASEMENT
SURVEY LINE
S87°50'37"W
81.76
102.93
75.00
S37°09'13"W
54.06
N37°07'52"E
27.92
75.27
157.03
692.14
N42°49'26"W
33.90
73.03
Δ=12°48'49"
35.38
Δ=6°10'37"
41.04
30.60
Δ=14°44'17"
69.45
N88°10'25"E
30.40
S71°31'30"W
56.26
N40°54'09"W
513.66
137.22
591.38
507.60
WETLAND
UTILITY
786.44
227.91
NORTH LINE OF OUTLOT A, BROOKFIELD SECOND ADDITION
S22°02'43"E
482.14
47.44
100.78
S33°04'35"W
(O.H.W.L. 871.5 NAV088)
83.23
336.99
83.23
S13°19'40"W
62.99
S61°17'48"W
37.46
S89°15'51"E
827.06
735.56
643.80
S34°43'32"E
638.24
S40°54'09"E
577.57
S40°54'09"E
536.76
S40°54'09"E
439.99
S42°27'19"E
346.46
S49°33'13"E
245.97
S49°56'07"E
255.88
552.04
447.75
345.97
259.09
N49°05'51"E
80.00
80.00
85.00
18.45
Δ=4°59'04"
58.45
60.88
R=725.00
Δ=4°48'54"
60.84
Δ=3°05'54"
38.22
42.18
Δ=3°31'10"
22.31
80.68
15.00
100.00
N59°29'06"E
19.24
16.85
S44°26'47"W
65.00
N44°28'47"E
100.00
80.29
63.78
Δ=3°22'54"
14.46
84.17
SURVEY LINE
398.90
104.77
S89°15'51"E
275.50
69.06
TROTT BROOK
FEMA HWL = 871.5 (NAVD88)
COUNTY DITCH NO. 51
DOCUMENT NO. 1983446.001
EASEMENT
OUTLOT A
WETLAND
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
BROOKFIELD SECOND ADDITION
MCDONALD ADDITION
MCDONALD SECOND ADDITION
BROOKFIELD CIRCLE N.W.
S16°18'TH CIRCLE N.W.
S49°05'51"E
85.00
S49°05'51"E
259.09
S49°05'51"E
80.00
S49°05'51"E
80.00

EXISTING CONDITIONS

~of~ BROOKFIELD
EIGHTH ADDITION
~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303



AREA COMPUTATIONS

TOTAL AREA SITE AREA: 30.78± ACRES
UPLAND AREA = 10.9± ACRES

OWNER INFORMATION

BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303
TEL: (763) 427-3090

ZONING AND SETBACKS

CURRENT ZONING IS R-1 RESIDENTIAL (MUSA) - Outlot A
R-1 RESIDENTIAL (RURAL DEVELOPING) - Tract A

R-1 RESIDENTIAL (MUSA) SETBACKS:

FRONT SETBACK	30 FEET
HOUSE SIDE SETBACK (INTERIOR)	10 FEET
GARAGE SIDE SETBACK (INTERIOR)	6 FEET
HOUSE SIDE SETBACK (CORNER)	30 FEET
REAR SETBACK	30 FEET
TROTTBROOK CREEK OHW	100 FEET
WETLAND/STORMWATER PONDS	16.5 FEET

DEVELOPMENT REQUIREMENTS FOR ZONE R-1 RESIDENTIAL (MUSA)

MINIMUM LOT AREA 10,800 S.F.
MINIMUM LOT WIDTH 80 FEET AT SETBACK LINE
75 FEET AT OHW TROTT BROOK
DENSITY 3 UNITS PER ACRE (NET)

BENCHMARK

BENCHMARK: Anoka County Benchmark # 2087
Elevation = 888.599 (NAVD88)

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES BOLLARD
- DENOTES CATCH BASIN
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES HYDRANT
- DENOTES GATE VALVE
- x 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES SIGN
- DENOTES SOIL BORING. (BY NTI INC)
- DENOTES STORM SEWER APRON
- DENOTES WET LAND
- wet DENOTES WETLAND LINE
- DENOTES RETAINING WALL
- DENOTES EXISTING CONTOURS
- DENOTES PROPOSED CONTOURS
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- ZmB DENOTES SOIL TYPE / LIMIT LINE FROM USGS SOIL REPORT

VICINITY MAP

PART OF SEC. 09, TWP. 32, RNG. 25

ANOKA COUNTY, MINNESOTA
(NO SCALE)

SITE SOIL TYPES

AnC - Anoka loamy fine sand, 6 to 12 percent slopes
LnA - Lino loamy fine sand, 0 to 4 percent slopes
ZmB - Zimmerman fine sand, 1 to 6 percent slopes
ZmC - Zimmerman fine sand, 6 to 12 percent slopes
ZmD - Zimmerman fine sand, 12 to 24 percent slopes
Rf - Rifle mucky peat

NOTES

- Bearings shown are on the Anoka County Coordinate System.
- Contours shown are from MNGEO Lidar topography.
- Some Field work was done by E.G. Rud & Sons, Inc. on 5-11-16.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance flood plain), Flood Zone AE (Base Flood Elevations determined.). Floodway areas in Zone AE - The floodway is the channel of a stream plus any adjacent flood plain areas that mus be kept free of encroachement so that the 1 % annual chance flood can be carried without substancial increases in flood heights. According to Flood Insurance Rate Map Community No. 270681 Panel 0165 Suffix E, Map Number 27003C0165E by the Federal Emergency Management Agency, effective date December 16, 2015.
- Proposed cul-de-sac is 1199.9 feet long from the intersection of Olivine Street and 168th Circle N.W. to center of the cul-de-sac.
- See City Engineering Department for Storm Sewer Rims, Inverts, and Sizes.
- Wetland Delineation and Tree Inventory by Kjolhaug Environmental Services Company.
- Wetland Lines and Trees location by E.G. Rud and Sons, Inc on August 2016.
- SEE TREE INVENTORY FOR EXISTING TREE LOCATIONS

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

Date: 02/24/2017 License No. 41578

DRAWN BY: JEN	JOB NO: 16343PP	DATE: 09/01/16
CHECK BY: JER	SCANNED ☐	

NO.	DATE	DESCRIPTION	BY
1	11/22/16	BID SET	MMD
2	01/27/17	CITY COMMENTS	MMD
3	02/24/17	CITY COMMENTS	MMD

PROPERTY DESCRIPTION

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.

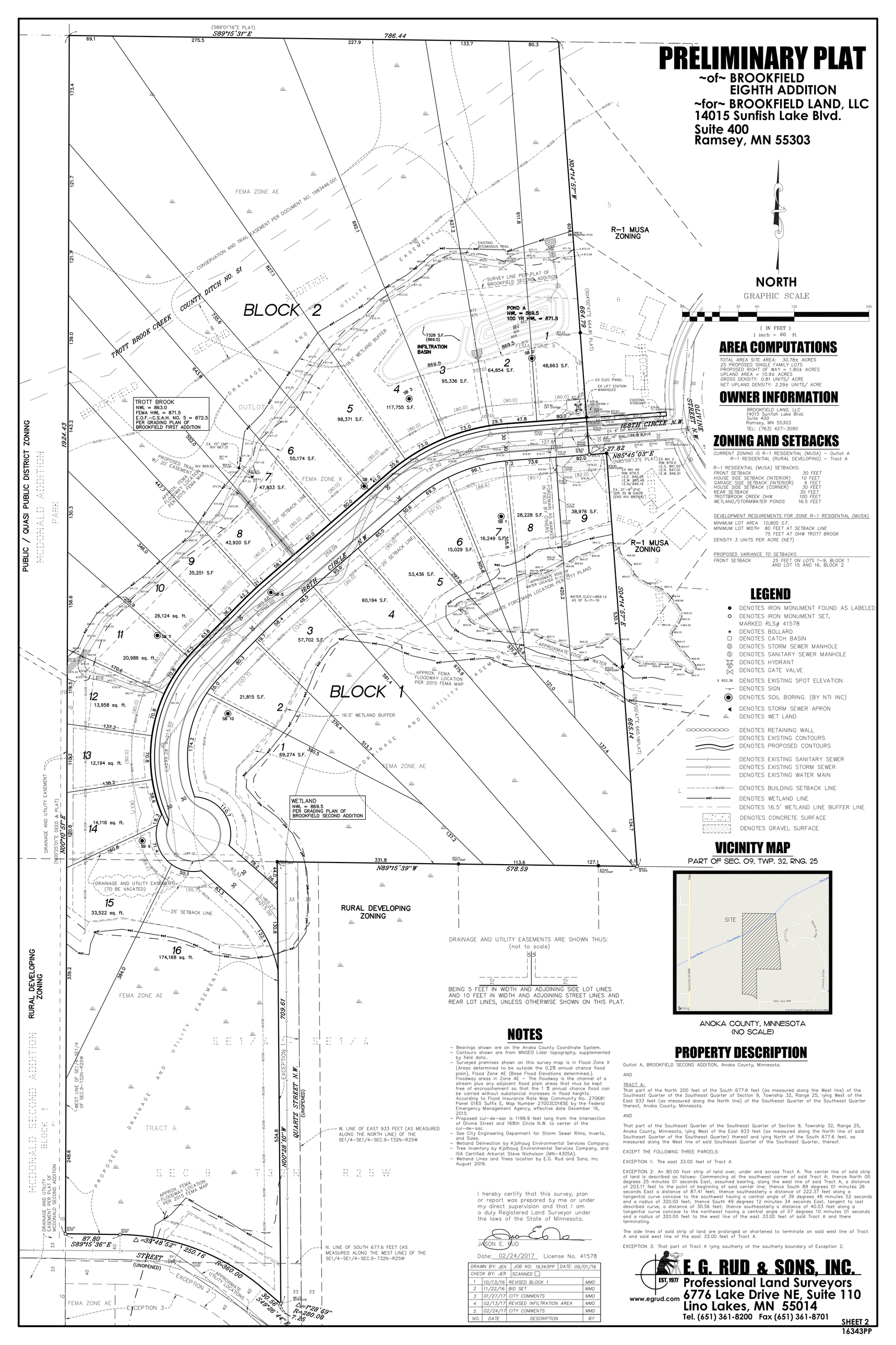
E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com

SHEET 1
16343PP

PRELIMINARY PLAT

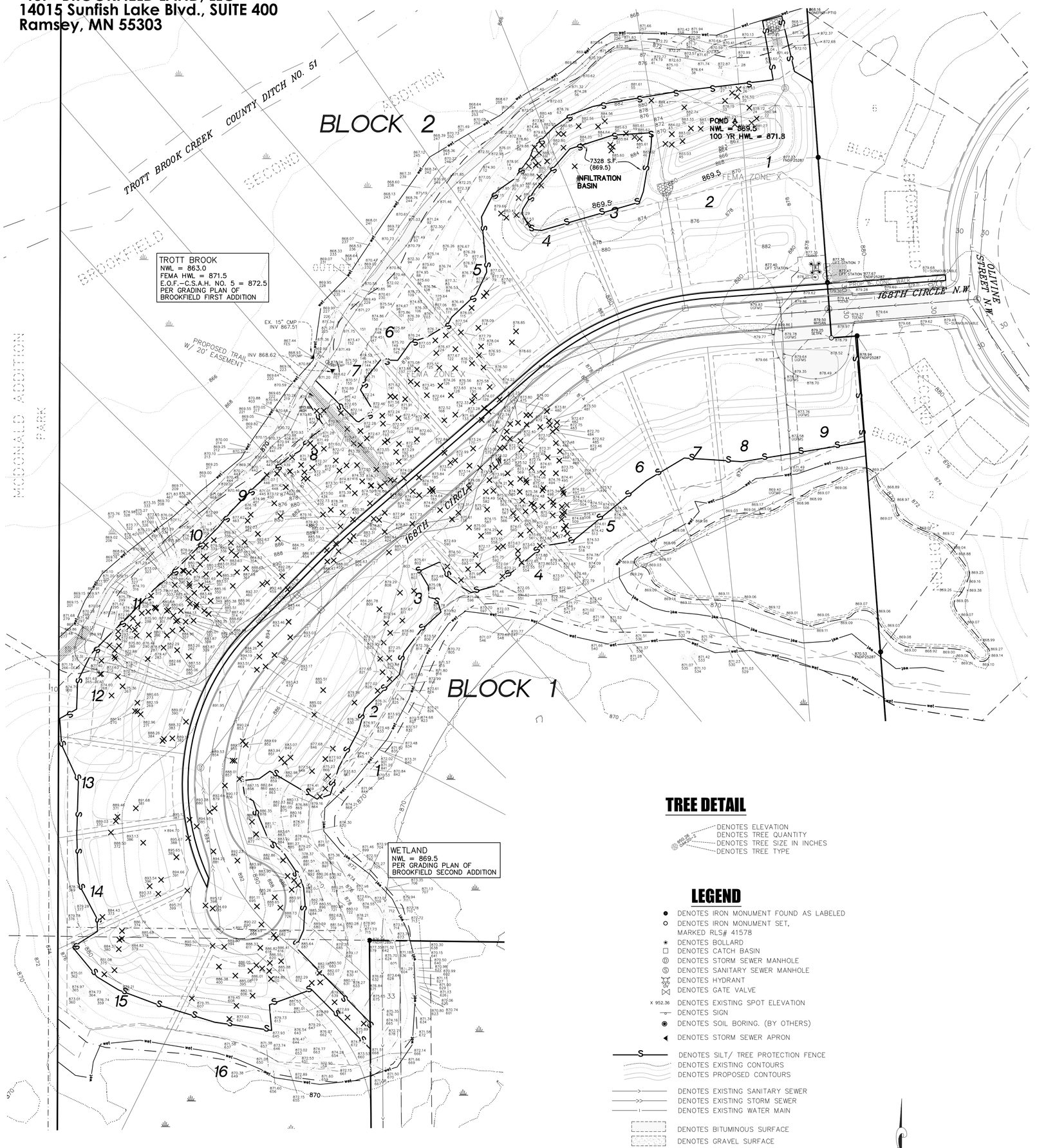
~of~ BROOKFIELD
EIGHTH ADDITION

~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303


(S89°01'16"E PLAT)
S89°15'39"E
786.44
N89°15'39"W
578.59
N00°10'57"E
1324.18
(N00°25'07"E PLAT)
DRAINAGE AND UTILITY EASEMENT
(TO BE VACATED)
BLOCK 1
BLOCK 2
MCDONALD SECOND ADDITION
MCDONALD PARK
PUBLIC / QUASI PUBLIC DISTRICT ZONING
RURAL DEVELOPING ZONING
RURAL DEVELOPING ZONING
R-1 MUSA ZONING
R-1 MUSA ZONING
TROTT BROOK CREEK
COUNTY DITCH NO. 51
CONSERVATION AND TRAIL EASEMENT PER DOCUMENT NO. 1983446.001
TROTT BROOK
NWL = 863.0
FEMA HWL = 871.5
E.O.F.-C.S.A.H. NO. 5 = 872.5
PER GRADING PLAN OF
BROOKFIELD FIRST ADDITION
POND A
NWL = 869.5
100 YR HWL = 871.8
INFILTRATION BASIN
7328 S.F. (869.5)
SURVEY LINE PER PLAT OF BROOKFIELD SECOND ADDITION
EXISTING BITUMINOUS TRAIL
PROPOSED TRAIL W/ 20' EASEMENT
EX. 15" CMP INV 867.51
EX. 8" DIP INV 868.62
EX. 8" DIP INV 868.18
EX. 8" DIP INV 868.92
EX. 31-0" CMP (END INV 880.60)
EX. ELEC PANEL
EX LIFT STATION MANHOLES
EXISTING HYDRANT
EX MH 879.5
I.E.S. 846.26
I.E.W. 846.16
EX MH 879.0
I.E.S. 861.50
I.E.N. 847.01
I.E.W. 846.91
EX MH 880.0
RIM 879.0
I.E.S. 865.98
I.E.N. 865.88
EX MH 49
RIM 879.5
I.E.S. 865.48
I.E.N. 846.16
EX MH 879.2
RIM 879.0
I.E.S. 861.50
I.E.N. 847.01
I.E.W. 846.91
EX MH 879.0
RIM 879.0
I.E.S. 865.98
I.E.N. 865.88

TREE INVENTORY AND TREE PROTECTION PLAN

~of~ BROOKFIELD
EIGHTH ADDITION
~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd., SUITE 400
Ramsey, MN 55303



TREE DETAIL

DENOTES ELEVATION
DENOTES TREE QUANTITY
DENOTES TREE SIZE IN INCHES
DENOTES TREE TYPE

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES BOLLARD
- DENOTES CATCH BASIN
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES HYDRANT
- DENOTES GATE VALVE
- x 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES SIGN
- DENOTES SOIL BORING. (BY OTHERS)
- DENOTES STORM SEWER APRON
- DENOTES SILT/ TREE PROTECTION FENCE
- DENOTES EXISTING CONTOURS
- DENOTES PROPOSED CONTOURS
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE
- × DENOTES TREE TO BE REMOVED

NORTH
GRAPHIC SCALE
50 0 25 50 100 200
(IN FEET)
1 inch = 50 ft.

NOTES

- Bearings shown are on the Anoka County Coordinate System.
- Contours shown are from MNGEO Lidar topography, supplemented by field data.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance flood plain), Flood Zone AE (Base Flood Elevations determined.), Floodway areas in Zone AE – The floodway is the channel of a stream plus any adjacent flood plain areas that must be kept free of encroachment so that the 1 % annual chance flood can be carried without substancial increases in flood heights. According to Flood Insurance Rate Map Community No. 270681 Panel 0165 Suffix E, Map Number 27003C0165E by the Federal Emergency Management Agency, effective date December 16, 2015.
- See City Engineering Department for Storm Sewer Rims, Inverts, and Sizes.
- Wetland Delineation by Kjolhaug Environmental Services Company.
- Tree Inventory by Kjolhaug Environmental Services Company, and ISA Certified Arborist Steve Nicholson (MN-4305A).
- Wetland Lines and Trees location by E.G. Rud and Sons, Inc August 2016.

TREE PROTECTION NOTES

- TREE PROTECTION LIMITS TO BE MARKED IN FIELD AND APPROVED BY THE CITY PRIOR TO INSTALLATION OF TREE PROTECTION / SILT FENCE OR TREE CLEARING ACTIVITY.
- SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
- CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
- FIELD DECISIONS WILL BE MADE ON LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES.
- SOME TREES AND DEAD FALL ARE TO BE CLEARED. THIS MAY BE DONE PRIOR TO INSTALLATION OF SILT / TREE PROTECTION FENCE. GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURE ARE INSTALLED.
- ALL CLEARING ACTIVITIES TO OCCUR PRIOR TO APRIL 15TH OR AFTER JULY 15 TO MINIMIZE THE POTENTIAL INTRODUCTION OF OAK WILT TO THE SITE.

TREE REMOVAL/PLANTING SUMMARY

- TOTAL ON-SITE SIGNIFICANT TREE CALIPER INCHES – 7,726.6 DBH
- TOTAL TREE REMOVAL – 4,265.5 DBH
- PROPOSED LANDSCAPE TREE PLANTING – 71 DBH

OWNER INFORMATION

BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303
TEL: (763) 427-3090

BENCHMARK

BENCHMARK: Anoka County Benchmark # 2087
Elevation = 888.599 (NAVD88)

TREE PRESERVATION NOTES

- TOTAL ON-SITE SIGNIFICANT TREE CALIPER INCHES – 7,726.6 DBH
- TOTAL SIGNIFICANT TREE CALIPER INCHES OUTSIDE PROPOSED PONDS, STREETS, AND WALKS – 6,205.1 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR PONDS, STREETS, AND WALKS – 1,569.0 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 2,696.5 DBH
- SIGNIFICANT TREE CALIPER INCHES REMAINING 3,546.1 DBH
- PERCENTAGE OF TOTAL CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 34.9%
- PERCENTAGE OF SIGNIFICANT TREES REMOVED OUTSIDE OF POND, STREET AND WALK AREAS 43.5%
- THIS TREE INVENTORY DID NOT INCLUDE SEVERAL ACRES OF WOODED WETLAND AND ISOLATED WOODED UPLAND AREAS.

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

Date: 02/24/2017 License No. 41578

TREE INVENTORY BY
Steve Nicholson

ISA Certification (MN-4305A)

DRAWN BY: JEN	JOB NO: 16343PP	DATE: 09/01/16
CHECK BY: JER	SCANNED ☐	

NO.	DATE	DESCRIPTION	BY
1	11/22/16	BID SET	MMD
2	01/27/17	CITY COMMENTS	MMD
3	02/24/17	CITY COMMENTS	MMD

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

TREE INVENTORY CHART

~of~ BROOKFIELD EIGHTH ADDITION

~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd., SUITE 400
Ramsey, MN 55303

Tag #	Species	DBH	Condition	Stems	Status	Total DBH
1	Aspen	8.5	Good	1	removed	8.5
2	Aspen	12.5	Fair	2	removed	25
3	Oak, bur	11.0	Good	1	removed	11
4	Oak, bur	9.5	Good	1	removed	9.5
5	Oak, bur	8.5	Good	1	removed	8.5
6	Cherry, black	10.5	Fair	1	removed	10.5
7	Oak, bur	27.0	Good	1	removed	27
8	Oak, red	10.5	Good	1	saved	10.5
9	Oak, bur	4.5	Good	1	saved	4.5
10	Oak, red	7.0	Good	1	saved	7
11	Oak, bur	14.0	Good	2	saved	28
12	Oak, bur	4.5	Good	1	saved	4.5
13	Oak, red	5.0	Good	1	saved	5
14	Oak, bur	7.5	Good	1	saved	7.5
15	Oak, bur	9.0	Good	1	pond/street	9
16	Oak, bur	7.5	Good	1	pond/street	7.5
17	Oak, red	4.5	Good	1	pond/street	4.5
18	Oak, bur	7.0	Good	1	pond/street	7
19	Oak, red	7.5	Good	1	pond/street	7.5
20	Oak, bur	7.0	Good	1	pond/street	7
21	Aspen	8.5	Good	1	pond/street	8.5
22	Oak, red	15.0	Good	1	pond/street	15
23	Oak, red	18.0	Good	1	pond/street	18
24	Oak, red	18.0	Good	1	pond/street	18
25	Oak, bur	15.0	Good	1	pond/street	15
26	Oak, bur	26.0	Good	1	pond/street	26
27	Basswood	12.0	Good	1	pond/street	12
28	Oak, red	4.5	Good	1	saved	4.5
29	Oak, bur	16.0	Good	1	saved	16
30	Aspen	11.0	Good	1	saved	11
31	Aspen	9.0	Good	1	saved	9
32	Birch, paper	19.0	Good	2	saved	38
33	Oak, red	6.5	Good	1	pond/street	6.5
34	Oak, bur	6.5	Good	1	pond/street	6.5
35	Oak, bur	31.0	Good	1	pond/street	31
36	Oak, bur	11.0	Fair	1	pond/street	11
37	Oak, bur	21.0	Good	1	pond/street	21
38	Aspen	11.0	Good	1	saved	11
39	Aspen	10.0	Good	1	saved	10
40	Aspen	11.5	Fair	1	saved	11.5
41	Basswood	26.0	Fair	1	saved	26
42	Oak, bur	19.5	Fair	1	pond/street	19.5
43	Oak, bur	5.0	Fair	1	pond/street	5
44	Oak, red	5.5	Good	1	pond/street	5.5
45	Oak, red	6.5	Good	1	pond/street	6.5
46	Oak, bur	12.0	Fair	2	pond/street	24
47	Oak, bur	5.5	Good	1	pond/street	5.5
48	Oak, bur	4.5	Good	1	pond/street	4.5
49	Oak, bur	7.0	Fair	2	pond/street	14
50	Oak, bur	7.5	Good	1	pond/street	7.5
51	Oak, bur	7.5	Good	1	pond/street	7.5
52	Oak, bur	7.0	Fair	1	pond/street	7
53	Oak, bur	25.0	Good	1	pond/street	25
54	Cherry, black	8.0	Fair	1	pond/street	8
55	Aspen	9.5	Good	1	saved	9.5
56	Oak, bur	24.0	Good	1	saved	24
57	Oak, bur	26.0	Good	1	pond/street	26
58	Oak, bur	8.0	Good	1	pond/street	8
59	Cherry, black	19.0	Good	2	pond/street	38
60	Oak, bur	25.0	Good	1	pond/street	25
61	Oak, bur	5.0	Good	1	pond/street	5
62	Oak, red	5.0	Good	1	pond/street	5
63	Oak, red	8.0	Good	1	saved	8
64	Oak, red	6.0	Good	1	saved	6
65	Oak, red	4.0	Good	1	saved	4
66	Oak, bur	4.5	Good	1	pond/street	4.5
67	Oak, bur	10.5	Good	1	pond/street	10.5
68	Oak, bur	7.0	Good	1	pond/street	7
69	Oak, bur	5.0	Good	1	pond/street	5
70	Oak, red	4.5	Good	1	saved	4.5
71	Oak, red	5.0	Good	1	saved	5
72	Cherry, black	21.5	Fair	2	saved	43
73	Oak, bur	13.0	Fair	1	saved	13
74	Aspen	11.0	Good	1	saved	11
75	Aspen	8.5	Good	1	saved	8.5
76	Aspen	8.0	Good	1	saved	8
77	Aspen	9.5	Good	1	saved	9.5
78	Aspen	8.0	Good	1	removed	8
79	Aspen	9.5	Good	1	removed	9.5
80	Aspen	9.0	Fair	1	saved	9
81	Aspen	9.0	Good	1	saved	9
82	Aspen	10.0	Good	1	saved	10
83	Aspen	8.5	Fair	1	saved	8.5
84	Aspen	8.5	Good	1	saved	8.5
85	Aspen	10.5	Good	1	saved	10.5
86	Aspen	8.5	Good	1	saved	8.5
87	Aspen	8.5	Good	1	saved	8.5
88	Aspen	9.5	Good	1	saved	9.5
89	Aspen	8.5	Good	1	saved	8.5
90	Aspen	8.0	Good	1	saved	8
91	Aspen	11.0	Good	1	saved	11
92	Aspen	8.5	Good	1	saved	8.5
93	Aspen	10.5	Good	1	saved	10.5
94	Aspen	8.0	Good	1	saved	8
95	Oak, red	8.0	Good	1	saved	8
96	Aspen	11.5	Good	1	saved	11.5
97	Aspen	9.5	Good	1	saved	9.5
98	Aspen	10.5	Good	1	saved	10.5
99	Aspen	10.5	Good	1	saved	10.5
100	Oak, bur	5.5	Good	1	saved	5.5
101	Aspen	11.0	Good	1	saved	11
102	Oak, bur	5.0	Good	1	saved	5
103	Oak, bur	4.0	Good	1	saved	4
104	Aspen	10.0	Good	1	saved	10
105	Aspen	9.5	Good	1	saved	9.5
106	Oak, bur	4.5	Good	1	saved	4.5
107	Aspen	10.0	Good	1	saved	10
108	Aspen	10.0	Fair	1	saved	10
109	Aspen	10.5	Good	1	saved	10.5
110	Aspen	9.0	Good	1	saved	9
111	Aspen	9.0	Fair	1	saved	9
112	Aspen	8.5	Good	1	removed	8.5
113	Aspen	10.5	Good	1	removed	10.5
114	Aspen	10.0	Good	1	removed	10
115	Aspen	8.5	Good	1	removed	8.5
116	Oak, red	6.0	Good	1	pond/street	6
117	Oak, red	25.0	Fair	1	removed	25
118	Oak, red	6.0	Good	1	removed	6
119	Oak, bur	5.5	Good	1	removed	5.5
120	Oak, bur	6.0	Good	1	removed	6
121	Aspen	11.0	Good	1	removed	11
122	Aspen	12.5	Good	1	removed	12.5
123	Aspen	9.0	Good	1	removed	9
124	Aspen	9.5	Good	1	removed	9.5
125	Cherry, black	10.0	Good	1	removed	10
126	Aspen	11.5	Fair	1	removed	11.5
127	Oak, bur	30.0	Good	1	removed	30
128	Oak, red	17.0	Fair	1	removed	17
129	Oak, red	11.0	Good	1	removed	11
130	Oak, red	4.5	Good	1	removed	4.5
131	Oak, red	9.0	Good	1	pond/street	9
132	Oak, red	4.0	Fair	1	pond/street	4
133	Oak, red	4.0	Fair	1	pond/street	4
134	Oak, red	11.5	Good	1	removed	11.5
135	Oak, red	7.0	Good	1	removed	7
136	Oak, bur	21.0	Fair	1	removed	21
137	Oak, bur	28.5	Good	1	removed	28.5
138	Cherry, black	8.5	Fair	1	removed	8.5
139	Oak, red	5.0	Good	1	removed	5
140	Birch, paper	11.0	Fair	2	removed	22
141	Oak, red	7.5	Good	1	removed	7.5
142	Aspen	9.0	Good	1	saved	9
143	Oak, red	4.5	Good	1	saved	4.5
144	Oak, bur	4.0	Good	1	saved	4
145	Oak, bur	5.0	Good	1	saved	5
146	Oak, bur	4.5	Good	1	saved	4.5
147	Oak, bur	5.0	Good	1	saved	5
148	Oak, bur	7.0	Good	1	saved	7
149	Aspen	11.0	Fair	1	saved	11
150	Oak, bur	24.0	Good	1	saved	24
151	Oak, red	6.0	Good	1	saved	6
152	Oak, bur	24.0	Good	1	saved	24
153	Oak, bur	5.0	Good	1	saved	5
154	Aspen	12.5	Good	1	saved	12.5
155	Oak, red	5.0	Good	1	saved	5
156	Oak, red	11.5	Good	1	saved	11.5
157	Oak, red	4.5	Good	1	saved	4.5
158	Oak, bur	4.0	Good	1	saved	4
159	Aspen	9.5	Good	1	saved	9.5
160	Aspen	10.0	Fair	1	saved	10
161	Oak, red	4.5	Good	1	removed	4.5
162	Oak, red	4.0	Good	1	removed	4
163	Oak, red	10.0	Good	1	removed	10
164	Aspen	9.0	Good	1	removed	9
165	Oak, red	4.5	Good	1	removed	4.5
166	Oak, bur	5.5	Good	1	removed	5.5
167	Oak, red	11.5	Good	1	removed	11.5
168	Oak, red	20.0	Good	1	removed	20
169	Aspen	8.5	Good	1	pond/street	8.5
170	Oak, red	24.0	Good	1	pond/street	24
171	Oak, red	6.5	Good	1	pond/street	6.5
172	Oak, red	5.0	Good	1	pond/street	5
173	Oak, red	4.5	Good	1	pond/street	4.5
174	Oak, red	4.0	Good	1	pond/street	4
175	Cherry, black	9.5	Good	1	pond/street	9.5
176	Aspen	8.0	Fair	1	pond/street	8
177	Oak, red	8.0	Good	1	removed	8
178	Oak, red	12.5	Fair	1	removed	12.5
179	Aspen	8.0	Fair	1	pond/street	8
180	Aspen	10.0	Good	1	pond/street	10
181	Aspen	8.5	Fair	1	pond/street	8.5
182	Aspen	10.0	Fair	1	pond/street	10
183	Aspen	10.0	Fair	1	pond/street	10
184	Aspen	11.0	Fair	1	pond/street	11
185	Oak, red	7.5	Good	1	pond/street	7.5
186	Aspen	11.5	Good	1	pond/street	11.5
187	Oak, red	4.5	Good	1	removed	4.5
188	Aspen	11.0	Fair	1	removed	11
189	Aspen	10.5	Good	1	removed	10.5
190	Aspen	9.0	Fair	1	removed	9
191	Oak, bur	12.5	Good	1	removed	12.5
192	Aspen	8.5	Fair	1	removed	8.5
193	Oak, red	4.5	Good	1	removed	4.5
194	Oak, red	5.0	Good	1	removed	5
195	Aspen	9.0	Fair	1	removed	9
196	Aspen	10.0	Good	1	removed	10
197	Aspen	9.0	Fair	1	removed	9
198	Aspen	8.0	Fair	1	removed	8
199	Oak, red	6.0	Good	1	pond/street	6
200	Oak, red	6.0	Good	1	pond/street	6
201	Ash, green	13.0	Good	1	saved	13
202	Ash, green	12.0	Good	1	saved	12
203	Ash, green	8.0	Good	1	saved	8
204	Ash, green	9.0	Good	1	saved	9
205	Ash, green	10.0	Good	1	saved	10
206	Ash, green	10.0	Good	1	saved	10
207	Aspen	11.0	Good	1	saved	11
208	Ash, green	6.0	Good	1	saved	6
209	Birch, paper	7.0	Good	1	saved	7
210	Basswood	7.0	Good	1	saved	7
211	Ash, green	Dead		1	saved	
212	Aspen	13.0	Good	1	saved	13
213	Aspen	8.0	Good	1	saved	8
214	Aspen	13.0	Good	1	saved	13
215	Aspen	12.0	Good	1	saved	12
217	Aspen	12.0	Good	1	saved	12
218	Cherry, black	8.0	Good	1	saved	8
219	Aspen	7.0	Good	1	saved	7
220	Ash, green	10.0	Good	1	saved	10
221	Basswood	6.0	Fair	1	saved	6
222	Oak, bur	5.0	Good	1	saved	5
223	Aspen	10.0	Fair	1	saved	10
224	Aspen	9.0	Fair	1	saved	9
225	Aspen	12.0	Poor	1	saved	12
226	Birch, paper	17.0	Good	1	saved	17
227	Ash, green	6.0	Good	1	saved	6
228	Cherry, black	9.0	Good	1	saved	9
229	Birch, paper	10.0	Good	1	saved	10
230	Birch, paper	10.0	Fair	1	saved	10
231	Ash, green	6.0	Good	1	saved	6
232	Hackberry	6.0	Fair	1	saved	6
233	Ash, green	6.0	Fair	1	saved	6
234	Ash, green	6.0	Fair	1	saved	6
235	Birch, paper	14.0	Good	1	saved	14
236	Ash, green	8.0	Fair	1	saved	8
237	Birch, paper	14.0	Fair	1	saved	14
238	Aspen	11.0	Poor	1	saved	11
239	Birch, paper	8.0	Fair	1	saved	8
240	Birch, paper	10.0	Fair	1	saved	10
241	Elm, American	14.0	Fair	1	saved	14
242	Birch, paper	12.0	Good	1	saved	12
243	Birch, paper	12.0	Fair	1	saved	12
244	Birch, paper	12.0	Fair	1	saved	12
245	Birch, paper	9.0	Fair	1	saved	9
246	Aspen	9.0	Fair	1	saved	9
247	Birch, paper	11.0	Poor	1	saved	11
248	Birch, paper	10.0	Poor	1	saved	10
249	Aspen	9.0	Fair	1	saved	9
250	Birch, paper	10.0	Poor	1	saved	10
251	Oak, bur	26.0	Fair	1	saved	26
252	Birch, paper	9.0	Fair	1	saved	9
253	Birch, paper	10.0	Poor	1	saved	10
254	Birch, paper	8.0	Good	1	saved	8
255	Birch, paper	10.0	Fair	1	saved	10
256	Elm, American	8.0	Fair	1	saved	8
257	Birch, paper	10.0	Good	1	saved	10
258	Aspen	12.0	Good	1	saved	12
259	Aspen	dead		1	dead -removed	
260	Elm, American	9.0	Fair	1	saved	9
261	Basswood	10.0	Good	1	saved	10
262	Aspen	9.0	Fair	1	saved	9
263	Birch, paper	10.0	Fair	1	saved	10
264	Oak, bur	10.0	Fair	1	removed	10
265	Ash, green	11.0	Poor	1	dead removed	11
266	Ash, green	13.0	Poor	1	dead removed	13
267	Aspen	9.0	Fair	1	removed	9
268	Oak, red	11.0	Fair	1	removed	11
269	Oak, red	15.0	Good	1	removed	15
270	Oak, red	12.0	Fair	1	removed	12
271	Oak, red	16.0	Good	1	removed	16
272	Oak, red	8.0	Fair	1	removed	8
273	Cherry, black	8.0	Good	1	removed	8
274	Oak, bur	5.0	Good	1	removed	5
275	Oak, bur	4.0	Good	1	removed	4
276	Oak, bur	8.0	Good	1	saved	8
277	Oak, red	11.0	Good	1	saved	11
278	Aspen	8.0	Fair	1	removed	8
279	Oak, red	20.0	Good	1	removed	20
280	Oak, red	4.0	Good	1	removed	4
281	Oak, bur	5.0	Good	1	removed	5
282	Oak, red	10.0	Fair	1	removed	10
283	Aspen	8.0	Good	1	removed	8
284	Oak, red	7.0	Good	1	removed	7
285	Oak, bur	5.0	Good	1	removed	5
286	Oak, bur	5.0	Good	1	removed	5
287	Cherry, black	8.0	Good	1	removed	8
288	Aspen	13.0	Good	1	removed	13
289	Oak, bur	6.0	Good	1	removed	6
290	Oak, red	11.0	Fair	1	removed	11
291	Oak, bur	6.0	Fair	1	removed	6
292	Aspen	8.0	Poor	1	removed	8
293	Aspen	8.0	Fair	1	removed	8
294	Aspen	8.0	Fair	1	removed	8
295	Aspen	8.0	Fair	1	saved	8
296	Oak, red	9.0	Fair	1	removed	9
297	Aspen	10.0	Fair	1	saved	10
298	Aspen	6.0	Good	1	saved	6
299	Oak, bur	6.0	Poor	1	removed	6
300	Aspen	8.0	Good	1	removed	8
301	Oak, bur	5.0	Poor	1	removed	5
302	Oak, red	17.0	Good	1	removed	17
303	Oak, bur	4.0	Fair	1	removed	4
304	Oak, bur	9.0	Fair	1	removed	9
305	Oak, bur	6.0	Fair	1	removed	6
306	Oak, bur	10.0	Fair	1	removed	10
307	Oak, bur	4.0	Fair	1	removed	4
308	Oak, bur	10.0	Fair	1	removed	10
309	Oak, bur	12.0	Poor	1	removed	12
310	Oak, red	5.0	Poor	1	removed	5
311	Oak, red	9.0	Good	1	removed	9
312	Oak, bur	4.0	Good	1	removed	4
313	Oak, bur	4.0	Good	1	removed	4
314	Oak, red	9.0	Good	1	removed	9
315	Oak, bur	6.0	Good	1	removed	6
316	Oak, bur	4.0	Good	1	saved	4
317	Oak, bur	4.0	Fair	1	saved	4
318	Oak, bur	4.0	Good	1	removed	4
319	Oak, red	11.0	Good	1	removed	11
320	Oak, bur	5.0	Good	1	removed	5
321	Oak, white	20.0	Fair	1	removed	20
322	Oak, bur	4.0	Fair	1	saved	4
323	Oak, bur	4.0	Good	1	saved	4
324	Oak, bur	4.0	Good	1	saved	4
325	Aspen	17.0	Fair	1	saved	17
326	Oak, bur	4.0	Good	1	saved	4
327	Oak, bur	4.0	Good	1	saved	4
328	Oak, bur	6.0	Good	1	saved	6
329	Oak, bur	7.0	Good	1	saved	7
330	Oak, bur	4.0	Good	1	saved	4
331	Oak, bur	5.0	Good	1	removed	5
332	Oak, bur	6.0	Fair	1	saved	6
333	Oak, bur	8.0	Good	1	saved	8
334	Oak, bur	6.0	Good	1	saved	6
335	Aspen	17.0	Good	1	saved	17
336	Oak, bur	13.0	Fair	1	removed	13
337	Oak, bur	5.0	Good	1	removed	5
338	Oak, bur	6.0	Fair	1	removed	6
339	Oak, bur	10.0	Good	1	removed	10
340	Oak, bur	4.0	Good	1	removed	4
341	Oak, bur	6.0	Good	1	removed	6
342	Oak, bur	4.0	Good	1	removed	4
345	Cherry, black	11.0	Fair	1	removed	11
346	Cherry, black	10.0	Fair	1	removed	10
347	Oak, bur	4.0	Fair	1	removed	4
348	Oak, bur	4.0	Good	1	removed	4
349	Oak, bur	4.0	Fair	1	removed	4
350	Oak, red	6.0	Fair	1	removed	6
351	Oak, bur	5.0	Fair	1	removed	5
352	Oak, red	18.0	Fair	1	removed	18
353	Aspen	9.0	Fair	1	removed	9
354	Aspen	8.0	Fair	1	removed	8
355	Oak, bur	5.0	Fair	1	removed	5
356	Oak, bur	4.0	Good	1	removed	4
357	Aspen	8.0	Good	1	removed	8
358	Oak, red	5.0	Good	1	removed	5
359	Oak, red	6.0	Fair	1	saved	6
360	Oak, bur	4.0	Poor	1	saved	4
361	Aspen	11.0	Fair	1	saved	11
363	Oak, bur	7.0	Good	1	removed	7
364	Oak, red	7.0	Good	1	saved	7
365	Oak, red	6.0	Fair	1	saved	6
366	Oak, red	6.0	Good	1	removed	6
367	Oak, red	4.0	Fair	1	removed	4
368	Aspen	8.0	Poor	1	removed	8
369	Oak, bur	4.0	Good	1	saved	4
370	Oak, bur	5.0	Good	1	removed	5
371	Oak, red	4.0	Good	1	removed	4
372	Oak, red	4.0	Good	1	removed	4
373	Aspen	8.0	Good	1	removed	8
374	Aspen	10.0	Fair	1	removed	10
375	Oak, bur	5.0	Good	1	removed	5
376	Oak, red	6.0	Fair	1	saved	6
377	Oak, red	5.0	Fair	1	saved	5
378	Aspen	10.0	Fair	1	removed	10
379	Aspen	10.0	Fair	1	removed	10
380	Cedar, red	6.0	Good	1	removed	6
381	Cherry, black	11.0	Good	1	removed	11
382	Oak, red	11.0	Fair	1	removed	11
383	Oak, red	10.0	Fair	1	removed	10
384	Oak, red	10.0	Fair	1	removed	10
385	Oak, bur	7.0	Fair	1	pond/street	7
386	Oak, red	16.0	Fair	1	removed	16
387	Oak, red	15.0	Fair	1	pond/street	15
388	Oak, red	23.0	Fair	1	pond/street	23
389	Oak, red	11.0	Fair	1	removed	11
390	Oak, red	5.0	Good	1	removed	5
391	Oak, red	24.0	Good	1	removed	24
392	Oak, red	10.0	Fair	1	removed	10
393	Oak, red	11.0	Good	1	pond/street	11
394	Oak, red	7.0	Poor	1	pond/street	7
395	Oak, red	14.0	Fair	1	removed	14
396	Oak, red	29.0	Poor	1	removed	29
397	Oak, bur	5.0	Poor	1	removed	5
398	Oak, white	10.0	Fair	1	pond/street	10
399	Oak, red	19.0	Fair	1	removed	19
400	Oak, red	12.0	Good	1	removed	12
401	Oak, red	4.5	Good	1	pond/street	4.5
402	Oak, red	8.5	Good	1	pond/street	8.5
403	Aspen	10.0	Fair	1	saved	10
404	Aspen	9.0	Fair	1	saved	9
405	Cherry, black	13.0	Good	1	saved	13
406	Oak, red	4.5	Good	1	saved	4.5
407	Oak, red	5.0	Good	1	saved	5
408	Oak, bur	4.5	Good	1	saved	4.5
409	Oak, red	6.0	Good	1	removed	6
410	Oak, red	5.5	Good	1	removed	5.5
411	Aspen	9.0	Fair	1	removed	9
412	Oak, red	6.0	Good	1	removed	6
413	Oak, red	4.5	Good	1	removed	4.5
414	Aspen	10.5	Fair	1	removed	10.5
415	Oak, red	4.0	Fair	1	removed	4
416	Aspen	12.5	Fair	1	removed	12.5
417	Oak, red	8.5	Good	1	removed	8.5
418	Oak, bur	5.5	Good	1	removed	5.5
419	Aspen	8.5	Fair	1	removed	8.5
420	Aspen	10.0	Fair	1	removed	10
421	Oak, red	10.0	Good	1	removed	10
422	Oak, red	10.0	Good	1	pond/street	10
423	Oak, red	19.0	Good	1	pond/street	19
424	Oak, red	13.5	Good	1	pond/street	13.5
425	Oak, red	14.0	Fair	1	pond/street	14
426	Oak, red	5.0	Good	1	pond/street	5
427	Oak, red	14.0	Good	1	pond/street	14
428	Oak, red	5.0	Good	1	pond/street	5
429	Oak, red	5.5	Good	1	removed	5.5
430	Oak, red	9.5	Good	1	removed	9.5
431	Aspen	9.5	Good	1	removed	9.5
432	Oak, red	5.5	Good	1	removed	5.5
433	Aspen	10.0	Good	1	removed	10
434	Aspen	8.0	Fair	1	removed	8
435	Aspen	8.5	Fair	1	removed	8.5
436	Oak, red	4.0	Good	1	removed	4
437	Aspen	8.5	Good	1	removed	8.5
438	Aspen	8.5	Fair	1	removed	8.5
439	Aspen	9.5	Fair	1	removed	9.5

– SHADING REPRESENTS DEAD OR NON SIGNIFICANT TREES

TREE PROTECTION NOTES

– TREE PROTECTION LIMITS TO BE MARKED IN FIELD AND APPROVED BY THE CITY PRIOR TO INSTALLATION OF TREE PROTECTION / SILT FENCE OR TREE CLEARING ACTIVITY.
– SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
– CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
– FIELD DECISIONS WILL BE MADE ON LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES.
– SOME TREES AND DEAD FALL ARE TO BE CLEARED. THIS MAY BE DONE PRIOR TO INSTALLATION OF SILT / TREE PROTECTION FENCE. GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURE ARE INSTALLED.
–ALL CLEARING ACTIVITIES TO OCCUR PRIOR TO APRIL 15TH OR AFTER JULY 15 TO MINIMIZE THE POTENTIAL INTRODUCTION OF OAK WILT TO THE SITE.

NOTES

– Bearings shown are on the Anoka County Coordinate System.
– Contours shown are from MNGEO Lidar topography, supplemented by field data.
– Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance flood plain), Flood Zone AE (Base Flood Elevations determined.), Floodway areas in Zone AE – The floodway is the channel of a stream plus any adjacent flood plain areas that must be kept free of encroachment so that the 1 % annual chance flood can be carried without substancial increases in flood heights. According to Flood Insurance Rate Map Community No. 270681 Panel 0165 Suffix E, Map Number 27003C0165E by the Federal Emergency Management Agency, effective date December 16, 2015.
– See City Engineering Department for Storm Sewer Rims, Inverts, and Sizes.
– Wetland Delineation by Kjolhaug Environmental Services Company.
– Tree Inventory by Kjolhaug Environmental Services Company, and ISA Certified Arborist Steve Nicholson (MN–4305A).
– Wetland Lines and Trees location by E.G. Rud and Sons, Inc August 2016.

TREE PRESERVATION NOTES

– TOTAL ON–SITE SIGNIFICANT TREE CALIPER INCHES – 7,726.6 DBH
– TOTAL SIGNIFICANT TREE CALIPER INCHES OUTSIDE PROPOSED PONDS, STREETS, AND WALKS – 6,205.1 DBH
– SIGNIFICANT TREE CALIPER INCHES REMOVED FOR PONDS, STREETS, AND WALKS – 1,569.0 DBH
– SIGNIFICANT TREE CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 2,696.5 DBH
– SIGNIFICANT TREE CALIPER INCHES REMAINING 3,546.1 DBH
– PERCENTAGE OF TOTAL CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 34.9%
– PERCENTAGE OF SIGNIFICANT TREES REMOVED OUTSIDE OF POND, STREET AND WALK AREAS 43.5%
– THIS T

TREE INVENTORY CHART

~of~ BROOKFIELD EIGHTH ADDITION

~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd., SUITE 400
Ramsey, MN 55303

NOTES

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- Contours shown are from MNGEO Lidar topography, supplemented by field data.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance flood plain), Flood Zone AE (Base Flood Elevations determined.), Floodway areas in Zone AE – The floodway is the channel of a stream plus any adjacent flood plain areas that must be kept free of encroachment so that the 1 % annual chance flood can be carried without substancial increases in flood heights. According to Flood Insurance Rate Map Community No. 270681 Panel 0165 Suffix E, Map Number 27003C0165E by the Federal Emergency Management Agency, effective date December 16, 2015.
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- Wetland Lines and Trees location by E.G. Rud and Sons, Inc August 2016.

TREE PROTECTION NOTES

- TREE PROTECTION LIMITS TO BE MARKED IN FIELD AND APPROVED BY THE CITY PRIOR TO INSTALLATION OF TREE PROTECTION / SILT FENCE OR TREE CLEARING ACTIVITY.
- SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
- CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
- FIELD DECISIONS WILL BE MADE ON LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES.
- SOME TREES AND DEAD FALL ARE TO BE CLEARED. THIS MAY BE DONE PRIOR TO INSTALLATION OF SILT / TREE PROTECTION FENCE. GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURE ARE INSTALLED.
- ALL CLEARING ACTIVITIES TO OCCUR PRIOR TO APRIL 15TH OR AFTER JULY 15 TO MINIMIZE THE POTENTIAL INTRODUCTION OF OAK WILT TO THE SITE.

TREE PRESERVATION NOTES

- TOTAL ON-SITE SIGNIFICANT TREE CALIPER INCHES – 7,726.6 DBH
- TOTAL SIGNIFICANT TREE CALIPER INCHES OUTSIDE PROPOSED PONDS, STREETS, AND WALKS – 6,205.1 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR PONDS, STREETS, AND WALKS – 1,569.0 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 2,696.5 DBH
- SIGNIFICANT TREE CALIPER INCHES REMAINING 3,546.1 DBH
- PERCENTAGE OF TOTAL CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 34.9%
- PERCENTAGE OF SIGNIFICANT TREES REMOVED OUTSIDE OF POND, STREET AND WALK AREAS 43.5%
- THIS TREE INVENTORY DID NOT INCLUDE SEVERAL ACRES OF WOODED WETLAND AND ISOLATED WOODED UPLAND AREAS.

Tag #	Species	DBH	Condition	Stems	Status	Total DBH
440	Aspen	10.5	Fair	1	saved	10.5
441	Aspen	8.0	Fair	1	saved	8
442	Aspen	10.0	Good	1	saved	10
443	Oak, red	7.5	Good	1	saved	7.5
444	Oak, red	6.5	Good	1	saved	6.5
445	Oak, red	8.0	Good	1	saved	8
446	Oak, red	10.5	Good	1	removed	10.5
447	Aspen	8.0	Fair	1	saved	8
448	Aspen	8.0	Fair	1	removed	8
449	Aspen	8.5	Fair	1	removed	8.5
450	Aspen	9.5	Fair	1	removed	9.5
451	Aspen	8.0	Good	1	removed	8
452	Aspen	8.0	Good	1	removed	8
453	Oak, red	15.0	Fair	1	pond/street	15
454	Oak, red	6.0	Good	1	pond/street	6
455	Oak, red	10.0	Good	1	pond/street	10
456	Cherry, black	8.0	Good	1	pond/street	8
457	Oak, bur	5.5	Good	1	pond/street	5.5
458	Oak, bur	6.0	Good	1	removed	6
459	Oak, bur	5.0	Good	1	removed	5
460	Oak, bur	7.0	Good	1	removed	7
461	Aspen	15.0	Fair	2	removed	30
462	Aspen	8.5	Fair	1	removed	8.5
463	Aspen	9.0	Fair	1	removed	9
464	Aspen	11.0	Fair	1	removed	11
465	Aspen	10.5	Fair	1	saved	10.5
466	Aspen	8.5	Fair	1	saved	8.5
467	Oak, bur	6.0	Good	1	saved	6
468	Oak, bur	5.5	Good	1	saved	5.5
469	Oak, red	9.0	Fair	1	pond/street	9
470	Oak, red	7.0	Good	1	pond/street	7
471	Oak, red	28.0	Good	1	pond/street	28
472	Cherry, black	10.0	Good	1	pond/street	10
473	Cherry, black	15.0	Fair	1	pond/street	15
474	Oak, bur	5.0	Good	1	pond/street	5
475	Oak, red	8.5	Good	1	pond/street	8.5
476	Oak, red	5.0	Good	1	pond/street	5
477	Oak, red	5.0	Good	1	pond/street	5
478	Oak, red	5.5	Good	1	pond/street	5.5
479	Oak, red	9.5	Good	1	pond/street	9.5
480	Oak, red	8.5	Good	1	pond/street	8.5
481	Oak, red	10.0	Good	1	pond/street	10
482	Birch, paper	9.5	Good	1	removed	9.5
483	Oak, red	4.5	Good	1	removed	4.5
484	Oak, red	12.5	Good	1	removed	12.5
485	Oak, red	5.5	Good	1	removed	5.5
486	Oak, red	11.0	Good	1	removed	11
487	Oak, red	8.5	Good	1	removed	8.5
488	Oak, red	8.0	Good	1	removed	8
489	Aspen	9.0	Good	1	removed	9
490	Aspen	8.5	Fair	1	pond/street	8.5
491	Oak, bur	28.0	Fair	1	removed	28
492	Oak, red	7.0	Good	1	removed	7
493	Oak, red	10.0	Good	1	removed	10
494	Oak, red	8.5	Good	1	removed	8.5
495	Oak, red	12.5	Good	2	removed	25
496	Oak, red	10.0	Good	1	removed	10
497	Oak, red	6.0	Good	1	removed	6
498	Oak, red	4.5	Good	1	removed	4.5
499	Oak, red	5.0	Good	1	removed	5
500	Cottonwood	45.0	Good	1	removed	45
501	Aspen	10.0	Fair	1	removed	10
502	Oak, red	6.0	Good	1	removed	6
503	Oak, red	8.5	Good	1	removed	8.5
504	Oak, red	4.0	Fair	1	removed	4
505	Oak, red	8.0	Good	1	removed	8
506	Oak, red	7.5	Good	1	removed	7.5
507	Oak, red	6.5	Good	1	removed	6.5
508	Aspen	9.0	Good	1	removed	9
509	Oak, red	7.0	Good	1	removed	7
510	Oak, red	4.5	Fair	1	removed	4.5
511	Oak, red	6.5	Good	1	removed	6.5
512	Oak, red	17.0	Good	1	removed	17
513	Oak, red	10.0	Good	1	removed	10
514	Oak, red	11.0	Good	1	saved	11
515	Oak, red	7.0	Good	1	removed	7
516	Oak, red	8.5	Good	1	saved	8.5
517	Oak, red	9.0	Good	1	saved	9
518	Oak, red	12.5	Good	1	saved	12.5
519	Aspen	8.0	Fair	1	saved	8
520	Oak, red	8.0	Good	1	saved	8
521	Oak, red	6.5	Good	1	saved	6.5
522	Oak, red	24.0	Good	1	saved	24
523	Oak, red	16.5	Fair	1	saved	16.5
524	Oak, red	10.5	Good	1	saved	10.5
525	Oak, red	11.5	Good	1	saved	11.5
526	Oak, red	7.5	Good	1	saved	7.5
527	Oak, red	13.0	Fair	1	saved	13
528	Oak, red	10.0	Good	1	saved	10
529	Birch, paper	11.0	Fair	2	saved	22
530	Birch, paper	10.0	Good	2	saved	20
531	Birch, paper	18.0	Good	4	saved	72
532	Aspen	9.5	Good	1	saved	9.5
533	Oak, red	13.5	Good	1	saved	13.5
534	Aspen	11.0	Good	1	saved	11
535	Aspen	11.0	Good	1	saved	11
536	Aspen	15.0	Fair	2	saved	30
537	Birch, paper	8.0	Good	1	saved	8
538	Aspen	9.5	Good	1	saved	9.5
539	Aspen	8.5	Good	1	saved	8.5
540	Aspen	9.0	Good	1	saved	9
541	Aspen	9.5	Good	1	saved	9.5
542	Aspen	9.0	Fair	1	saved	9
543	Aspen	11.0	Good	1	saved	11
544	Aspen	12.0	Good	1	saved	12
545	Aspen	12.0	Fair	1	saved	12
546	Aspen	9.0	Fair	1	saved	9
547	Aspen	9.5	Fair	1	saved	9.5
548	Oak, red	4.5	Good	1	saved	4.5
549	Oak, red	6.5	Good	1	saved	6.5
550	Oak, red	15.0	Good	1	saved	15
551	Aspen	8.5	Fair	1	saved	8.5
552	Cherry, black	8.0	Fair	1	removed	8
553	Aspen	8.0	Good	1	saved	8
554	Aspen	9.5	Good	1	saved	9.5
555	Aspen	8.0	Fair	1	removed	8
556	Oak, red	5.5	Good	1	removed	5.5
557	Aspen	10.0	Fair	1	removed	10
558	Aspen	14.0	Good	1	removed	14
559	Aspen	12.5	Good	1	removed	12.5
560	Oak, red	5.0	Fair	1	removed	5
561	Oak, red	18.0	Good	1	removed	18
562	Oak, red	6.5	Fair	1	removed	6.5
563	Oak, red	5.5	Good	1	removed	5.5
564	Oak, red	20.0	Fair	1	removed	20
565	Oak, red	4.0	Good	1	removed	4
566	Oak, red	4.0	Good	1	removed	4
567	Aspen	8.0	Good	1	removed	8
568	Oak, red	4.5	Fair	1	removed	4.5
569	Oak, red	5.0	Good	1	removed	5
570	Oak, red	7.5	Good	1	removed	7.5
571	Oak, red	10.5	Good	1	removed	10.5
572	Oak, red	4.5	Fair	1	removed	4.5
573	Aspen	8.0	Fair	1	removed	8
574	Ash, green	9.0	Good	1	pond/street	9
575	Oak, red	8.5	Good	1	pond/street	8.5
576	Oak, red	4.5	Good	1	pond/street	4.5
577	Oak, red	5.5	Good	1	pond/street	5.5
578	Oak, red	4.5	Good	1	pond/street	4.5
579	Oak, red	10.0	Good	1	pond/street	10
580	Aspen	9.5	Good	1	pond/street	9.5
581	Oak, red	6.0	Good	1	removed	6
582	Oak, red	9.0	Good	1	removed	9
583	Oak, red	12.0	Good	1	removed	12
584	Oak, red	5.0	Good	1	removed	5
585	Aspen	8.0	Good	1	removed	8
586	Aspen	8.5	Fair	1	removed	8.5
587	Aspen	12.5	Fair	1	removed	12.5
588	Aspen	9.5	Good	1	removed	9.5
589	Aspen	11.0	Good	1	removed	11
590	Birch, paper	12.0	Fair	1	removed	12
591	Aspen	14.5	Good	1	removed	14.5
592	Aspen	9.0	Good	1	removed	9
593	Aspen	13.5	Good	1	removed	13.5
594	Aspen	13.0	Fair	2	removed	26
595	Aspen	8.0	Good	1	saved	8
596	Oak, red	4.5	Good	1	saved	4.5
597	Oak, red	5.5	Good	1	saved	5.5
598	Oak, red	13.0	Good	1	saved	13
599	Oak, red	5.0	Good	1	saved	5
600	Oak, bur	4.0	Good	1	removed	4
601	Oak, red	5.0	Good	1	off site	5
602	Oak, red	7.0	Good	1	off site	7
603	Oak, red	18.0	Good	1	pond/street	18
604	Oak, red	4.0	Good	1	off site	4
605	Oak, red	5.0	Fair	1	off site	5
606	Oak, red	14.0	Fair	1	removed	14
607	Cedar, red	8.0	Good	1	removed	8
608	Cedar, red	8.0	Good	1	removed	8
609	Oak, red	13.0	Poor	1	removed	13
610	Oak, red	13.0	Good	1	removed	13
611	Oak, red	6.0	Good	1	pond/street	6
612	Oak, red	6.0	Good	1	pond/street	6
613	Cherry, black	10.0	Fair	1	saved	10
614	Oak, red	11.0	Good	1	removed	11
615	Oak, red	12.0	Fair	1	pond/street	12
616	Oak, red	12.0	Fair	1	pond/street	12
617	Oak, red	12.0	Poor	1	removed	12
618	Oak, red	13.0	Fair	1	removed	13
619	Oak, red	14.0	Fair	1	removed	14
620	Oak, red	4.0	Fair	1	removed	4
621	Oak, red	9.0	Good	1	off site	9
622	Oak, red	4.0	Fair	1	off site	4
623	Cedar, red	4.0	Good	1	off site	4
624	Oak, red	6.0	Good	1	off site	6
625	Oak, red	6.0	Good	1	off site	6
626	Aspen	9.0	Good	1	off site	9
627	Oak, red	15.0	Fair	1	off site	15
628	Oak, red	4.0	Fair	1	off site	4
629	Oak, red	7.0	Fair	1	saved	7
630	Oak, red	4.0	Good	1	saved	4
631	Oak, red	18.0	Poor	5	off site	90
632	Oak, red	4.0	Fair	1	saved	4
633	Oak, red	14.0	Good	1	off site	14
634	Aspen	9.0	Fair	1	off site	9
636	Oak, red	8.0	Good	1	saved	8
637	Oak, red	4.0	Fair	1	off site	4
638	Oak, red	5.0	Good	1	off site	5
639	Cherry, black	11.0	Fair	1	pond/street	11
640	Oak, red	6.0	Fair	1	off site	6
641	Oak, red	11.0	Fair	1	off site	11
642	Oak, bur	5.0	Good	1	saved	5
643	Oak, red	8.0	Good	1	saved	8
644	Oak, red	35.0	Poor	1	saved	35
645	Cedar, red	6.0	Fair	1	saved	6
646	Oak, red	17.0	Good	1	saved	17
647	Oak, red	10.0	Fair	3	saved	30
648	Aspen	8.0	Good	1	saved	8
649	Aspen	8.0	Good	1	saved	8
650	Oak, red	26.0	Fair	2	saved	52
651	Oak, red	12.0	Good	1	saved	12
652	Oak, red	10.0	Fair	1	saved	10
653	Oak, red	23.0	Fair	2	saved	46
654	Oak, red	13.0	Good	1	saved	13
655	Oak, red	10.0	Fair	1	saved	10
656	Oak, red	4.0	Fair	1	saved	4
657	Oak, red	5.0	Good	1	saved	5
658	Oak, red	11.0	Good	1	saved	11
659	Oak, red	10.0	Good	1	saved	10
660	Oak, red	6.0	Fair	1	saved	6
661	Oak, red	25.0	Fair	1	saved	25
662	Oak, red	25.0	Good	1	saved	25
663	Oak, red	27.0	Poor	1	pond/street	27
664	Oak, red	16.0	Good	1	off site	16
665	Oak, red	24.0	Good	1	off site	24
666	Oak, red	10.0	Good	1	saved	10
667	Oak, red	7.0	Good	1	off site	7
668	Oak, red	26.0	Fair	1	off site	26
669	Oak, red	6.0	Good	1	off site	6
670	Oak, red	14.0	Good	1	saved	14
671	Oak, red	17.0	Good	1	saved	17
672	Oak, red	24.0	Good	1	saved	24
673	Oak, bur	4.0	Good	1	off site	4
675	Oak, red	17.0	Good	1	off site	17
676	Oak, red	12.0	Good	1	pond/street	12
677	Oak, red	15.0	Good	1	off site	15
678	Oak, red	8.0	Good	1	saved	8
679	Aspen	15.0	Fair	1	saved	15
680	Oak, red	6.0	Good	1	saved	6
681	Oak, red	27.0	Poor	1	pond/street	27
682	Oak, red	5.0	Good	1	saved	5
683	Oak, bur	8.0	Fair	1	saved	8
684	Oak, bur	4.0	Good	1	saved	4
685	Oak, bur	4.0	Fair	1	saved	4
687	Oak, red	12.0	Fair	1	pond/street	12
688	Oak, red	16.0	Good	1	pond/street	16
690	Oak, red	7.0	Good	1	pond/street	7
695	Aspen	8.0	Good	1	saved	8
701	Oak, red	6.0	Good	1	saved	6
702	Oak, red	8.5	Good	1	saved	8.5
703	Oak, red	9.5	Good	1	saved	9.5
704	Aspen	11.5	Good	1	saved	11.5
705	Oak, red	10.0	Good	1	saved	10
706	Aspen	7.5	Good	1	saved	7.5
707	Oak, red	10.0	Good	1	saved	10
708	Aspen	4.0	Good	1	saved	4
709	Oak, red	9.0	Fair	1	saved	9
710	Aspen	8.0	Good	1	saved	8
711	Aspen	6.0	Good	1	saved	6
712	Oak, red	12.0	Good	1	saved	12
713	Oak, red	9.0	Good	1	saved	9
714	Aspen	8.0	Good	1	saved	8
715	Oak, red	12.0	Good	1	saved	12
716	Aspen	11.0	Good	1	saved	11
717	Oak, red	17.0	Good	1	saved	17
718	Oak, red	5.0	Good	1	saved	5
719	Aspen	8.0	Good	1	saved	8
720	Aspen	8.0	Fair	1	saved	8
721	Aspen	9.0	Good	1	saved	9
722	Aspen	8.0	Good	1	saved	8
723	Aspen	8.0	Good	1	saved	8
724	Aspen	9.0	Good	1	saved	9
725	Aspen	5.5	Good	1	pond/street	5.5
726	Oak, red	11.0	Fair	1	pond/street	11
727	Aspen	8.0	Good	1	pond/street	8
728	Aspen	8.0	Good	1	pond/street	4
801	Oak, red	4.0	Good	1	removed	4.5
802	Oak, red	4.5	Good	1	removed	5
803	Oak, red	5.0	Good	1	removed	5.5
804	Aspen	8.5	Good	1	removed	8.5
805	Oak, red	5.0	Good	1	saved	5
806	Oak, red	4.0	Good	1	saved	4
807	Oak, red	22.0	Fair	1	saved	22
808	Oak, red	4.0	Good	1	saved	4
809	Oak, red	9.5	Good	1	removed	9.5
810	Oak, red	5.5	Good	1	removed	5.5
811	Oak, red	5.5	Good	1	removed	5.5
812	Oak, red	6.0	Good	1	removed	6
813	Oak, red	5.5	Good	1	removed	5.5
814	Ash, black	9.0	Good	1	saved	9
815	Oak, red	8.5	Good	1	saved	8.5
816	Oak, red	10.0	Good	1	saved	10
817	Aspen	8.5	Fair	1	saved	8.5
818	Aspen	8.5	Fair	1	saved	8.5
819	Oak, red	5.0	Good	1	removed	5
820	Oak, red	6.0	Good	1	removed	6
821	Aspen	8.5	Good	1	removed	8.5
822	Oak, red	5.0	Good	1	removed	5
823	Oak, red	6.0	Good	1	saved	6
824	Aspen	9.5	Good	1	saved	9.5
825	Oak, red	5.0	Good	1	saved	5
826	Aspen	10.0	Good	1	saved	10
827	Aspen	9.5	Fair	1	saved	9.5
828	Oak, red	8.5	Good	1	removed	8.5
829	Aspen	11.6	Good	1	saved	11.6
830	Oak, red	6.0	Good	1	saved	6
831	Aspen	11.0	Fair	1	saved	11
832	Oak, red	7.0	Good	1	saved	7
833	Oak, red	8.0	Good	1	saved	8
834	Aspen	9.5	Good	1	saved	9.5
835	Oak, red	5.0	Good	1	saved	5
836	Aspen	9.5	Good	1	saved	9.5
837	Aspen	8.0	Good	1	removed	8
838	Oak, bur	11.0	Fair	1	removed	11
839	Cherry, black	12.0	Fair	1	removed	12
840	Aspen	8.5	Good	1	saved	8.5
841	Aspen	8.0	Fair	1	saved	8
842	Aspen	8.5	Fair	1	saved	8.5
843	Aspen	9.0	Fair	1	saved	9
844	Oak, red	4.0	Good	1	saved	4
845	Aspen	8.5	Fair	1	saved	8.5
846	Aspen	9.5	Good	1	removed	9.5
847	Oak, red	5.5	Good	1	removed	5.5
848	Aspen	9.0	Good	1	removed	9
849	Aspen	8.5	Good	1	removed	8.5
850	Aspen	8.5	Good	1	removed	8.5
851	Aspen	8.0	Good	1	removed	8
852	Oak, bur	12.0	Fair	1	removed	12
853	Oak, red	8.0	Good	1	pond/street	8
854	Oak, bur	6.5	Good	1	pond/street	6.5
855	Oak, bur	6.0	Good	1	pond/street	6
856	Oak, bur	21.0	Good	3	pond/street	63
857	Oak, red	6.0	Good	1	pond/street	6
858	Aspen	10.0	Good	1	saved	10
859	Aspen	10.5	Good	1	saved	10.5
860	Aspen	9.5	Fair	1	saved	9.5
861	Aspen	12.0	Fair	1	saved	12
862	Aspen	10.5	Good	1	saved	10.5
863	Aspen	8.0	Good	1	saved	8
864	Aspen	11.5	Good	1	saved	11.5
865	Aspen	10.0	Good	1	saved	10
866	Aspen	9.0	Good	1	removed	9
867	Aspen	9.0	Good	1	saved	9
868	Aspen	9.5	Good	1	removed	9.5
869	Oak, red	5.5	Good	1	removed	5.5
870	Aspen	9.0	Fair	1	saved	9
871	Aspen	8.0	Good	1	saved	8
872	Aspen	9.5	Good	1	saved	9.5
873	Aspen	11.0	Good	1	saved	11
874	Aspen	9.5	Good	1	saved	9.5
875	Aspen	11.5	Good	1	saved	11.5
876	Aspen	9.0	Good	1	pond/street	9
877	Cherry, black	26.0	Fair	1	pond/street	26
878	Aspen	8.0	Good	1	saved	8
879	Oak, red	7.5	Good	1	pond/street	7.5
880	Cherry, black	9.0	Fair	1	pond/street	9
881	Oak, red	28.0	Good	1	pond/street	28
882	Oak, red	19.0	Good	1	pond/street	19
883	Oak, red	4.5	Good	1	saved	4.5
884	Oak, bur	4.0	Good	1	saved	4
885	Aspen	8.0	Good	1	saved	8
886	Oak, red	4.5	Good	1	pond/street	4.5
887	Aspen	9.0	Good	1	saved	9
888	Aspen	8.0	Good	1	saved	8
889	Aspen	8.0	Good	1	pond/street	8
890	Aspen	8.5	Good	1	pond/street	8.5
891	Aspen	8.0	Good	1	pond/street	8
892	Oak, red	8.0	Good	1	saved	8
893	Aspen	8.5	Good	1	saved	8.5
894	Aspen	8.5	Good	1	saved	8.5
895	Aspen	8.5	Good	1	saved	8.5
896	Aspen	8.0	Good	1	saved	8
897	Aspen	8.5	Good	1	saved	8.5
898	Aspen	8.5	Good	1	saved	8.5
899	Basswood	10.0	Good	1	saved	10
900	Aspen	8.5	Fair	1	saved	8.5
900	Oak,red	15.0	Good	1	saved	15
901	Oak, red	5.0	Good	1	saved	5
902	Cherry, black	8.0	Good	1	removed	8
903	Oak, red	4.0	Good	1	pond/street	4
904	Oak, red	4.0	Good	1	pond/street	4

TREE REMOVAL/PLANTING SUMMARY

- TOTAL ON-SITE SIGNIFICANT TREE CALIPER INCHES – 7,726.6 DBH
- TOTAL TREE REMOVAL – 4,265.5 DBH
- PROPOSED LANDSCAPE TREE PLANTING – 71 DBH

OWNER INFORMATION

BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303
TEL: (763) 427-3090

EST. 1977
E. G. RUD & SONS, INC.
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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.

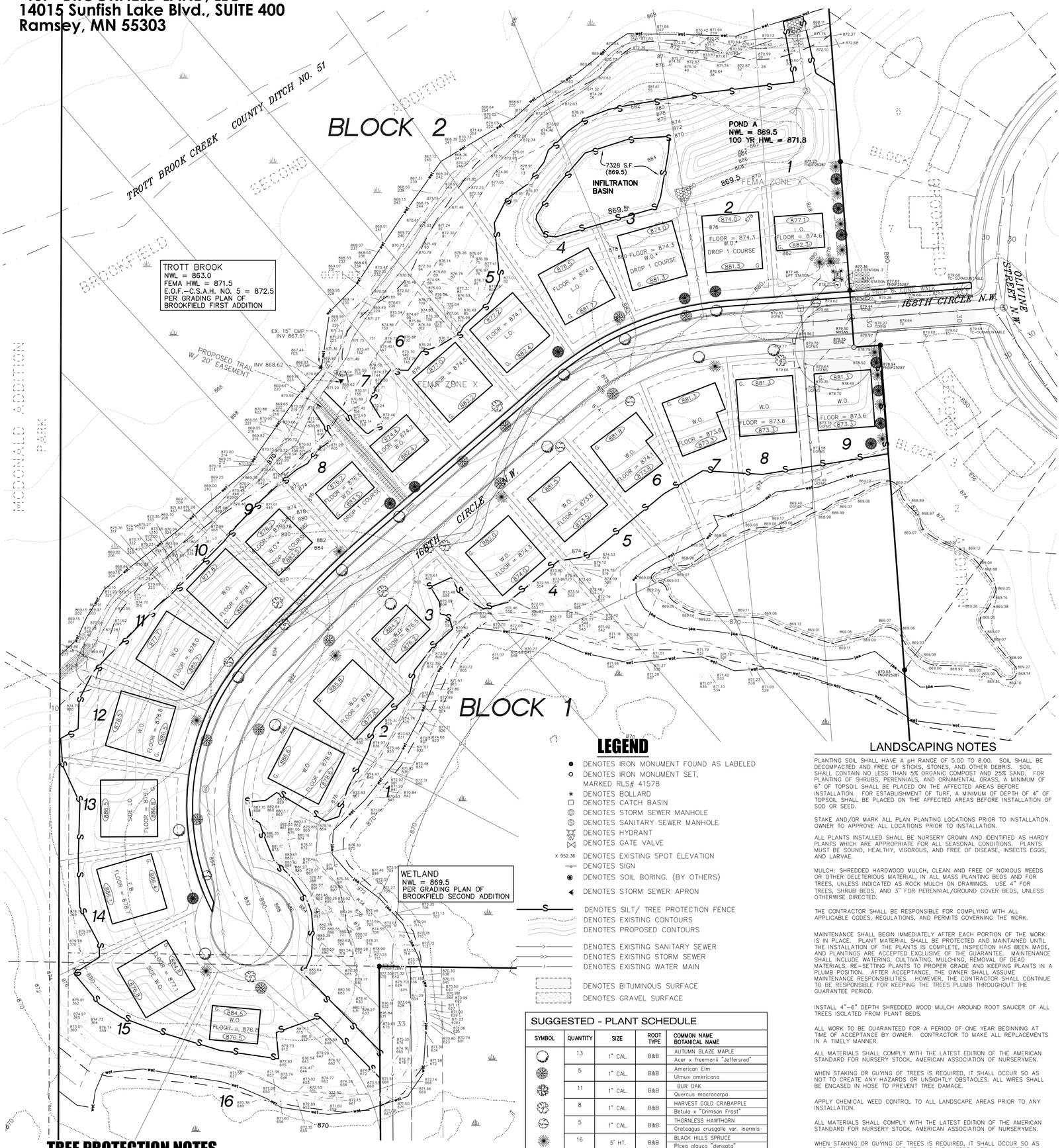
JASON E. RUD
Date: 02/24/2017 License No. 41578

TREE INVENTORY BY
Steve Nicholson
ISA Certification (MN-4305A)

DRAWN BY: JEN		JOB NO: 16343PP	DATE: 09/01/16
CHECK BY: JER		SCANNED ☐	
1	11/22/16	BID SET	MMD
2	01/27/17	CITY COMMENTS	MMD
3	02/24/17	CITY COMMENTS	MMD
NO.	DATE	DESCRIPTION	BY

LANDSCAPE PLAN

~of~ BROOKFIELD
EIGHTH ADDITION
~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd., SUITE 400
Ramsey, MN 55303



LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES BOLLARD
- DENOTES CATCH BASIN
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES HYDRANT
- DENOTES GATE VALVE
- X 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES SIGN
- DENOTES SOIL BORING. (BY OTHERS)
- DENOTES STORM SEWER APRON
- DENOTES SILT/ TREE PROTECTION FENCE
- DENOTES EXISTING CONTOURS
- DENOTES PROPOSED CONTOURS
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE

LANDSCAPING NOTES

PLANTING SOIL SHALL HAVE A pH RANGE OF 5.00 TO 8.00. SOIL SHALL BE DECOMPACTED AND FREE OF STICKS, STONES, AND OTHER DEBRIS. SOIL SHALL CONTAIN NO LESS THAN 5% ORGANIC COMPOST AND 25% SAND. FOR PLANTING OF SHRUBS, PERENNIALS, AND ORNAMENTAL GRASS, A MINIMUM OF 6" OF TOPSOIL SHALL BE PLACED ON THE AFFECTED AREAS BEFORE INSTALLATION. FOR ESTABLISHMENT OF TURF, A MINIMUM OF DEPTH OF 4" OF TOPSOIL SHALL BE PLACED ON THE AFFECTED AREAS BEFORE INSTALLATION OF SOD OR SEED.

STAKE AND/OR MARK ALL PLAN PLANTING LOCATIONS PRIOR TO INSTALLATION. OWNER TO APPROVE ALL LOCATIONS PRIOR TO INSTALLATION.

ALL PLANTS INSTALLED SHALL BE NURSERY GROWN AND IDENTIFIED AS HARDY PLANTS WHICH ARE APPROPRIATE FOR ALL SEASONAL CONDITIONS. PLANTS MUST BE SOUND, HEALTHY, VIGOROUS, AND FREE OF DISEASE, INSECTS EGGS, AND LARVAE.

MULCH: SHREDDED HARDWOOD MULCH, CLEAN AND FREE OF NOXIOUS WEEDS OR OTHER DELETERIOUS MATERIAL, IN ALL MASS PLANTING BEDS AND FOR TREES, UNLESS INDICATED AS ROCK MULCH ON DRAWINGS. USE 4" FOR TREES, SHRUB BEDS, AND 3" FOR PERENNIAL/GROUND COVER BEDS, UNLESS OTHERWISE DIRECTED.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.

MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE, INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE WATERING, CULTIVATING, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES. HOWEVER, THE CONTRACTOR SHALL CONTINUE TO BE RESPONSIBLE FOR KEEPING THE TREES PLUMB THROUGHOUT THE GUARANTEE PERIOD.

INSTALL 4"-6" DEPTH SHREDDED WOOD MULCH AROUND ROOT SAUCER OF ALL TREES ISOLATED FROM PLANT BEDS.

ALL WORK TO BE GUARANTEED FOR A PERIOD OF ONE YEAR BEGINNING AT TIME OF ACCEPTANCE BY OWNER. CONTRACTOR TO MAKE ALL REPLACEMENTS IN A TIMELY MANNER.

ALL MATERIALS SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN.

WHEN STAKING OR GUYING OF TREES IS REQUIRED, IT SHALL OCCUR SO AS NOT TO CREATE ANY HAZARDS OR UNSIGHTLY OBSTACLES. ALL WIRES SHALL BE ENCASED IN HOSE TO PREVENT TREE DAMAGE.

APPLY CHEMICAL WEED CONTROL TO ALL LANDSCAPE AREAS PRIOR TO ANY INSTALLATION.

ALL MATERIALS SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN.

WHEN STAKING OR GUYING OF TREES IS REQUIRED, IT SHALL OCCUR SO AS NOT TO CREATE ANY HAZARDS OR UNSIGHTLY OBSTACLES. ALL WIRES SHALL BE ENCASED IN HOSE TO PREVENT TREE DAMAGE.

SUGGESTED - PLANT SCHEDULE

SYMBOL	QUANTITY	SIZE	ROOT TYPE	COMMON NAME BOTANICAL NAME
	13	1" CAL.	B&B	AUTUMN BLAZE MAPLE Acer x freemanii "Jeffersred"
	5	1" CAL.	B&B	American Elm Ulmus americana
	11	1" CAL.	B&B	BUR OAK Quercus macrocarpa
	8	1" CAL.	B&B	HARVEST GOLD CRABAPPLE Betula x "Crimson Frost"
	5	1" CAL.	B&B	THORNLESS HAWTHORN Crateagus crusgalle var. inermis
	16	5' HT.	B&B	BLACK HILLS SPRUCE Picea glauca "densata"
	13	5' HT.	B&B	WHITE SPRUCE Picea glauca

NOTES:

1) EXAMPLE SPECIES SHOWN – VERIFY SPECIES REQUIREMENTS WITH CITY'S ENVIRONMENTAL COORDINATOR PRIOR TO ANY INSTALLATIONS

2) VERIFY TREE LOCATIONS WITHIN BOULEVARD WITH CITY'S ENVIRONMENTAL COORDINATOR PRIOR TO ANY INSTALLATIONS

TREE PROTECTION NOTES

- TREE PROTECTION LIMITS TO BE MARKED IN FIELD AND APPROVED BY THE CITY PRIOR TO INSTALLATION OF TREE PROTECTION / SILT FENCE OR TREE CLEARING ACTIVITY.
- SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
- CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
- FIELD DECISIONS WILL BE MADE ON LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES.
- SOME TREES AND DEAD FALL ARE TO BE CLEARED. THIS MAY BE DONE PRIOR TO INSTALLATION OF SILT / TREE PROTECTION FENCE. GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURE ARE INSTALLED.
- ALL CLEARING ACTIVITIES TO OCCUR PRIOR TO APRIL 15TH OR AFTER JULY 15 TO MINIMIZE THE POTENTIAL INTRODUCTION OF OAK WILT TO THE SITE.

OWNER INFORMATION

BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303
TEL: (763) 427-3090

TREE REMOVAL/PLANTING SUMMARY

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- TOTAL TREE REMOVAL = 4,265.5 DBH
- PROPOSED LANDSCAPE TREE PLANTING = 71 DBH

NOTES

- Bearings shown are on the Anoka County Coordinate System.
- Contours shown are from MNGEO Lidar topography, supplemented by field data.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance flood plain), Flood Zone AE (Base Flood Elevations determined.). Floodway area in Zone AE – The floodway is the channel of a stream plus any adjacent flood plain areas that must be kept free of encroachment so that the 1 % annual chance flood can be carried without substancial increases in flood heights. According to Flood Insurance Rate Map Community No. 270681 Panel 0165 Suffix E, Map Number 27003C0165E by the Federal Emergency Management Agency, effective date December 16, 2015.
- See City Engineering Department for Storm Sewer Rims, Inverts, and Sizes.
- Wetland Delineation by Kjolhaug Environmental Services Company.
- Tree Inventory by Kjolhaug Environmental Services Company, and ISA Certified Arborist Steve Nicholson (MN-4305A).
- Wetland Lines and Trees location by E.G. Rud and Sons, Inc August 2016.

NORTH

BENCHMARK

BENCHMARK: Anoka County Benchmark # 2087
Elevation = 888.599 (NAVD88)

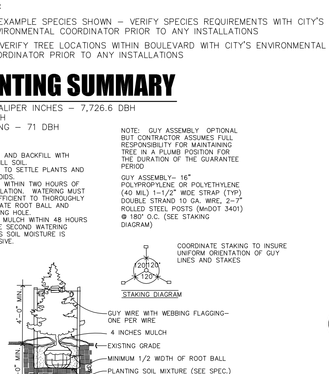
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JASON E. RUD

Date: 02/24/17 License No. 41578

TREE PRESERVATION NOTES

- TOTAL ON-SITE SIGNIFICANT TREE CALIPER INCHES – 7,726.6 DBH
- TOTAL SIGNIFICANT TREE CALIPER INCHES OUTSIDE PROPOSED PONDS, STREETS, AND WALKS – 6,205.1 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR PONDS, STREETS, AND WALKS – 1,568.0 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 2,696.5 DBH
- SIGNIFICANT TREE CALIPER INCHES REMAINING 3,546.1 DBH
- PERCENTAGE OF TOTAL CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS – 34.9%
- PERCENTAGE OF SIGNIFICANT TREES REMOVED OUTSIDE OF POND, STREET AND WALK AREAS 43.5%
- THIS TREE INVENTORY DID NOT INCLUDE SEVERAL ACRES OF WOODED WETLAND AND ISOLATED WOODED UPLAND AREAS.

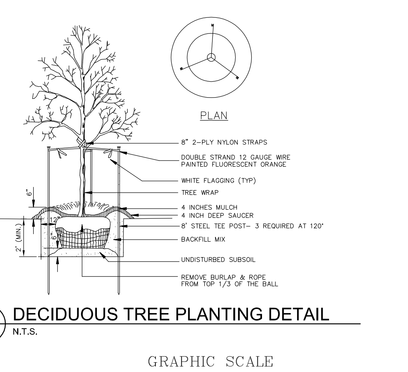


CONIFEROUS TREE PLANTING DETAIL
N.T.S.

NOTE: GUY ASSEMBLY OPTIONAL BUT CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR MAINTAINING TREE IN A PLUMB POSITION FOR THE DURATION OF THE GUARANTEE PERIOD

GUY ASSEMBLY– 16" POLYPROPYLENE OR POLYETHYLENE (40 ML) 1-1/2" WIDE STRAP (TYP) DOUBLE STRAND 10 GA. WIRE, 2–3" ROLLED STEEL POSTS (MnDOT 3401) @ 180° O.C. (SEE STAKING DIAGRAM)

1. SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING
2. TRIM OUT DEAD WOOD AND WEAK AND/OR DEFORMED TWIGS. DO NOT CUT A LEADER. DO NOT PAINT CUTS.
3. SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED BACKFILL SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE.
4. PLACE PLANT IN PLANTING HOLE WITH BURLAP AND WIRE BASKET, (IF USED), INTACT. BACKFILL WITHIN APPROX. 12" OF THE TOP OF ROOTBALL. WATER PLANT. REMOVE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS, WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM TOP 1/3 OF THE BALL. REMOVE ALL TWINE.
5. PLUMB AND BACKFILL WITH BACKFILL SOIL.
6. WATER TO SETTLE PLANTS AND FILL VOIDS
7. WATER WITHIN TWO HOURS OF INSTALLATION. WATERING MUST BE SUFFICIENT TO THOROUGHLY SATURATE ROOT BALL AND PLANTING HOLE.
8. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.



DECIDUOUS TREE PLANTING DETAIL
N.T.S.

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

TREE INVENTORY BY
Steve Nicholson

ISA Certification (MN-4305A)

DRAWN BY: JEN	JOB NO: 16343PP	DATE: 09/01/16
CHECK BY: JER	SCANNED ☐	

NO.	DATE	DESCRIPTION	BY
1	11/22/16	BID SET	MMD
2	01/27/17	CITY COMMENTS	MMD
3	02/24/17	CITY COMMENTS	MMD

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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

GRADING, DRAINAGE AND EROSION CONTROL PLAN

~of~ BROOKFIELD
EIGHTH ADDITION
~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd., SUITE 400
Ramsey, MN 55303

TREE PROTECTION NOTES

- TREE PROTECTION LIMITS TO BE MARKED IN FIELD AND APPROVED BY THE CITY PRIOR TO INSTALLATION OF TREE PROTECTION / SILT FENCE OR TREE CLEARING ACTIVITY.
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BENCHMARK

BENCHMARK: Anoka County Benchmark # 2087
Elevation = 888.599 (NAVD88)

OWNER INFORMATION

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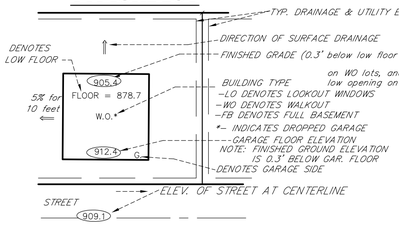
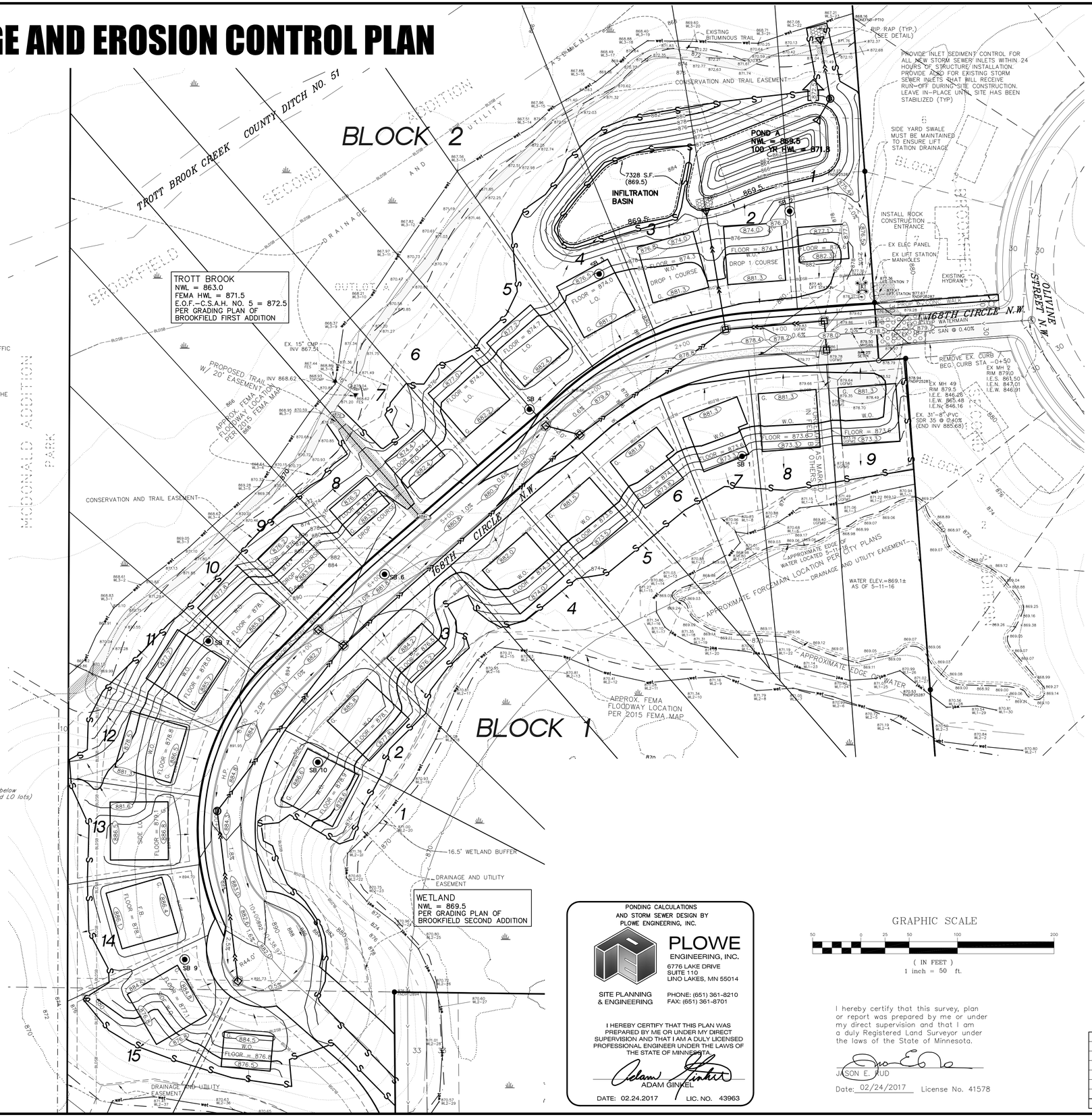
TEL: (763) 427-3090

TYPICAL LOT





NOTES

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- Tree Inventory by Kjolhaug Environmental Services Company, and ISA Certified Arborist Steve Nicholson (MN–4305A).
- Wetland Lines and Trees location by E.G. Rud and Sons, Inc August 2016.

EROSION CONTROL / REVEGETATION SPECS.

1. *PRIOR TO ROUGH GRADING, INSTALL SILT STOP FENCE IN LOCATIONS SHOWN. ADDITIONAL SILT STOP FENCE WILL BE REQUIRED WHERE LOCAL CONDITIONS REQUIRE. INSTALL TREE PROTECTION AS DEEMED NECESSARY BY THE CITY FORESTER PRIOR TO ANY GRADING.*
2. *ANY GRADING SHALL PROCEED ON AN AREA BY AREA BASIS TO MINIMIZE UNCOMPLETED AREAS.*
3. *AS EACH AREA OUTSIDE THE STREET IS GRADED, PROVIDE NATIVE TOPSOIL, SEED, AND MULCH ANCHORED WITH A STRAIGHT SET DISC WITHIN SEVEN DAYS AFTER ROUGH GRADING.*
4. *MAINTAIN AND REPAIR SILT STOP FENCES (INCLUDING REMOVAL OF ACCUMULATED SILT) UNTIL VEGETATION IS ESTABLISHED.*
5. *SEE "STORM WATER POLLUTION PREVENTION PLAN" FOR ADDITIONAL EROSION CONTROL NOTES AND SITE SEQUENCING.*

LEGEND

- DENOTES BOLLARD
- DENOTES CATCH BASIN
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES HYDRANT
- DENOTES GATE VALVE
- x 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES STORM SEWER APRON
- DENOTES WET LAND
- DENOTES WOVEN WIRE FENCE
- DENOTES WOOD FENCE
- DENOTES RETAINING WALL
- DENOTES EXISTING CONTOURS
- DENOTES PROPOSED CONTOURS
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- S DENOTES SILT/ TREE PROTECTION FENCE
- BLDSB DENOTES BUILDING SETBACK LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES PROPOSED CATCH BASIN
- DENOTES PROPOSED STORM SEWER
- DENOTES SOIL BORING. (BY NTI INC)
- wet DENOTES WETLAND LINE
- DENOTES 16.5' WETLAND LINE BUFFER LINE
- DENOTES DRAINAGE AND UTILITY EASEMENT
- 881.8 DENOTES PROPOSED SPOT ELEVATION
- 881.8 DENOTES EMERGENCY OVERFLOW ELEVATION
- DENOTES DIRECTION OF DRAINAGE

PONDING CALCULATIONS AND STORM SEWER DESIGN BY PLOWE ENGINEERING, INC.

PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
SITE PLANNING & ENGINEERING
PHONE: (651) 361-8210
FAX: (651) 361-8701

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.
ADAM GINKEL
DATE: 02.24.2017 LIC. NO. 43963

GRAPHIC SCALE
50 0 25 50 100 200
(IN FEET)
1 inch = 50 ft.

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
Date: 02/24/2017 License No. 41578

DRAWN BY: JEN	JOB NO: 16343PP	DATE: 09/01/16
CHECK BY: JER	SCANNED ☐	

NO.	DATE	DESCRIPTION	BY
1	10/13/16	REVISED BLOCK 1	MMD
2	11/22/16	BID SET	MMD
3	01/27/17	CITY COMMENTS	MMD
4	02/13/17	REVISED INFILTRATION AREA	MMD
5	02/24/17	CITY COMMENTS	MMD

C2.3

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EST. 1977
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16343PP

GRADING, DRAINAGE AND EROSION CONTROL NOTES AND LOT ELEVATION TABLE

~of~ BROOKFIELD
EIGHTH ADDITION
~for~ BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd., SUITE 400
Ramsey, MN 55303

NORTH

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- SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
- CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
- FIELD DECISIONS WILL BE MADE ON LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES.
- SOME TREES AND DEAD FALL ARE TO BE CLEARED. THIS MAY BE DONE PRIOR TO INSTALLATION OF SILT / TREE PROTECTION FENCE. GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURE ARE INSTALLED.
- ALL CLEARING ACTIVITIES TO OCCUR PRIOR TO APRIL 15TH OR AFTER JULY 15 TO MINIMIZE THE POTENTIAL INTRODUCTION OF OAK WILT TO THE SITE.

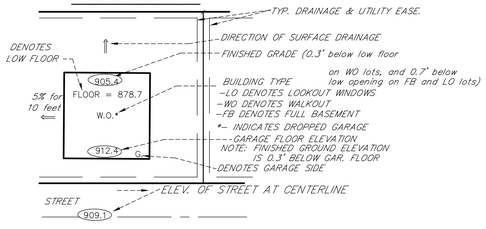
BENCHMARK

BENCHMARK: Anoka County Benchmark # 2087
Elevation = 888.599 (NAVD88)

OWNER INFORMATION

BROOKFIELD LAND, LLC
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303
TEL: (763) 427-3090

TYPICAL LOT



LOT ELEVATION TABLE

Lot #	Block #	Building Type	Garage Elevation	Proposed Low Floor Elevation	Proposed Low Opening Elevation	Peak 100 year Elevation	Regulatory Flood Protection Elevation	Source Elevation	Highest Anticipated Ground Water Elevation	Emergency Overflow Elevation	Street Centerline Elevation	Driveway Slope (%)	Front Yard Slope	Rear yard Slope
1	1	W.O.	886.6	878.9	878.9	871.5	872.5	FEMA	868.0 #	872.5	884.6	5.1	4.6	18.00
2	1	W.O.	885.8	878.1	878.1	871.5	872.5	FEMA	873.5 p	872.5	883.1	6.9	6.4	14.60
3	1	W.O.	884.2	876.5	876.5	871.5	872.5	FEMA	873.5 p	872.5	882.1	5.4	4.9	15.20
4	1	W.O.	882.0	874.3	874.3	871.5	872.5	FEMA	866.0	872.5	880.5	3.8	3.3	16.00
5	1	W.O.	881.5	873.8	873.8	871.5	872.5	FEMA	866.0	872.5	880.0	3.8	3.3	6.00
6	1	W.O.	881.8	874.1	874.1	871.5	872.5	FEMA	864.0	872.5	879.5	5.9	5.4	4.70
7	1	W.O.	881.3	873.6	873.6	871.5	872.5	FEMA	864.0	872.5	878.9	6.2	5.6	2.70
8	1	W.O.	881.3	873.6	873.6	871.5	872.5	FEMA	864.0	872.5	878.3	7.7	7.2	3.00
9	1	W.O.	881.3	873.6	873.6	871.5	872.5	FEMA	864.0	872.5	878.0	8.5	7.9	4.00
1	2	L.O.	882.3	874.6	877.8	871.8	873.8	POND A	865.5	872.5	878.0	7.8	7.6	3.60
2	2	W.O.*	881.3	874.3	874.3	871.8	873.8	POND A	865.5	872.5	878.2	9.0	8.1	10.80
3	2	W.O.*	881.3	874.3	874.3	871.8	873.8	POND A	865.0	872.5	878.8	7.3	6.6	7.60
4	2	L.O.	881.7	874.0	877.2	871.8	873.8	POND A	865.0	872.5	879.2	7.3	6.8	7.80
5	2	L.O.	882.4	874.7	877.9	871.5	872.5	FEMA	866.0	872.5	879.6	8.1	7.6	2.00
6	2	L.O.	882.2	874.5	877.7	871.5	872.5	FEMA	866.0	872.5	880.1	6.0	5.4	4.20
7	2	W.O.	882.4	874.7	874.7	871.5	872.5	FEMA	866.0	872.5	880.4	5.6	3.7	6.80
8	2	W.O.*	883.5	876.5	876.5	871.5	872.5	FEMA	873.5 p	872.5	881.5	5.8	1.8	14.50
9	2	W.O.*	883.5	876.5	876.5	871.5	872.5	FEMA	873.5 p	872.5	882.2	3.1	2.5	15.30
10	2	W.O.	885.8	878.1	878.1	871.5	872.5	FEMA	873.5 p	872.5	883.1	8.1	7.3	18.50
11	2	W.O.	885.7	878.0	878.0	871.5	872.5	FEMA	870.5 #	872.5	884.2	4.0	4.1	20.00
12	2	W.O.	886.5	878.8	878.8	871.5	872.5	FEMA	870.5 #	872.5	884.5	5.7	5.0	13.60
13	2	SIDE L.O.	886.8	879.1	882.3	871.5	872.5	FEMA	870.5 #	872.5	884.5	6.7	6.0	6.70
14	2	F.B.	886.4	878.7	886.8	871.5	872.5	FEMA	868.0 #	872.5	883.4	8.9	8.3	15.70
15	2	SIDE W.O.	884.8	877.1	877.1	871.5	872.5	FEMA	868.0 #	872.5	881.4**	8.0	7.5	3.80
16	2	W.O.	884.5	876.8	876.8	871.5	872.5	FEMA	868.0 #	872.5	881.2**	7.7	7.8	3.80

* INDICATES DROPPED GARAGE
** INDICATES CURB ELEVATION INSTEAD OF CENTERLINE ELEVATION
# INDICATES MAXIMUM DEPTH OF BORING. GROUND WATER WAS NOT ENCOUNTERED.
p APPEARS TO POTENTIALLY BE A PERCHED WATER CONDITION.
- REAR YARD GRADES MEASURED FROM CENTER OF PAD TO EASEMENT LINE OR GRADE MATCH IN WOODED AREAS.

NOTES

- Bearings shown are on the Anoka County Coordinate System.
- Contours shown are from MNGEO Lidar topography, supplemented by field data.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance flood plain), Flood Zone AE (Base Flood Elevations determined.), Floodway areas in Zone AE – The floodway is the channel of a stream plus any adjacent flood plain areas that must be kept free of encroachment so that the 1 % annual chance flood can be carried without substancial increases in flood heights. According to Flood Insurance Rate Map Community No. 270681 Panel 0165 Suffix E, Map Number 27003C0165E by the Federal Emergency Management Agency, effective date December 16, 2015.
- See City Engineering Department for Storm Sewer Rims, Inverts, and Sizes.
- Wetland Delineation by Kjolhaug Environmental Services Company.
- Tree Inventory by Kjolhaug Environmental Services Company, and ISA Certified Arborist Steve Nicholson (MN-4305A).
- Wetland Lines and Trees location by E.G. Rud and Sons, Inc August 2016.

EROSION CONTROL / REVEGETATION SPECS.

1. PRIOR TO ROUGH GRADING, INSTALL SILT STOP FENCE IN LOCATIONS SHOWN. ADDITIONAL SILT STOP FENCE WILL BE REQUIRED WHERE LOCAL CONDITIONS REQUIRE. INSTALL TREE PROTECTION AS DEEMED NECESSARY BY THE CITY FORESTER PRIOR TO ANY GRADING.
2. ANY GRADING SHALL PROCEED ON AN AREA BY AREA BASIS TO MINIMIZE UNCOMPLETED AREAS.
3. AS EACH AREA OUTSIDE THE STREET IS GRADED, PROVIDE NATIVE TOPSOIL, SEED, AND MULCH ANCHORED WITH A STRAIGHT SET DISC WITHIN SEVEN DAYS AFTER ROUGH GRADING.
4. MAINTAIN AND REPAIR SILT STOP FENCES (INCLUDING REMOVAL OF ACCUMULATED SILT) UNTIL VEGETATION IS ESTABLISHED.
5. SEE "STORM WATER POLLUTION PREVENTION PLAN" FOR ADDITIONAL EROSION CONTROL NOTES AND SITE SEQUENCING.

PONDING CALCULATIONS
AND STORM SEWER DESIGN BY
PLOWE ENGINEERING, INC.

PLOWE
ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014

SITE PLANNING
& ENGINEERING

PHONE: (651) 361-8210
FAX: (651) 361-8701

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.

ADAM GINKEL

DATE: 02.24.2017 LIC. NO. 43963

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

Date: 02/24/2017 License No. 41578

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

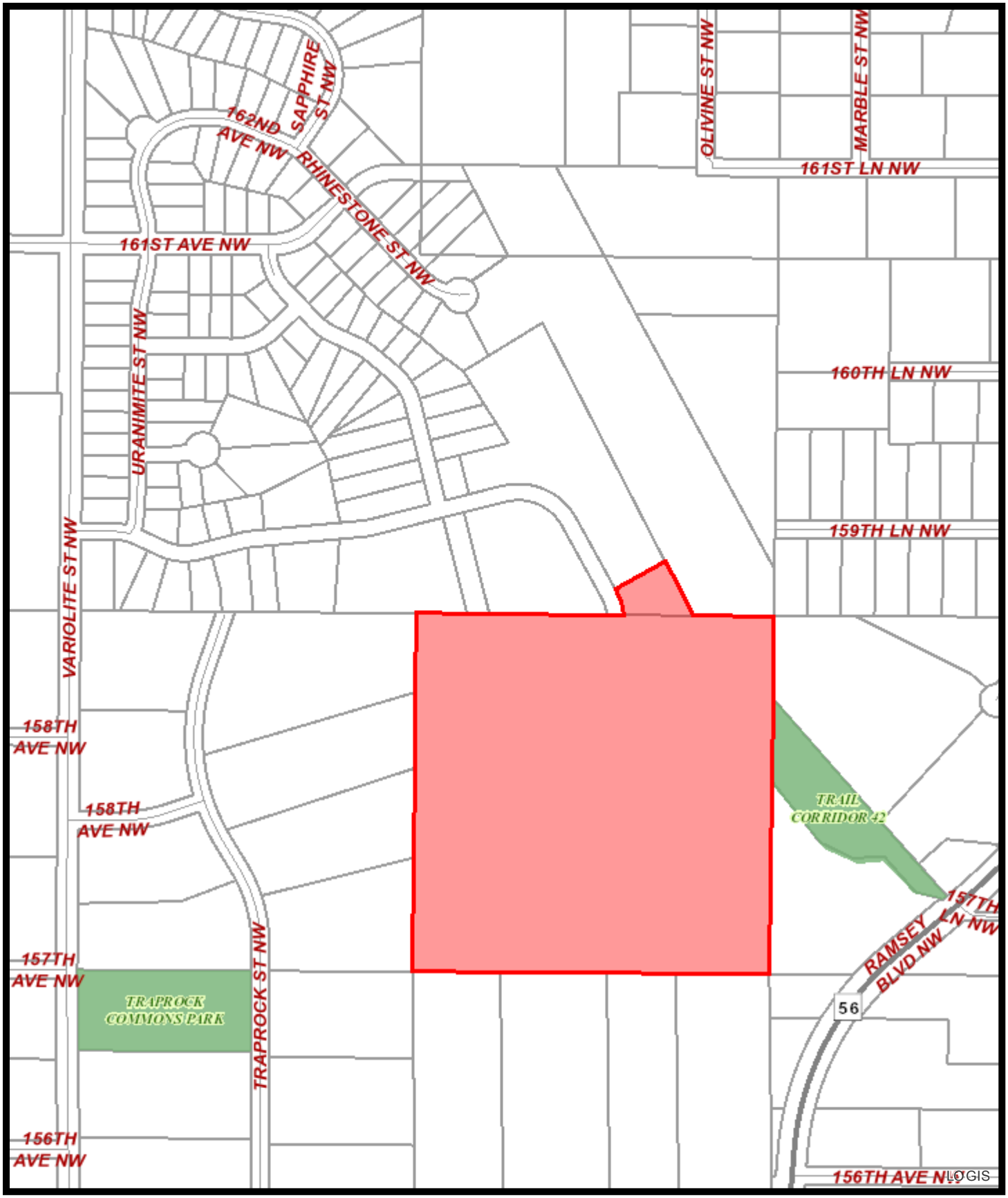
NO.	DATE	DESCRIPTION	BY
		DRAWN BY: JEN / JOB NO: 16343PP / DATE: 09/01/16	
		CHECK BY: JER / SCANNED ☐	
1	10/13/16	REVISED BLOCK 1	MMD
2	11/22/16	BID SET	MMD
3	01/27/17	CITY COMMENTS	MMD
4	02/13/17	REVISED INFILTRATION AREA	MMD
5	02/24/17	CITY COMMENTS	MMD

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

C2.4

16343PP

Site Location Map



Print Date: November 16, 2016

ST. HILAIRE PROPERTY

RAMSEY, MINNESOTA

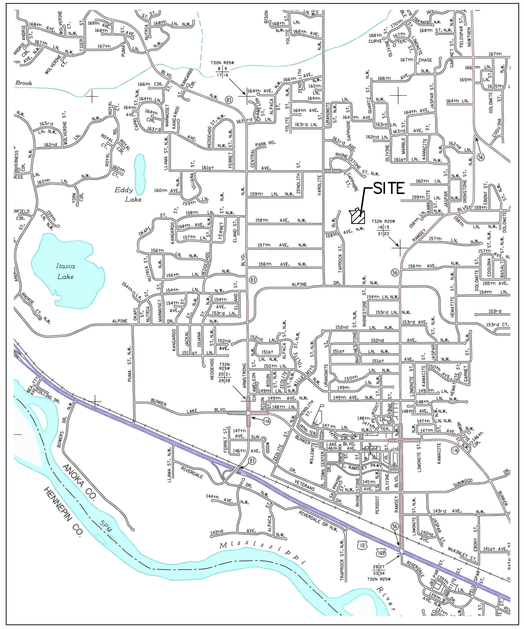
PRELIMINARY PLAT EXHIBITS

FOR

LENNAR

16305 36TH AVE N, #600, PLYMOUTH, MN 55446

PHONE: (952) 249-3000



LOCATION MAP
NOT TO SCALE

INDEX

TITLE SHEET	1.10
SITE INFORMATION	1.20 – 1.21
EXISTING CONDITIONS	1.30
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PRELIMINARY TREE PRESERVATION PLAN	5.10 – 5.12
PRELIMINARY LANDSCAPE PLAN	5.20
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LEGEND

- EXISTING WATERMAIN
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING ASPHALT SURFACE
- EXISTING CONCRETE SURFACE
- EXISTING WETLAND AREA
- EXISTING WETLAND
- FEMA FEMA FEMA EXISTING FEMA LINE
- EXISTING TREES
- EXISTING CURB
- 1000 EXISTING CONTOUR
- 1000 PROPOSED CONTOUR
- PROPOSED CURB
- PROPOSED STORM SEWER
- PROPOSED WATERMAIN
- PROPOSED SANITARY SEWER
- PROPOSED CONCRETE SURFACE
- PROPOSED WETLAND BUFFER (16.5' MINIMUM)
- PROPOSED MnDOT CATEGORY 3 EROSION CONTROL BLANKET –POST GRADING/UTILITY CONSTRUCTION
- PROPOSED SILT FENCE–POST GRADING CONSTRUCTION
- PROPOSED DOUBLE ROW HEAVY DUTY SILT FENCE
- PROPOSED HEAVY DUTY SILT FENCE
- PROPOSED INLET PROTECTION
- PROPOSED WIMCO–POST STORM SEWER CONSTRUCTION
- PROPOSED TEMPORARY ROCK CONSTRUCTION ENTRANCE

MINIMUM SETBACKS

FRONT	30 FEET
SIDE (HOUSE)	10 FEET
SIDE (GARAGE)	6 FEET
(INCLUDING LIVABLE SPACE ABOVE AND BEHIND GARAGE)	
REAR	30 FEET
WETLAND	16.5 FEET

SITE DATA

TOTAL SITE AREA	16.25 AC.
# OF LOTS	13 LOTS
LOT AREA	13.17 AC.
RIGHT OF WAY AREA	0.82 AC.
OUTLOT AREA	2.26 AC.

SINGLE FAMILY REQUIREMENT & DATA (RS–1)

MIN. LOT AREA	10,800 S.F.
MIN. LOT WIDTH AT SETBACK	80 FEET

PROJECT CONTACTS

PROJECT ENGINEER:	JOEL COOPER, P.E. – JAMES R. HILL, INC.	(952)–890–6044 (O) (612)–508–6480 (C)
DEVELOPER:	PAUL TABONE – LENNAR	(952)–249–3086 (O) (952)–221–4032 (C)
CITY ENGINEER:	BRUCE WESTBY, P.E.– CITY ENGINEER	(763)–433–9825 (O)
NPDES OFFICER:	BRANDON DAHL – MPCA	(651)–757–2279 (O)
GENERAL CONTRACTOR REPRESENTATIVE:	TO BE DETERMINED	

GOPHER STATE ONE CALL

CALL 48 HOURS BEFORE YOU DIG!
TWIN CITY AREA 651–454–0002
MN. TOLL FREE 1–800–252–1166

PROJECT COORDINATES

N 45° 15' 30"
W 93° 27' 07"

N

SCALE IN FEET
0 100 200 300
1 inch = 100 feet

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=897.75

#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=885.00

James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890–6044 FAX: (952)890–6244

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.
JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
TITLE SHEET
FOR
LENNAR
16305 36TH AVE N, #600, PLYMOUTH, MN 55446

DRAWN BY
CJK
DATE
10/7/16
REVISIONS

CAD FILE
23253–30TS
PROJECT NO.
23253–30
1.10

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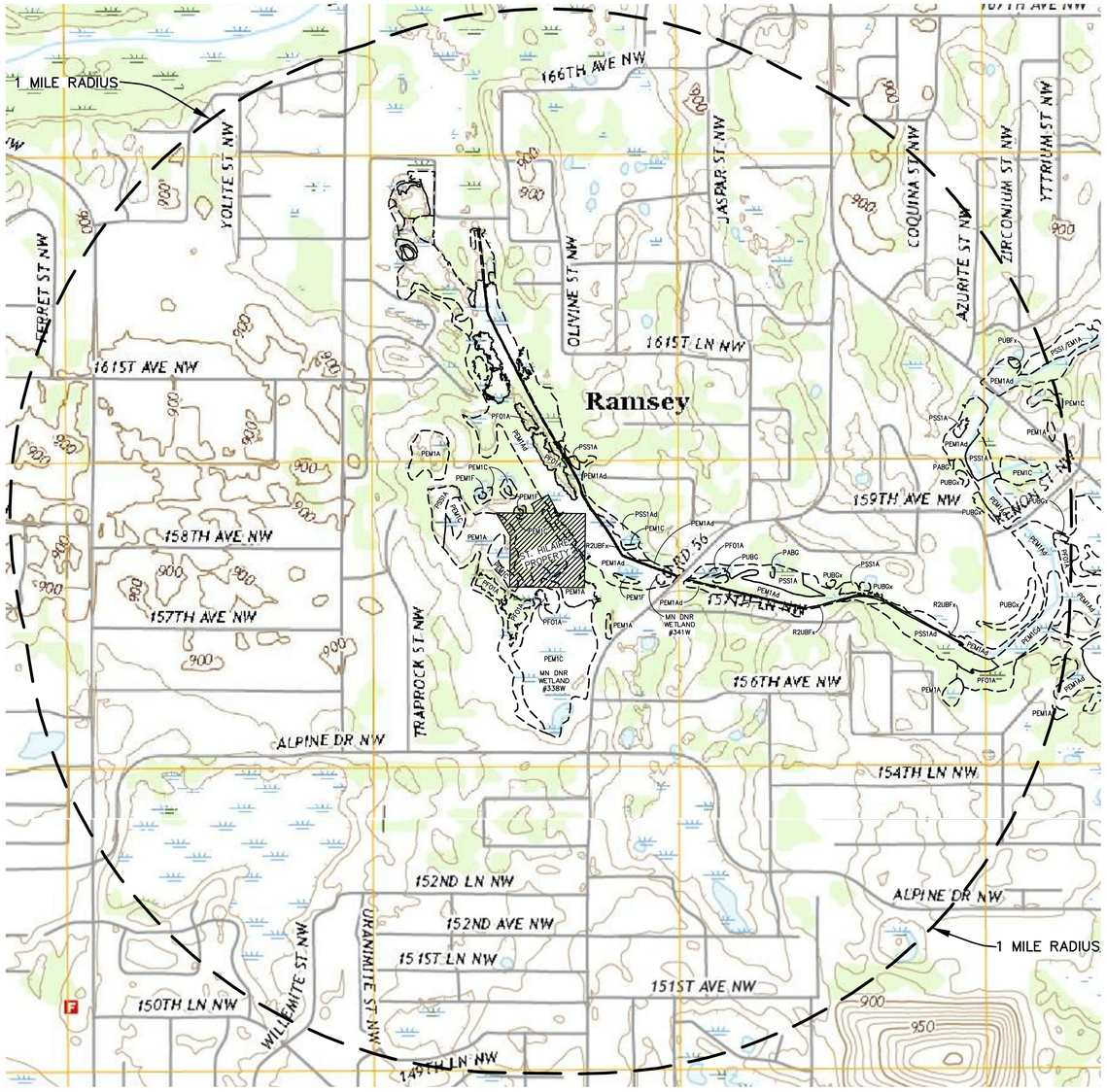
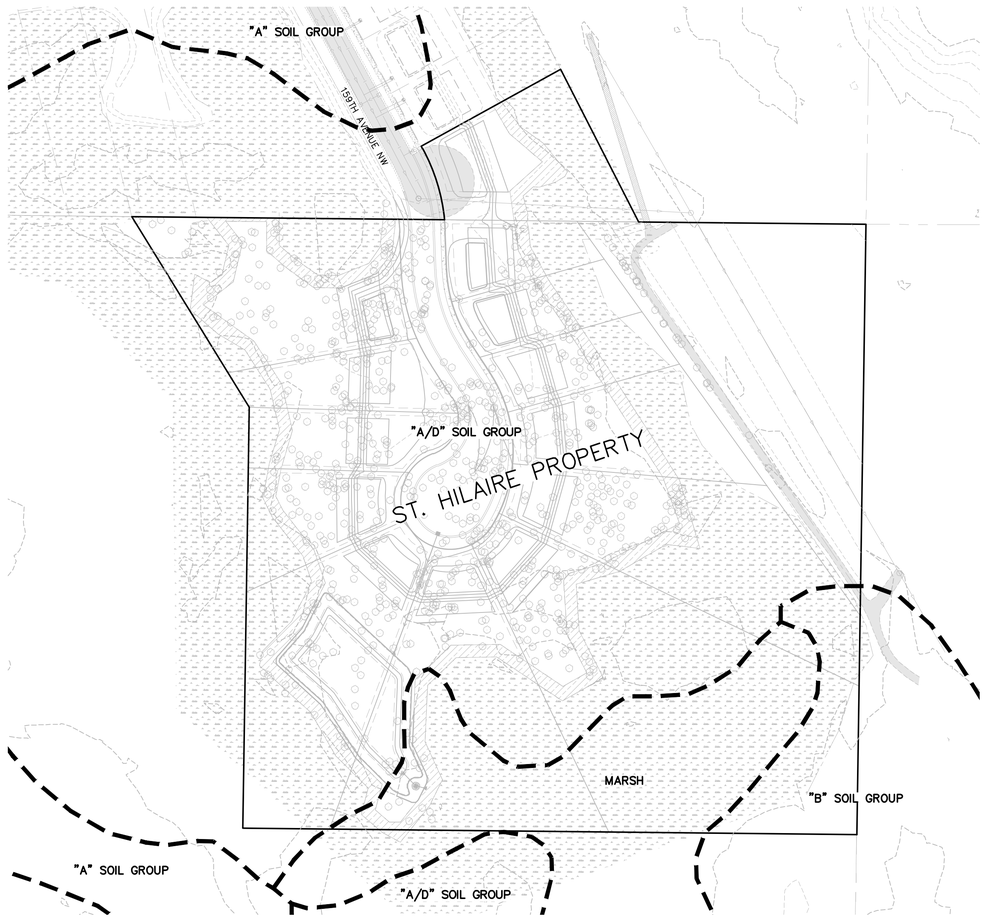


USGS MAP

1 inch = 800 feet



SOIL GROUP MAP

1 inch = 100 feet

N

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
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JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
SITE INFORMATION
FOR
LENNAR
16305 36TH AVE N, #600, PLYMOUTH, MN 55446

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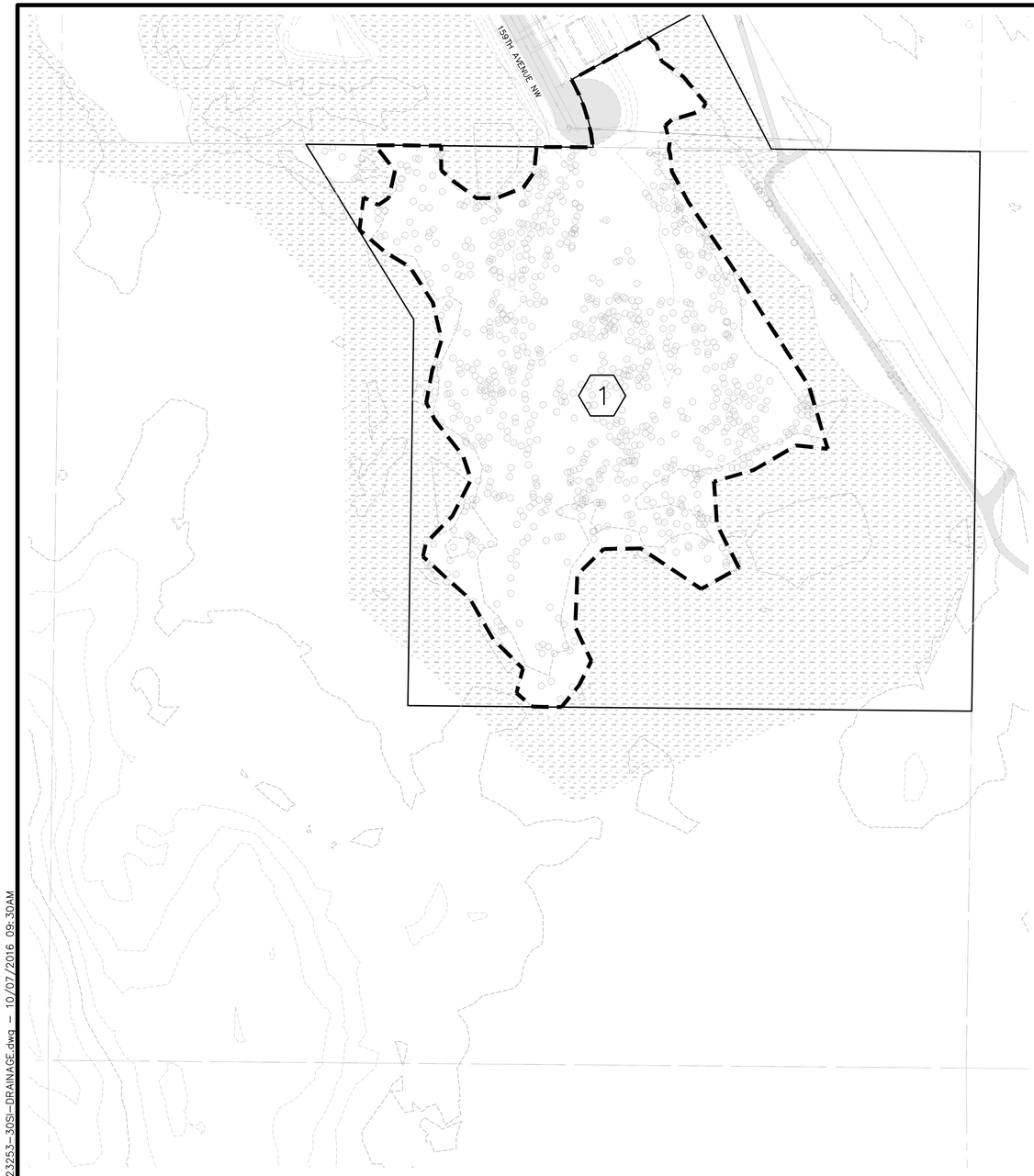
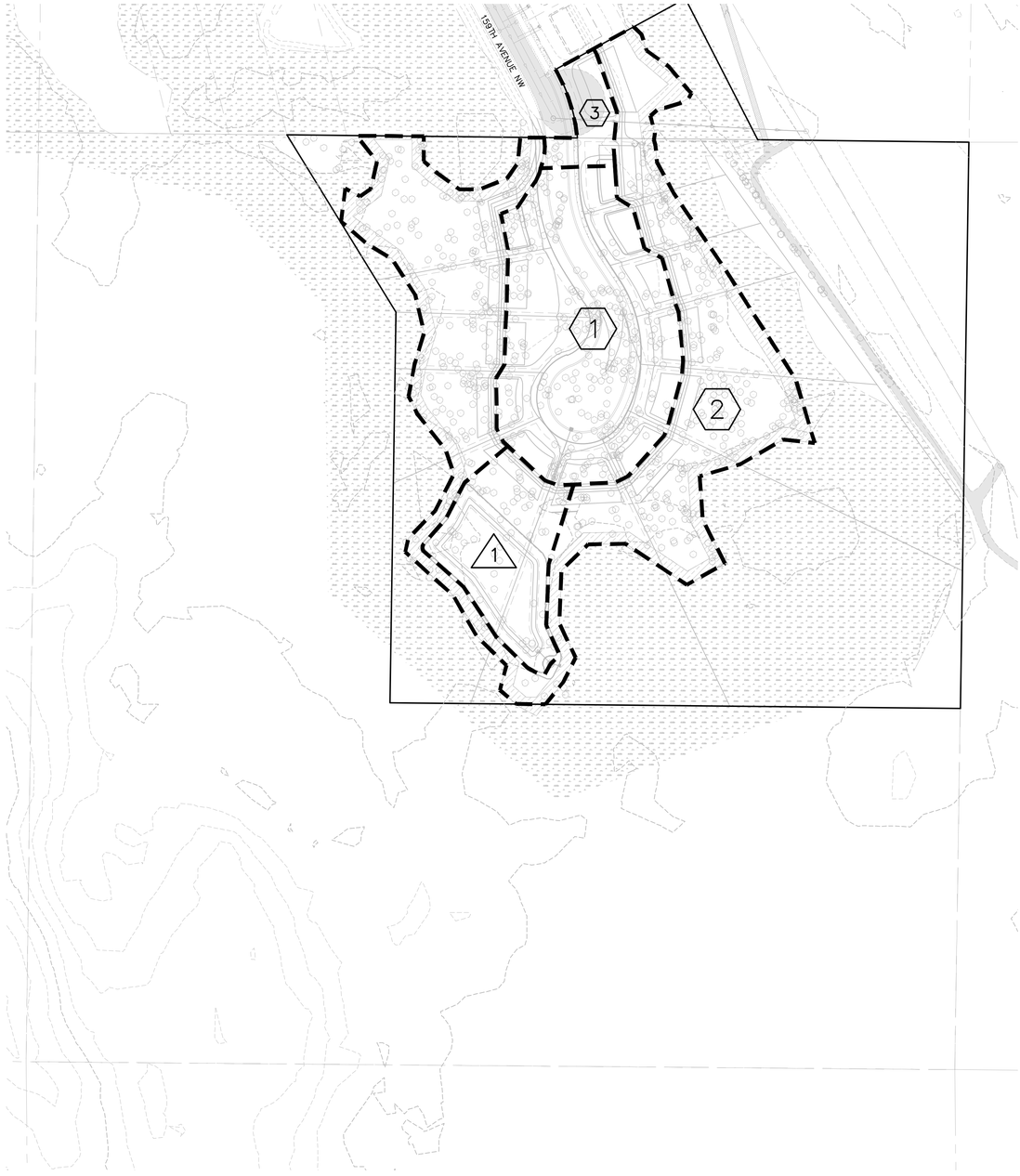


EXISTING DRAINAGE MAP

1 inch = 100 feet

N



PROPOSED DRAINAGE MAP

1 inch = 100 feet

DRAINAGE SUMMARY

2YR	0.46 CFS	0.58 CFS
10YR	4.60 CFS	3.48 CFS
100YR	20.20 CFS	13.40 CFS

LEGEND

POND AREA

DRAINAGE AREA

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=897.75

#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=885.00

James R. Hill, Inc.
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2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
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JOEL G. COOPER

Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
SITE INFORMATION
FOR
LENNAR
16305 36TH AVE N, #800, PLYMOUTH, MN 55446

DRAWN BY
CJK

DATE
10/7/16

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23253-30SI-DRAINAGE

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23253-30

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S61°15'19"W 210.19

S27°07'33"E 225.86

159TH AVENUE NW

WOODLANDS
OUTLOT B

TRAPPERS RIDGE 2ND ADDITION
OUTLOT A

3.57
S28°44'41"E
99.19
Δ=23°11'45"
R=245.00

EX SSMH
RE 876.53
INV 857.37 (NW)
INV 857.24 (E)

EX 10" PVC @ 0.75%

EX SSMH
RE 870.69
INV 854.55 (W)
INV 853.69 (N/S)

S89°24'10"E 412.35

S89°24'10"E 299.89

N31°57'00"W 295.48

N00°52'52"E 555.01

S00°52'52"W 805.01

N89°24'10"W 810.01

LOT 3, BLOCK 2
TRAPPERS RIDGE 2ND ADDITION

PARK

LOT 1, BLOCK 1
WOODLANDS 1ST ADDITION

N

SCALE IN FEET
0 50 100 150
1 inch = 50 feet

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
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#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD.
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JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY

RAMSEY, MINNESOTA

EXISTING CONDITIONS

FOR

LENNAR

16305 36TH AVE N, #600, PLYMOUTH, MN 55446

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DATE 10/7/16
REVISIONS
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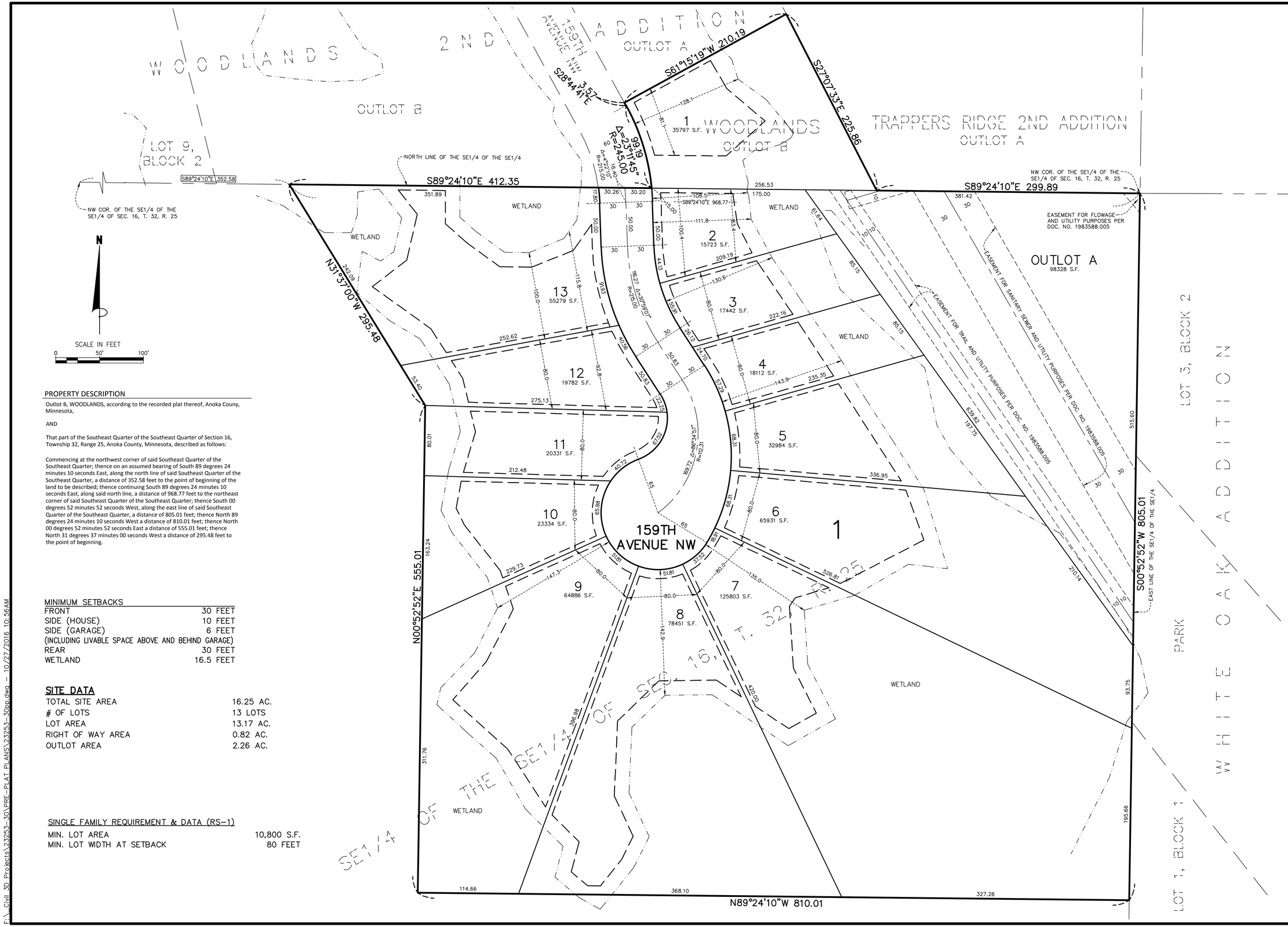

PROPERTY DESCRIPTION

Outlot B, WOODLANDS, according to the recorded plat thereof, Anoka County, Minnesota,

AND

That part of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the northwest corner of said Southeast Quarter of the Southeast Quarter; thence on an assumed bearing of South 89 degrees 24 minutes 10 seconds East, along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 352.58 feet to the point of beginning of the land to be described; thence continuing South 89 degrees 24 minutes 10 seconds East, along said north line, a distance of 968.77 feet to the northeast corner of said Southeast Quarter of the Southeast Quarter; thence South 00 degrees 52 minutes 52 seconds West, along the east line of said Southeast Quarter of the Southeast Quarter, a distance of 805.01 feet; thence North 89 degrees 24 minutes 10 seconds West a distance of 810.01 feet; thence North 00 degrees 52 minutes 52 seconds East a distance of 555.01 feet; thence North 31 degrees 37 minutes 00 seconds West a distance of 295.48 feet to the point of beginning.

MINIMUM SETBACKS	
FRONT	30 FEET
SIDE (HOUSE)	10 FEET
SIDE (GARAGE)	6 FEET
(INCLUDING LIVABLE SPACE ABOVE AND BEHIND GARAGE)	
REAR	30 FEET
WETLAND	16.5 FEET

SITE DATA

TOTAL SITE AREA	16.25 AC.
# OF LOTS	13 LOTS
LOT AREA	13.17 AC.
RIGHT OF WAY AREA	0.82 AC.
OUTLOT AREA	2.26 AC.

SINGLE FAMILY REQUIREMENT & DATA (RS–1)	
MIN. LOT AREA	10,800 S.F.
MIN. LOT WIDTH AT SETBACK	80 FEET

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2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890-6044 FAX: (952)890-6244
www.jrhinc.com mhampton@jrhinc.com

ST. HILAIRE PROPERTY

RAMSEY, MINNESOTA

PRELIMINARY PLAT

FOR

LENNAR

16305 36TH AVE N, #600, PLYMOUTH, MN 55446

DRAWN BY PLM
DATE 10/7/16
REVISIONS
CAD FILE 23253–30pp
PROJECT NO. 23253–30
2.10

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NPDES REQUIREMENTS

II.B. APPLICATION AND DURATION OF COVERAGE

1. Application Required.
   a. The owner and operator shall submit a complete and accurate on-line application form with the appropriate fee to the MPCA for each project that disturbs one (1) or more acres of land or for a common plan of development or sale that will ultimately disturb one (1) or more acres. If the applicant is not able to apply on-line, contact the MPCA for technical assistance or a waiver.
   b. For certain projects or common plans of development or sale disturbing 50 acres or more, the application must be submitted at least 30 days before the start of construction activity. This requirement pertains to projects that have a discharge point on the project that is within one mile (aerial radius measurement) of, and flows to, a special water listed in Appendix A, Part B. or waters listed as impaired under section 303(d) of the federal Clean Water Act (see the MPCA's website) where the identified pollutant(s) or stressor(s) are phosphorus (nutrient eutrophication biological indicators), turbidity, dissolved oxygen, or biotic impairment (fish bioassessment, aquatic plant bioassessment and aquatic macroinvertebrate bioassessment). Applicants of projects listed in this part must submit a complete and accurate application form and SWPPP including all calculations for the Permanent Stormwater Management System (see Parts III.A.-D.).

2. All persons meeting the definition of owner and operator are Permittees and must be listed on the application. The owner is responsible for compliance with all terms and conditions of this permit. The operator is responsible for compliance with Parts II.B, II.C, III.B-F, IV, V, and applicable construction activity requirements found in Appendix A, Part C. of this permit and is jointly responsible with the owner for compliance with those portions of the permit.

3. Permit Coverage Effective Date: The commencement of any construction activity (e.g., land disturbing activities) covered under Part I.A. of this permit is prohibited until permit coverage under this permit is effective.
   a. For projects listed in Part II.B.1.a. permit coverage will become effective seven (7) calendar days after the electronic submittal date or the postmarked date of a complete application form.
   b. For projects listed in Part II.B.1.b. permit coverage will become effective 30 calendar days after the electronic submittal date, the postmarked date or MPCA date stamp (whichever is first) of the complete application. For incomplete applications (e.g., lack of fees or signature) or incomplete SWPPPs (e.g., missing calculations, Best Management Practice (BMP) specifications, estimated quantities of the BMPs, or timing of BMP installation narrative), the permit becomes effective 30 calendar days after all required information is submitted.

4. Coverage Notification: Permittee(s) will be notified of coverage in a manner as determined by the Commissioner (e.g., e-mail, online notification or letter).

5. Change of Coverage: For construction projects where the owner or operator changes, (e.g., an original developer sells portions of the property to various homebuilders or sells the entire site to a new owner) the current owner and the new owner or operator shall submit a complete permit modification on a form provided by the Commissioner. The form must be submitted prior to the new owner or operator commencing construction activity on site or in no case later than 30 days after taking ownership of the property. The owner shall provide a SWPPP to the new owner and operator that specifically addresses the remaining construction activity.

II.C. TERMINATION OF COVERAGE

1. Termination of coverage when construction is complete: All Permittee(s) must submit a Notice of Termination (NOT) to the MPCA on a form provided by the Commissioner within 30 days after all activities required for Final Stabilization (see Part IV.G.) are complete. The Permittee(s)' coverage under this permit terminates at midnight on the submission date of the NOT.

2. Termination of coverage when transfer of ownership occurs: All Permittee(s) must submit a NOT on a form provided by the Commissioner within 30 days after selling or otherwise legally transferring the entire site, including permit responsibility for roads (e.g., street sweeping) and stormwater infrastructure final clean out, or transferring portions of a site to another party. The Permittee(s)' coverage under this permit terminates at midnight on the submission date of the NOT.

3. Permittee(s) may terminate permit coverage prior to completion of all construction activity if all of the following conditions are met. After the permit is terminated under this Part, if there is any subsequent development on the remaining portions of the site where construction activity was not complete, new permit coverage must be obtained if the subsequent development itself or as part of the remaining common plan of development or sale will result in land disturbing activities of one (1) or more acres in size.
   a. Construction activity has ceased for at least 90 days.
   b. At least 90 percent (by area) of all originally proposed construction activity has been completed and permanent cover established on those areas.
   c. On areas where construction activity is not complete, permanent cover has been established.
   d. The site is in compliance with Part IV.G.2. and Part IV.G.3. and where applicable, Part IV.G.4. or Part IV.G.5.

4. Permittee(s) may terminate coverage upon approval by the MPCA if information is submitted to the MPCA documenting that termination is appropriate because the project is cancelled.

III.B. SWPPP AMENDMENTS

The Permittee(s) must amend the SWPPP as necessary to include additional requirements, such as additional or modified BMPs that are designed to correct problems identified or address situations whenever:

1. There is a change in design, construction, operation, maintenance, weather or seasonal conditions that has a significant effect on the discharge of pollutants to surface waters or underground waters.

2. Inspections or investigations by site owner or operators, USEPA or MPCA officials indicate the SWPPP is not effective in eliminating or significantly minimizing the discharge of pollutants to surface waters or underground waters or that the discharges are causing water quality standard exceedances (e.g., nuisance conditions as defined in Minn. R. 7050.0210, subp. 2).

3. The SWPPP is not achieving the general objectives of minimizing pollutants in stormwater discharges associated with construction activity, or the SWPPP is not consistent with the terms and conditions of this permit.

4. At any time after permit coverage is effective, the MPCA may determine that the project's stormwater discharges may cause, have reasonable potential to cause, or contribute to non-attainment of any applicable water quality standard, or that the SWPPP does not incorporate the applicable requirements in Part III.A.8., (Impaired Waters and TMDLs). If a water quality standard changes during the term of this permit, the MPCA will make a determination as to whether a modification of the SWPPP is necessary to address the new standard. If the MPCA makes such determination(s) or any of the determinations in Parts III.B.1.-3., the MPCA will notify the Permittee(s) in writing. In response, the Permittee(s) must amend the SWPPP to address the identified concerns and submit information requested by the MPCA, which may include an individual permit application. If the MPCA's written notification requires a response, failure to respond within the specified timeframe constitutes a permit violation.

III.E RECORD RETENTION

The SWPPP (original or copies) including, all changes to it, and inspections and maintenance records must be kept at the site during construction by the Permittee(s) who has/have operational control of that portion of the site. The SWPPP can be kept in either the field office or in an on-site vehicle during normal working hours. All owner(s) must keep the following records on file for three (3) years after submittal of the NOT as outlined in Part II.C. This does not include any records after submittal of the NOT.

1. The final SWPPP

2. Any other stormwater related permits required for the project

3. Records of all inspection and maintenance conducted during construction (Part IV.E. Inspections and Maintenance)

4. All permanent operation and maintenance agreements that have been implemented, including all right-of-way, contracts, covenants and other binding requirements regarding perpetual maintenance and

5. All required calculations for design of the temporary and permanent Stormwater Management Systems.

III.F. TRAINING REQUIREMENTS

The Permittee(s) shall ensure the following individuals identified in this part have been trained in accordance with this Permit's training requirements.

1. Who must be trained:
   a. Individual(s) preparing the SWPPP for the project
   b. Individual(s) overseeing implementation of, revising, and amending the SWPPP and individual(s) performing inspections as required in Part IV.E. One of these individual(s) must be available for an onsite inspection within 72 hours upon request by the MPCA.
   c. Individual(s) performing or supervising the installation, maintenance and repair of BMPs. At least one individual on a project must be trained in these job duties.

2. Training content: The content and extent of training must be commensurate with the individual's job duties and responsibilities with regard to activities covered under this permit for the project. At least one individual present on the permitted project site (or available to the project site in 72 hours) must be trained in the job duties described in Part III.F.1.b. and Part III.F.1.c.

3. The Permittee(s) shall ensure that the individuals are trained by local, state, federal agencies, professional organizations, or other entities with expertise in erosion prevention, sediment control, permanent stormwater management and the Minnesota NPDES/SDS Construction Stormwater Permit. An update refresher-training must be attended every three (3) years starting three (3) years from the issuance date of this permit.

PART IV. CONSTRUCTION ACTIVITY REQUIREMENTS

IV.A. STORMWATER POLLUTION PREVENTION PLAN

The Permittee(s) must implement the SWPPP and the requirements of this part. The BMPs identified in the SWPPP and in this permit must be selected, installed, and maintained in an appropriate and functional manner that is in accordance with relevant manufacturer specifications and accepted engineering practices.

IV.B. EROSION PREVENTION PRACTICES

1. The Permittee(s) must plan for and implement appropriate BMPs such as construction phasing, vegetative buffer strips, horizontal slope grading, inspection and maintenance of Part IV.E. and other construction practices that minimize erosion as necessary to comply with this permit and protect waters of the state. The location of areas not to be disturbed must be delineated (e.g., with flags, stakes, signs, silt fence etc.) on the project site before work begins. The Permittee(s) must minimize the need for disturbance of portions of the project that have steep slopes. For those sloped areas which must be disturbed, the Permittee(s) must use techniques such as phasing and stabilization practices designed for steep slopes (e.g., slope draining and terracing).

2. The Permittee(s) must stabilize all exposed soil areas (including stockpiles). Stabilization must be initiated immediately to limit soil erosion whenever any construction activity has permanently or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days. Stabilization must be completed no later than 14 calendar days after the construction activity in that portion of the site has temporarily or permanently ceased. For Public Waters that the Minnesota Department of Natural Resources has promulgated "work in water restrictions" during specified fish spawning time frames, all exposed soil areas that are within 200 feet of the water's edge, and drain to these waters must complete the stabilization activities within 24 hours during the restriction period. 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 but must be in compliance with Part IV.C.5.

3. If using stormwater conveyance channels , the Permittee(s) must design the channels to route water around unstabilized areas on the site and to reduce erosion, unless infeasible. The Permittee(s) must use erosion controls and velocity dissipation devices such as check dams, sediment traps, riprap, or grouted riprap at outlets within and along the length of any constructed stormwater conveyance channel, and at any outlet, to provide a non-erosive flow velocity, to minimize erosion of channels and their embankments, outlets, adjacent stream banks, slopes, and downstream waters during discharge conditions.

4. The Permittee(s) must stabilize 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, 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 must be completed within 24 hours after connecting to a surface water or property edge.

The Permittee(s) shall complete stabilization of the remaining portions of any temporary or permanent ditches or swales within 14 calendar days after connecting to a surface water or property edge 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 during construction (with properly designed rock-ditch checks, bio rolls, silt dikes, etc.) do not need to be stabilized during the temporary period of its use as a sediment containment system. These areas must be stabilized within 24 hours after no longer being used as a sediment containment system. Applying mulch, hydromulch, tackifier, polyacrylamide or similar erosion prevention practices is not acceptable stabilization in any part of a temporary or permanent drainage ditch or swale.

5. Pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours after connection to a surface water.

6. Unless infeasible due to lack of pervious or vegetated areas, the Permittee(s) must direct discharges from BMPs to vegetated areas of the site (including any natural buffers) in order to increase sediment removal and maximize stormwater infiltration. The Permittee(s) must use velocity dissipation devices if necessary to prevent erosion when directing stormwater to vegetated areas.

IV.C. SEDIMENT CONTROL PRACTICES

1. The Permittee(s) must employ Sediment control practices as necessary to minimize sediment from entering surface waters, including curb and gutter systems and storm sewer inlets.
   a. Temporary or permanent drainage ditches and sediment basins that are designed as part of a sediment containment system (e.g., ditches with rock-check dams) require sediment control practices only as appropriate for site conditions.
   b. If the down gradient sediment controls are overloaded (based on frequent failure or excessive maintenance requirement), the Permittee(s) must install additional upgradient sediment control practices or redundant BMPs to eliminate the overloading, and the SWPPP must be amended to identify these additional practices as required in Part III.B 1.-3.

2. Sediment control practices must be established on all down gradient perimeters and be located upgradient of any buffer zones. The perimeter sediment control practice must be in place before any upgradient land-disturbing activities begin. These practices shall remain in place until Final Stabilization has been established in accordance with Part IV.G. A floating silt curtain placed in the water is not a sediment control BMP to satisfy perimeter control requirements in this part except when working on a shoreline and below the waterline. In those cases, a floating silt curtain can be used as a perimeter control practice if the floating silt curtain is installed as close to shore as possible. Immediately after the short term construction activity (e.g. installation of rip rap along the shoreline) in that area is complete, an upland perimeter control practice must be installed if exposed soils still drain to the surface water.

3. The Permittee(s) shall re-install all sediment control practices that have been adjusted or removed to accommodate short-term activities such as clearing or grubbing, or passage of vehicles, immediately after the short-term activity has been completed. The Permittee(s) shall complete any short-term activity that requires removal of sediment control practices as quickly as possible. The Permittee(s) must re-install sediment control practices before the next precipitation event even if the short-term activity is not complete.

4. All storm drain inlets must be protected by appropriate BMPs during construction until all sources with potential for discharging to the inlet have been stabilized. Inlet protection may be removed for a particular inlet if a specific safety concern (street flooding/freezing) has been identified by the Permittee(s) or the jurisdictional authority (e.g., city/county/township/MnDOT engineer).The Permittee(s) must document the need for removal in the SWPPP.

5. Temporary soil stockpiles must have silt fence or other effective sediment controls, and cannot be placed in any natural buffers or surface waters, including stormwater conveyances such as curb and gutter systems, or conduits and ditches unless there is a bypass in place for the stormwater.

6. Where vehicle traffic leaves any part of the site (or onto paved roads within the site):
   a. The Permittee(s) must install a vehicle tracking BMP to minimize the track out of sediment from the construction site. Examples of vehicle tracking BMPs include (but are not limited to) rock pads, mud mats, slash mulch, concrete or steel wash racks, or equivalent systems.
   b. The Permittee(s) must use street sweeping if such vehicle tracking BMPs are not adequate to prevent sediment from being tracked onto the street (see Part IV.E.5.d.).

7. The Permittee(s) must install temporary sedimentation basins as required in Part III.C. of this permit.

8. The Permittee(s) must minimize soil compaction and, unless infeasible, preserve topsoil. Minimizing soil compaction is not required where the function of a specific area of the site dictates that it be compacted.

9. The Permittee(s) must preserve a 50 foot natural buffer or (if a buffer is infeasible on the site) provide redundant sediment controls when a surface water is located within 50 feet of the project's earth disturbances and stormwater flows to the surface water.Natural buffers are not required adjacent to road ditches, judicial ditches, county ditches, stormwater conveyance channels, storm drain inlets, and sediment basins. The Permittee(s) is/are not required to enhance the quality of the vegetation that already exists in the buffer or provide vegetation if none exist. However, Permittee(s) can improve the natural buffer with vegetation.

10. If the Permittee(s) intend to use polymers, flocculants, or other sedimentation treatment chemicals on the project site, the Permittee(s) must comply with the following minimum requirements:
    a. The Permittee(s) must use conventional erosion and sediment controls prior to chemical addition to ensure effective treatment. Chemicals may only be applied where treated stormwater is directed to a sediment control system which allows for filtration or settlement of the floc prior to discharge.
    b. Chemicals must be selected that are appropriately suited to the types of soils likely to be exposed during construction, and to the expected turbidity, pH, and flow rate of stormwater flowing into the chemical treatment system or area.
    c. Chemicals must be used in accordance with accepted engineering practices, and with dosing specifications and sediment removal design specifications provided by the manufacturer or provider/supplier of the applicable chemicals.

IV.D. DEWATERING AND BASIN DRAINING

1. The Permittee(s) must discharge turbid or sediment-laden waters related to dewatering or basin draining (e.g., pumped discharges, trench/ditch cuts for drainage) to a temporary or permanent sedimentation basin on the project site unless infeasible. The Permittee(s) may discharge from the temporary or permanent sedimentation basins to surface waters if the basin water has been visually checked to ensure adequate treatment has been obtained in the basin and that nuisance conditions (see Minn. R. 7050.0210, subp. 2) will not result from the discharge. If the water cannot be discharged to a sedimentation basin prior to entering the surface water, it must be treated with the appropriate BMPs, such that the discharge does not adversely affect the receiving water or downstream properties. If the Permittee(s) must discharge water that contains oil or grease, the Permittee(s) must use an oil-water separator or suitable filtration device (e.g. cartridge filters, absorbents pads) prior to discharging the water. The Permittee(s) must ensure that discharge points are adequately protected from erosion and scour. The discharge must be dispersed over natural rock riprap, sand bags, plastic sheeting, or other accepted energy dissipation measures.

2. All water from dewatering or basin-draining activities must be discharged in a manner that does not cause nuisance conditions, erosion in receiving channels or on downslope properties, or inundation in wetlands causing significant adverse impact to the wetland.

3. If the Permittee(s) is/are using filters with backwash water, the Permittee(s) must haul the backwash water away for disposal, return the backwash water to the beginning of the treatment process, or incorporate the backwash water into the site in a manner that does not cause erosion. The Permittee(s) may discharge backwash water to the sanitary sewer if permission is granted by the sanitary sewer authority. The Permittee(s) must replace and clean the filter media used in dewatering devices when required to retain adequate function.

IV.E. INSPECTIONS AND MAINTENANCE

1. The Permittee(s) must ensure that a trained person (as identified in Part III.A.3.a.) will routinely inspect the entire construction site at least once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. Following an inspection that occurs within 24 hours after a rainfall event, the next inspection must be conducted within seven (7) days after the rainfall event.

2. All inspections and maintenance conducted during construction must be recorded within 24 hours in writing and these records must be retained with the SWPPP in accordance with Part III.E. Records of each inspection and maintenance activity shall include:
   a. Date and time of inspections
   b. Name of person(s) conducting inspections
   c. Findings of inspections, including the specific location where corrective actions are needed
   d. Corrective actions taken (including dates, times, and party completing maintenance activities)
   e. Date and amount of all rainfall events greater than 1/2 inch (0.5 inches) in 24 hours. Rainfall amounts must be obtained by a properly maintained rain gauge installed onsite, a weather station that is within 1 mile of your location or a weather reporting system that provides site specific rainfall data from radar summaries.
   f. If any discharge is observed to be occurring during the inspection, a record of all points of the property from which there is a discharge must be made, and the discharge should be described (i.e., color, odor, floating, settled, or suspended solids, foam, oil sheen, and other obvious indicators of pollutants) and photographed.
   g. Any amendments to the SWPPP proposed as a result of the inspection must be documented as required in Part III.B. within seven (7) calendar days.

3. Inspection frequency adjustment
   a. Where parts of the project site have permanent cover, but work remains on other parts of the site, the Permittee(s) may reduce inspections of the areas with permanent cover to once per month.
   b. Where construction sites have permanent cover on all exposed soil areas and no construction activity is occurring anywhere on the site, the site must be inspected during non-frozen ground conditions at least once per month for a period of twelve (12) months. Following the twelfth month of permanent cover and no construction activity, inspections may be terminated until construction activity is once again initiated unless the Permittee(s) is/are notified in writing by the MPCA that erosion issues have been detected at the site and inspections need to resume.
   c. Where work has been suspended due to frozen ground conditions, the inspections may be suspended. The required inspections and maintenance schedule must begin within 24 hours after runoff occurs at the site or 24 hours prior to resuming construction, whichever comes first.

4. The Permittee(s) is/are responsible for the inspection and maintenance of temporary and permanent water quality management BMPs, as well as all erosion prevention and sediment control BMPs, until another Permittee has obtained coverage under this Permit according to Part II.B.5. or the project has undergone Final Stabilization, and an NOT has been submitted to the MPCA.

5. The Permittee(s) must inspect all erosion prevention and sediment control BMPs and Pollution Prevention Management Measures to ensure integrity and effectiveness during all routine and post-rainfall event inspections. All nonfunctional BMPs must be repaired, replaced, or supplemented with functional BMPs by the end of the next business day after discovery, or as soon as field conditions allow access unless another time frame is specified below. The Permittee(s) must investigate and comply with the following inspection and maintenance requirements:
   a. All perimeter control devices must be repaired, replaced, or supplemented when they become nonfunctional or the sediment reaches one-half (1/2) of the height of the device. These repairs must be made by the end of the next business day after discovery, or thereafter as soon as field conditions allow access.
   b. Temporary and permanent sedimentation basins must be drained and the sediment removed when the depth of sediment collected in the basin reaches one-half (1/2) the storage volume. Drainage and removal must be completed within 72 hours of discovery, or as soon as field conditions allow access (see Part IV.D.).
   c. Surface waters, including drainage ditches and conveyance systems, must be inspected for evidence of erosion and sediment deposition during each inspection. The Permittee(s) must remove all deltas and sediment deposited in surface waters, including drainage ways, catch basins, and other drainage systems, and restabilize the areas where sediment removal results in exposed soil. The removal and stabilization must take place within seven (7) days of discovery unless precluded by legal, regulatory, or physical access constraints. The Permittee(s) shall use all reasonable efforts to obtain access. If precluded, removal and stabilization must take place within seven (7) calendar days of obtaining access. The Permittee(s) is/are responsible for contacting all local, regional, state and federal authorities and receiving any applicable permits, prior to conducting any work in surface waters.
   d. Construction site vehicle exit locations must be inspected for evidence of off-site sediment tracking onto paved surfaces. Tracked sediment must be removed from all paved surfaces both on and off-site within 24 hours of discovery, or if applicable, within a shorter time to comply with Part IV.C.6.
   e. Streets and other areas adjacent to the project must be inspected for evidence of off-site accumulations of sediment. If sediment is present, it must be removed in a manner and at a frequency sufficient to minimize off-site impacts (e.g., fugitive sediment in streets could be washed into storm sewers by the next rain and/or pose a safety hazard to users of public streets).

6. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activity is reaching the infiltration area. All infiltration areas must be inspected to ensure that equipment is not being driven across the infiltration area.

IV.F. POLLUTION PREVENTION MANAGEMENT MEASURES

The Permittee(s) shall implement the following pollution prevention management measures on the site:

1. Storage, Handling, and Disposal of Construction Products, Materials, and Wastes: The Permittee(s) shall comply with the following to minimize the exposure to stormwater of any of the products, materials, or wastes. Products or wastes which are either not a source of contamination to stormwater or are designed to be exposed to stormwater are not held to this requirement:
   a. Building products that have the potential to leach pollutants must be under cover (e.g., plastic sheeting or temporary roofs) to prevent the discharge of pollutants or protected by a similarly effective means designed to minimize contact with stormwater.
   b. Pesticides, herbicides, insecticides, fertilizers, treatment chemicals, and landscape materials must be under cover (e.g., plastic sheeting or temporary roofs) to prevent the discharge of pollutants or protected by similarly effective means designed to minimize contact with stormwater.
   c. Hazardous materials, toxic waste, (including oil, diesel fuel, gasoline, hydraulic fluids, paint solvents, petroleum-based products, wood preservatives, additives, curing compounds, and acids) must be properly stored in sealed containers to prevent spills, leaks or other discharge. Restricted access storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste or hazardous materials must be in compliance with Minn. R. ch. 7045 including secondary containment as applicable.
   d. Solid waste must be stored, collected and disposed of properly in compliance with Minn. R. ch. 7035.
   e. Portable toilets must be positioned so that they are secure and will not be tipped or knocked over. Sanitary waste must be disposed of properly in accordance with Minn. R. ch. 7041.

2. Fueling and Maintenance of Equipment or Vehicles; Spill Prevention and Response: The Permittee(s) shall take reasonable steps to prevent the discharge of spilled or leaked chemicals, including fuel, from any area where chemicals or fuel will be loaded or unloaded including the use of drip pans or absorbents unless infeasible. The Permittee(s) must conduct fueling in a contained area unless infeasible. The Permittee(s) must ensure adequate supplies are available at all times to clean up discharged materials and that an appropriate disposal method is available for recovered spilled materials. The Permittee(s) must report and clean up spills immediately as required by Minn. Stat. § 115.061, using dry clean up measures where possible.

3. Vehicle and equipment washing: If the Permittee(s) wash the exterior of vehicles or equipment on the project site, washing must be limited to a defined area of the site. Runoff from the washing area must be contained in a sediment basin or other similarly effective controls and waste from the washing activity must be properly disposed of. The Permittee(s) must properly use and store soaps, detergents, or solvents. No engine degreasing is allowed on site.

4. Concrete and other washouts waste: The Permittee(s) must provide effective containment for all liquid and solid wastes generated by washout operations (concrete, stucco, paint, form release oils, curing compounds and other construction materials) related to the construction activity. The liquid and solid washout wastes must not contact the ground, and the containment ust be designed so that it does not result in runoff from the washout operations or areas. Iquid 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.

IV.G. FINAL STABILIZATION

The Permittee(s) must ensure Final Stabilization of the site. Final Stabilization is not complete until all requirements of Parts IV.G.1-5. are complete:

1. All soil disturbing activities at the site have been completed and all soils are stabilized by a uniform perennial vegetative cover with a density of 70 percent of its expected final growth density over the entire pervious surface area, or other equivalent means necessary to prevent soil failure under erosive conditions.

2. The permanent stormwater management system is constructed, meets all requirements in Part III.D. and is operating as designed. Temporary or permanent sedimentation basins that are to be used as permanent water quality management basins have been cleaned of any accumulated sediment. All sediment has been removed from conveyance systems and ditches are stabilized with permanent cover.

3. All temporary synthetic and structural erosion prevention and sediment control BMPs (such as silt fence) have been removed on the portions of the site for which the Permittee(s) is/are responsible. BMPs designed to decompose on site (such as some compost logs) may be left in place.

4. For residential construction only, individual lots are considered finally stabilized if the structure(s) are finished and temporary erosion protection and downgradient perimeter control has been completed and the residence has been sold to the homeowner. Additionally, the Permittee has distributed the MPCA's "Homeowner Fact Sheet" to the homeowner to inform the homeowner of the need for, and benefits of, permanent cover.

5. For construction projects on agricultural land (e.g., pipelines across crop, field pasture or range land) the disturbed land has been returned to its preconstruction agricultural use.

DEVELOPMENT SUMMARY

ST. HILAIRE PROPERTY - RAMSEY, MN

TYPE OF PROJECT : 13 Lot Single Family Residential Construction

TYPE OF WORK : Utility and Street Construction, Paving. Subsequently, Joint Trench and Home construction will occur.

TOTAL PLATTED AREA : 16.25 AC

TOTAL DISTURBED AREA : 4.50 AC

EXISTING IMPERVIOUS AREA : 0.23 AC

PROPOSED (DESIGN) IMPERVIOUS AREA : 0.54 AC (ROADWAYS AND SIDEWALK)

SPECIAL WATERS : There are no special or impaired water within one mile of the site.

CONSTRUCTION PHASING

The project is expected to be constructed in a single phase, within one construction season. Utility and street construction is anticipated to be completed within 8 weeks from commencement of work. Private utilities (Gas/Telephone/Electric/Cable) will be installed after street construction is complete. Followed by final site stabilization.

POTENTIONAL FOR EROSION AND DISCHARGE OF SEDIMENT

As the site will be stripped of topsoil and vegetation for a period of several weeks during construction, the potential for erosion will increase. The proposed stormwater basins and street subcut will serve as temporary sediment basins during construction.

The risk of discharge of sediment off of the site is moderate, due to the grade orientation and design. This can be controlled by heavy duty silt fence, buffer strips, erosion control blanket, and temporary sediment basins.

Contractor will be required to manage completion of 3:1 slopes such that soil exposure is minimized. After excavation and embankments are completed, slopes shall be re-spread with topsoil, the slope grades certified, and erosion blanket installed as per the plan. Contractor shall coordinate these steps to be carried out in a timely manner.

EROSION CONTROL BMPs

The construction plans anticipate the use of, but are not limited to, the following Erosion Control BMPs:

1. Perimeter delineation to minimize disturbed areas
2. Temporary Rock Construction Entrance
3. Temporary straw mulch as needed.
4. Seed and mulch/sod
5. Erosion Control Blanket
6. Minimize active or disturbed work areas
7. Turf reinforcement mat (TRM)
8. Horizontal slope grading

SEDIMENT CONTROL BMPs

The construction plans anticipate the use of, but are not limited to, the following Sediment Control BMPs

1. Sediment traps constructed in street subcut
2. Utilize permanent stormwater basin as Temporary Sediment Basin
3. Silt Fence at project perimeter or toe of slopes
4. Inlet protection on existing catch basins
5. Inlet protection on existing culverts
6. Inlet protection after utility construction
7. Linear control along back of new curb and gutter (bioroll or silt fence)
8. Routine street sweeping adjacent to construction entrance.
9. Ditch checks

Refer to plans for designated locations of BMPs, details and implementation notes.

BASIN AND TRAP DEWATERING BMPs

Should the need arise for basin or trap dewatering, contractor shall utilize a floating skimmer pump intake, such that the water is drawn from the surface of the basin. Pumped effluent shall not be discharged into Surface Waters in a turbid state. Turbid effluent shall be filtered with mechanical devices, chemical filtering, or a combination thereof, to a state of 50 NTUs or less.

STABILZATION BMPs

The construction plans anticipate the use of, but are not limited to, the following Stabilization BMPs:

1. After 3:1 slopes on lots are certified, permanent seed and erosion control blanket can be applied.
2. Rip rap at pipe outfalls
3. Permanent seed and erosion control blanket on basin slopes after grade certified.
4. After curbs are backfilled, apply permanent seed and mulch to remaining building pads and boulevard area not already stabilized.
5. Sod placement, as appropriate.

POLUTION CONTROL BMPs

1. Fueling: A fixed fueling station is not anticipated. Contractor will be required to implement BMPs for onsite re-fueling of equipment.
2. Concrete Washout: A suggested washout area will be specified on the plan. The developer has the ability to adjust location or to provide alternative washout containment.
3. There is not an anticipated need for storing chemicals, paints, solvents or other potentially toxic or hazardous materials on site.

SEED & MULCH SPECIFICATIONS

Seed placed for permanent cover or final stabilization requires 6" minimum topsoil cover. Exception: Infiltration/Filtration basins - see basin details for soil type). Multiple site visits will be required to accommodate permanent or temporary stabilization as required during the phases of construction.

(1) General Seed & Mulch
   A. Seed: **MNDOT 25-141** at a rate of 59 lb/acre
   B. Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
   C. Mulch: MNDOT Type 1 at a rate of 2 tons/acre

(2) Stormwater/Filtration Basins (Aquatic Bench & Filtration Basin Only)
   A. Seed: **MNDOT 34-262** at a rate of 14.5 lb/acre
   B. Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
   C. Mulch: MNDOT Type 3 at a rate of 2 tons/acre

(3) Stormwater/Filtration Bank (Stormwater Basin & Filtration Basin OLE to HWL)
   A. Seed: **MNDOT 33-261** at a rate of 35 lb/acre
   B. Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
   C. Mulch: MNDOT Type 3 at a rate of 2 tons/acre

(4) Upland Buffer
   A. Seed: **MNDOT 33-261** at a rate of 35 lb/acre
   B. Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
   C. Mulch: MNDOT Type 3 at a rate of 2 tons/acre

(5)Temporary Cover Crop (Ponding/Filtration/Adjacent Slope Areas)
   A. Seed: **MNDOT 21-112** at a rate of 100 lb/acre
   B. Fertilizer: Type 3 slow release 10-10-10 at a rate of 200 lb/acre
   C. Mulch: MNDOT Type 3 at a rate of 2 tons/acre

INSPECTION AND MAINTENANCE OF BMPs

Routine Inspection

1. Rock Entrance - Inspect weekly. If rock becomes filled with sediment and tracked material to the extent the purpose ceases to function, remove the contaminated rock and replace with new rock.
2. Silt fence - Inspect weekly, particularly for damaged sections, breaches, down-gradient areas, flow concentration points, scour areas and sections adjacent to sensitive areas. Where capacity is filled to more than 50% of depth, sediment shall be removed to restore capture capacity.
3. Sediment traps and basins - Inspect weekly. Where capacity is filled to more than 50% of depth, sediment shall be removed to restore capture capacity within 72 hours of discovery.
4. Inlet Protection - Inspect weekly or more frequently as needed after multiple rainfalls less than 0.5". Verify intake capacity is not compromised. Where capacity is filled to more than 50% of depth, sediment shall be removed to restore capture capacity.
5. Inspect other site specific BMP's on a weekly basis minimum.

Rain Event Inspection - Mandatory, within 24 hours after a rain event 0.5" or greater. Complete all items associated with Routine Inspection. Furthermore, inspect site for breaches, failures, scours and gullying. Take corrective actions as necessary to restore functionality to the BMP's. If a given situation is discovered to be prone to repetitive failure, advise the Engineer and Contractor for SWPPP and BMP amendments.

ADDITIONAL SWPPP NOTES

1. All Erosion and Sediment Control facilities shall be maintained by the contractor during the construction operations. Any temporary facilities which are to be removed as called for on these plans and specifications shall be removed by the contractor at the time directed by the engineer. The contractor shall then restore the subsequently disturbed areas in accordance with these plans and specifications.
2. Wherever practical and feasible, the contractor shall protect and preserve existing natural trees, grass and other vegetative cover in effort to provide natural buffering and filtering of runoff.
3. Contractor shall be adaptable in adjusting construction schedules in anticipation of weather forecasts of precipitation, in order to minimize risk of erosion and sediment transport.
4. It is the responsibility of the contractor to keep public streets, travel ways, parking lots and trails utilized for ingress to and egress from the construction site free of dirt, sediment and debris, resulting from construction activity. Cost for this shall be considered incidental to the contract.
5. Adequate control of dust shall be maintained by the contractor. Cost for dust control shall be considered incidental to the contract.

ADDITIONAL SWPPP NOTES (continued)

6. Perimeter controls shall not be removed until final stabilization of areas draining toward the control devices.
7. When temperatures do not exceed 40 degrees F, areas that require seed and mulch stabilization shall be dormant seeded. Application rate shall be two times the normal rate. No dormant seeding shall be done on ice or snow greater than 2" in depth.
8. Any areas that were seeded that do not achieve 70% coverage shall be reseeded at the contractor's expense, where coverage limitation is caused by lack of seed germination and growth.

STORMWATER BASIN MAINTENANCE

All stormwater basins within the project will be owned and maintained by the City of Ramsey. Suggested practices are as follows:

1. Stormwater basins shall be mowed 2-3 times, 30 days apart during the first year, with the mower deck set 6"-8" off the ground they must be mowed once the second year, before the weeds set their seeds.

2. For the first three years after construction, basins should be inspected for obvious signs of erosion, such as gullies, rills or sediment plumes. Identify the cause and take corrective measures such that grades are restored and surfaces re-established with appropriate vegetation.

3. Inspect for sediment accumulation at the pipe outlets into the pond at the completion of sod installation of last lot in plat.Remove sediment. Re-inspect every 3-5 years.

4. Inspect inlets and outlets for blockage or debris buildup annually. Remove debris as necessary to allow for inlets and outlets to function as designed.

5. Verify basin design capacity after 15 to 20 years of service.

MPCA STORMWATER PERMIT - RESPONSIBILITY

The Contractor will be required to become the Permittee for the project, until final stabilization and transfer of responsibility is completed. Transfer of responsibility shall be completed with the Permit Modification Form.

OWNER:
Joe Jablonski - Lennar - (952)-249-3000

PERMITTEE:
TBD

OPERATOR:
TBD

OTHER CONTACTS
ENGINEER:
Joel Cooper, PE, Proj. Mgr - James R. Hill, Inc. - (612)-508-6480 (c)

TRAINING REQUIREMENTS
Joel Cooper, P.E.
Design of Construction SWPPP (Certification(2014-2017))
University of Minnesota
Instructors : John Chapman

LGU CONTACT:
Bruce Westby, P.E. - City of Ramsey- (763)-433-9825

MPCA COMPLIANCE:
Brandon Dahl - MPCA - (651)-757-2279

The Contractor shall follow the implementation sequence as described on these plans. Amendments shall be made as site conditions change. Amendments shall be proposed by contractor and reviewed by the engineer.

All BMP's selected and implemented shall be appropriate for the time of year, the current site conditions and for the estimated duration of use.

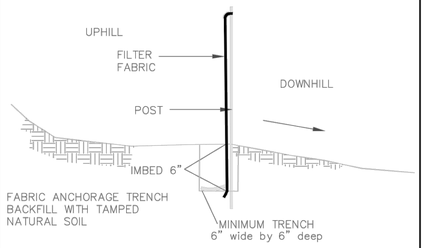
These plans shall be considered part of the project SWPPP. A copy of the SWPPP shall remain on site throughout active construction.

ESTIMATED EROSION /SEDIMENT CONTROL QUANITITES

ROCK CONSTRUCTION ENTRANCE WITH FABRIC	1 EA
REGULAR SILT FENCE INCL MAINTENANCE	689 LF
HEAVY-DUTY SILT FENCE INCL MAINTENANCE	4,348 LF
SEED & MULCH - MnDOT 25-141 (GENERAL SEED MIX) - 1.5X	4.7 AC
SEED & MULCH - MnDOT 33-261 (STORMWATER BASIN-OLE TO HWL)	0.1 AC
SEED & MULCH - MnDOT 21-112 (TEMPORARY COVER CROP)	1.0 AC
EROSION BLANKET - MnDOT CATEGORY 3	636 SY
TEMPORARY MULCH - MnDOT TYPE 1	5.0 AC
WIMCOS OR APPROVED EQUAL	3 EA

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.

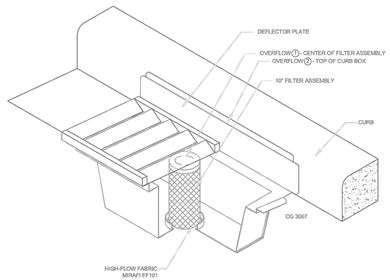


INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL

NO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1



INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

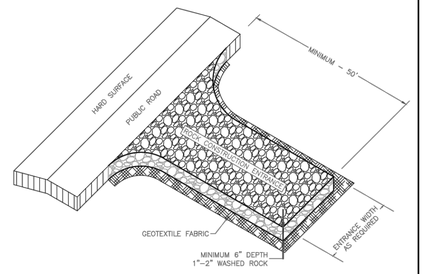
APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO–2

MNDOT 2016 SPEC

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

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.

APPROVED: 1 – 2016	City of RAMSEY	CITY PLATE No. ERO–6	STANDARD DETAILS: TOPSOIL REQUIREMENTS



NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ENTRANCE AS NEEDED.

NOT TO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE
		CITY PLATE No. ERO–5

CONCRETE WASHOUT CONTAINMENT

The Owner requires the use of contained concrete washout areas.

Contained concrete washout area locations shall be identified on the Storm Water Pollution Prevention Plan (SWPPP). Containers shall be placed in safe, easily accessible, and in locations approved by the Engineer.

Contained concrete washout area must be clearly labeled "Concrete Washout Area"

Contained concrete washout area must be watertight.

Contained concrete washout area's overall condition and approximate volume must be noted on each weekly erosion control inspection report.

Contained concrete washout area must have a minimum capacity size of 12'x8'x2' or 10 cubic-yards volume.

Contained concrete washout area must be maintained once levels reach ¾ full.

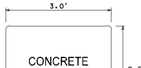
Concrete waste must be disposed of properly in accordance to MPCA requirements, State, and Federal laws.

Damage to the contained concrete washout containment system must be reported to the Owner within 24 hours of discovery.

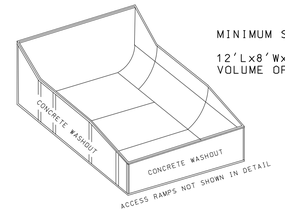
An Owner-approved concrete washout vendor must be used and a minimum of a monthly maintenance contract issued. A copy of this contract must be kept on file with the Owner.

Corrective Action

The Owner reserves the right to direct any required maintenance or removal of any concrete waste on site. This includes, but is not limited to, leaking containers, containers that are more than ¾ full for one inspection period, any concrete washout piles throughout the site, and concrete slurry resulting from cutting and masonry work. The fees incurred from the maintenance or removal of concrete waste is incidental to the work generating the waste, and no additional compensation will be made thereto.



CONCRETE WASHOUT SIGN DETAIL



MINIMUM SIZE:

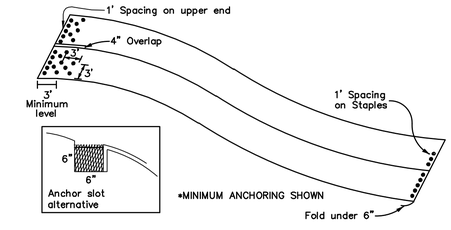
12'Lx8'Wx2'H OR A MINIMUM VOLUME OF 7.1 CUBIC YARDS.

MAINTENANCE:
- CONTAINER MUST BE MONITORED ON A WEEKLY BASIS AND CONDITION NOTED ON EROSION & SEDIMENT CONTROL INSPECTION REPORT.
- CONCRETE MUST BE REMOVED ONCE THE CONTAINER IS FULL. CONCRETE MUST BE DISPOSED OF PROPERLY.

CONTAINER SPECIFICATIONS:
- CONTAINER MUST BE CLEARLY LABLED "CONCRETE WASHOUT AREA"
- CONTAINER MUST BE PLACED IN AN EASILY ACCESSIABLE AND UNSIGLTLEY LOCATION
- THE CONTAINER MUST BE PORTABLE AND WATER TIGHT.
- THE CONTAINER MAY HAVE ACCESS RAMPS.
- THE CONTAINER MUST HAVE A MINIMUM HOLDING CAPACITY OF 20 CUBIC YARDS OF WASHED CONCRETE.

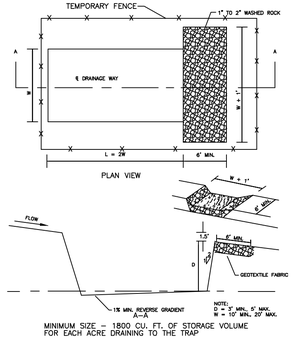
CONCRETE WASHOUT DETAIL

CONCRETE WASHOUT AREA



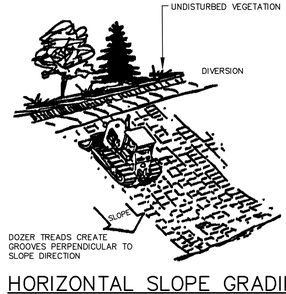
EROSION CONTROL BLANKET–CATEGORY 3

(TO BE INSTALLED PER MANUFACTURE'S SPECIFICATIONS)



MINIMUM SIZE – 1800 CU. FT. OF STORAGE VOLUME FOR EACH ACRE DRAINING TO THE TRAP

TEMPORARY SEDIMENT TRAP



HORIZONTAL SLOPE GRADING

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD. TOP NUT HYDRANT ELEV=897.75

#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD. TOP NUT HYDRANT ELEV=885.00

James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890-6044 FAX: (952)890-6244

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.
JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
EROSION & SEDIMENT CONTROL DETAILS
FOR
LENNAR
16305 36TH AVE N, #600, PLYMOUTH, MN 55446

DRAWN BY CJK
DATE 10/7/16
REVISIONS
CAD FILE 23253–30ERD
PROJECT NO. 23253–30
3.11

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BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=897.75

#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=885.00

N

SCALE IN FEET
0 50 100 150
1 inch = 50 feet

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Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
PRELIMINARY EROSION & SEDIMENT CONTROL PLAN
FOR
LENNAR
16305 36TH AVE N. #600, PLYMOUTH, MN 55446

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DATE	10/7/16
REVISIONS	
CAD FILE	23253-30ERC
PROJECT NO.	23253-30
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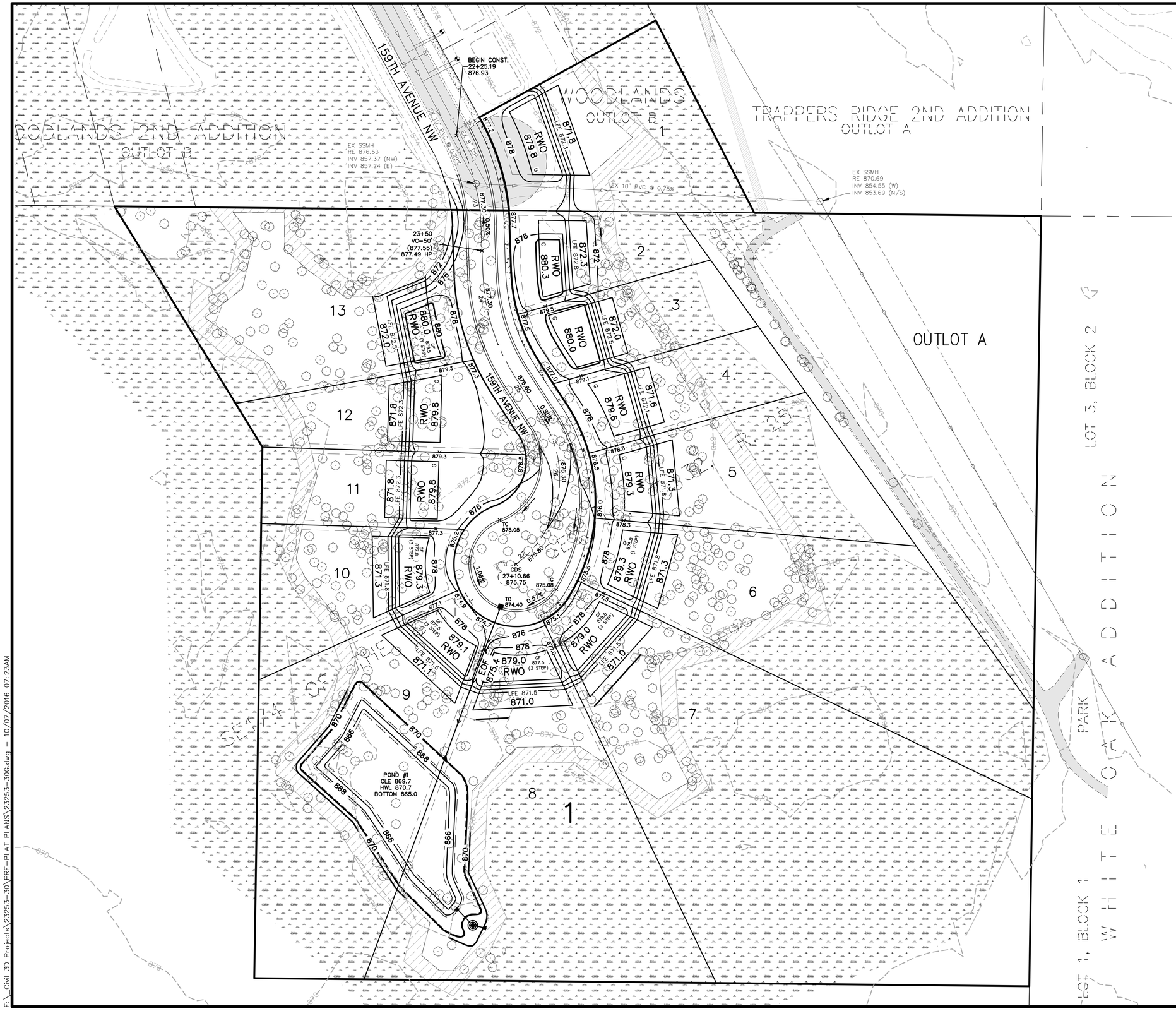

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JOEL G. COOPER

Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY

RAMSEY, MINNESOTA

PRELIMINARY GRADING & DRAINAGE PLAN

FOR

LENNAR

16305 36TH AVE N, #600, PLYMOUTH, MN 55446

SCALE IN FEET
0 50 100 150
1 inch = 50 feet

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=897.75

#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=885.00

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DATE	10/7/16
REVISIONS	
CAD FILE	23253-30G
PROJECT NO.	23253-30
	3.30

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WOODLANDS 2ND ADDITION
OUTLOT B

TRAPPERS RIDGE 2ND ADDITION
OUTLOT A

WOODLANDS 2ND ADDITION
OUTLOT B

159TH AVENUE NW

CORE DRILL & CONNECT TO EX SSMH
RE 876.53
INV 857.37 (NW)
INV 857.24 (E)
CONSTRUCT OUTSIDE DROP
INV 8" 862.24 (S)

REMOVE EX PLUG & CONNECT TO EX 8" DIP

EX SSMH
RE 870.69
INV 854.55 (W)
INV 853.69 (N/S)

EX 10" PVC @ 0.75%

145'-8" PVC SDR 35 @ 0.40%

8" DIP CL52

SSMH 1
STA=24+25
RE 877.18
INV 8" 862.82 (SE)
INV 8" 862.82 (N)

173'-8" PVC SDR 35 @ 0.40%

SSMH 2
STA=26+00
RE 876.30
INV 8" 863.51 (SW)
INV 8" 863.51 (NW)

100'-8" PVC SDR 35 @ 0.40%

SSMH 3
STA=27+11
15.0' RT
RE 875.41
INV 8" 863.91 (NE)

CB 100
RE 874.07
INV 12" 871.07 (S)

167'-12" RCP CL5 @ 0.84%

FES 101
INV 12" 870.00

FES 102
INV 12" 867.70

25'-12" RCP CL5 @ -8.00%

OUTLET STRUCTURE 104
RE 872.70
INV 12" 869.70 (NW)
INV 12" 869.70 (E)

14'-12" RCP CL5 @ 1.43%

FES 105
INV 12" 869.50

OUTLOT A

LOT 3, BLOCK 2
WOODLANDS 2ND ADDITION

LOT 1, BLOCK 1
WHITE OAK PARK ADDITION

N

SCALE IN FEET
0 50 100 150
1 inch = 50 feet

BENCHMARK

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JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
PRELIMINARY UTILITY PLAN
FOR
LENNAR
16305 36TH AVE N, #600, PLYMOUTH, MN 55446

DRAWN BY CJK
DATE 10/7/16
REVISIONS
CAD FILE 23253-30U
PROJECT NO. 23253-30
4.10

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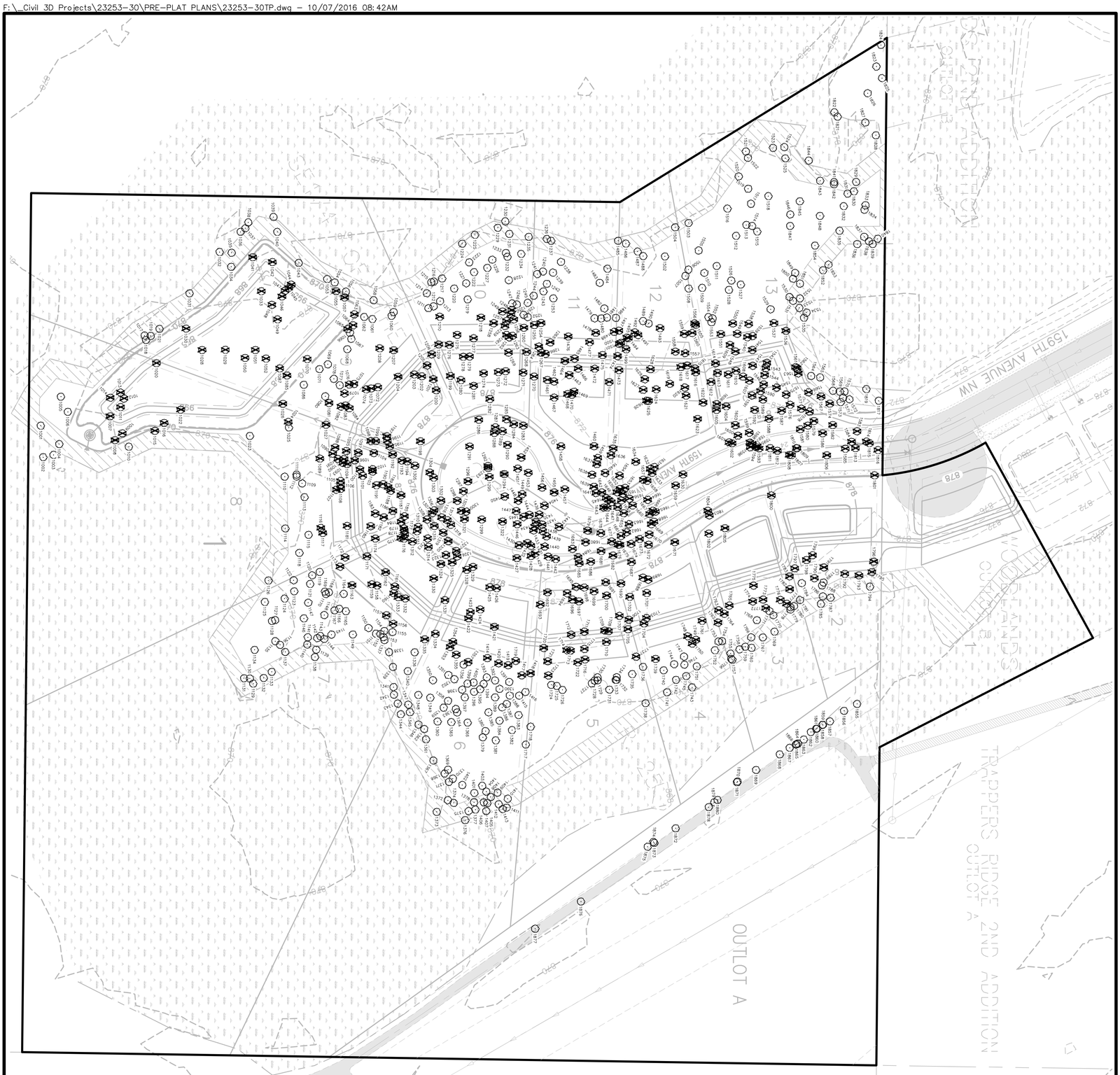

LEGEND

EXISTING TREES TO BE SAVED

EXISTING TREES REMOVED

N

SCALE IN FEET
0 50 100 150
1 inch = 50 feet

BENCHMARK

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TOP NUT HYDRANT ELEV=897.75

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TOP NUT HYDRANT ELEV=885.00

ST. HILAIRE PROPERTY

RAMSEY, MINNESOTA

PRELIMINARY TREE PRESERVATION PLAN

FOR

LENNAR

16305 36TH AVE N, #600, PLYMOUTH, MN 55446

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JOEL G. COOPER

Date: 10/7/16 Reg.No. 18495

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PHONE: (952)890-6044 FAX: (952)890-6244

DRAWN BY	CJK
DATE	10/7/16
REVISIONS	
CAD FILE	23253-30TP
PROJECT NO.	23253-30
	5.10

TREE PRESERVATION

LENNAR
ST. HILAIRE PROPERTY
September 22, 2016

TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1001	869.48	ASH	18		X		1	0
1002	869.08	ASH	6		X		1	0
1003	869.10	ELM	10		X		1	0
1004	869.36	ASH	10		X		1	0
1005	869.43	ASH	8		X		1	0
1006	869.88	OAK	4		X		1	0
1007	869.96	OAK	8			X	0	1
1008	869.96	ASH	15			X	0	1
1009	870.21	ASH	8			X	0	1
1010	869.26	ASH	8		X		1	0
1011	870.50	OAK	7			X	0	1
1012	870.29	ASH	8			X	0	1
1013	870.47	ASH	9			X	0	1
1014	870.51	BIRCH	8			X	0	1
1015	869.78	ASH	11			X	0	1
1016	870.20	OAK	5			X	0	1
1017	869.37	ASH	8		X		1	0
1018	869.86	ASH	12		X		1	0
1019	869.76	ASH	8		X		1	0
1020	870.29	OAK	6			X	0	1
1021	869.82	ASH	12		X		1	0
1022	870.19	OAK	4			X	0	1
1023	870.53	ASH	12		X		1	0
1024	870.40	OAK	4			X	0	1
1025	870.48	OAK	6		X		1	0
1026	870.56	OAK	5			X	0	1
1027	869.93	ASH	8			X	0	1
1028	870.71	ASH	8			X	0	1
1029	870.67	ASH	12			X	0	1
1030	870.30	OAK	6			X	0	1
1031	869.73	ASH	9		X		1	0
1032	869.50	ASH	11		X		1	0
1033	869.90	OAK	8			X	0	1
1034	869.87	ASH	10		X		1	0
1035	869.85	ASH	11		X		1	0
1036	869.79	OAK	10		X		1	0
1037	869.81	ASH	9		X		1	0
1038	869.82	ASH	10		X		1	0
1039	869.03	ASH	10		X		1	0
1040	869.55	BOXELDER	9		X		1	0
1041	869.95	ASH	9			X	0	1
1042	870.31	ASH	10			X	0	1
1043	869.80	OAK	5		X		1	0
1044	869.89	OAK	4			X	0	1
1045	869.89	OAK	4			X	0	1
1046	869.97	OAK	7			X	0	1
1047	869.97	OAK	6			X	0	1
1048	869.97	OAK	5			X	0	1
1049	869.84	OAK	6			X	0	1
1050	870.88	ASH	8			X	0	1
1051	870.73	ASH	9			X	0	1
1052	870.56	OAK	5			X	0	1
1053	869.66	OAK	9		X		1	0
1054	869.65	OAK	5		X		1	0
1055	870.01	OAK	4			X	0	1
1056	869.82	ASH	14		X		1	0
1057	870.08	ASH	9			X	0	1
1058	869.95	OAK	9		X		1	0
1059	870.08	OAK	5		X		1	0
1060	870.08	OAK	9		X		1	0
1061	870.24	ASH	15		X		1	0
1062	870.27	OAK	5		X		1	0
1063	870.24	OAK	6			X	0	1
1064	870.81	OAK	4			X	0	1
1065	870.63	OAK	6			X	0	1
1066	870.72	ASH	10		X		1	0
1067	870.63	ASH	12		X		1	0
1068	870.94	ASH	10		X		1	0
1069	870.50	OAK	7		X		1	0
1070	870.49	OAK	8			X	0	1
1071	870.56	OAK	8		X		1	0
1072	870.73	OAK	10			X	0	1
1073	870.40	OAK	4			X	0	1
1074	870.41	OAK	5			X	0	1
1075	870.37	OAK	4			X	0	1
1076	870.35	ASH	9			X	0	1
1077	870.55	OAK	4		X		1	0
1078	870.97	ASH	10		X		1	0
1079	870.33	OAK	5			X	0	1
1080	870.22	OAK	7		X		1	0
1081	870.18	OAK	4			X	0	1
1082	870.27	ASH	9			X	0	1
1083	870.01	OAK	8			X	0	1
1084	870.27	OAK	5			X	0	1
1085	870.46	OAK	8			X	0	1
1086	870.01	ASH	11		X		1	0
1087	870.66	OAK	5			X	0	1
1088	869.88	OAK	4			X	0	1
1089	869.89	ASH	9			X	0	1
1090	869.90	OAK	6			X	0	1
1091	870.13	OAK	4			X	0	1
1092	870.40	OAK	6			X	0	1
1093	870.24	OAK	4			X	0	1
1094	870.61	OAK	4			X	0	1
1095	870.26	OAK	5			X	0	1
1096	870.49	OAK	5			X	0	1
1097	870.06	ASH	10			X	0	1
1098	869.98	OAK	8			X	0	1
1099	870.03	OAK	8			X	0	1
1100	870.62	OAK	8			X	0	1
1101	870.12	ASH	10			X	0	1
1102	870.06	OAK	4			X	0	1
1103	870.07	ASH	9			X	0	1

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1104	870.34	ASH	11			X	0	1
1105	869.89	OAK	4			X	0	1
1106	869.97	ASH	10			X	0	1
1107	870.05	ASH	8			X	0	1
1108	870.01	OAK	4			X	0	1
1109	870.10	ASH	12		X		1	0
1110	869.88	ASH	11		X		1	0
1111	869.72	OAK	4		X		1	0
1112	869.77	OAK	5		X		1	0
1113	870.02	ASH	8		X		1	0
1114	869.57	ELM	14		X		1	0
1115	870.25	OAK	5		X		1	0
1116	870.32	OAK	5			X	0	1
1117	870.29	ASH	10			X	0	1
1118	870.17	ASH	11		X		1	0
1119	870.60	OAK	6		X		1	0
1120	870.49	OAK	8		X		1	0
1121	870.74	OAK	8		X		1	0
1122	870.41	OAK	8		X		1	0
1123	870.70	OAK	14		X		1	0
1124	869.88	OAK	7		X		1	0
1125	869.70	ASH	8		X		1	0
1126	869.92	OAK	7		X		1	0
1127	869.73	OAK	7		X		1	0
1128	869.73	OAK	4		X		1	0
1129	869.09	ASH	10		X		1	0
1130	869.07	ASH	12		X		1	0
1131	869.08	ASH	8		X		1	0
1132	869.11	ASH	13		X		1	0
1133	869.80	ASH	13		X		1	0
1134	869.20	ASH	12		X		1	0
1135	869.61	OAK	6		X		1	0
1136	869.58	OAK	5		X		1	0
1137	870.15	OAK	6		X		1	0
1138	869.34	ASH	8		X		1	0
1139	869.94	ASH	12		X		1	0
1140	869.95	OAK	4		X		1	0
1141	870.29	OAK	6		X		1	0
1142	870.18	OAK	8		X		1	0
1143	869.71	OAK	4		X		1	0
1144	870.42	ELM	8		X		1	0
1145	869.63	ASH	10		X		1	0
1146	870.26	OAK	6		X		1	0
1147	870.08	OAK	5		X		1	0
1148	870.49	OAK	8		X		1	0
1149	869.86	OAK	8		X		1	0
1150	869.91	ASH	14		X		1	0
1151	869.88	ASH	14		X		1	0
1152	869.91	OAK	4		X		1	0
1153	869.92	OAK	4		X		1	0
1154	869.92	OAK	4		X		1	0
1155	870.26	OAK	5		X		1	0
1156	870.31	OAK	7			X	0	1
1157	869.43	OAK	4			X	0	1
1158	870.02	ASH	11			X	0	1
1159	869.57	ASH	13			X	0	1
1160	870.44	OAK	4			X	0	1
1161	870.78	ASH	8			X	0	1
1162	870.12	OAK	5			X	0	1
1163	869.74	OAK	4			X	0	1
1164	869.68	ASH	15		X		1	0
1165	869.90	OAK	6		X		1	0
1166	869.78	OAK	5		X		1	0
1167	869.91	OAK	5		X		1	0
1168	870.48	OAK	7		X		1	0
1169	870.51	OAK	5		X		1	0
1170	870.55	OAK	6		X		1	0
1171	870.17	OAK	10			X	0	1
1172	869.58	ASH	14			X	0	1
1173	869.63	ELM	8			X	0	1
1174	870.45	ASH	10			X	0	1
1175	870.35	ASH	10			X	0	1
1176	870.34	ASH	12			X	0	1
1177	870.36	ASH	11			X	0	1
1178	870.48	ASH	10			X	0	1
1179	870.47	ASH	11			X	0	1
1180	870.30	OAK	4			X	0	1
1181	870.35	OAK	4			X	0	1
1182	870.74	ASH	11			X	0	1
1183	870.40	ASH	8			X	0	1
1184	870.31	ASH	13			X	0	1
1185	870.32	ASH	12			X	0	1
1186	870.57	ASH	15			X	0	1
1187	870.20	OAK	4			X	0	1
1188	870.76	ASH	12			X	0	1
1189	870.71	ASH	12			X	0	1
1190	870.39	OAK	4			X	0	1
1191	870.40	OAK	4			X	0	1
1192	870.92	OAK	4			X	0	1
1193	870.71	ASH	8			X	0	1
1194	870.71	OAK	5			X	0	1
1195	870.55	ASH	10			X	0	1
1196	870.66	OAK	7			X	0	1
1197	870.80	ASH	8			X	0	1
1198	870.81	ASH	10			X	0	1
1199	870.99	OAK	12			X	0	1
1200	871.60	ASH	12			X	0	1
1201	871.52	OAK	6			X	0	1
1202	871.39	OAK	6			X	0	1
1203	871.46	ASH	11			X	0	1
1204	871.35	ASH	12			X	0	1
1205	871.13	OAK	7			X	0	1
1206	870.85	ASH	9			X	0	1

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1207	871.01	ASH	14			X	0	1
1208	871.01	OAK	4			X	0	1
1209	870.71	ASH	10			X	0	1
1210	870.40	ASH	12			X	0	1
1211	870.33	OAK	8		X		1	0
1212	870.44	OAK	6		X		1	0
1213	870.20	OAK	7		X		1	0
1214	870.00	ASH	10		X		1	0
1215	869.82	ASH	10		X		1	0
1216	869.68	OAK	5		X		1	0
1217	870.23	OAK	6		X		1	0
1218	870.89	ASH	11			X	0	1
1219	871.00	ASH	12		X		1	0
1220	870.77	OAK	9		X		1	0
1221	870.78	OAK	10		X		1	0
1222	870.52	OAK	5		X		1	0
1223	870.27	OAK	12		X		1	0
1224	870.06	OAK	7		X		1	0
1225	870.18	OAK	9		X		1	0
1226	870.61	ASH	9		X		1	0
1227	870.93	OAK	12		X		1	0
1228	870.87	ASH	11		X		1	0
1229	869.65	ASH	9		X		1	0
1230	870.22	OAK	11		X		1	0
1231	869.69	ELM	8		X		1	0
1232	870.54	ASH	8		X		1	0
1233	870.59	OAK	5		X		1	0
1234	870.76	OAK	15		X		1	0
1235	869.83	ASH	9		X		1	0
1236	870.18	OAK	13		X		1	0
1237	869.98	ASH	14		X		1	0
1238	870.38	ASH	8		X		1	0
1239	870.56	OAK	6		X		1	0
1240	870.73	OAK	7		X		1	0
1241	871.09	OAK	10		X		1	0
1242	870.79	OAK	16		X		1	0
1243	871.16	OAK	5		X		1	0
1244	871.37	ASH	10		X		1	0
1245	871.42	ASH	11		X		1	0
1246	871.13	OAK	4		X		1	0
1247	871.14	OAK	5		X		1	0
1248	871.38	OAK	5			X	0	1
1249	871.52	OAK	6			X	0	1
1250	871.52	OAK	6			X	0	1
1251	872.19	OAK	7		X		1	0
1252	871.80	ASH	12		X		1	0
1253	871.14	ASH	11		X		1	0
1254	871.44	OAK	6			X	0	1
1255	871.32	OAK	6			X	0	1
1256	871.32	OAK	7			X	0	1
1257	871.37	OAK	6			X	0	1
1258	871.21	OAK	4			X	0	1
1259	871.21	OAK	4			X	0	1
1260	871.73	OAK	6			X	0	1
1261	871.44	OAK	6			X	0	1
1262	871.58	OAK	5			X	0	1
1263	871.42	OAK	4			X	0	1
1264	871.56	OAK	6			X	0	1
1265	871.27	OAK	4			X	0	1
1266	871.49	OAK	4			X	0	1
1267	871.49	OAK	4			X	0	1
1268	871.41	ASH	13			X	0	1
1269	871.58	OAK	7			X	0	1
1270	871.28	ASH	13			X	0	1
1271	871.27	ASH	9			X	0	1
1272	871.22	OAK	5			X	0	1
1273	871.10	OAK	7			X	0	1
1274	871.18	OAK	5	5		X	0	1
1275	870.34	ASH	10			X	0	1
1276	870.57	ASH	10			X	0	1
1277	870.76	ASH	9			X	0	1
1278	870.83	ASH	8			X	0	1
1279	871.15	ASH	8			X	0	1
1280	870.82	OAK	7			X	0	1
1281	870.69	ASH	12			X	0	1
1282	871.19	ASH	10			X	0	1
1283	870.63	ASH	11			X	0	1
1284	871.16	ASH	11			X	0	1
1285	871.20	OAK	9			X	0	1
1286	871.14	ASH	13			X	0	1
1287	871.50	ASH	14			X	0	1
1288	871.58	OAK	5			X	0	1
1289	871.36	ASH	12			X	0	1
1290	871.38	OAK	5			X	0	1
1291	871.55	OAK	7			X	0	1
1292	872.13	ASH	9			X	0	1
1293	872.14	OAK	5			X	0	1
1294	871.79	OAK	8			X	0	1
1295	871.66	OAK	6			X	0	1
1296	871.58	ASH	14			X	0	1
1297	871.13	OAK	5			X	0	1
1298	870.92	OAK	5			X	0	1
1299	870.83	ASH	10			X	0	1
1300	871.13	OAK	5			X	0	1
1301	871.35	OAK	4			X	0	1
1302	871.21	ASH	11			X	0	1
1303	871.43	ASH	12			X	0	1
1304	871.56	OAK	5			X	0	1
1305	871.66	OAK	5			X	0	1
1306	871.14	ASH	13			X	0	1
1307	871.06	ASH	9			X	0	1
1308	871.23	ASH	9			X	0	1
1310	870.77	ASH	11			X	0	1

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1311	871.01	OAK	4			X	0	1
1312	871.11	OAK	5			X	0	1
1313	871.10	ASH	11			X	0	1
1314	871.13	ASH	9			X	0	1
1315	871.09	OAK	4			X	0	1
1316	871.16	ASH	9			X	0	1
1317	871.25	OAK	4			X	0	1
1318	871.14	OAK	5			X	0	1
1319	871.35	ASH	14			X	0	1
1320	871.01	OAK	5			X	0	1
1321	871.24	OAK	5			X	0	1
1322	871.57	OAK	9			X	0	1
1323	871.32	OAK	4			X	0	1
1324	871.63	OAK	5			X	0	1
1325	871.47	ASH	12			X	0	1
1326	871.51	ASH	10			X	0	1
1327	871.38	OAK	6			X	0	1
1328	871.62	OAK	4			X	0	1
1329	871.91	OAK	7			X	0	1
1330	871.43	ASH	11			X	0	1
1331	871.24	OAK	5			X	0	1
1332	870.44	ASH	8			X	0	1
1333	870.53	OAK	4			X	0	1
1334	871.67	ASH	12			X	0	1
1335	871.07	ASH	11			X	0	1
1336	870.90	OAK	6		X		1	0
1337	869.58	ASH	9		X		1	0
1338	869.56	OAK	8		X		1	0
1339	869.99	ASH	9		X		1	0
1340	870.19	OAK	14		X		1	0
1341	869.68	OAK	7		X		1	0
1342	869.83	ASH	12		X		1	0
1343	869.60	ASH	8		X		1	0
1344	869.72	ASH	8		X		1	0
1345	870.00	ASH	9		X		1	0
1346	869.83	ASH	8		X		1	0
1347	869.76	OAK	4		X		1	0
1348	870.43	OAK	4		X		1	0
1349	871.22	OAK	6		X		1	0
1350	870.61	OAK	6		X		1	0
1351	870.72	OAK	5		X		1	0
1352	870.59	OAK	4		X		1	0
1353	871.03	OAK	8			X	0	1
1354	871.45	OAK	9			X	0	1
1355	871.37	ASH	11			X	0	1
1356	871.44	ASH	11		X		1	0
1357	871.61	OAK	9			X	0	1
1358	871.23	ASH	11		X		1	0
1359	870.52	OAK	4		X		1	0
1360	870.53	OAK	5		X		1	0
1361	869.72	OAK	5		X		1	0
1362	870.33	ASH	8		X		1	0
1363	870.79	OAK	5		X		1	0
1364	870.71	OAK	4		X		1	0
1365	870.83	OAK	4		X		1	0
1366	871.03	OAK	8		X		1	0
1367	870.07	OAK	7		X		1	0
1368	870.41	OAK	7		X		1	0
1369	870.27	ASH	9		X		1	0
1370	870.58	OAK	10		X		1	0
1371	870.27	ASH	9		X		1	0
1372	870.29	OAK	7		X		1	0
1373	869.70	OAK	4		X		1	0
1374	870.02	OAK	4		X		1	0
1375	872.79	OAK	10		X		1	0
1376	872.14	OAK	4		X		1	0
1377	872.55	ASH	9		X		1	0
1378	872.61	OAK	4		X		1	0
1379	871.04	OAK	5		X		1	0
1380	870.98	OAK	7		X		1	0
1381	871.01	ASH	10		X		1	0
1382	871.04	OAK	7		X		1	0
1383	870.74	ASH	10		X		1	0
1384	870.82	OAK	6		X		1	0
1385	870.98	OAK	8		X		1	0
1386	870.81	OAK	6		X		1	0
1387	870.73	ASH	11		X		1	0
1388	870.68	OAK	5		X		1	0
1389	870.80	OAK	6		X		1	0
1390	870.61	ASH	12		X		1	0
1391	870.80	OAK	9		X		1	0
1392	870.77	OAK	4		X		1	0
1393	870.94	ASH	12		X		1	0
1394	870.57	ASH	11		X		1	0
1395	870.78	OAK	5		X		1	0
1396	870.84	OAK	9		X		1	0
1397	870.96	OAK	6		X		1	0
1398	870.79	OAK	8		X		1	0
1399	870.67	OAK	4		X		1	0
1400	870.90	OAK	7		X		1	0
1401	870.20	ASH	8		X		1	0
1402	870.46	ASH	8		X		1	0
1403	870.22	OAK	4		X		1	0
1404	870.19	ASH	8		X		1	0
1405	870.13	OAK	8		X		1	0
1406	869.92	OAK	4		X		1	0
1407	869.84	OAK	6		X		1	0
1408	870.12	OAK	7	5	X		1	0
1409	869.83	ASH	8		X		1	0
1410	869.75	OAK	4		X		1	0
1411	869.49	OAK	8		X		1	0
1412	869.56	ASH	9		X		1	0
1413	869.51	ASH	8		X		1	0

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1414	871.38	OAK	6			X	0	1
1415	870.89	ASH	10		X		1	0
1416	870.77	ASH	9		X		1	0
1417	870.90	ASH	8			X	0	1
1418	870.92	ASH	9			X	0	1
1419	871.14	ASH	12			X	0	1
1420	871.34	OAK	6			X	0	1
1421	871.81	OAK	6			X	0	1
1422	871.75	OAK	4			X	0	1
1423	871.88	OAK	5			X	0	1
1424	871.92	OAK	5			X	0	1
1425	871.81	OAK	8			X	0	1
1426	871.82	ASH	8			X	0	1
1427	871.57	OAK	8			X	0	1
1428	871.40	OAK	5			X	0	1
1429	870.85	OAK	5			X	0	1
1430	871.13	OAK	4			X	0	1
1431	871.06	OAK	5			X	0	1
1432	871.07	OAK	5			X	0	1
1433	871.10	OAK	6			X	0	1
1434	871.17	OAK	5			X	0	1
1435	871.23	OAK	4			X	0	1
1436	871.26	OAK	4			X	0	1
1437	871.33	ASH	9			X	0	1
1438	871.51	OAK	9			X	0	1
1439	871.25	OAK	7			X	0	1
1440	871.40	OAK	5			X	0	1
1441	871.71	OAK	4			X	0	1
1442	871.62	OAK	4			X	0	1
1443	871.35	OAK	5			X	0	1
1444	871.18	ASH	8			X	0	1
1445	871.29	OAK	4			X	0	1
1446	870.95	OAK	5			X	0	1
1447	871.31	ASH	9			X	0	1
1448	871.45	OAK	5			X	0	1
1449	871.47	OAK	11			X	0	1
1450	871.35	OAK	9			X	0	1
1451	871.36	OAK	5			X	0	1
1452	871.86	ASH	8			X	0	1
1453	871.38	OAK	4			X	0	1
1454	871.41	OAK	4			X	0	1
1455	871.33	OAK	5			X	0	1
1456	871.20	OAK	5			X	0	1
1457	871.29	ASH	9			X	0	1
1458	871.33	OAK	8			X	0	1
1459	871.54	OAK	5			X	0	1
1460	871.97	OAK	10			X	0	1
1461	871.74	ASH	10			X	0	1
1462	871.95	ASH	12			X	0	1
1463	872.00	ASH	12			X	0	1

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1517	870.38	ASH	9		X		1	0
1518	870.25	OAK	5		X		1	0
1519	870.55	OAK	4		X		1	0
1520	870.52	ASH	8		X		1	0
1521	870.21	OAK	7		X		1	0
1522	870.36	OAK	5	4	X		1	0
1523	869.77	OAK	8		X		1	0
1524	869.96	OAK	11		X		1	0
1525	869.93	OAK	10	11	X		1	0
1526	871.83	ASH	10		X		1	0
1527	871.30	ASH	9		X		1	0
1528	871.67	ASH	8		X		1	0
1529	871.10	OAK	6		X		1	0
1530	870.25	OAK	7		X		1	0
1531	870.50	OAK	7		X		1	0
1532	870.05	ASH	10		X		1	0
1533	870.02	OAK	6		X		1	0
1534	869.42	OAK	4		X		1	0
1535	869.51	OAK	7		X		1	0
1536	869.87	ASH	12			X	0	1
1537	870.56	ASH	14			X	0	1
1538	871.23	OAK	4			X	0	1
1539	871.49	ASH	13			X	0	1
1540	871.63	ASH	8			X	0	1
1541	871.63	ASH	10			X	0	1
1542	871.44	ASH	9			X	0	1
1543	871.85	ASH	10			X	0	1
1544	871.46	OAK	5			X	0	1
1545	871.87	OAK	9			X	0	1
1546	872.12	OAK	5			X	0	1
1547	872.29	OAK	5			X	0	1
1548	871.75	OAK	6			X	0	1
1549	871.50	OAK	12			X	0	1
1550	871.64	ASH	10			X	0	1
1551	871.51	OAK	6			X	0	1
1552	871.46	OAK	4		X		1	0
1553	871.74	ASH	8		X		1	0
1554	871.72	OAK	7		X		1	0
1555	871.93	OAK	6			X	0	1
1556	872.22	ASH	14			X	0	1
1557	871.87	ASH	12			X	0	1
1558	872.25	ASH	9			X	0	1
1559	872.16	OAK	7			X	0	1
1560	871.77	OAK	4			X	0	1
1561	870.66	OAK	4			X	0	1
1562	870.47	ASH	12			X	0	1
1563	870.77	OAK	6			X	0	1
1564	870.42	ASH	9		X		1	0
1565	870.28	ASH	10		X		1	0
1566	871.07	ASH	8			X	0	1
1567	870.78	OAK	5			X	0	1
1568	870.37	OAK	7		X		1	0
1569	870.33	OAK	4		X		1	0
1570	870.34	ASH	10		X		1	0
1571	870.62	OAK	4		X		1	0
1572	870.29	ASH	12		X		1	0
1573	870.70	OAK	10		X		1	0
1574	871.06	OAK	5			X	0	1
1575	871.48	ASH	9			X	0	1
1576	871.82	OAK	6			X	0	1
1577	871.94	OAK	5			X	0	1
1578	871.75	ASH	8			X	0	1
1579	872.02	OAK	5			X	0	1
1580	872.54	OAK	6			X	0	1
1581	872.35	ASH	8			X	0	1
1582	871.45	OAK	9			X	0	1
1583	871.74	OAK	8			X	0	1
1584	871.81	OAK	7			X	0	1
1585	873.55	OAK	7			X	0	1
1586	872.46	OAK	9			X	0	1
1587	872.09	OAK	9			X	0	1
1588	872.40	OAK	6			X	0	1
1589	871.94	ASH	9			X	0	1
1590	872.02	ASH	11			X	0	1
1591	872.25	OAK	7			X	0	1
1592	872.28	ASH	11			X	0	1
1593	873.79	OAK	5			X	0	1
1594	873.73	OAK	6			X	0	1
1595	873.84	OAK	4			X	0	1
1596	873.56	OAK	5			X	0	1
1597	873.57	OAK	7			X	0	1
1598	873.40	OAK	4			X	0	1
1599	872.97	OAK	8			X	0	1
1600	873.12	ASH	8			X	0	1
1601	872.93	OAK	7			X	0	1
1602	872.93	ASH	8			X	0	1
1603	873.03	OAK	7			X	0	1
1604	872.86	OAK	10			X	0	1
1605	873.07	OAK	4			X	0	1
1606	873.18	ASH	9			X	0	1
1607	872.16	OAK	6			X	0	1
1608	872.28	OAK	5			X	0	1
1609	871.73	OAK	4			X	0	1
1610	871.96	ASH	9			X	0	1
1611	872.21	ASH	5			X	0	1
1612	872.55	ASH	11			X	0	1
1613	872.22	OAK	6			X	0	1
1614	872.28	OAK	6			X	0	1
1615	872.54	OAK	6			X	0	1
1616	872.27	OAK	5			X	0	1
1617	872.38	OAK	4			X	0	1
1618	872.50	OAK	7			X	0	1
1619	872.89	OAK	7			X	0	1

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1620	872.76	OAK	5			X	0	1
1621	872.95	ASH	8			X	0	1
1622	872.73	ASH	9			X	0	1
1623	872.93	OAK	8			X	0	1
1624	873.27	OAK	6			X	0	1
1625	873.04	OAK	6			X	0	1
1626	873.10	ASH	8			X	0	1
1627	872.88	OAK	4			X	0	1
1628	871.68	OAK	4			X	0	1
1629	872.85	OAK	4			X	0	1
1630	872.99	OAK	12			X	0	1
1631	872.86	OAK	4			X	0	1
1632	872.54	OAK	8			X	0	1
1633	872.30	ASH	10			X	0	1
1634	873.01	OAK	5			X	0	1
1635	872.36	OAK	7			X	0	1
1636	872.49	OAK	6			X	0	1
1637	871.58	OAK	4			X	0	1
1638	871.47	OAK	7			X	0	1
1639	871.52	OAK	7			X	0	1
1640	871.78	OAK	8			X	0	1
1641	871.62	OAK	6			X	0	1
1642	871.53	OAK	6			X	0	1
1643	871.69	OAK	5			X	0	1
1644	871.86	OAK	4			X	0	1
1645	871.63	OAK	4			X	0	1
1646	871.81	OAK	4			X	0	1
1647	871.97	ASH	11			X	0	1
1648	871.92	OAK	5			X	0	1
1649	871.76	OAK	4			X	0	1
1650	871.78	OAK	5			X	0	1
1651	871.95	ASH	8			X	0	1
1652	871.78	ASH	11			X	0	1
1653	872.08	OAK	5			X	0	1
1654	871.84	OAK	8			X	0	1
1655	872.01	OAK	6			X	0	1
1656	871.96	OAK	8			X	0	1
1657	872.11	OAK	6			X	0	1
1658	872.27	OAK	4			X	0	1
1659	872.70	OAK	4			X	0	1
1660	871.97	ASH	10			X	0	1
1661	872.33	ASH	8			X	0	1
1662	872.24	OAK	4			X	0	1
1663	872.36	ASH	10			X	0	1
1664	872.11	OAK	8			X	0	1
1665	872.41	OAK	5			X	0	1
1666	872.41	OAK	5			X	0	1
1667	872.33	OAK	5			X	0	1
1668	872.51	OAK	5			X	0	1
1669	872.38	ASH	10			X	0	1
1670	872.45	ASH	19			X	0	1
1671	872.92	OAK	4			X	0	1
1672	872.83	OAK	6			X	0	1
1673	872.77	ASH	10			X	0	1
1674	872.62	ASH	9			X	0	1
1675	872.29	ASH	10			X	0	1
1676	872.10	ASH	9			X	0	1
1677	872.21	OAK	4			X	0	1
1678	872.05	OAK	7			X	0	1
1679	872.11	OAK	7			X	0	1
1680	872.09	OAK	6			X	0	1
1681	872.35	ASH	9			X	0	1
1682	872.35	ASH	11			X	0	1
1683	871.89	OAK	4			X	0	1
1684	872.03	OAK	4			X	0	1
1685	871.86	OAK	4			X	0	1
1686	872.23	OAK	5			X	0	1
1687	873.15	OAK	7			X	0	1
1688	872.85	ASH	8			X	0	1
1689	872.98	ASH	8			X	0	1
1690	872.65	OAK	4			X	0	1
1691	872.49	OAK	9			X	0	1
1692	872.30	OAK	6			X	0	1
1693	871.81	OAK	7			X	0	1
1694	872.26	OAK	5			X	0	1
1695	872.60	OAK	10	8		X	0	1
1696	872.17	ASH	9			X	0	1
1697	872.07	ASH	8			X	0	1
1698	873.03	ASH	26			X	0	1
1699	872.34	OAK	4			X	0	1
1700	872.16	OAK	6			X	0	1
1701	872.14	OAK	4			X	0	1
1702	872.29	ASH	8			X	0	1
1703	872.03	ASH	9			X	0	1
1704	872.17	ASH	12			X	0	1
1705	871.99	ASH	8			X	0	1
1706	872.34	ELM	8			X	0	1
1707	872.42	OAK	11			X	0	1
1708	872.14	OAK	4			X	0	1
1709	872.15	ASH	8			X	0	1
1710	872.15	OAK	10			X	0	1
1711	871.99	OAK	7			X	0	1
1712	871.68	OAK	5			X	0	1
1713	871.89	ASH	10			X	0	1
1714	871.72	ASH	10			X	0	1
1715	871.99	ASH	10			X	0	1
1716	871.49	ASH	9			X	0	1
1717	871.11	OAK	7		X		1	0
1718	871.01	OAK	9		X		1	0
1719	871.50	OAK	4			X	0	1
1720	871.86	ASH	8			X	0	1
1721	871.65	OAK	6			X	0	1
1722	871.39	ASH	11			X	0	1

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1723	870.76	ASH	9			X	0	1
1724	870.85	ASH	8		X		1	0
1725	870.96	ASH	9		X		1	0
1726	871.00	ASH	8		X		1	0
1727	870.77	OAK	9		X		1	0
1728	870.71	ASH	7		X		1	0
1729	870.94	OAK	10		X		1	0
1730	870.77	ASH	9		X		1	0
1731	870.59	ASH	9		X		1	0
1732	870.12	OAK	8		X		1	0
1733	870.44	OAK	5		X		1	0
1734	870.75	ASH	9		X		1	0
1735	870.86	ASH	9		X		1	0
1736	870.83	OAK	6		X		1	0
1737	870.47	OAK	6			X	0	1
1738	869.91	ASH	10		X		1	0
1739	870.79	OAK	8			X	0	1
1740	870.20	OAK	5		X		1	0
1741	870.39	ASH	8		X		1	0
1742	870.11	OAK	6		X		1	0
1743	870.13	ASH	9		X		1	0
1744	870.55	OAK	4		X		1	0
1745	869.83	OAK	5		X		1	0
1746	870.32	ASH	9		X		1	0
1747	870.71	OAK	8		X		1	0
1748	871.79	OAK	5			X	0	1
1749	871.33	ASH	8			X	0	1
1750	871.17	ASH	10			X	0	1
1751	870.50	ASH	8		X		1	0
1752	870.23	OAK	7		X		1	0
1753	871.04	ASH	8		X		1	0
1754	870.10	OAK	5		X		1	0
1755	869.76	OAK	5		X		1	0
1756	869.57	OAK	6		X		1	0
1757	869.74	ASH	10		X		1	0
1758	869.74	OAK	5		X		1	0
1759	870.02	ELM	13		X		1	0
1760	869.03	ASH	10		X		1	0
1761	871.40	OAK	7			X	0	1
1762	871.44	OAK	5			X	0	1
1763	871.69	OAK	9			X	0	1
1764	871.81	OAK	6			X	0	1
1765	871.95	OAK	5			X	0	1
1766	870.12	OAK	4		X		1	0
1767	869.49	OAK	4		X		1	0
1768	870.57	ASH	12		X		1	0
1769	869.34	OAK	5		X		1	0
1770	869.87	ASH	12		X		1	0
1771	870.46	OAK	8		X		1	0
1772	870.89	ASH	11			X	0	1
1773	871.43	OAK	5			X	0	1
1774	871.90	OAK	9			X	0	1
1775	871.81	OAK	9			X	0	1
1776	870.62	ASH	9			X	0	1
1777	869.89	ASH	9			X	0	1
1778	870.34	OAK	4		X		1	0
1779	870.11	OAK	4		X		1	0
1780	869.74	OAK	5		X		1	0
1781	870.04	ASH	15		X		1	0
1782	871.23	OAK	10	4		X	0	1
1783	871.71	OAK	5			X	0	1
1784	870.80	OAK	7		X		1	0
1785	869.48	OAK	7		X		1	0
1786	870.07	OAK	7		X		1	0
1787	870.26	OAK	5		X		1	0
1788	870.78	OAK	4		X		1	0
1789	870.78	ASH	13		X		1	0
1790	871.00	OAK	6			X	0	1
1791	871.59	OAK	5			X	0	1
1792	870.50	OAK	6			X	0	1
1793	869.92	ASH	11			X	0	1
1794	870.09	ASH	19		X		1	0
1795	870.16	OAK	6			X	0	1
1796	869.85	OAK	7			X	0	1
1797	872.27	OAK	4			X	0	1
1798	872.17	OAK	5			X	0	1
1799	872.40	OAK	6			X	0	1
1800	874.06	OAK	11			X	0	1
1801	873.57	OAK	4			X	0	1
1802	872.86	ASH	11			X	0	1
1803	872.53	OAK	5			X	0	1
1804	872.53	ASH	9			X	0	1
1805	872.85	ASH	8			X	0	1
1806	873.55	OAK	9			X	0	1
1807	873.54	OAK	6			X	0	1
1808	873.61	OAK	9			X	0	1
1809	873.06	OAK	4			X	0	1
1810	872.90	ASH	8			X	0	1
1811	873.84	OAK	5			X	0	1
1812	873.24	ASH	8			X	0	1
1813	873.25	OAK	8			X	0	1
1814	873.00	OAK	4			X	0	1
1815	873.40	OAK	9			X	0	1
1816	873.06	OAK	10			X	0	1
1817	870.65	OAK	6		X		1	0
1819	870.30	ASH	9		X		1	0
1821	870.99	ASH	10		X		1	0
1822	870.89	ASH	9		X		1	0
1823	870.60	ASH	11		X		1	0
1824	870.36	ASH	10		X		1	0
1825	870.54	ASH	9		X		1	0
1826	870.43	ASH	8		X		1	0
1827	870.36	ASH	9		X		1	0

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TREE TAG NUMBER	ELEVATION	TREE TYPE	DIAMETER	DIAMETER	SAVE	REMOVE	NO. OF SAVED TREES	NO. OF REMOVED TREES
1828	870.09	ASH	9		X		1	0
1829	870.30	OAK	8		X		1	0
1830	870.64	OAK	4		X		1	0
1831	870.32	OAK	8		X		1	0
1832	870.73	OAK	7		X		1	0
1833	870.46	OAK	5		X		1	0
1834	870.76	OAK	7		X		1	0
1835	870.72	ASH	10		X		1	0
1836	870.34	ASH	11		X		1	0
1837	870.47	OAK	10		X		1	0
1838	870.90	OAK	6		X		1	0
1839	870.74	OAK	6		X		1	0
1840	870.87	ASH	8		X		1	0
1841	870.13	ASH	10		X		1	0
1842	870.01	OAK	4		X		1	0
1843	870.16	ASH	8		X		1	0
1844	869.64	ELM	10		X		1	0
1845	870.54	OAK	4		X		1	0
1846	871.11	OAK	9		X		1	0
1847	870.80	ASH	10		X		1	0
1848	870.65	ASH	10		X		1	0
1849	870.62	OAK	7		X		1	0
1850	870.61	OAK	8		X		1	0
1851	870.61	OAK	5		X		1	0
1852	870.52	ASH	9		X		1	0
1853	870.67	OAK	5		X		1	0
1854	870.65	ASH	10		X		1	0
1855	869.05	OAK	9		X		1	0
1856	869.41	OAK	7		X		1	0
1857	869.34	OAK	9		X		1	0
1858	869.51	OAK	8		X		1	0
1859	869.46	OAK	5		X		1	0
1860	869.34	OAK	5		X		1	0
1861	869.39	OAK	8		X		1	0
1862	869.32	OAK	9		X		1	0
1863	869.40	OAK	10		X		1	0
1864	869.35	OAK	6		X		1	0
1865	869.27	OAK	6		X		1	0
1866	869.20	OAK	5		X		1	0
1867	869.27	OAK	7		X		1	0
1868	869.22	ASH	9		X		1	0
1869	869.44	OAK	10		X		1	0
1870	869.62	OAK	5		X		1	0
1871	869.59	OAK	5		X		1	0
1872	869.35	ASH	9		X		1	0
1873	869.07	OAK	7		X		1	0
1874	869.44	OAK	6		X		1	0
1875	869.27	ASH	11		X		1	0
1876	869.65	OAK	8		X		1	0
1877	870.08	OAK	8		X		1	0
1878	869.60	ASH	9		X		1	0
1879	869.70	OAK	7		X		1	0
1880	869.71	OAK	7		X		1	0
							378	499

TOTAL NUMBER OF TREES	**877**	
NUMBER OF TREES SAVED	**378**	**(43.1%)**
NUMBER OF TREES REMOVED	**499**	**(56.9%)**

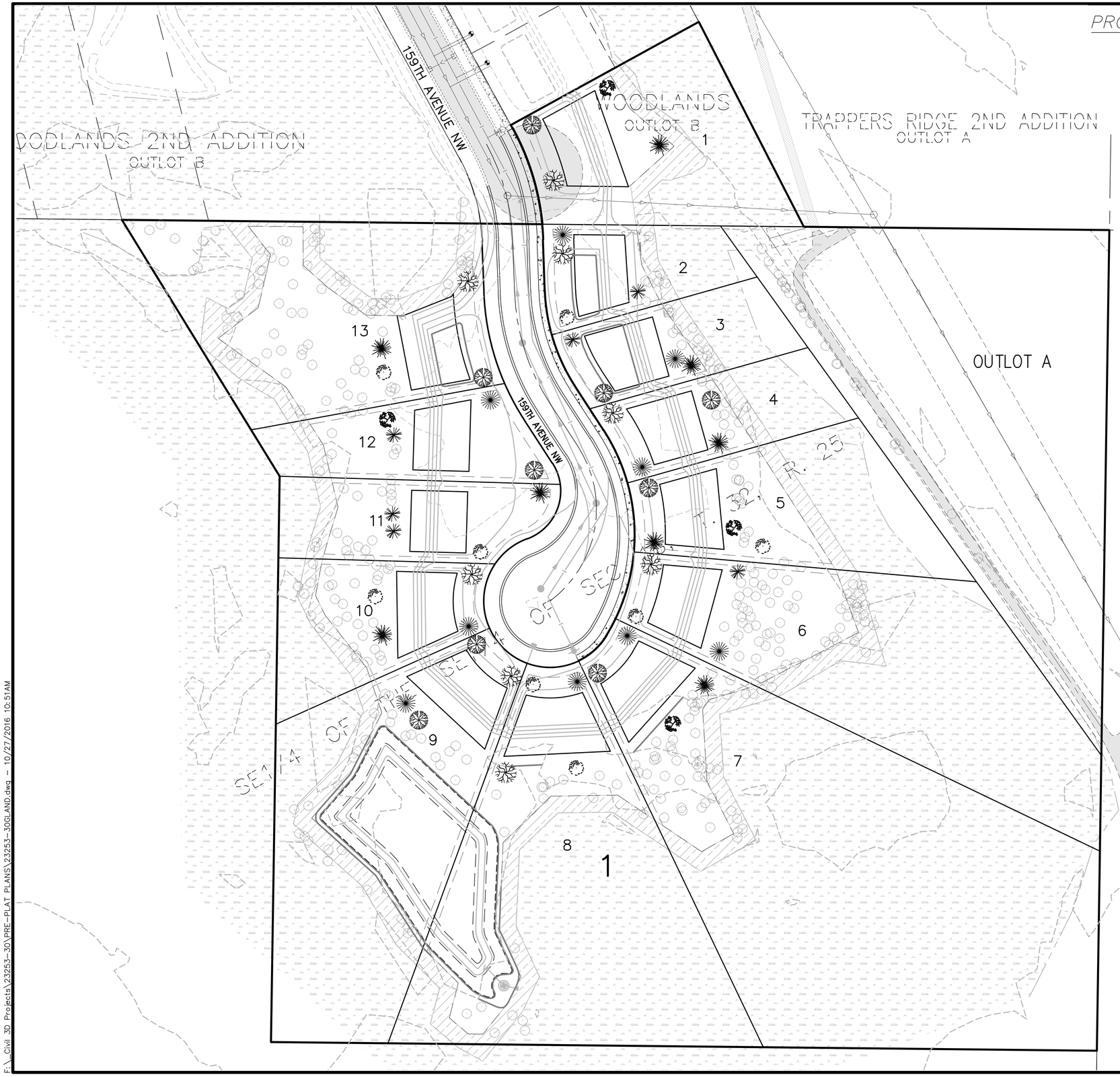
James R. Hill, Inc.
PLANNERS / ENGINEERS / SURVEYORS
2500 W. Cty. Rd. 42, Suite 120, Burnsville, MN 55337
PHONE: (952)890-6044 FAX: (952)890-6244

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.
JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
PRELIMINARY TREE PRESERVATION PLAN
FOR
LENNAR
16305 36TH AVE N, #600, PLYMOUTH, MN 55446

DRAWN BY: CJK
DATE: 10/7/16
REVISIONS
CAD FILE: 23253-30TP
PROJECT NO.: 23253-30
5.12

F:_Civil 3D Projects\23253-30\PRE-PLAT PLANS\23253-30TP.dwg — 10/07/2016 10:20AM



PROPOSED TREE INVENTORY 4/LOT

PROPOSED DECIDUOUS TREES	SIZE	QUANTITY
DENOTES WHITE OAK	1" CALIPER MINIMUM	8
DENOTES SUGAR MAPLE	1" CALIPER MINIMUM	9
DENOTES AMERICAN ELM	1" CALIPER MINIMUM	9
DENOTES DOWNY HAWTHORN	1" CALIPER MINIMUM	4
DENOTES COMMON HONEYLOCUST	1" CALIPER MINIMUM	8
PROPOSED CONIFEROUS TREES		
DENOTES BLACK HILLS SPRUCE	5' HEIGHT MINIMUM	8
DENOTES RED (NORWAY) PINE	5' HEIGHT MINIMUM	6
TOTAL PROPOSED TREE COUNT		
TOTAL DECIDUOUS	1" CALIPER MINIMUM	38
TOTAL CONIFEROUS	5' HEIGHT MINIMUM	14
TOTAL PROPOSED TREES		52

SCALE IN FEET
0 50 100 150
1 inch = 50 feet

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=897.75

#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=885.00

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JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

ST. HILAIRE PROPERTY
RAMSEY, MINNESOTA
PRELIMINARY LANDSCAPE PLAN
FOR
LENNAR
16305 36TH AVE N, #600, PLYMOUTH, MN 55446

DRAWN BY: CJK
DATE: 10/7/16
REVISIONS:
CAD FILE: 23253-30GLAND
PROJECT NO.: 23253-30
5.20

F:_Civil 3D Projects\23253-30\PRE-PLAT PLANS\23253-30GLAND.dwg - 10/27/2016 10:51AM

GENERAL GRADING NOTES:

1. SPECIFICATIONS WHICH APPLY ARE THE MOST RECENT EDITIONS OF THE CITY OF RAMSEY AND THE MINNESOTA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS FOR HIGHWAY CONSTRUCTION UNLESS MODIFIED HEREIN ON THESE CONTRACT DOCUMENTS.

2. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO UTILIZE THE "GOPHER STATE ONE CALL" EXCAVATION NOTICE SYSTEM AS REQUIRED UNDER MINNESOTA STATUTE CHAPTER 216D, 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION (PHONE 651-454-0002 IN THE TWIN CITIES METRO AREA OR TOLL FREE 1-800-252-1166).

3. GRADING CONTRACTOR SHALL VERIFY LOCATIONS AND ELEVATIONS OF ALL UNDERGROUND UTILITIES WITH THE RESPECTIVE UTILITY COMPANIES PRIOR TO CONSTRUCTION.

4. ALL CONSTRUCTION AS CALLED FOR ON THESE CONTRACT DOCUMENTS SHALL BE PERFORMED IN ACCORDANCE WITH ALL OSHA REQUIREMENTS.

5. ALL LOT AND EASEMENT DIMENSIONS ARE SUBJECT TO FINAL PLAT.

6. IT IS THE RESPONSIBILITY OF THE GRADING CONTRACTOR TO DISPOSE OFF-SITE ALL TREES, STUMPS, BRUSH, OR OTHER DEBRIS THAT EXISTS WITHIN THE CONSTRUCTION AREAS. TREES TO REMAIN SHALL BE DESIGNATED BY THE ENGINEER.

7. THE GRADING CONTRACTOR SHALL SCHEDULE THE SOILS ENGINEER SO THAT CERTIFICATION OF ALL CONTROLLED FILLS CAN BE FURNISHED TO THE OWNER DURING AND UPON COMPLETION OF THE PROJECT.

8. DENSITY TESTS SHALL BE TAKEN TO EVALUATE THE COMPACTION WITHIN THE STREETS, TRAVEL WAYS OR PARKING LOTS. WITHIN THE UPPER 3 FEET OF STREET, TRAVEL WAYS OR PARKING LOT SUBGRADE, THE CONTRACTOR SHALL INSURE THAT ALL SOILS BE NOT MORE THAN ONE PERCENTAGE POINT OVER THE SOIL'S STANDARD PROCTOR OPTIMUM MOISTURE CONTENT, AND THAT COMPACTION TO A MINIMUM OF 100% OF STANDARD PROCTOR DENSITY BE PROVIDED. IN AREAS BELOW THE UPPER THREE FEET OF SUBGRADE OF THE STREETS, TRAVEL WAYS OR PARKING LOTS, THE CONTRACTOR SHALL INSURE THAT ALL SOILS BE NOT MORE THAN THREE PERCENTAGE POINTS OVER THE SOIL'S STANDARD PROCTOR OPTIMUM MOISTURE CONTENT, AND THAT COMPACTION TO A MINIMUM OF 95% OF STANDARD PROCTOR DENSITY BE PROVIDED. THE GRADING TOLERANCE FOR THESE AREAS SHALL BE WITHIN 0.1'±.

9. LOT GRADING AND/OR THE PREPARATION OF BUILDING PADS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS. THE GRADING TOLERANCE SHALL BE 0.3'±. ALL EARTHWORK OPERATIONS SHALL BE PERFORMED IN ACCORDANCE WITH THE HUD-FHA DATA SHEET 79G "LAND DEVELOPMENT WITH CONTROLLED EARTHWORK", PROVIDING FOR A MINIMUM OF 95% STANDARD DENSITY, OR AS OTHERWISE SPECIFIED BY THE GEO-TECHNICAL ENGINEER.

10. IN AREAS WHERE RETAINING WALLS ARE PROPOSED ON CONTROLLED FILL AREAS, A MINIMUM 95% STANDARD DENSITY NEEDS TO BE ATTAINED WHERE FILL THICKNESSES EXCEED 10' BELOW WALL FOUNDATION ELEVATIONS, A HIGHER MINIMUM OF 98% SHALL BE ATTAINED

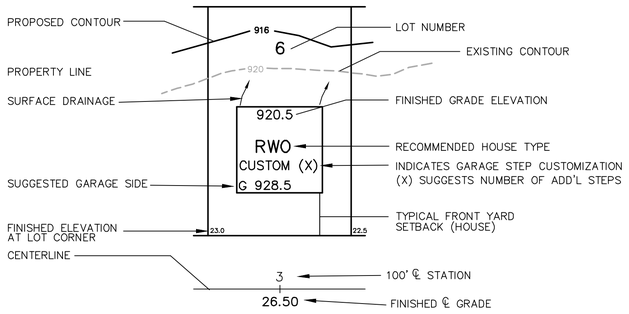
11. BUILDING PADS SHOWN ON EACH LOT ARE TYPICAL ONLY. THE DEPTH OF THE PAD FROM FRONT TO BACK SHALL BE GRADED THROUGHOUT THE FULL WIDTH OF THE LOT OR AS NECESSARY TO ALLOW FOR CONSTRUCTION OF A BUILDING AT THE MINIMUM SIDE YARD SETBACKS. (REFER TO THE PLANS FOR SPECIFIC SETBACK DISTANCES.) IF UNSUITABLE SOIL CONDITIONS ARE ENCOUNTERED WITHIN A PROPOSED BUILDING PAD THAT CANNOT BE CORRECTED OR REMOVED, IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE ENGINEER OF THE CONDITIONS AND TO LOCATE THE LIMITS OF THE UNSUITABLE AREAS.

12. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO KEEP PUBLIC STREETS, TRAVEL WAYS, PARKING LOTS AND TRAILS UTILIZED FOR INGRESS TO AND EGRESS FROM THE CONSTRUCTION SITE FREE OF DIRT AND OTHER DEBRIS WHICH RESULTS FROM SAID GRADING CONSTRUCTION. 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 RESULTING FROM THE CONSTRUCTION OF THE STAGE I IMPROVEMENTS. IF AFTER A MINIMUM OF TWENTY-FOUR (24) HOURS' NOTICE FROM THE CITY, PERMITTEE HAS NOT CLEARED ANY SOIL, EARTH, OR DEBRIS FROM THE STREETS RESULTING FROM THE CONSTRUCTION OF THE STAGE I IMPROVEMENTS, THE CITY MAY REMOVE SUCH ACCUMULATIONS OF SOIL, EARTH, AND DEBRIS FROM THE STREETS.

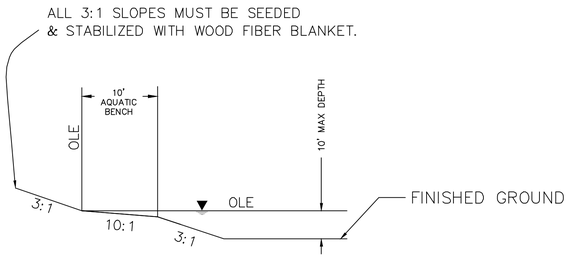
13. THE SITE GRADING TOLERANCE FOR THE SITE SHOULD BE 0.1' FOR STREETS AND 0.3' FOR LANDSCAPED/OPEN AREAS.

SPECIFIC GRADING NOTES:

1. THE EXISTING TOPOGRAPHY AND CONTOUR ELEVATIONS ON THE PLANS WERE PROVIDED BY JAMES R. HILL, INC. ON OR ABOUT 9/21/16. THE DEGREE OF ACCURACY OF THE EXISTING CONTOURS SHOWN ON THE PLAN IS EQUAL TO ± ONE HALF THE CONTOUR INTERVAL.



TYPICAL LOT

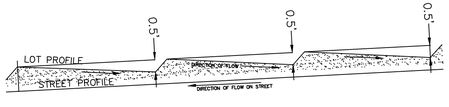


TYPICAL NURP BASIN CROSS SECTION

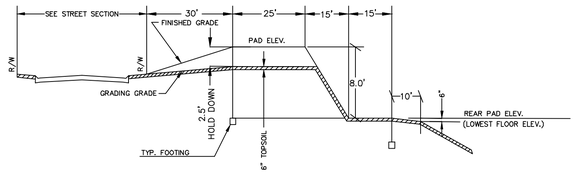
RECOMMENDED HOUSE TYPES

RWO — WALKOUT LOT- FINISHED GROUND ELEVATION FOR REAR BASEMENT WALKOUT IS 8.5' LOWER THAN FINISHED GROUND ELEVATION SHOW AT FRONT OF HOUSE. BASEMENT FLOOR ELEVATION IS 0.5' ABOVE REAR FINISHED GROUND ELEVATION SHOWN.

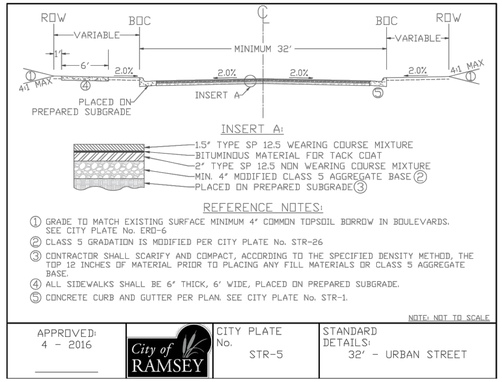
NOTE: FOR ALL RECOMMENDED HOUSE TYPES, GARAGE FLOOR ELEVATION IS 0.3' ABOVE FINISHED GROUND ELEVATION SHOWN AT FRONT OF HOUSE. TOP OF BLOCK ELEVATION IS 0.7' ABOVE FINISHED GROUND ELEVATION SHOWN AT FRONT OF HOUSE.



LOT BENCHING DETAIL



RAMBLER WALKOUT SECTION (RWO)

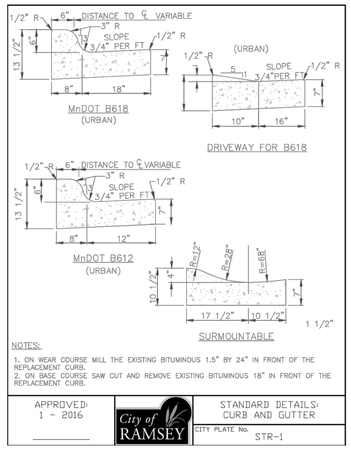


REFERENCE NOTES:

1. GRADE TO MATCH EXISTING SURFACE MINIMUM 4" COMMON TOPSOIL BORROW IN BOULEVARDS. SEE CITY PLATE No. ERD-6
2. CLASS 5 GRADATION IS MODIFIED PER CITY PLATE No. STR-26
3. CONTRACTOR SHALL SCARIFY AND COMPACT, ACCORDING TO THE SPECIFIED DENSITY METHOD, THE TOP 12 INCHES OF MATERIAL PRIOR TO PLACING ANY FILL MATERIALS OR CLASS 5 AGGREGATE BASE.
4. ALL SIDEWALKS SHALL BE 6' THICK, 6' WIDE, PLACED ON PREPARED SUBGRADE.
5. CONCRETE CURB AND GUTTER PER PLAN. SEE CITY PLATE No. STR-1.

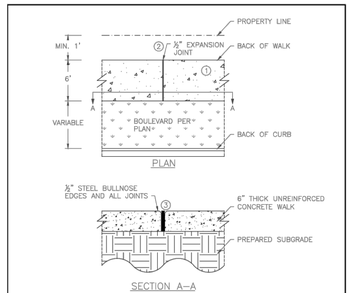
NOTE: NOT TO SCALE

APPROVED: 4 - 2016	City of RAMSEY	CITY PLATE No. STR-5	STANDARD DETAILS: 32' - URBAN STREET



NOTES:
1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

APPROVED: 1 - 2016	City of RAMSEY	STANDARD DETAILS: CURB AND GUTTER
		CITY PLATE No. STR-1



NOTE:
1. BROOM FINISH CONCRETE WALK SURFACE
2. MAXIMUM 100 FOOT SPACING BETWEEN EXPANSION JOINTS
3. 1/2" EXPANION JOINT MEETING MNDOT SPEC 3702. PROVIDE ONE PIECE OF FILLER FOR THE ENTIRE DEPTH AND WIDTH OF THE JOINT

NOT TO SCALE

APPROVED: 10 - 2015	City of RAMSEY	STANDARD DETAILS: CONCRETE SIDEWALK
		CITY PLATE No. STR-3

GENERAL UTILITY CONSTRUCTION NOTES:

1. SPECIFICATIONS: THE WORK SHALL BE DONE IN ACCORDANCE WITH THE CITY OF RAMSEY STANDARD SPECIFICATIONS AND CITY ENGINEER ASSOCIATION OF MINNESOTA SPECIFICATIONS, MOST RECENT VERSION.

2. EXISTING FACILITIES: IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE LOCATION OF ALL EXISTING UTILITIES BEFORE STARTING CONSTRUCTION. THIS INCLUDES, BUT IS NOT LIMITED TO SANITARY AND STORM SEWER, WATERMAIN, NATURAL GAS, ELECTRIC, TELEPHONE AND CABLE TELEVISION SERVICES.

THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICT BETWEEN THE EXISTING UTILITIES AND THE PROPOSED CONSTRUCTION. THE ENGINEER IN COOPERATION WITH THE UTILITY COMPANIES, SHALL DETERMINE THE NECESSITY FOR ANY RELOCATION OF THESE FACILITIES.

THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND FACILITIES SO THAT THEY WILL CONTINUE TO FUNCTION IN THEIR PROPER MANNER BOTH DURING CONSTRUCTION AND IN THE FUTURE. ANY SUPPORTING STRUCTURE THAT MAY BE REQUIRED BECAUSE OF THE CONTRACTOR'S OPERATION SHALL BE PROVIDED BY HIM.

THE CONTRACTOR SHALL BRING TO THE ATTENTION OF THE ENGINEER ANY CONDITIONS SUCH AS SAND IN MANHOLES OR VALVE BOXES EXISTING PRIOR TO THE CONTRACTOR'S EXCAVATION. ONCE EXCAVATION HAS COMMENCED, IT WILL BE ASSUMED THAT ALL DAMAGE TO UNDERGROUND UTILITIES HAS BEEN CAUSED BY THE CONTRACTOR'S OPERATIONS AND IT WILL BE HIS RESPONSIBILITY TO MAKE THE NECESSARY REPAIRS.

3. CONTRACTOR RESPONSIBILITIES: THE CONTRACTOR SHALL MAKE HIS OWN ARRANGEMENTS FOR RECEIVING WATER FROM PUBLIC OR PRIVATE SOURCES AND SECURE NECESSARY PERMITS AND PAY REGULAR CHARGES. WATER IS AVAILABLE AT THE CITY FILL STATION, 14100 JASPAR STREET. WATER MAY NOT BE TAKEN FROM HYDRANTS.

THE CITY ENGINEER AND THE ENGINEER SHALL BE NOTIFIED 48 HOURS PRIOR TO COMMENCING WORK. CONTRACTORS SHALL BE SUBJECT TO SHUT DOWN IF PROPER NOTIFICATION IS NOT GIVEN TO THE ENGINEER.

CITY STREETS THAT ARE UTILIZED FOR INGRESS TO OR EGRESS FROM THE CONSTRUCTION SITE SHALL BE KEPT FREE OF DIRT AND OTHER DEBRIS RESULTING FROM SAID CONSTRUCTION. COST FOR THIS SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.

THE CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN ADEQUATE STORM DRAINAGE PROTECTION OF THE SITE IN ORDER TO PREVENT EROSION AND SILTING OF ON-SITE AND OFF-SITE AREAS. THIS SHALL BE ACCOMPLISHED BY PLACEMENT OF HAY BALES OR FILTER FABRIC FENCE AROUND THE DRAINAGE INLETS AND OUTLETS AND BY CONSTRUCTION OF DITCHES, BERMS, DEBRIS BASINS, FILTER FABRIC FENCING AND BY ANY OTHER ON-SITE PROTECTION AS DETERMINED BY THE ENGINEER. UNLESS SPECIFICALLY CALLED OUT AS A BID ITEM ON THE BID FORM, ANY TEMPORARY DITCHING, CULVERTS, HAY BALES, AND FILTER FABRIC FENCE NECESSARY TO ACCOMPLISH THIS SHALL BE AT THE CONTRACTOR'S EXPENSE.

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT AND LEAVE UNDISTURBED THOSE MARKERS OR MONUMENTS SET FOR THE SUBDIVISION OF LAND.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO UTILIZE THE "GOPHER STATE ONE CALL" EXCAVATION NOTICE SYSTEM AS REQUIRED UNDER MINNESOTA STATUTE CHAPTER 216D, 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION (PHONE 454-0002 IN THE TWIN CITIES METRO AREA OR TOLL FREE 1-800-242-8511).

4. COMPACTION: DENSITY TESTS SHALL BE TAKEN ON ALL TRENCHES WITHIN THE STREET CROSS SECTION AND THE PAD AREAS TO EVALUATE THE COMPACTION ACHIEVED DURING UTILITY CONSTRUCTION. WITHIN THE UPPER 3 FEET OF STREET SUBGRADE THE CONTRACTOR SHALL INSURE THAT ALL SOILS BE NOT MORE THAN ONE PERCENTAGE POINT OVER THE SOIL'S STANDARD PROCTOR OPTIMUM MOISTURE CONTENT, AND THAT COMPACTION TO A MINIMUM OF 100 % OF STANDARD PROCTOR DENSITY (AASHTO T-99) BE PROVIDED. WITHIN UTILITY TRENCHES IN OPEN SPACE AREAS (PAD AREAS) AND AREAS BELOW THE UPPER 3 FEET OF STREET SUBGRADE, THE CONTRACTOR SHALL INSURE THAT ALL SOILS BE NOT MORE THAN THREE PERCENTAGE POINTS OVER THE SOIL'S STANDARD PROCTOR OPTIMUM MOISTURE CONTENT, AND THAT COMPACTION TO A MINIMUM OF 95 % OF STANDARD PROCTOR DENSITY BE PROVIDED. THE SURFACE OF ALL UTILITY TRENCHES SHALL BE FINISHED GRADED TO THE ELEVATIONS AS STAKED BY THE ENGINEER TO WITHIN A TOLERANCE OF ±0.3' IN OPEN SPACE AREAS AND ± 0.1' WITHIN STREET RIGHT OF WAYS. THE DENSITY WILL BE TESTED BY AN APPROVED TESTING LABORATORY. AN APPROVED TESTING METHOD WHICH UTILIZES A NUCLEAR DENSITY METER MAY BE USED FOR THE DENSITY TESTS. THE LOCATION OF THE TESTS WILL BE AT THE DIRECTION OF THE ENGINEER.

THE OWNER SHALL BEAR ALL COSTS OF THE TESTING. ANY AREAS WHICH FAIL TO MEET THE COMPACTION REQUIREMENTS OUTLINED IN THIS SECTION SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. ALL COSTS FOR ANY RE-TESTING ASSOCIATED WITH ANY CORRECTIVE WORK SHALL BE AT THE EXPENSE OF THE CONTRACTOR.

5. ALL WATERMAIN TO BE INSTALLED WITH 7.5' MINIMUM COVER.

6. ALL 6" WATERMAIN TO BE CONSTRUCTED OF DIP CLASS 53 PIPE & 8" WATERMAIN TO BE CONSTRUCTED OF DIP CLASS 52 PIPE.

7. ALL 8" SANITARY SEWER TO BE CONSTRUCTED OF PVC SDR 35 PIPE.

BENCHMARK

#1 TNH LOT 1, BLOCK 2, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=897.75

#2 TNH LOTS 6&7, BLOCK 4, WOODLANDS 1ST ADD.
TOP NUT HYDRANT ELEV=885.00

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JOEL G. COOPER
Date: 10/7/16 Reg.No. 18495

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DETAILS
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DRAWN BY
CJK
DATE
10/7/16
REVISIONS

CAD FILE
23253-30D
PROJECT NO.
23253-30
6.10

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CC Regular Session **4. 5.**

Meeting Date: 03/14/2017

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

- Planning Commission Meeting Minutes Dated January 5, 2017
- Economic Development Authority Meeting Minutes Dated January 12, 2017
- Park and Recreation Meeting Minutes Dated January 12, 2017
- Environmental Policy Board Meeting Minutes Dated January 18, 2017

Attachments

Planning Commission 1.5.17

EDA 1.12.17

Park 1.12.17

EPB 1.18.17

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 02:12 PM
Form Started By: JoAnn Shaw		Started On: 03/07/2017 03:03 PM
Final Approval Date: 03/09/2017		

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, January 5, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Ralph Brauer Commissioner Cindy Nosan Commissioner Patrick Surma Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Community Development Director Timothy Gladhill Economic Development Manager Patrick Brama

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Special Meeting Minutes Dated December 1, 2016
4.01.2: Planning Commission Meeting Minutes Dated December 1, 2016

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, January 5, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Ralph Brauer Commissioner Cindy Nosan Commissioner Patrick Surma Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Community Development Director Timothy Gladhill Economic Development Manager Patrick Brama

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Special Meeting Minutes Dated December 1, 2016
4.01.2: Planning Commission Meeting Minutes Dated December 1, 2016

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to approve the following minutes as presented: Planning Commission Special Meeting Minutes dated December 1, 2016.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, and Surma. Voting No: None. Absent: None.

Chairperson Bauer requested a change to the minutes, noting when he spoke under Citizen Input, his address should be 14600. He asked that the vote on Page 7, for the Woodlands 4th Addition, be corrected.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to approve the following minutes as amended: Planning Commission Meeting Minutes dated December 1, 2016.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, and Surma. Voting No: None. Absent: None.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for Zoning Amendment for Woodlands 4th Addition (Project No. 16-102); Case of Lennar Corporation.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:02 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating Lennar Corporation (the "Applicant") has applied for Zoning Amendment from R-1 Residential (Rural Developing) to R-1 Residential (MUSA) for property related to Woodlands 4th Addition. Staff discussed the request further and recommended approval of an Ordinance rezoning the project.

Citizen Input

There was no input from the public.

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, and Nosan. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:05 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Ordinance #17-02 approving a Zoning Amendment for the Subject Property from R-1 Residential (Rural Developing) to R-1 Residential (MUSA).

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, and Surma. Voting No: None. Absent: None.

5.02: Public Hearing: Consider Request for an Interim Use Permit to Utilize a Membrane Tent Structure for a Secondary Showroom; Case of Skeeter Boat Center.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:06 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to consider a request from Jim Peterson of Skeeter Boat Center, (the "Applicant") for an Interim Use Permit to erect and utilize a temporary membrane tent structure (the "Structure") as a secondary showroom on the property located at 9421 Highway 10 NW (the "Subject Property"). The Structure would be thirty feet by sixty feet (30' x 60') in size and would have sidewalls. The Applicant has noted that they would not provide heat for the Structure and would ensure access throughout the winter by plowing around the Structure. The Applicant has stated that they have picked up a second line of boats and that their existing indoor showroom does not have sufficient space to accommodate the new line of products. The Applicant is proposing the use the structure through the month of May to provide additional showroom space for customer viewing of boats in advance of the fishing opener.

Citizen Input

Commissioner Anderson asked if the applicant had considered adding onto the building.

Community Development Director Gladhill explained the applicant was currently leasing the space from the property owner. The applicant would like to add on, however, they were not in a position to take full ownership of the property.

Commissioner Anderson expressed concern with how the tent looks from the street. He questioned if the building had a rear exit and if the tent could be placed towards the back of the building.

Community Development Director Gladhill stated there was not an access point at the rear of the building. He then reviewed the site plan with the Commission noting the size and location of the existing showroom.

Commissioner Nosan inquired when the IUP would expire.

Community Development Director Gladhill explained an Interim Use Permit had the ability to sunset or expire. He stated the City could set a time frame or deadline. He indicated the applicant could request an extension.

Commissioner Anderson asked if the City had received any comments from neighboring properties.

Community Development Director Gladhill reported the City had not received any comments.

Motion by Commissioner Anderson, seconded by Commissioner Surma, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Nosan, and VanScoy. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:20 p.m.

Commission Business

Chairperson Bauer stated the City has concerns with moving forward with this request as presented. He explained the options available to the Commission would be to approve with conditions or denying the request.

Commissioner VanScoy commented he would be interested in discussing an alternative location for the tent. However, he understood the applicant was not in attendance.

Community Development Director Gladhill stated the Commission could approve the request subject to staff working with the applicant on the location of the tent. Staff could then work with the applicant on this matter prior to the request being reviewed by the City Council.

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #17-01-008 approving Findings of Fact favorable to the Applicant.

Further discussion

Further discussion ensued regarding the City's terms for an Interim Use Permit.

Chairperson Bauer recommended #16 be removed and suggested #10 be amended.

Commissioner Brauer requested #10 be amended removing "adjacent to" and changing this to read: to the rear of the building.

Chairperson Bauer discussed #17 and asked if this should also be amended to read: to the rear of the building. The Commission was in agreement.

Commissioner VanScoy requested information on how the City defines transient merchant.

Community Development Director Gladhill defined transient merchant for the Commission and suggested #13 be removed from the Findings of Fact.

Commissioner VanScoy supported this recommendation.

Chairperson Bauer requested the Commission amend the motion to reflect the discussed changes.

Amendment by Commissioner Anderson, seconded by Commissioner VanScoy, amending Item #10, deleting Item #13 and amending #17.

Amendment Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, VanScoy, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

Amended Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, VanScoy, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #17-01-009 approving the request for an IUP contingent upon the

Applicant working with Staff to site the Structure such that it is at the rear of the building and requiring the Applicant to have a $2,000 financial surety.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

5.03: Review Sketch Plan for Brookview Estates (Project #17-102); Case of Eric Thomsen.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by LHB, Inc. for the purpose of a proposed eleven (11) lot Planned Unit Development subdivision of Outlot A, Meadowbrook (the "Subject Property"), located generally west of Germanium Street and south of the Trott Brook The Sketch Plan Review process affords the Planning Commission an opportunity to provide early direction on the layout of a proposed plat, before the Developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout can 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, Utility, Landscape, and Street Light Plans. Staff requested the Commission review the plans and provide staff with feedback.

Commission Business

Commissioner VanScoy asked if septic systems and wells required a minimum lot size.

Community Development Director Gladhill explained a property had to have a primary and secondary septic location. He recommended lot sizes not be less than one acre in order to meet this requirement.

Commissioner Anderson expressed concern with the limited width of the rural roadways surrounding this development.

Commissioner VanScoy believed this would be a beautiful development. He recommended the development have a dedicated public access.

Chairperson Bauer requested the applicant come forward.

Eric Thomsen, 6210 Green Valley Road, thanked the Commission for their time. He understood the project would require a rezoning. He reported he intends to apply for a zoning amendment. He had no objection to providing the City with public access.

Commissioner Surma questioned if police and fire had signed off on sketch plan.

Community Development Director Gladhill stated a non-binding review had been offered by both the police and fire departments.

Commissioner Surma inquired if the neighbors had provided any feedback to the City regarding the proposed development.

Community Development Director Gladhill explained a mailing had been sent to neighboring property owners and the City had not received any negative feedback.

Commissioner Surma recommended the Sketch Plan move forward.

Chairperson Bauer asked if there were any comments from the public. There were no further comments.

The Commission supported this item moving forward.

5.04: Public Hearing: Adopt Resolution #17-01-013, #17-01-014, and #17-01-015 Related to the Preliminary Plat for Vistas at North Commons (Project No. 16-90); Case of Lifestyle Properties (Project Originally Known as Ramsey Town Center 12th Addition/Gleason Plat).

Public Hearing

Chairperson Bauer called the public hearing to order at 7:52 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to hold a Public Hearing and consider a recommendation on a Preliminary Plat for a development known as Vistas at North Commons. The proposed development consists of twelve detached single-family dwellings. The Sketch Plan has already been reviewed by the Planning Commission, which has provided policy direction on net density and sidewalk requirements. Staff reviewed the request in detail with the Commission and recommended approval.

Citizen Input

Bill Gleason, 215 Merry Avenue in Wayzata, explained he brought the proposed development to the City. He stated he was excited about the project and believed the proposed product would benefit the City. He thanked staff for all of their assistance on this project.

Commissioner Surma understood Mr. Gleason had a great relationship with the City.

Mr. Gleason discussed his development history with the City noting he exceled at developing difficult properties.

Commissioner Nosan was pleased to see this type of housing product being brought to the City of Ramsey and thanked Mr. Gleason for working with the City on this development.

Chairperson Bauer understood senior housing was a priority for the City.

Commissioner Anderson commented he lives near the proposed development and he and his neighbors support the proposed single-family development. He asked if the units would be screened from the trail.

Mr. Gleason stated he was proposing to have landscaping in order to assist in screening the units from the trail.

Commissioner Brauer supported the development and believed it fit well on the proposed site.

Commissioner VanScoy thanked Mr. Gleason for all of the work he had put into the development.

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 8:05 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to adopt Resolutions #17-01-013 (Findings of Fact) and #17-01-014 (Variance) granting a Variance to Vistas at North Commons as indicated in the report.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Brauer, Anderson, Nosan, and Surma. Voting No: None. Absent: None.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #17-01-015 recommending that the City Council approve the Preliminary Plat for Vistas at North Commons.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, and Nosan. Voting No: None. Absent: None.

5.05: Consider Concept Plan for Potential Trott Brook Hall Expansion.

Presentation

Community Development Director Gladhill presented the Staff Report stating representatives of Trott Brook Hall met with City Staff recently to discuss a potential expansion of their building, which is located at 17301 Nowthen Blvd NW (the "Subject Property"). They did provide Staff with a Concept Plan for the potential expansion and Staff offered to route it through the Planning Commission for some very preliminary input/feedback before they incurred more expense in plan development.

Commission Business

Commissioner VanScoy asked if the site had space for wetland mitigation.

Community Development Director Gladhill discussed how wetland mitigation would have to be completed for this property. He anticipated wetland credits may have to be purchased by the developer.

Commissioner Anderson explained he drove by this property and feared a portion of the wetland would have to be filled in in order to complete the proposed addition. He questioned the size of the addition.

Community Development Director Gladhill reviewed the sketch plan and noted which portion of the wetland would be impacted. He stated the impact would be relatively minor.

The Commission supported this item moving forward.

5.07: Review Concept Plan for Pearson Farm; Case of Capstone Homes.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. This is not an official application at this time, but does include several unique policies.

1. Comprehensive Plan Amendment (subsequently a Zoning Amendment)
2. Use of Planned Unit Development District
    1. Lot Sizes
    2. Setbacks
3. Mandatory Environmental Review

Community Development Director Gladhill reviewed the proposed concept plan in detail with the Commission and requested feedback.

Commission Business

Commissioner VanScoy discussed the potential PUD and asked if staff was proposing to rezone the site PUD or R-2.

Community Development Director Gladhill discussed the requirements of a PUD and stated staff would be evaluating this further prior to making a recommendation.

Commissioner VanScoy questioned the intent of the small portion of property along Highway 10.

Steve Bonna, Capstone Homes, explained three townhome units would be located along Highway 10. He noted there would be a 12-foot landscaped berm between the property line and the railroad tracks. He anticipated the material for the berm would be generated from the site. He provided further comment on the proposed housing types that would be included within the development, along with the estimated prices. He described the pond and park amenities that would enhance the neighborhood. He stated one of the challenges with the development was working through the transportation and utilities.

Commissioner Surma appreciated the great work Capstone had done in the community. He questioned how close the townhome units would be to the railroad tracks.

Mr. Bonna estimated the units would be over 100 feet from the railroad tracks.

Commissioner VanScoy asked if the streets would be private or public.

Mr. Bonna explained the townhome area of the development would have private streets and an HOA would maintain these roadways.

Commissioner Nosan was pleased with the proposed greenspace within the development.

Commissioner Surma understood a number of the units would be slab on grade. He questioned if these residents would have a safe place to be during inclement weather.

Mr. Bonna appreciated this question and stated a storm shelter option would be offered for these homeowners.

Chairperson Bauer recommended the community building be constructed with a basement.

Mr. Bonna noted the community building would be quite modest in size and would not serve as a storm shelter.

The Commission supported this project moving forward.

5.06: Stone Brook Children's Academy & Daycare Purchase Agreement for OUTLOT B of COR ONE

Presentation

Assistant City Administrator/Economic Development Manager Brama presented the staff report stating the purpose of this case is for the Planning Commission to review the attached potential project site locations; and to provide feedback to the EDA and City Council--as they are considering a corresponding purchase offer (purchase agreement). Staff reviewed the potential eight site location options. It was noted Stone Brook would like to move forward with site location #1. The EDA has asked Stone Brook to also evaluate sites #1 through #4. Staff discussed the potential sites in detail with the Commission and requested feedback on the proposed project.

Commission Business

Chairperson Bauer understood Stone Brook wanted to be located on a prime parcel within The COR, but was not willing to pay the price for this prime real estate. He expressed concern with this scenario and did not want to see the City drop its prices too much

Commissioner VanScoy asked what the purpose of the academy would be.

Assistant City Administrator/Economic Development Manager Brama stated he could not speak in detail to the curriculum that would be taught at the academy but his understanding was students would be taught from early childhood to preschool. The focus would be on classes and learning. It was noted the academy would have an indoor rec space.

Commissioner VanScoy questioned if the facility would be a daycare or an educational institution.

Assistant City Administrator/Economic Development Manager Brama stated the primary focus would be education.

Commissioner VanScoy reported educational uses were not allowed in COR 1, COR 2, or COR 3.

Community Development Director Gladhill clarified the business would be licensed as a daycare. Further discussion ensued regarding the differences between a daycare and an academy.

Commissioner VanScoy asked if a private street with easements could be created to eliminate the need for a public roadway connection.

Community Development Director Gladhill stated staff could investigate this further.

Commissioner VanScoy appreciated the focused concept of Stone Brook. He stated he would like to see this facility located within The COR. He anticipated staff would have to negotiate with Stone Brook on the cost of the property.

Commissioner Nosan expressed concern with dropping the price for the property. She feared how The COR would be impacted by 100 cars entering and exiting the property several times a day. She questioned how the remnant property (0.5 acre) would be developed in the future.

Assistant City Administrator/Economic Development Manager Brama discussed how a standalone development could be completed on the 0.5-acre lot. He explained the Council and EDA would address the pricing strategies for the property. He discussed how the per square foot asking prices were established in further detail with the Commission and noted the asking prices were always up for negotiation.

Chairperson Bauer did not understand why the applicant was requesting to be located in the center of The COR. He suggested the applicant consider another location in order to assist with traffic congestion and to avoid the street connection.

Commissioner VanScoy agreed with this recommendation.

Commissioner Surma did not support the academy locating on Site #1 and recommended Site #4 be pursued further.

Commissioner Brauer agreed stating this was one of the last pieces of real estate that was visible from Highway 10. He questioned what the applicant was bringing to the table that would contribute to The COR and the City. He questioned if taxes would be lost on this property given the proposed use. He believed Site #1 was a unique parcel and should not be sold short.

Commissioner VanScoy asked who owned Site #4.

Assistant City Administrator/Economic Development Manager Brama reported PSD owned this property and this organization was not willing to negotiate on the land price. In added that he feared the applicant would not qualify for a business subsidy loan, which means the City could not assist with the purchase price in any way. He provided further comment on the applicant's concerns with Site #4.

Commissioner Nosan commented again on the number of cars that would be coming in and out of this Stone Brook Academy property on a daily basis. She believed the proposed academy would be much better served if located along Ramsey Boulevard.

Commissioner Anderson thought Site #4 was the best location for the academy.

Chairperson Bauer did not believe this use had to be located in The COR and requested staff find out why Stone Brook was making this request. He also wanted to better understand what Stone Brook would be adding to The COR and the City.

Commissioner Brauer believed the academy should be licensed through ECFE and not as a daycare.

Chairperson Bauer requested staff bring the Planning Commission's comments and questions to Stone Brook.

5.08: Public Hearing: Consider Ordinance to Amend Board of Appeals and Adjustment/Official Map

Public Hearing

Chairperson Bauer called the public hearing to order at 9:32 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the City of Ramsey, along with the City of Anoka, Anoka County, and the Minnesota Department of Transportation recently accepted the Highway 10 Access Planning Study, which is now the comprehensive

vision/plan for Highway 10 future improvements. This is the third version of said vision over the past several decades. In the 1990s, the Interregional Corridor Study was completed and included several planned improvements along Highway 10. That vision was amended in the mid 2000s through the completion of the Highway 10 Access Management Plan. That plan proved to be challenging to implement, and in response, the current Highway 10 Access Planning Study was completed. Due to the change in vision, Staff has been preparing for an update to the City's Official Map, which places certain land use controls over properties and portions of properties ultimately needed for public purposes, such as frontage roads, interchanges, and other improvements.

Community Development Director Gladhill explained as part of that review, the City Attorney has recommended that the City's ordinance establishing a separate Board of Adjustment and Appeals for the Official Map Area be amended to consolidate into the Planning Commission's normal role as Board of Adjustment and Appeals. Both are powers granted under the State's Planning Enabling Law. It is the City Attorney's Legal Opinion that the Statute does not provide guidance to create two separate Board of Adjustment and Appeals. Staff indicated this will be the first in a series of amendments related to the Official Map.

Citizen Input

There were no comments from the public.

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Surma, Nosan, Anderson, Brauer, and VanScoy. Voting No: None. Absent: None.

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

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to recommend that City Council adopt Ordinance #17-03 Amending the Board of Appeals and Adjustment/Official Map.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Brauer, Anderson, Nosan, and Surma. Voting No: None. Absent: None.

6. Comprehensive Plan Update Items

6.01: Receive Progress Report for the 2040 Comprehensive Plan Update

Presentation

Community Development Director Gladhill presented the staff report stating as the Planning Commission is aware, the City has established an ad-hoc Comprehensive Plan Update Steering Committee. Once every ten (10) years, the City is required by Minnesota Statute 473 to update its Comprehensive Land Use Plan. Aside from the statutory obligation, the City's existing plan has become dated in terms of policies, demographics, and land use vision. In order to freshen the City's vision for land use, including systems such as transportation, housing, economic development, natural resources, and parks/open space to name a few, now is an appropriate time to update the Comprehensive Plan. The Steering Committee has met twice so far on the project. The intent of the early meetings in 2016 is to set the stage and agree on a framework moving forward.

Community Development Director Gladhill reported the primary next step in the process is to finalize a working draft of the City's land use Vision Statement and Future Land Use Map. These two (2) pieces will lay the foundation on future steps and will be used to check in as individual system plans are developed. The group desires to have a working draft of both documents available in February for public workshops and engagement.

Community Development Director Gladhill indicated a primary system plan to update is the Transportation Plan. Staff anticipates to bring a discussion to the January Public Works Committee in January to discuss steps moving forward. The Planning Commission will also discuss this structure at the February Meeting. No drafts have been prepared thus far, but Staff will be checking in on the framework to complete this portion of the update. Staff anticipates a public workshop and other engagement for this system plan in April.

Community Development Director Gladhill explained the Environmental Policy Board has begun to discuss how to update the Natural Resources Chapter and will be providing an update to the Planning Commission and Comprehensive Plan Steering Committee in February or March. Citizen Engagement is planned starting in April.

Community Development Director Gladhill stated the Parks and Recreation Commission will begin discussing a new format for the Parks, Recreation, and Open Space Plan beginning after the first of the year. Currently, the plan comprises of a future improvement/planning map alongside the Capital Improvement Program (CIP). The CIP is an important financial planning tool for the City and is intended to be complimentary to the Comprehensive Plan. The Parks and Recreation Commission along with the City Council desire to bolster the Comprehensive Recreation Plan into a more thematic and visionary document, looking more long term and comprehensively at the community's recreation needs, rather than simply a chronological financial planning tool.

Community Development Director Gladhill commented Staff will be discussing the Economic Development Chapter with the Economic Development Authority (EDA) to gather their initial thoughts on a plan to update this chapter in January. Staff will report back to the Planning Commission in February and discuss a work plan to update this Chapter.

Commission Business

Chairperson Bauer explained the committee was in the very preliminary stages on how to attack the Comprehensive Plan update. He thanked staff for the thorough update on this agenda item.

7. COMMISSION / STAFF INPUT

7.01: Receive Staff Update

The Staff Update was noted.

7.02: Zoning Bulletins

Zoning Bulletins were noted.

8. ADJOURNMENT

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Nosan, and Surma. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 9:45 p.m.

Respectfully submitted,

_____

Tim Gladhill
Development Services Manager

ATTEST:

JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, January 12, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Jim Steffen Member Philip Brunt Member Brian Burandt Member Glen Hardin Member Chris Riley Member Kristine Williams (arrived at 7:51 a.m.)
Members Absent:	Member Wayne Skaff
Also Present:	Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator Tim Gladhill, Community Development Director Kurt Ulrich, City Administrator Mike Mulrooney

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated December 8, 2016

Motion by Member Steffen, seconded by Member Hardin, to approve the December 8, 2016, minutes as presented.

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

4. EDA BUSINESS

4.01: Stone Brook Academy Purchase Agreement for 1-acre of City-Owned Land located within The COR

Economic Dev. Mgr/Assistant City Administrator Brama stated the EDA requested feedback from staff on various items related to Stone Brook's desired site location, Outlot B (Site #1), to review feedback from Stone Brook on other site location options and to review feedback from Planning Commission on the eight potential site locations/proposed use. He noted the desired outcome of this case for Stone Brook, is direction on what site location they can move forward with. Stone Brook still strongly desires Outlot B, their original proposed location. Stone Brook is hoping to get clear direction from the City as they want to enter into a purchase agreement and begin the entitlement process as soon as possible. They are hoping to have a project completed in 2017.

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report and stated there are three alternatives staff has determined in regards to Stone Brook.

Alternative A - The City is comfortable with Stone Brook's originally proposed location, Outlot B, Site #1. Stone Brook needs direction on whether or not Yolite Street is required public road connection, or if a private stub road is sufficient. Also, an agreed upon price per square foot is desired.

Alternative B - The City is not comfortable with Stone Brook's originally proposed location, Outlot B, Site #1. The City is interested in helping with funding the financial gap on other sites via a formal business subsidy. Stone Brook is asking the City to address their questions/issues on other sites (mainly pricing). Likely, the gap in costs, from Site #1 to other sites would range from $335,000-$531,000. Stone Brook will only locate on another site if the City is telling them no to Site #1.

Alternative C – The City is not comfortable with Stone Brook's originally proposed location, Outlot B, Site #1. The City is not interested in helping out with funding the financial gap on other sites via a formal business subsidy. The City still remains interested in selling City owned land to Stone Brook. Stone Brook may need to reconsider their approach/expectations for this project altogether. If this alternative is selected, staff would recommend the EDA provide Stone Brook with as much feedback as possible, so they can understand and consider their options moving forward.

Chairperson Steffen asked what staff determined was the best solution for Yolite Street.

Economic Dev. Mgr/Assistant City Administrator Brama stated Yolite Street is the 'would be' connection and is a public road that was planned via the City's first master plan for Ramsey Town Center. It is not called for in the City's current plan for The COR. The street is defined by previous construction projects and land transactions and at this point in time there is an intersection on the north side of the site at Sunwood Drive where Yolite Street would enter and there is a cut out on the south side. There is also a stormwater line that runs through what would be Yolite Street which would prevent any buildings being set over the top of that stormwater line. He stated from a public safety perspective staff is recommending that this connection be made.

Member Riley asked if the Planning Commission had any comments for the EDA to consider.

Community Development Director Gladhill reviewed the Planning Commission discussion with the EDA. He noted staff believed this project, a daycare, would fit within the permitted use of the area. The major concern was carving out a smaller piece to develop. The Planning Commission does not prefer this location from an overall masterplan perspective and felt there were better sites for this.

Member Burandt asked what the vision was for the parcel.

Community Development Director Gladhill reviewed the site with the Board.

Member Hardin asked how large the parcel was across from the three acres and if the zoning was consistent with the zoning on that parcel.

Community Development Director Gladhill stated he did not know the exact size but that it would be the same zoning.

Member Hardin asked if it was still flexible for retail across the street.

Community Development Director Gladhill stated there would still be available retail use.

Member Riley thought they needed to concentrate on Yolite Street right now because if they decide it has to be built, they are locking the remnant parcel in. He asked if the storm sewer was being used or if it is just in the ground.

Economic Dev. Mgr/Assistant City Administrator Brama assumed it was in use but was not positive.

Member Williams arrived at 7:51 a.m.

Member Riley thought Yolite Street was the first thing they needed to make a decision on, which in turn will dictate other things to occur.

Community Development Director Gladhill stated the Planning Commission also thought there could be one building with multiple levels but that would need to be discussed with the building department.

Member Riley stated in regards to Yolite Street, it does not need to be there. For traffic flow he believed it does not need to be there at all. In an emergency, there are private drives along with a break-thru in the ramp that can be used so Yolite Street is not necessary as a City maintained street. It could be a private drive.

Member Williams stated she was still concerned about the remnant parcel but wants to see something happen on that site and if there is an eager buyer then she was confident with City Staff to make it work.

Economic Dev. Mgr/Assistant City Administrator Brama stated the remnant parcel is not something staff would promote to sell. He stated CBRE felt there is value but it is limited.

Member Williams stated the multi-tenant retail along Sunwood Drive is more appealing than a single level daycare and she did not think it was consistent with what she would like to see as a retail use on the corner of that parcel. She felt a daycare was better suited further out along the edge of The COR and believed the plan in place was a denser use of this space. She would like to see a multipurpose building on that parcel.

Chairperson Steffen thought they all agreed it is a great concept and felt it would do well. He also agreed it is not the best site for the daycare.

Member Hardin stated he did not disagree and thought it would be nice to have a multi-story building there but there is a willing buyer and seller before them and he was in favor of moving forward with Alternate A.

Member Burandt asked if not on this site where would they put a daycare because people living and working in the multi-level buildings will need daycare but he did agree that they did not need a City improved road on Yolite.

Community Development Director Gladhill noted the Planning Commission perspective was a daycare could be located next to the Medical Examiners' office. Another area from staff's perspective was the McDonald's site because roads are in and the pad is ready to be built on. Another site is south of Casey's but would need to be looked at more thoroughly. The first time this project came forward to them it was proposed to be located on the northeast corner of Bunker and Ramsey. The corner is guided as retail and a daycare facility could be a part of that as well. From a land use perspective those are some of the primary spots.

Economic Dev. Mgr/Assistant City Administrator Brama stated if they moved forward with this site, the City would be in favor of Yolite Street because of the traffic load this user will create during peak times and the City wants to avoid the congestion on Sunwood Drive.

Community Development Director Gladhill asked if they could explore the private road concept that connects all the way through and secure an easement for public sidewalks so that way maybe the cost is reduced and their maintenance obligations are reduced. Also another public City street would be useful if Zeolite Street were to close down for maintenance, Yolite street could be used as the pass thru road.

Community Development Director Gladhill reviewed possible traffic issues on Sunwood Drive with the Board.

Member Riley thought everything being discussed regarding Yolite Street could be negotiated with the applicant.

Chairperson Steffen asked if all of this needed to be hammered out before the applicant can proceed with their project.

Economic Dev. Mgr/Assistant City Administrator Brama stated there are multiple ways to handle this but staff wanted to secure the site before they hammered out the final details of that purchase agreement. He stated staff would like to come back next month with the proposed purchase agreement for board review and approval.

Chairperson Steffen asked what the rationale was for the other sites to be four times the cost.

Economic Dev. Mgr/Assistant City Administrator Brama stated as they went through the pricing strategy exercise with the City Council, CBRE was their main advisor and it was his understanding that the parcels that are located on the edge of the site near the County road are convenience retail sites and those are one of the highest retail sites per square foot on the market in suburban areas.

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council that staff continue to explore Alternative A and negotiate the remaining details with the potential buyer and that the EDA suggests Yolite Street should be a private drive.

Further discussion: Member Hardin thought staff could have Stone Brook price out what the construction costs would be to possibly construct the building with the option for a second story accessible at a later date.

Member Riley asked for clarification on Alternative A in regards to Yolite Street and if it should be a private or public road. He felt it should be a private drive.

Economic Dev. Mgr/Assistant City Administrator Brama asked for clarification if staff should negotiate price per square foot. The EDA supported this action.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Burandt, Brunt and Riley. Voting No: Williams. Absent: Skaff.

4.02: Consider Request from Ramsey Business for Use of EDA Revolving Loan Fund

Member Hardin indicated this applicant is a business customer of the bank he works for so he recused himself from discussion and voting.

Economic Dev. Mgr/Assistant City Administrator Brama stated the EDA is asked to consider the request from Ramsey Business for use of EDA Revolving Loan Fund (RLF). This request is to allow for an exception and/or amendment to the EDA RLF Guidelines, related to minimum equity.

Economic Dev. Mgr/Assistant City Administrator Brama stated American Print & Digital has a purchase agreement in place for the former "All-Brite Printing" building located between Do-All Printing and Lano Equipment on US Highway 10. This building is just less than 15,000 sf, and is set up ideally for their operations. This purchase will allow for an expansion of their business, placement of their new machine, and room for small future expansion. Additionally, in the short

term, American Print & Digital plans to sub-lease a small portion of the property until they need it.

Economic Dev. Mgr/Assistant City Administrator Brama stated the project is about $1.4 million in which American Print & Digital is seeking financing, and about $600,000 of the total project costs are the new machine. The Bank of Elk River has tentatively indicated they would fund 50%, the SBA had tentatively indicated they would fund 40%, and the owner has indicated they would like the EDA RLF to cover 5%, and for owner equity to be 5%.

Economic Dev. Mgr/Assistant City Administrator Brama indicated the owner is requesting 5% EDA RLF financing to allow equity dollars to be dedicated to ongoing business working capital needs. The printing industry requires a significant level of working capital to upgrade machines, repair machines, and purchase ever-changing software. It is not uncommon for these unexpected costs related to machines to cost several hundred thousand dollars. American Print & Digital can physically make the deal happen without the EDA RLF. However, they want to be prudent/smart about how they are growing their business planning and they want to make sure they can digest their growth.

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

Mr. Mulrooney stated he did not see in the policy an allowance for the exception. He thought it may be time to review the policy because he thought there were some inconsistencies within the policy in regards to referring to the EDA and the City. He thought there should be some clarification as to which entity is being talked about in terms of review of a loan. He reviewed his memo with the Board.

Chairperson Steffen stated they will not loan for working capital.

Mr. Mulrooney indicated that was correct.

Chairperson Steffen stated the applicant has the cash to do the ten percent down but they want to keep some cash for working capital.

Mr. Mulrooney stated that is what they have been told but he has not seen any paperwork to indicate that. The borrower has expressed a desire to retain cash for operating purposes.

Economic Dev. Mgr/Assistant City Administrator Brama reviewed with the EDA what the revolving fund could be used for.

Member Riley stated he would not like to see the loan extended to 20 years. He would like to see this kept as a revolving loan fund. The case talks about the interest rate and they have not talked about that. He noted he was still ok with the three percent rate. He thought as far as bringing it down to the equity, the City is third in line already so he did not know if that mattered much. He stated the reason why they have this is to help out businesses who cannot get additional financing.

Chairperson Steffen agreed and stated that is what the money is there for.

Motion by Member Steffen, seconded by Member Burandt, to recommend to City Council to allow for an exception to the EDA RLF Guidelines, to allow for minimum equity, in the amount of 5%, for American Print & Digital and direct staff to bring back a future case to discuss updating the EDA RLF Guidelines.

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

4.03: Extend CBRE Listing Agreement through July 2017

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

Chairperson Steffen asked if it still leaves the option open of continuing CBRE after that.

Economic Dev. Mgr/Assistant City Administrator Brama stated that was correct.

Motion by Member Hardin, seconded by Member Steffen, to recommend to City Council approve the short-term contract extension with CBRE (6 months).

Further discussion: Member Williams stated that by extending their contract, if new prospects come forward during that time they could have a new partner in place and CBRE could be compensated for bringing that prospect in.

Chairperson Steffen thought that would apply today if they found a deal as well and would just extend that.

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

4.04: 2017 Annual EDA Business Expo

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report. He noted the proposed date for the Business Expo is March 18th.

Member Riley thought this is a good thing they do and if staff could put a little creativity into it to make sure it is not the same every year that would be great. He suggested inviting a kids group to perform to bring in additional people or something like that.

4.05: Consider Changing Regular Meeting Dates

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

The EDA was in favor to change the meeting from the first Thursday to the second Thursday of the month.

4.06: Updates

Economic Dev. Mgr/Assistant City Administrator Brama updated the Board on Gleason (Life Style Properties), U-Shape property; M&G Trailer Sales lease extension and expansion; RALF program application (Sunfish Lake Boulevard Gas Station).

Community Development Director Gladhill updated the Board on planning items going on in the City. He noted Capstone Homes has pitched a concept plan for residential plan on the Pearson property, north of Highway 10. He noted this will be on the City Council agenda for January 24th.

City Administrator Ulrich updated the Board on various City projects. He recognized Patrick Brama for his completion of the Economic Development Finance Professional EDFP course work.

Economic Dev. Mgr/Assistant City Administrator Brama reviewed the EDFP final exam with the Board.

5. MEMBER / STAFF UPDATE

There were no items.

6. ADJOURNMENT

Motion by Member Steffen, seconded by Member Hardin, to adjourn the meeting.

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

The regular meeting of the Economic Development Authority adjourned at 8:50 a.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Patrick Brama
Econ. Dev. Mgr/Assistant City Administrator

Draft by Sue Osbeck

TimeSaver Off Site Secretarial, Inc.

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

The Ramsey Park and Recreation Commission conducted a regular meeting on January 12, 2017, at Ramsey City Council Chambers, 7550 Sunwood Drive NW

Commission Members Present:	Chair Shane Bennett Vice Chair Matthew Logan Commissioner Russell Bayer Commissioner Andrew Fyten Commissioner Brandon Sis Commissioner Jon Trappen Commissioner David Troy
Commission Members Absent:	None
Also Present:	Parks & Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chair Bennett, Commissioners Trappen, Sis, Bayer, Fyten, Logan, and Troy. Voting No: None. Absent: None

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

1) Park and Recreation Commission Regular Meeting Minutes dated November 10, 2016

Motion carried. Voting Yes: Chair Bennett, Commissioners Fyten, Sis, Bayer, Logan, Trappen and Troy. Voting No: None. Absent: None

5. COMMISSION BUSINESS

5.01: Review Concept Plan for Pearson Farm: Case of Capstone Homes

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to provide preliminary feedback for a future plat currently known as Pearson Farm. The development will be a combination of single family homes and townhomes. Mr. Riverblood indicated the location of the proposed sub-division on a map. He showed the proposal for the sub-division. The southern portion of the development would be developed first. There would be approximately 98 townhomes and over 300 single family homes within the entire proposed plat, after all the phases would be complete.

Three private open spaces were indicated on the map. These private open spaces are proposed by the developer to be available for community use. These open space areas are typically not included in Park Dedication. Mr. Riverblood showed examples of another Capstone subdivision in photographs of homes having their own small play structures, and summarized the City's policy relative to pocket parks. The greenway corridor, which has been previously discussed with the Commission, was indicated on a map. Staff feels that Park Dedication may include improvements to the Lake Itasca Park. A public meeting regarding the development of Lake Itasca is suggested to be held sometime this summer. Park Dedication proceeds could also be used in some of the other park areas including the water-centric park. A splash pad has been requested by the residents during the public engagement process leading up to the acquisition of the land for Lake Itasca Park and would be consistent with a water-centric park within The COR.

The 4 acres to the north near Puma Street and Alpine Drive may also be considered as part of the Park Dedication agreement. These 4 acres are currently owned by the City. A larger greenway could extend from the COR along the wetland to Lake Itasca. An underpass for pedestrians is being considered under Alpine Drive. The cost for this is estimated to be $400,000 - $500,000. This would provide safe access for residents. Wildlife also typically uses these types of underpasses. The Mississippi River Trail is also along Puma Street, and could also have some landscape improvements associated with the trail (which is also United States Bikeway #45) as part of the Park Dedication agreement. Agreements could be made with the developer for either cash or construction of amenities.

The Park and Recreation Commission will be addressing access to parks and trails (geographic's and design), as well as specifics pertaining to how the Park Dedication and Trail Fees are satisfied within the future Development Agreement. Staff is forwarding at this stage to introduce the concept early. The Developer is asking for initial feedback on the concept before starting the official review process.

Chair Bennett thanked Mr. Riverblood for his report. Chair Bennett noted he is part of the Comprehensive Plan Steering Committee for the City. He noted this plan would be key to the

Comprehensive Plan components. He reviewed the goals of the Comprehensive Plan Steering Committee. There has been more use out of the larger community parks rather than the pocket parks. The community has indicated they would prefer the larger community parks.

Commissioner Sis referred to the underpass on Alpine Park and asked if there is data available indicating this would be helpful to the wildlife. Mr. Riverblood stated there has not been a large number of wildlife deaths along Alpine Drive. This would not be the primary reason for the underpass. The primary purpose would be safety for young people. A signalized intersection would cost the same amount of money but crossing under the road may be safer. Commissioner Sis was concerned the property would be isolated as far as emergency vehicles.

Commissioner Logan noted there are many options for this area and appreciated bringing in the residents to the planning process. The developer would like to receive Park Dedication credits for the open spaces areas but the Commission must balance between past practices, policies and how the whole community would be in the best served. Mr. Riverblood stated the water-centric park features are costed out today in excess of $6M. The splash pad would be a community-wide destination and accessible to families that may live in the project being proposed.

Chair Bennett stated the consensus of the Commission is that where staff is looking to with respect to the allocation of Park Dedication proceeds appears in line with where the Commission would like to see, including not investing in pocket parks.

Commissioner Sis asked about a diagonal greenway through the City serving a dual purpose to increase bike traffic to the City parks. Mr. Riverblood stated the trail and greenway would not be redundant and would serve residents for different purposes. They would be complimentary and have completely different character.

Commissioner Troy asked if an over-pass would be a substitute for the under-pass. Mr. Riverblood stated bridges are much more expensive than box culvert under-pass. Roughly speaking, a bridge would cost ten times more than an under-pass. All the preliminary engineering has not been researched to see if the grade would allow for an under-pass. Mr. Riverblood stated a sketch plan will come back before the Commission.

6. COMMISSION/STAFF INPUT

Parks & Assistant Public Works Superintendent Riverblood provided the following updates:

Update on the Comprehensive Plan Process – Chair Bennett reported the City has established an ad-hoc Comprehensive Plan Update Steering Committee. Once every ten years, the City is required by Minnesota Statute 473 to update its Comprehensive Land Use Plan. Aside from the statutory obligation, the City's existing plan has become dated in terms of policies, demographics, and land use vision. In order to freshen the City's vision for land use, including systems such as transportation, housing, economic development, natural resources, and parks/open space to name a few, now is an appropriate time to update the Comprehensive Plan. The Steering Committee has met twice so far on the project to set the stage and agree on a

framework moving forward. The primary next step in the process is to finalize a working draft of the City's land use Vision Statement and Future Land Use Map.

The Parks and Recreation Commission will begin discussing a new format for the Parks, Recreation and Open Space Plan. Currently the plan comprises of a future improvement/planning map alongside the Capital Improvement Program (CIP). The CIP is an important financial planning tool for the City and is intended to be complimentary to the Comprehensive Plan. The Parks and Recreation Commission along with the City Council desire to bolster the Comprehensive Recreation Plan into a more thematic and visionary document, looking more long term and comprehensively at the community's recreation needs, rather than simply a chronological financial planning tool. The Steering Committee is development a list of values for the Comprehensive Plan. The Plan consists of ten – eleven chapters.

Mr. Riverblood stated the comprehensive plan process is all about public engagement and all meetings are open to the public. He encouraged residents to get involved if desired to plan for what the community will look like in the future. Mr. Riverblood reported since the last Comprehensive Plan was done much has been accomplished. He will outline the accomplishments and improvements made since the last Plan. A larger Park and Trail Comprehensive Plan will be developed and will include showing what the neighborhood parks will look like in the future. Work on the Comprehensive plan will continue through 2017.

Commissioner Troy asked which peer cities the Ramsey Comprehensive Plan is sent to and Mr. Riverblood stated Ramsey's neighbors. Ramsey also reviews the neighboring communities Comprehensive Plans.

Update on 2017 Recreation Opportunities – Mr. Riverblood stated the City Council has deemed Recreation Opportunities a strategic initiative for the City. He referred to the City website under the Park and Recreation Calendar area. He reviewed some of the noted events. Ideas for recreation programming should be suggested to City Staff by residents.

Commissioner Troy asked if the events listed are included on the facebook page. Mr. Riverblood stated announcements will be regularly posted on the City's facebook page.

7. ADJOURNMENT

Motion by Commissioner Troy, seconded by Commissioner Logan, to adjourn the meeting.

Motion carried. Voting Yes: Chair Bennett, Commissioners Troy, Logan, Bayer, Fyten, Sis, and Troy. Voting No: None. Absent: None

The Park and Recreation Commission meeting adjourned at 7:20 p.m.

Respectfully submitted,

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver off Site Secretarial, Inc.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Wednesday, January 18, 2017, the Environmental Policy Board (EPB) met in the Lake Itasca Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:	Chairperson Thomas Stodola (arrived at 6:34 p.m.) Board Member Colleen Anderson Board Member Reid Bernard Board Member Jane Covart Board Member Lucas Trossen Board Member Michael Valentine
Members Absent:	Board Member Michael Hiatt
Also Present:	City Planner Chris Anderson Councilmember John LeTourneau

1. CALL TO ORDER

Vice Chairperson Valentine called the meeting to order at 6:32 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Covart and seconded by Board Member Bernard to approve the agenda as submitted.

Motion carried. Voting Yes: Vice Chairperson Valentine, Board Member Covart, Bernard, Anderson, and Trossen. Voting No: None. Absent: Commissioner Hiatt and Chairperson Stodola.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes December 19, 2016

Motion by Board Member Covart and seconded by Board Member Trossen to approve the regular meeting minutes dated December 19, 2016.

Motion carried. Voting Yes: Vice Chairperson Valentine, Board Member Covart, Trossen, Anderson, and Bernard. Voting No: None. Absent: Commissioner Hiatt and Chairperson Stodola.

5. POLICY BOARD BUSINESS

5.01: Receive Presentation on Irrigation System Components and an Overview of Incentive Programs

City Planner Anderson introduced the topic and guest speaker Russ Jundt of Conserva Irrigation, and stated that Mr. Jundt would provide a presentation on water conserving technologies available for irrigation systems and an overview of Minnesota Nursery and Landscape Association (MNLA) incentive/rebate programs that encourage use of these newer technologies.

Russ Jundt, Conserva Irrigation, shared a presentation that outlined his background and explained water conservation as it relates to irrigation in residential, commercial, and municipal areas with over 46 million residential irrigation systems nationwide. He stated irrigation systems waste more water than any other source.

Councilmember John LeTourneau asked if the waste comes from systems not being designed properly.

Mr. Jundt explained components are very inexpensive and that every head needs to be check-valved, which is not an expensive upgrade. He said zoning needs to be done per micro-climates and that a smart controller is much better than a simple timer in saving water. He shared a sketch outlining zones versus time watering and explained how less watering is needed in April versus August which results in massive overwatering. Mr. Jundt explained how rain sensors operate like a "snooze alarm" and shuts off but then returns to programmed time resulting in overwatering. He said smart controllers can be programmed based on weather data by zip code which saves substantial amounts of water and shared an example in a Hugo homeowners association where over 2,200 sprinkler heads were broken in their 7,800 head system.

Mr. Jundt shared changing industry dynamics including landscaping demand, control consumption, increased pricing, fines, and penalties and said most water wasted is through irrigation systems. He shared how smart controllers can reduce water usage by 40-60% and that they developed a proprietary system where low scores provide motivation. He shared their partnerships with Toro and The Wyland Foundation which are dedicated to water conservation.

Mr. Jundt displayed samples of ET sensors and controllers and outlined the Metropolitan Council's water efficiency grant program and cities who offer rebates, adding the return on investment for commercial systems can be seen in days and residential systems within one to two seasons.

City Planner Anderson asked if ET sensors are different than soil moisture sensors.

Mr. Jundt said ET sensors are different as they operate based on 40 years of weather data.

Board Member Trossen inquired about the life expectancy of these controllers.

Mr. Jundt replied controllers are warrantied up to five years and that data is updated every year.

Chairperson Stodola asked how much would be added to a system in new construction.

Mr. Jundt said smart controllers cost $250-350 more than standard controllers on new installations.

Board Member Anderson clarified the total additional cost for an existing system to be retrofitted would be $475-675 and asked if one system is better than another.

Mr. Jundt said a system that includes a smart controller with an ET sensor would be better than just a soil moisture sensor and would result in the City saving a lot in water.

Informational; no action required.

5.02: Receive Update from Anoka County Community Health and Environmental Services Department related to Water Resources

City Planner Anderson introduced Bret Biernat, Anoka County Environmental Services (ACES) who would provide an update on water related initiatives/activities.

Mr. Biernat, ACES, shared his background beginning in 1991 with the ground water management act established in 1989 to address watershed management issues and creating the groundwater protection plan. He reviewed priorities and said Anoka County created a task force to prioritize water, including coordination of water resources protection and management. He said it is important not to work as silos and that Ramsey's citizen survey included very good scores rating the drinking water. Mr. Biernat reviewed the Board's priorities and outlined the County's Water Task Force statement as a committee charged with making water a priority. He said the wellhead protection act ensures no pollution sources and the Community Health Services Plan includes measurable goals such as well sealing to reduce pollution.

Mr. Biernat outlined the goal of reducing wells by two percent per year and to test private wells and collaborate better with all the organizations. He shared that the Irrigation Association has declared July as Smart Irrigation Month and reviewed community health issues including water quality and sustainable drinking water. Mr. Biernat shared how the County has provided water testing for homeowners since 1972 which is important from a public health standpoint and outlined how they can support the Board. He shared water conservation goals as a partner with WaterSense and the EPA and referred to their "KnowTheFlow" coordination tool website and outreach and education efforts. Mr. Biernat outlined drinking water protection and the Water Task Force focus and shared how the County can be an advocate for cities such as creating a well sealing video.

City Planner Anderson distributed a sign-up sheet for notification of Task Force meetings and offerings then referred to Ray Renner of Renner & Sons well drilling, who provided the Department of Health with well locations in Ramsey.

Mr. Biernat said the records were very helpful and that Mr. Renner's brother is on the Water Task Force.

City Planner Anderson shared how the City offers water testing kits at City Hall.

Mr. Biernat said he is pleased with this partnership as cities can distribute bottles for testing instead of plastic bags which provides better results.

City Planner Anderson inquired about WaterSense program obligations such as reporting requirements.

Mr. Biernat said an annual report is required for the EPA to promote water efficiency as a collaborative effort which could be done separately.

Mr. Jundt inquired about the fee for a water test.

Mr. Biernat said the cost is relatively inexpensive at $30 per test.

5.03: Consider DRAFT Ordinance #17-04 Eliminating the Requirement for In-Ground Irrigation in Multiple Zoning Districts

City Planner Anderson presented the staff report and draft ordinance to amend multiple sections of City Code to eliminate the in-ground irrigation requirement for multi-family and commercial/industrial projects. He explained this would not prohibit a project from including such a system, if they wished, but simply removes it as a required improvement. City Planner Anderson stated revisions can be made to this draft, if desired, based on the information received tonight about technological improvements to irrigation systems.

City Planner noted the proposed ordinance could be amended if the Board wishes to include language regarding smart technologies. He said due to the rescheduled meeting the public hearing notice deadlines could not be met so if brought forward the ordinance now it would be discussed at the March Planning Commission with Council consideration in March or possibly April. City Planner Anderson asked Mr. Jundt if the State Statute requirement refers to rain sensors only as it seems that it could be interpreted to require smart technologies.

Mr. Jundt said the Statute's intention was for rain sensors but the legislation is looking at broadening language to include any device affected by rain.

Chairperson Stodola said the ordinance drafted satisfies our direction and asked if staff is requesting the Board go further by requiring different technologies.

City Planner Anderson said that he was not requesting that but thought it should be discussed based on input from the Board last month. He said the timing would provide for an opportunity to include ET sensors, smart controllers, moisture control sensors and other technologies if the Board desired.

Chairperson Stodola confirmed the recommendation of incentives.

City Planner Anderson said staff intended that language would be formalized after the evening's discussion on Item 5.01 so staff will bring forward an outline for incentive programs for both retrofits and new systems and could include irrigation as well as indoor appliances and fixtures at a future meeting. He noted they now understand that outdoor water conservation provides the most return but that the Board could expand any type of rebate program.

Board Member Anderson said she would like to see incentives rather than rebates as it would provide better participation.

Chairperson Stodola said he is not advocating for incentivizing upgrades but would prefer language requiring smart sensors, ET sensor, etc. for new construction and at incentivizing retrofitting existing system.

Board Member Bernard agreed.

Board Member Trossen said he supported eliminating the requirement for systems but if someone is going to install a new system it should be water efficient.

Board Member Valentine agreed, stating the return on investment is huge.

City Planner Anderson noted an in-ground irrigation system is not required for single family home construction and asked for an estimate for multi-family/homeowner associations, and commercial/industrial projects.

Mr. Jundt said the cost is usually not much more and noted the return on investment for large systems is much quicker because of the larger water source.

Board Member Anderson referred to the need for fees and inspections and asked how we guarantee the system works.

City Planner Anderson said irrigation permits are currently required to ensure backflow preventers are installed but agreed that this is something that will need to be reviewed in greater detail.

Board Member Anderson suggested the requirements be included as part of the Certificate of Occupancy process.

Chairperson Stodola said more research is needed.

Board Member Covart confirmed the proposed ordinance is for new construction only for multi-family and homeowners associations.

City Planner Anderson said once the Board reaches consensus staff can include language on permitting processes.

Chairperson Stodola said the overall goal is to use less water and that he wants to be bold in their recommendation.

Board Member Trossen agreed, stating pricing makes this action obvious and suggested an incentive for retrofit.

City Planner Anderson said staff will develop an ordinance outlining requirements for single family, multi-family, commercial, and industrial projects. A potential incentive program for retrofitting existing systems will be explored and brought back at a future meeting.

Chairperson Stodola clarified incentives will not be included in the ordinance amendment but instead Staff will work to develop a program for retrofitting existings systems.

It was the consensus of the Environmental Policy Board to bring forward an ordinance for Council consideration outlining irrigation system requirements for all properties, including single family, multi-family, commercial, and industrial and separately develop an incentive program to encourage retrofitting existing irrigation systems with more water efficient components.

Mr. Jundt said he would offer proposed language for the ordinance and applauded the Board for their work in water conservation.

Board Member Valentine referred to revenue loss due to this ordinance.

City Planner Anderson said staff will discuss those implications with the Finance and Public Works Departments.

Chairperson Stodola said with discussions of constructing an additional treatment plant this action could potentially delay that need.

Mr. Biernat said this action could delay some demand costs and allow the City to work together with Nowthen and Oak Grove when they are ready for increased water needs.

Board Member Anderson asked who pays for the rebates.

City Planner Anderson said grant programs could potentially be renewed or similar programs created.

Board Member Anderson asked if this type of proposal is typical throughout the country.

Mr. Jundt said no as California's need is much higher. He added the City of Andover odd/even water restrictions do not apply if a homeowner's system includes a smart controller.

Board Member Anderson said Metropolitan Council grants need to be included in these discussions.

City Planner Anderson noted that the decision not to participate in past grant opportunities was based on the lack of staff resources to administer the program.

Chairperson Stodola asked that direction could be changed.

City Planner Anderson said the direction could potentially be changed if the program is renewed.

5.04: Review Concept Plan and Mandatory Environmental Review for Pearson Farm Residential Development

City Planner Anderson presented the staff report, noting the City received a Concept Plan for the potential future residential development currently named Pearson Farm. If approved, it could result in approximately 350 new housing units on City services. Due to its scale and size, the project will be subject to an Environmental Assessment Worksheet (EAW).

City Planner Anderson noted the EAW process takes 2-3 months to review and could result in the need for an Environmental Impact Statement (EIS). He said the Board will have a significant role in the EAW review and will include support of a planning consultant who focuses on EAWs. He asked if the Board had any comments otherwise prior to the review and stated this will be a complex process including navigation with the public. He added that the Environmental Quality Board is looking for volunteers for their review panel on how this process can be improved and to let him know if any Board Members are interested in being involved.

Board Member Trossen inquired about the developer.

City Planner Anderson said the developer is Capstone Homes and the property owner is Al Pearson. He said Capstone Homes is located in Ramsey and has experience in the City with closing out the Brookfield project. He said Capstone Homes has proven to be a good developer and that the proposed 350 units will be phased over a number of years.

Chairperson Stodola asked what type of housing the developer proposes.

City Planner Anderson said although they have not received a formal application the project would include both single and multi-family homes with multi-family on the north and south portions and single-family in between with a community building and small neighborhood parks.

Board Member Covart inquired about road improvements.

City Planner Anderson said road improvements are planned for Bunker Lake Boulevard and Puma Street with a proposed second connection to Alpine Drive.

Informational; no action required.

6. BOARD / STAFF INPUT

- **Pilot Program for Collecting Extra Cardboard over Holidays**

City Planner Anderson advised the implemented pilot program with ACE Solid Waste for cardboard collection was very popular. He stated over the three weeks it was available, the 20-yard container was dumped four times. He said the effort was at no cost to the City to gauge how well it would be utilized and was successful with a total of over 2 tons of cardboard recycled with no illegal dumping. City Planner Anderson said staff will likely continue with this program over the holidays in the future.

City Planner Anderson stated the Board's February meeting will be rescheduled to Wednesday, February 22 due to the President's Day holiday.

7. ADJOURNMENT

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

The meeting adjourned at 8:53 p.m.

Respectfully submitted,

_____
Chris Anderson
City Planner

ATTEST:

_____
JoAnn Shaw
Community Development Secretary

Drafted by Cathy Sorensen
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 6.**

Meeting Date: 03/14/2017

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 Started On: 03/09/2017 10:46 AM

Final Approval Date: 03/09/2017

License Applications
03/14/2017

*Solicitor	Comcast Cable	6901 Winnetka Ave N	Brooklyn Park, MN	

For a Comcast representative, Brian Holden, to go door to door to solicit customers.

CC Regular Session **4. 7.**

Meeting Date: 03/14/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 02/28/17
2. City Council Regular dated 02/28/17

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 02/28/17
2. City Council Regular dated 02/28/17

Attachments

CCWS Mts

CC Mts

Form Review

Form Started By: Jo Thieling Started On: 03/08/2017 01:53 PM

Final Approval Date: 03/08/2017

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 28, 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 (arrived at 6:35 p.m.) Councilmember Melody Shryock Councilmember Kristine Williams
EPB Members Present:	Chairperson Thomas Stodola Board Member Colleen Anderson Board Member Jane Covart Board Member Michael Hiatt Board Member Michael Valentine
Also Present:	City Administrator Kurtis Ulrich Parks and Assistant Public Works Superintendent Mark Riverblood Public Works Superintendent Grant Riemer City Planner Chris Anderson Asst. City Administrator/Economic Development Manager Patrick Brama Information Technology Manager Jason Fredrickson

1. CALL TO ORDER

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

Members of the City Council and Environmental Policy Board and staff introduced themselves.

2. TOPICS FOR DISCUSSION

2.01: EPB Work Plan

City Planner Anderson reviewed the staff report.

Chairperson Stodola stated that the comments summarized by City Planner Anderson provide the position of the Board and the conversations that have recently occurred.

Board Member Valentine noted that the EPB has evolved over the past few years and is excited to be at the point of creating a work plan. He stated that he attended the Steering Committee meeting the previous night and it appeared that the majority would like to keep the rural feeling of the community and reserve the trend of lawn irrigation to better conserve water.

Chairperson Stodola noted that in the past year the Board has been involved in reviewed aspects of certain applications and welcomed any input the Council had on that process.

Councilmember Kuzma stated that it seems that the Council is not receiving a lot of feedback directly but noted that the feedback from staff has been good.

Mayor Strommen noted that although the information is passed to the Planning Commission, the Council does receive the input as well and also receives draft minutes from the EPB meetings.

Councilmember Johns stated that she has enjoyed the involvement of the EPB and has appreciated that additional viewpoint.

City Planner Anderson noted that the recommendation of the EPB is forwarded in the case to the Planning Commission and advised that the Commission has appreciated having that additional input when reviewing the case.

Councilmember LeTourneau stated that he was not in attendance at the last meeting when the brainstorming occurred. He stated that the statement of purpose was developed last year and asked if that changed at all through the discussion. It was confirmed that the statement of purpose has not changed and this would simply be in addition to that work. He stated that as the group matures he appreciates that they are self-directed. He stated that he is in agreement with the items proposed for a work plan, noting that he is excited to see how some of the vaguer items evolve. He suggested that some of the items become measurable.

Board Member Valentine stated that the Board struggled with being able to balance the typical work of the Board, such as reviewing the applications, and wanted to ensure that the workload can be balanced.

Councilmember LeTourneau stated that he appreciated that the Board was more cautious and recognized the need to balance with the typical workload.

Councilmember Kuzma noted that there were grant funds received by the Lower Rum River Water Management Organization the previous year through the Anoka Conservation District (ACD) and advised that perhaps additional funds would be available this year.

Mayor Strommen stated that she likes that the group is looking to be more aspirational. She stated that she has appreciated the involvement of the EPB when reviewing applications as that provides yet another viewpoint and helps the Council to reach the best answer.

City Planner Anderson stated that the funds from the ACD prompted the work on the shoreline inventory, noting that the ACD felt more confident that with that shoreline inventory the City

and the ACD would be more successful in obtaining grant funds. He stated that this work plan is not fully complete and is simply the results of the brainstorming session in order to gauge the input of the City Council. He noted that staff would take the work plan ideas and input from tonight in order to craft a more specific work plan.

Councilmember Kuzma asked if the City has considered the use of gray water tanks in the parks to use for irrigating.

City Planner Anderson stated that is, in essence, what the pond at The Draw currently does.

Parks and Assistant Public Works Superintendent Riverblood further explained how the system at The Draw works as well as a similar system at Elm Crest Park. He noted that the City hopes to do more of that with future park development.

Mayor Strommen noted that she is excited to see the item regarding water resources and the shoreline inventory because of the importance of the rivers within Ramsey. She stated that she is also excited to see the pollinator item as there has been a decrease in pollinators and monarchs.

Councilmember LeTourneau encouraged the Board to be open to the input that comes out of the Steering Committee meetings.

Mayor Strommen confirmed the consensus of the Council to support the work plan ideas brought forward by the EPB for further development into a work plan.

City Planner Anderson stated that he would take the input from tonight to develop a more formal work plan that will be reviewed by the EPB at their March meeting and will then come back before the Council.

2.02: Website RFP Update

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report.

Councilmember Kuzma asked if a custom HTML would be created or whether a template would be used.

Information Technology Manager Fredrickson provided input on the process that he has researched thus far. He provided examples of websites created for other municipalities and highlighted features that could be used by the City.

Councilmember Kuzma asked if staff has prepared a detailed schematic to provide to the website developer.

Information Technology Manager Fredrickson replied that he does not want to restrict the creativity of the developers but noted that he would have some type of structure to provide.

Councilmember Kuzma stated that he would want to ensure that staff has enough specific information to provide to the developer so that there are not multiple change orders that the developer was not able to plan for.

Councilmember LeTourneau stated that it appears the bulk of this redesign will be a "reskin" to provide a new look, with functionality following that. He noted that the current site was state of the art for the time it was created, while the new websites the Council just viewed are state of the art for today. He stated that the costs vary so much from vendor to vendor but noted that he does not seem to know enough about the entire process to understand that variation in cost. He noted that he was involved with the redesign of two websites recently for other organizations that appeared to be similar in the end result but had very different costs. He asked how the City could avoid overspending on items that would not be needed and could be done in house by staff. He stated that he is interested in how the website looks and the functionality but would want to ensure that the cost is not too high for the design and monthly maintenance.

Mayor Strommen noted that part of the purpose of this case is for the Council to weigh in on the reasons for the web update and whether some elements are more important than others, to ensure that the goals desired are met and then allowing staff to manage the RFP process in the best method possible using their expertise.

Councilmember Shryock stated that it takes a lot of time to redesign an entire website from scratch and recognized that staff could not make that level of commitment but asked whether staff would be able to complete the maintenance themselves.

Information Technology Manager Fredrickson explained that currently the City does not pay for hosting. He stated that the City currently also does not have control over the backend with the exception of updates, and cannot make updates to the software. He stated that if the City chooses a third-party host, they would probably have an annual cost but would also have updated software each year and would also have a support team available if major problems arise. He stated concerning ADA compliance, that process is currently the responsibility of staff to enter the information but noted that with a new vendor the process could be more automated and "staff friendly".

Councilmember Kuzma stated that the cost would be higher if the City relies on the developer to tell them what they need, versus providing more information to the potential developer. He noted that the City might have the option to have the site hosted by the telephone company vendor for a low cost.

Information Technology Manager Fredrickson stated that the hosting is not a requirement of the RFP.

Parks and Assistant Public Works Superintendent Riverblood asked if there would be an option to sign up for text alerts.

Information Technology Manager Fredrickson stated that would depend upon the vendor and could be an option to contract out.

Councilmember LeTourneau stated that while he likes the option to share information with residents through a text, he did not understand why that would need to be linked specifically to the website. He stated that perhaps there could be a different database used for that service.

Mayor Strommen stated that the item is linked back to the goals, whether the desire is for people to be able to read the information they desire on the website in a static format or whether the website should be more dynamic as well to include that up to date higher priority information and be more interactive. She agreed that there may be other vehicles for texting residents, but noted that the website could be one option to review.

Councilmember Kuzma stated that he would think that the website is a place to provide that static information, with the ability for staff to enter in additional information, and did not see the need to be dynamic to the point where additional work would be created for staff to monitor the website, using the example of a chat box.

Mayor Strommen agreed that she did not see the dynamic portion of the website tilted to the point of a chat box but noted that she would like to see more up to date and dynamic information provided for residents. She noted that the website could link to other social media tools.

Asst. City Administrator/Economic Development Manager Brama stated that typically through the RFP process vendors will find a way to do whatever the Council desires, although he noted that some vendors do things better than others. He stated that is why staff suggests the RFP process, which will provide an array of options that staff can review and then choose a few vendors to interview more in depth.

Councilmember LeTourneau stated that he likes that strategy, as it will allow the City to review some of the information on a broader scale and then dive deeper to get more of those details and determine the components that would be necessary to gain the desired results. He agreed that it would be helpful to be able to link the social media accounts to the website in order to create a more effective communications plan.

City Administrator Ulrich noted that in terms of functionality it will be nice to add features such as the ability to reserve park shelters and other City facilities, as that will save a lot of staff time going forward and would be more convenient for residents as they would be able to make reservations 24 hours per day, seven days per week.

Councilmember Kuzma asked if the snowplow routes could be made available to residents.

Public Works Director Reimer confirmed that he would be able to put some of that information on the website but would not be able to make it live, instead noting that perhaps hourly updates could be provided. He noted that there might be some confusion though as residents do not know the routes and might think a snowplow is close to them because of its location, but in actuality, the plow would not reach them for a bit longer because of the route the driver follows.

Asst. City Administrator/Economic Development Manager Brama stated that he would work with Information Technology Manager Fredrickson to update the RFP to ensure the priorities of the Council are highlighted.

Mayor Strommen stated that she likes this approach but would like City Attorney Langel consulted as well because of the strategy to submit a broader RFP and then develop further details further along in the process.

Councilmember Riley arrived.

Councilmember Williams noted that there was a gentleman that attended a Council meeting and offered to help in the process, asking if that would be a possibility for the resident to volunteer and assist in the process.

Mayor Strommen noted that her interpretation of the comments from the resident was that he could do it cheaper and not necessarily an offer to volunteer.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich noted that a March worksession would be devoted to Commission interviews.

Councilmember Kuzma stated that he would like information on drones, specifically who owns the airspace above your home.

Councilmember Shryock stated that she had a communication with staff a few days prior regarding signage and asked if perhaps one of the Commissions/Boards should discuss lighted signs. She referenced a lit sign that flashes that was recently installed on Bunker Lake Boulevard and noted that she has received comments from residents. She noted that the ordinance currently does not address the flashing and how that interacts with residential areas.

City Administrator Ulrich noted that the business sign ordinance was recently updated to allow that type of signage and could be reviewed to determine if tweaks are necessary.

City Planner Anderson noted that he recently visited that business and the business owner was very open to working with the City and was confident that the owner would be cooperative.

4. MAYOR / COUNCIL / STAFF INPUT

City Administrator Ulrich noted that he recently sent out a development update regarding Platinum Properties.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:45 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 28, 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
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
City Engineer Bruce Westby
City Planner Chris Anderson

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

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

4.01: Receive January 2017 Financial Reports – General Fund and Enterprise Funds
4.02: Approve the following Meeting Minutes:
1) City Council Work Session dated February 14, 2017

2) City Council Regular dated February 14, 2017
3) Strategic Planning Work Session dated February 21, 2017

4.03: Approve Licenses:

Therapeutic Massage Therapist

Xiangju Zhao at Oasis Massage/14037 St. Francis Blvd NW

4.04: 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

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

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

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

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

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

5. APPROVE AGENDA

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

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Shryock, Johns, Kuzma, LeTourneau, Riley, 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 and to postpone the public hearing for Improvement Project #17-00, Sunwood Drive Reconstruction, until March 14, 2017. He noted that a revised assessment roll was included in the Council packet, which reflects some of the changes staff plans to make after working with the assessor.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to deny adoption of Resolution #17-02-044 Accepting the Feasibility Report and Ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction.

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

6.02: Public Hearing to Consider Easement Vacations and Final Plat Request for Brookfield 8th Addition (Project No. 16-78); Case of Brookfield Land, LLC

Presentation

City Planner Anderson reviewed the staff report and recommendation to adopt Resolution #17-02-051: vacation of trail and drainage and utility easements, final plat approval for Brookfield 8th Addition, and enter 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. He suggested that a contingency be added specifying that no work begin until the Comprehensive Plan amendment is approved by the Metropolitan Council.

Public Hearing

Mayor Strommen called the public hearing to order at 7:15 p.m.

Citizen Input

There was none.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to close the public hearing.

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

The public hearing was closed at 7:15 p.m.

Council Business

Councilmember Kuzma referenced the construction of the loop for the watermains, noting the mention of cost-share and asked for more information.

City Planner Anderson stated that there are benefits to having the loop constructed and recognized that is was not in the proforma of the applicant to begin with. He stated that staff is open to a discussion regarding some type of cost-share.

Mayor Strommen asked if action or direction is needed from the Council tonight on that topic.

City Planner Anderson stated that staff believes that it would be reasonable but wants the input of the Council, noting that if the Council desires that activity, staff can incorporate that language into the agreement.

Councilmember Riley asked why this is being brought up now.

City Planner Anderson noted that comment was in the initial staff review letter for the preliminary plat. He noted that utility and engineering staff reviewed that item and believe that the best approach would be to loop the service. He stated that there were discussions between staff and the developer between the preliminary plat and this time. He noted that staff still feels that it is important and the cost-share potential was brought forward as the aspect was not initially included in the applicant's proforma.

City Engineer Westby estimated the cost to be between $65,000 and $105,000.

Mayor Strommen stated that there are all kinds of examples where an applicant or developer fails to account for something in a proforma because they do not realize what the code says or thinks they would be able to achieve the result without the additional activity. She stated that she would not want to set precedent if the error was not the City's or a larger benefit to the City was not being provided.

City Planner Anderson stated that the comment was part of the comments on the preliminary plat and therefore is not a surprise to the applicant. He stated that it is a long stretch of the line that is not serving any additional lots affiliated with the development but would serve the benefit of the proposed lots in the development.

Mayor Strommen stated that perhaps the question is better posed to the applicant if the comment was made in the initial review letter.

Heather Lordge, Capstone Homes, stated that Capstone was aware of the loop issue but worked diligently with their engineer and determined that water quality could be provided without the loop. She stated that her interpretation was that the City's concern was regarding the long-term and not the initial ability to provide water quality. She stated that Capstone understands that the loop is the expectation and appreciates the willingness of the City and staff to work with them.

Mayor Strommen stated that she would be concerned that the City would fund this because of a miscommunication or expectation. She asked if perhaps the Public Works Committee should review that issue, as she would be hesitant to offer a cost-share.

City Engineer Westby noted that the comment was in the initial review letter with staff and was discussed with the applicant. He noted that in the end, the road fell out of the mix and the watermain connection was left. He stated that the applicant stated that they would run calculations to ensure that stagnant water would not be an issue. He stated that as the discussion evolved there was a discussion regarding not only the initial concerns but long-term as well and were ongoing throughout the process. He noted that the benefits to the City and developer were discussed to determine if a compromise could be reached.

Mayor Strommen asked if this could be isolated so that it does not open the door for all the future development requests. She stated that the developer simply not including the item in a proforma does not seem to be an appropriate justification.

City Administrator Ulrich noted that the application is delayed at least 60 days because of the Comprehensive Plan amendment and therefore there would be sufficient time for staff to consider the matter and to obtain the input of the Public Works Committee.

City Planner Anderson noted that the City has already granted approval of the Comprehensive Plan amendment contingent upon the approval of the Metropolitan Council and therefore the item would not necessarily have to come back to the Council. He noted that the approval could be made and the item can still be directed back to the Public Works Committee.

Councilmember Riley asked for additional information on the tree clearing agreement and recommended action.

City Planner Anderson stated that it would not be prudent to take that action until the approval is gained from the Metropolitan Council. He stated that Ramsey has its own standards in regard to tree preservation and grading, but noted that part of the process is the reguiding of the property. He noted that the specific concerns that arose were regarding tree removal and therefore staff believes that work should be delayed until the approval is gained from the Metropolitan Council.

Councilmember Riley stated that he would not support delaying this process.

Councilmember LeTourneau stated that the application has to be consistent with the guidelines and because of the inconsistencies with the watermain and Metropolitan Council; he does not feel like he could support moving forward until those are resolved. He stated that the normal operating process requires the developer to cover those costs and this appears to be inconsistent.

City Administrator Ulrich noted that one solution would be to approve the plat without a cost-share and then go back through the process to determine if a cost-share would be available.

Councilmember Shryock asked the timeline for the project if approval was given to the project, contingent upon the other items.

City Planner Anderson noted that the Metropolitan Council invoked a 60-day extension, and may not take the full 60 days. He suggested allowing staff to provide the additional information to the Metropolitan Council, noting that the information was not initially requested by the Metropolitan Council.

Councilmember Williams echoed the comments of Councilmember LeTourneau, noting that there are a number of contingencies and therefore did not see an element of urgency to rush the approval until those items are resolved. She thought that perhaps clarity and certainty would be provided if the Council had an opportunity to review the final plan once the contingencies are approved.

City Planner Anderson provided additional details on the contingencies that are considered normal and noted that perhaps the cost-share element is left out. He explained that staff suggests no work occurring until the approval is gained from the Metropolitan Council as that makes the most sense.

Councilmember LeTourneau stated that he agrees that there is not a sense of urgency with the contingencies still unresolved. He stated that he is open to the idea that the approval could be made without adding the cost-share element but was not convinced that moving forward would be the right action tonight. He stated that he does not support clearing trees when something may never occur.

Motion by Councilmember LeTourneau, seconded by Councilmember Williams, to table Resolution #17-02-051 until the time when the contingencies are resolved.

Further discussion: Councilmember Kuzma asked if the Public Works Committee would also be involved.

Councilmember LeTourneau agreed that would be part of the process.

Mayor Strommen asked staff to highlight the portion of the staff review letter that references the watermain.

Mayor Strommen asked what this motion would do to the timeline of the project, versus granting contingent approval as she was unsure if that would make a difference.

City Planner Anderson stated that from a staff perspective, they understand that the applicant was excited to get in ahead of the Oak Wilt season and further developments were made more recently. He stated that staff is confident that the additional narrative staff will provide to the Metropolitan Council will be sufficient.

Mayor Strommen asked for a specific difference in the timeline between the two options or whether they would both reach the same end result.

City Planner Anderson stated that he would think having the approvals in place and awaiting the approval of the applicant would be preferred rather than awaiting a future City Council meeting after that approval is gained.

Ms. Lordge agreed with the comments that it would be beneficial to receive the approval, with the removal of the cost-share language and contingent upon the other items.

Councilmember Kuzma stated that it is his opinion that if the cost-share language is removed the developer agrees to fund that expense.

Ms. Lordge stated that she would not presume that but they would be willing to come back to the City with that request. She stated that they did not want to remove the option from the table.

Councilmember Riley stated that the Council is acting like this is something strange but noted that this is the 8th addition of this neighborhood and this is simply adding homes to the neighborhood. He did not see a reason to delay action.

Councilmember LeTourneau stated that while he agrees with some of the comments made by Councilmember Riley, he does not want to see a precedent in spending the residents' money on something it does not need to be spent on. He noted that there is still an inconsistency in the expectations of each party and believes that should be clear before a plat is approved.

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

7. COUNCIL BUSINESS

7.01: 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

City Planner Anderson reviewed the staff report and recommendation of the Planning Commission to approve the project. He noted that subsequent to the Planning Commission review, the City received official comment from Anoka County Highway Department. He noted that 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. He stated that 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 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 Resolution #17-02-038 and #17-02-039 approving the Preliminary and Final Plat approval.

Reid Schultz, Landform Professional Services, thanked staff for the phenomenal job they have done to help bring this forward to the Council. He noted that this is not the first proposal for this site, and not even the first self-storage facility for this site. He stated that this is actually the fifth application for this site. He believed that this is the best application to come forward to the Council. He stated that the business owner is local and is dedicated to making this successful. He stated that the proposal would be for two buildings, a main facility that would include three levels with approximately 325 storage units ranging in size and a secondary, one-story building that will provide larger storage facilities for vehicles and recreational vehicles. He stated that the site plan would include all necessary utilities, off-street parking, and would provide cross access agreements. He noted that extensive landscaping and berming would be provided to help buffer from the existing neighbors. He stated that they have met with some of the neighbors to work through their concerns and appreciate the cooperative nature everyone has had. He noted that the proposed lighting would meet the City's requirements and the onsite ponding would meet the stormwater needs for the initial and future development. He stated that they are currently

working with the Lower Rum River Water Management Organization to meet their stormwater requirements as well. He stated that they do agree with the comments in the staff review letter.

Councilmember Shryock asked if the lighting plan has been designed.

Mr. Schultz stated that the light plan has been submitted as part of the application and noted that they intend to provide an upscale self-storage facility. He stated that they need to balance the aesthetics with the need for security and find a balance between fencing and lighting. He noted that they are also attempting to use trees and landscaping to deter trespassing. He noted that there will be lighting at night to assist the cameras in capturing any negative actions.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #17-05 to rezone the Subject Property to E-1 Employment District and B-1 Business District.

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.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to Adopt Resolution #17-02-036 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; Resolution #17-02-037 Granting Site Plan Approval for National Self Storage, LLC; and Resolutions #17-02-038 Granting Preliminary Plat Approval of Regency Commons and #17-02-039 Granting Final Plat Approval of Regency Commons; contingent upon the conditions in the Staff Review Letter and input from Anoka County Highway Department.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:15 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. 8.**

Meeting Date: 03/14/2017

By: Nichole Wenberg, Administrative Services

Information

Title

Approve Amended Communications Plan

Purpose/Background:

The purpose of this case is to approve the amended Communications Plan. Council previously discussed the proposed draft Communications Plan at the Work Session on February 14, 2017. The amended Communications Plan is attached to this case for review and approval.

At the Work Session on February 14, 2017, it was the consensus of the Council to approve the draft Communications Plan, with the addition of a Primary Communication Tools segment. Staff has amended the Communications Plan to include a description of the primary communication tools used to address each of the City's key audiences, outlined in the document.

Observations/Alternatives:

-Approve amended Communications Plan

-Pull this case from the Consent Agenda to discuss at a later meeting

-Pull this case from the Consent Agenda to discuss at the current Council Meeting

Recommendation:

Staff recommends approving the amended Communications Plan.

Action:

Motion to approve the amended Communications Plan.

Attachments

Amended Communications Plan

Form Review

Inbox	Reviewed By	Date
Patrick Brama	Jo Thieling	03/09/2017 03:07 PM
Kurt Ulrich	Kurt Ulrich	03/09/2017 03:13 PM
Form Started By: Nichole Wenberg		Started On: 03/03/2017 01:19 PM
Final Approval Date: 03/09/2017		

City of RAMSEY

Communications Plan

Introduction

The City of Ramsey is committed to maintaining effective communication efforts with all of its key constituents. The City recognizes that good communication plays an integral role in its ability to responsibly grow the community, and provide quality, cost-effective, and efficient government services.

This plan will outline the various audiences the City of Ramsey must communicate to on a regular basis and the overall key messages to be delivered. The purpose of this communication plan is to ensure the City has a consistent voice and message that reflects the City's strategic plan.

Target Audiences

The City of Ramsey's target audience can be broken down into four main categories:

1. Residents – Ramsey has over 25,000 citizens. This includes homeowners, renters, and various family-members.

2. Businesses – Ramsey is home to hundreds of businesses. This audience includes owners, executives, and managers of Ramsey businesses, and prospect businesses.

3. Visitors – Thousands of people travel to, or through, Ramsey annually. This audience includes visitors, commuters, shoppers, and employees of local businesses.

4. Developers – Ramsey is the second fastest growing community in Anoka County, with over 1,200 acres of greenfield still untapped. This audience includes developers, brokers, builders, and contractors.

Key Strategic Messages

The City of Ramsey's communication efforts are centered on the following key messages:

1. Ramsey is a financially stable community.
    A. Ramsey believes low and stable tax rates are crucial to responsibly managing a municipality.
    B. Ramsey makes strategic community-wide investments that will maintain a high quality of life for residents.
    C. Ramsey utilizes economic development efforts to help balance the revenue side of the City's budget, and to attract desired businesses and services to the community.

2. Ramsey is a connected community.
    A. Ramsey's transportation systems must allow people to safely and efficiently connect, both locally and regionally.
    B. Ramsey is a destination city that needs reliable transportation systems to connect it to and from other destinations.

3. Ramsey is focused on its constituents.
    A. Ramsey engages its citizens and businesses, and continuously obtains feedback.
    B. The City takes pride in the perception of Ramsey, and the Ramsey brand.

4. Ramsey is an effective organization.
    A. Ramsey utilizes a strategic plan and core values to guide its organization.
    B. Ramsey employees and elected officials drive the success of the organization.

Below are general, high-level, messages the City would like to deliver to key audiences on a consistent basis. In situations that require a more targeted message, staff will default to the four key strategic messages outlined in this document, and the City's strategic plan.

RESIDENTS

A. The City recognizes that residents made a decision to reside within Ramsey, and appreciates the investment residents make in the community (e.g. property taxes, neighborhoods, schools, community organizations, civic matters, economy, natural environment, family, etc.).

B. The City of Ramsey values and respects the input of all residents, and encourages citizens to be engaged in civic matters and volunteerism.

C. The City of Ramsey's mission is to "responsibly grow the community and provide quality cost-effective services."

BUSINESSES

A. The City values the significant investment local businesses make within the community (e.g. property taxes, jobs/careers, products/services, significant capital expenditures, and support of community based organizations).

B. The City of Ramsey values and respects the input of its local business, and encourages local business officials to be engaged in civic matters.

C. The City of Ramsey's mission is to "responsibly grow the community and provide quality cost-effective services."

VISITORS

A. The City of Ramsey welcomes visitors, commuters, shoppers, and employees of local businesses.

B. Ramsey is a destination city with a positive image and reputation.

C. The City of Ramsey is committed to improving U.S. Highway 10 and other key transportation corridors.

DEVELOPERS

A. Economic development is a priority for the City of Ramsey.

B. The City of Ramsey is easy to work with, professional, and organized.

C. Ramsey values and respects investments made by developers, and the services/end users they produce.

Primary Communication Tools

The City's primary vehicles for communicating with each audience include, but are not limited to, the following tools.

RESIDENTS

A. Ramsey Resident bi-monthly newsletter

B. Social media platforms

C. City website

D. Weekly Update electronic newsletter

E. Community Sign electronic news board

F. Community events

G. Individual department materials including direct mail pieces, informational brochures, etc.

H. Press release

I. QCTV programming

J. Brand guidelines; Does the look of the City's communication tools reflect what the City wishes to communicate

BUSINESSES

A. Ramsey Resident bi-monthly newsletter

B. Social media platforms

C. City website

D. Weekly Update electronic newsletter

E. Community Sign electronic news board

F. Community events; particularly annual events hosted by Economic Development Authority

G. Individual department materials including direct mail pieces, informational brochures, etc.

H. Press release

I. Brand guidelines; Does the look of the City's communication tools reflect what the City wishes to communicate

VISITORS

A. Social media platforms

B. City website

C. Community Sign electronic news board

D. Community events

E. Individual department materials including informational brochures, etc.

F. Press Release

G. Brand guidelines; Does the look of the City's communication tools reflect what the City wishes to communicate

DEVELOPERS

A. City website

B. Community events

C. Economic Development materials including advertisements, informational brochures, etc.

D. Press release

E. Brand guidelines; Does the look of the City's communication tools reflect what the City wishes to communicate

CC Regular Session **4. 9.**

Meeting Date: 03/14/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title

Approve Various items Related to Reassignment of Lifestyle Properties, Inc. Purchase Agreement to Morning Sun Homes, Inc.

Purpose/Background:

PURPOSE

Bill Gleason (Lifestyle Construction) desires to reassign the attached purchase agreement (PA) to Morning Sun Homes, Inc. Please see attached cover letter and reassignment agreement (PA Amendment #3). In order for a reassignment of purchase agreement to occur, the City of Ramsey must provide written approval to Mr. Gleason (and Morning Sun Homes).

Staff considers this case to be administrative. We need to make sure we have proper documentation/ final form agreements, ready-to-go, to allow us to close on the sale of this property. As a result of this proposed change of ownership, we need to update:

(1) Purchase Agreement
(2) Resolution for Anoka County Recorders Office
(3) Right-of-Re-Entry Agreement

BACKGROUND

The City entered into a purchase agreement for the sale of roughly 3-acres of city owned land to Lifestyle Construction (Bill Gleason) on May 31, 2016 for what is commonly referred to as the "U-shaped" residential parcel located in The COR. This agreement was set to close by September 26, 2016 (10 days after the September 16 inspection period deadline). The PA was approved for an extension to close (via two amendments). The agreement is now set to close by March 16, 2017.

Site History/ Site Information/ Property Listing

For detailed information on this site, please see 05/10/2016 Council regular meeting agenda (review of purchase agreement). This case was last reviewed by the Council on 01/10/2017, at which time they approved an extension to the purchase agreement (term).

Developer/ Proposed Project

For detailed information on the developer and proposed project, please see 05/10/2016 Council regular meeting agenda (review of purchase agreement). Also, please see 01/05 Planning Commission meeting agenda--case #2, Preliminary Plat.

Project Update

Mr. Gleason (the developer) has run into a handful of challenges in site design (which, were expected due to the characteristics of this site). As a result, he has taken longer to complete the entitlement process than originally expected (i.e. City platting process). He is still proposing a 12-unit, rambler style, detached, single family, association-type product.

It appears the project is moving forward. Sketch plan came forward in November--and was given the go ahead by the Planning Commission and City Council. Preliminary Plat has been reviewed by the Planning Commission and City Council. Final Plat approval is outstanding.

Notification:

NA

Observations/Alternatives:

Morning Sun Homes Inc. is in a "active/good standing" with the State of Minnesota Secretary of State (registered business). Here is a link to their website: http://www.morningsunhomes.com/index.html.

Funding Source:

NA

Recommendation:

At the 03/09/17 EDA meeting, the EDA passed a motion 4-0 to recommend the Council adopt the motions outlined in this case ("Action" section).

The EDA had a chance to share a conversation with Morning Sun Homes (Mark Meuleners) on 03/09/17. It appears Mr. Meuleners intends to execute the project as originally proposed. Mr. Meuleners appears to have good understanding of the site, it's challenges, and the proposed housing product. Additionally, Mr. Meuleners made comments about understanding the need for two-sided architecture, and the need to meet The COR Design Standards.

The EDA appears to be generally comfortable with moving forward with this purchase agreement reassignment; and moving to closing.

Action:

Motion to:

(1) Approve the attached Purchase Agreement Amendment #3; reassigning the agreement to from Lifestyle Properties, INC. to Morning Sun Homes, Inc.

(2) Adopt the attached Resolution #17-03-050; Authorizing the Sale of City Owned Land to Morning Sun Homes, Inc.

(3) Approve the attached "Right-of-Re-Enrty" Agreement with Morning Sun Homes, Inc.

Attachments

Resolution 17 03 050
Right of Re Entry
PA Amendment #3
PA Amendment #2
PA Amendment #1
PA (original)
Prelim PLAT
Request Letter

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:56 PM
Form Started By: Patrick Brama		Started On: 03/07/2017 08:25 AM

Final Approval Date: 03/09/2017

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

CITY COUNCIL RESOLUTION #17-03-050

RESOLUTION AUTHORIZING THE CITY OF RAMSEY TO SELL THREE ACRES OF REAL PROPERTY.

WHEREAS, the City of Ramsey, herein referred to as the "City," owns various parcels throughout the City of Ramsey; and

WHEREAS, the City received and entered into a formal purchase agreement for the sale of the parcel legally described below ("the Property"), on May 10, 2016, with Lifestyle Properties Inc., a Minnesota Corporation:

OUTLOT A, RAMSEY TOWN CENTER 8th ADDITION, COUNTY OF ANOKA, STATE OF MINNESOTA

WHEREAS, the Property has PID 28-32-25-21-0030 and will be platted into new parcels:

LOTS 1-12, VISTAS AT NORTH COMMONS, COUNTY OF ANOKA, STATE OF MINNESOTA.

WHEREAS, the Property was declared by the City of Ramsey as surplus City owned land and is no longer needed for current for future City functions, and is authorized for sale; and

WHEREAS, the formal purchase agreement requires a Right-of-Re-Entry Agreement be recorded at the closing of this land transaction; and

WHEREAS, the formal purchase agreement was reassigned from Lifestyle Properties, Inc. to Morning Sun Homes, Inc. on March 14, 2017.

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

1) That the City of Ramsey hereby declares the Property to be surplus City-owned land, and authorizes the property to be sold.

2) That the City of Ramsey hereby approves the sale of the Property to Morning Sun Homes, Inc. for a total of $170,000.00 for the development of 12 residential lots.

3) That the City of Ramsey authorizes and requires a Right-of-Re-Entry Agreement to be recorded at the closing of this land transaction.

4) That the City of Ramsey hereby authorizes the City Administrator and Mayor to sign any and all documents necessary to close on the sale of the Property, consistent with Charter and State law requirements.

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

XXXXXXXX

and the following voted against the same:

XXXXXXXX

and the following abstained:

XXXXXXXX

and the following were absent:

XXXXXXXX

Whereupon said resolution was declared duly passed and adopted by the City of Ramsey this the XXth day of XXXXXX, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

[Reserved for Recording Data]

RIGHT OF RE-ENTRY AGREEMENT

This Right of Re-entry Agreement is entered into on _____, 2017, by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **Morning Sun Homes, Inc.**, a Minnesota corporation ("Buyer").

Recitals

A. On _____, 2017, Seller conveyed title of the following Property to Buyer:

Outlot A, Ramsey Town Center 8th Addition, City of Ramsey, County of Anoka.

B. Title to the Property was conveyed subject to Buyer fulfilling certain Conditions as set forth below.

C. As indicated in the Purchase Agreement between dated May 10, 2016, as amended, it is the intent of the parties to create and set forth a right to impose a penalty or a right of re-entry in favor of Seller in the event Buyer fails to satisfy the Conditions.

Agreement

1. The recitals are incorporated herein as if fully set forth.

2. Seller shall have the right, but not the obligation, to either impose a penalty against the Property pursuant to Paragraph 3, or to re-enter and take possession of the Property pursuant to Paragraph 4, in the event that any of the following Conditions are not satisfied by Buyer:

a. Buyer must obtain certificates of occupancy for the construction of nine single family homes pursuant to the following schedule:

    i. Three certificates of occupancy by April 1, 2018.

    ii. Three certificates of occupancy by April 1, 2019.

    iii. Three certificates of occupancy by April 1, 2020.

3. Seller may impose a penalty of $3,000.00 against the Property for each certificate of occupancy that is not obtained pursuant to the deadlines set forth above. The penalty is due upon written notice to Buyer from Seller of the failure to satisfy a contingency. In the event the penalty is not paid within 30 days of receipt of the notice, Seller may, but is not required to, certify the penalty to Anoka County as an assessment against the Property. Buyer waives any and all rights under Minnesota Statutes, chapter 429, and any other applicable law, including any right to notice of hearing and hearing, the right to object, and the right to appeal the assessment. Buyer further waives any requirements of the City Charter that may apply to said assessment.

4. As an alternative to imposition of a financial penalty and not in addition thereto, Seller may re-enter and take physical possession of the Property. Title to the Property shall be restored in Seller, and Buyer shall execute whatever documents and undertake whatever steps are necessary to establish and confirm Seller's fee simple interest in the Property free of any claims or encumbrances, including mechanic's liens.

5. This document constitutes the entire Right of Re-entry Agreement between the parties. Any modifications or amendments to this Agreement must be in writing and signed by both parties.

CITY OF RAMSEY

By: _____
Sarah Strommen, Mayor

By: _____
Kurt Ulrich, City Administrator

This instrument was acknowledged before me on _____, 2017, by Sarah Strommen and Kurt Ulrich as Mayor and City Administrator, respectively, of the City of Ramsey, Minnesota.

_____
Notary Public

MORNING SUN HOMES, INC.

By: _____
Mark A. Meuleners, Chief Executive Officer

This instrument was acknowledged before me on _____, 2017, by Mark A. Meuleners, Chief Executive Officer of Morning Sun Homes, Inc..

_____
Notary Public

This instrument drafted by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402
(612) 339-0060
(JJL)

252912

THIRD AMENDMENT
TO
PURCHASE AGREEMENT
(Assignment Approval)

This is the Third Amendment to the attached Purchase Agreement by and between the **City of Ramsey** and **Lifestyle Properties, Inc.** dated May 10, 2016, as amended by Amendment to Purchase Agreement dated November 16, 2016, and the Second Amendment to Purchase Agreement dated January 13, 2017.

Recitals

1. The Buyer desires to assign its entire interest in the Purchase Agreement, as amended, and all rights and obligations contained therein, to **Morning Sun Homes, Inc.** ("Assignee").
2. Assignee desires to assume the Purchase Agreement, as amended, from Buyer, including all of Buyer's rights and obligations contained therein.
3. Seller is amenable to the assignment from Buyer to Assignee, subject to the terms set forth below.

Agreement

1. **ASSIGNMENT APPROVAL.** Seller hereby approves the assignment of the Purchase Agreement, as amended, from Buyer to Assignee, subject to the following:
    a. All of Buyer's rights and obligations shall transfer to Assignee in their entirety. Assignee shall be fully responsible for fulfilling the terms and conditions of the Purchase Agreement, as amended, in the same manner as would Buyer had the Purchase Agreement not been assigned, unless otherwise agreed to in writing by Seller.
    b. Any and all Earnest Money deposits made by Buyer to the Escrow Agent shall transfer to Assignee, to the extent said deposits have not already become non-refundable under the terms of the Purchase Agreement, as amended. Buyer hereby relinquishes all right, title and interest to the Earnest Money. To the extent required by the Escrow Agent, Buyer and Assignee shall execute documentation evincing the transfer to the Escrow Agent's satisfaction.

2. **NOTICES.** In section 12 of the Purchase Agreement, Buyer's address for the purpose of receiving notices shall be replaced with the following for Assignee:

Mark A. Meuleners
Morning Sun Homes, Inc.
8862 Zealand Ave. N. Bay B
Brooklyn Park, MN 55455

3. **REMAINING TERMS.** All other provisions of the Purchase Agreement, as amended, remain unchanged except to the extent inconsistent with the terms of this Third Amendment. The terms used in this Third Amendment have the same meaning as in the Purchase Agreement, as amended.

The City of Ramsey, Minnesota

By: _____ Dated: _____, 2017
Sarah Strommen, Mayor

By: _____ Dated: _____, 2017

Lifestyle Properties, Inc.

By: _____ Dated: _____, 2017
Bill Gleason, CEO

Morning Sun Homes, Inc.

By: _____ Dated: _____, 2017
Mark A. Meuleners, CEO

SECOND AMENDMENT
TO
PURCHASE AGREEMENT

This is an Amendment to the attached Purchase Agreement by and between the **City of Ramsey** and **Lifestyle Properties, Inc.** dated May 10, 2016, as amended by the Amendment to Purchase Agreement dated November 16, 2016.

Recitals

1. The Buyer desires another extension of the Inspection Period, as that term is defined in section 8 of the Purchase Agreement.

2. The Seller is willing to provide an extension in consideration for additional Earnest Money, pursuant to the terms set forth below.

Agreement

1. **EXTENSION OF INSPECTION PERIOD.**

   a. The amended Inspection Period termination date of January 16, 2017, is hereby replaced with a termination date of March 16, 2017.

   b. Buyer acknowledges that the original $5,000 of Earnest Money, as well as the additional $2,500 for the November 16, 2016 extension and the additional $2,500 for the January 16, 2017, extension, previously deposited with the Escrow Agent, are all non-refundable.

   c. In consideration for extending the Inspection Period to March 16, 2017, Buyer shall deposit an additional $2,500 with the Escrow Agent on or before January 16, 2017. The additional $2,500 of Earnest Money is non-refundable upon deposit with the Escrow Agent.

   d. An additional 60-day extension (to May 16, 2017), may be requested in writing by Buyer on or before March 16, 2017, in which event Buyer shall deposit an additional $2,500 of Earnest Money with the Escrow Agent by March 16, 2017. The additional $2,500 of Earnest Money is non-refundable upon deposit with the Escrow Agent.

   e. If Buyer does not deposit the additional Earnest Money with Escrow Agent as required above, then Seller may terminate the Purchase Agreement by written notice to Buyer.

2. **REMAINING TERMS.** All other provisions of the Purchase Agreement remain unchanged except to the extent inconsistent with the terms of this Second Amendment. The terms used in this Second Amendment have the same meaning as in the Purchase Agreement.

SELLER: The City of Ramsey, Minnesota

By: _____ Dated: 1/13, 2017
Sarah Strommen, Mayor

By: _____
Kurt Ulrich, City Administrator

BUYER: Lifestyle Properties, Inc.

By: _____ Dated: 1/13/17, 2017
Bill Gleason, Chief Executive Officer

RRM: 248594

AMENDMENT
TO
PURCHASE AGREEMENT

This is an Amendment to the attached Purchase Agreement by and between the **City of Ramsey** and **Lifestyle Properties, Inc.** dated May 10, 2016.

Recitals

1. The Buyer desires an extension of the Inspection Period, as that term is defined in section 8 of the Purchase Agreement.

2. The Seller is willing to provide an extension in consideration for additional Earnest Money, pursuant to the terms set forth below.

Agreement

1. **EXTENSION OF INSPECTION PERIOD.**

    a. The original Inspection Period termination date of September 16, 2016, set forth in section 8 of the Purchase Agreement, is hereby replaced with a termination date of November 16, 2016.

    b. Buyer acknowledges that the original $5,000 of Earnest Money previously deposited with the Escrow Agent will become non-refundable as of November 16, 2016.

    c. In consideration for extending the Inspection Period, Buyer shall deposit an additional $2,500 with the Escrow Agent on or before September 16, 2016. The additional $2,500 of Earnest Money is non-refundable upon deposit with the Escrow Agent.

    d. An additional 60-day extension (to January 16, 2017), may be requested in writing by Buyer on or before November 16, 2016, in which event Buyer shall deposit an additional $2,500 of Earnest Money with the Escrow Agent by November 16, 2016. The additional $2,500 of Earnest Money is non-refundable upon deposit with the Escrow Agent.

    e. If Buyer does not deposit the additional Earnest Money with Escrow Agent as required above, then Seller may terminate the Purchase Agreement by written notice to Buyer.

2. **REMAINING TERMS.** All other provisions of the Purchase Agreement remain unchanged except to the extent inconsistent with the terms of this Amendment.

The terms used in this Amendment have the same meaning as in the Purchase Agreement.

SELLER: The City of Ramsey, Minnesota

By: _____ Dated: _____, 2016
Sarah Strommen, Mayor

By: _____
Kurt Ulrich, City Administrator

BUYER: Lifestyle Properties, Inc.

By: _____ Dated: _____, 2016
Bill Gleason, Chief Executive Officer

238333

PURCHASE AGREEMENT

This Agreement is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **Lifestyle Properties, Inc.**, a Minnesota Corporation ("Buyer").

In consideration of the Earnest Money, the mutual covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

1. **EFFECTIVE DATE.** The effective date of this Agreement is May 10, 2016 (the "Effective Date").

2. **SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the Property, legally described as follows:

   Outlot A, Ramsey Town Center 8th Addition, City of Ramsey, County of Anoka

   and further identified by Anoka County by the following property identification number(s):

   28-32-25-21-0030

3. **PURCHASE PRICE.** The purchase price for the Property is $170,000 (the "Purchase Price").

4. **EARNEST MONEY.** Within three (3) business days after the Effective Date, Buyer must deposit the sum of $5,000 (the "Earnest Money") with Title One Inc., 7533 Sunwood Drive NW, Ramsey, MN 55303 ("Escrow Agent"), via wire transfer or delivery of a certified check payable to Escrow Agent.

   a. If Buyer does not deposit the Earnest Money with Escrow Agent as required above, then Seller may terminate this Agreement by written notice to Buyer; provided, however, if Buyer deposits the Earnest Money with Escrow Agent before Seller exercises Seller's right to terminate, Seller's right to terminate is extinguished.

   b. Unless Buyer has previously terminated this Agreement pursuant to Section 8, $5,000 of the Earnest Money (the "Initial Disbursement") becomes non-refundable to Buyer (except in accordance with Section 23 as a result of a default by Seller) on September 16, 2016, and on that date Escrow Agent must disburse the Initial Disbursement to Seller.

c. Upon Seller's receipt of a Notice to Proceed from Buyer in accordance with Section 8(b), all of the Earnest Money becomes non-refundable (except in accordance with Section 23 as a result of a default by Seller).

d. If Buyer does not provide a Notice to Proceed to Seller in accordance with Section 8(b), this Agreement automatically terminates and Escrow Agent must disburse all Earnest Money Escrow Agent holds to Buyer, other than Earnest Money Escrow Agent is obligated to disburse to Seller pursuant to Sections 4(b) and (c).

e. At Closing, Escrow Agent shall disburse to Seller any Earnest Money not previously disbursed to Seller, and Buyer shall receive a credit against the Purchase Price owing at Closing in an amount equal to the amount of the Earnest Money.

5. TITLE COMMITMENT.

a. Seller makes no representations or warranties with respect to the status of title to the Property. Within ten (10) business days after the Effective Date, Seller shall, at Seller's expense, obtain a commitment from Escrow Agent to issue an owner's policy of title insurance insuring Buyer's title to the Property (the "Title Commitment") and deliver the Title Commitment and copies of or internet access to copies of all recorded documents referenced in the Title Commitment to Buyer.

b. Buyer shall have until the date ten business days after the receipt of the Title Commitment and the Survey (collectively, "**Title/Survey**") to review Title/Survey and to give Seller written notice of (i) any defects in the marketability of Seller title to the Property or any encumbrances on Seller's title to the Property that are objectionable to Buyer, and (ii) the specific actions Buyer requests that Seller take with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Seller's title that Buyer does not identify in a timely Title Objection Notice are each a "**Permitted Exception**." Within three (3) business days after Seller's receipt of a Title Objection Notice from Buyer, Seller will notify Buyer, in writing, of the actions, if any, that Seller is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Seller will take those actions ("**Seller's Title Notice**"). If Seller's Title Notice indicates that Seller unconditionally agrees to make Seller's title to the Property marketable on or before the closing date established pursuant to Section 10, the parties shall proceed to closing pursuant to the terms of this Agreement. If Seller's Title Notice indicates that Seller does not unconditionally agree to make Seller's Title to the Property marketable on or before the closing date established in Section 10, Buyer may, at any time with three (3) business days after Buyer's receipt of Seller's Title Notice, terminate this Agreement by written notice to Buyer in which case this Agreement is terminated and Escrow Agent must disburse any Earnest Money (other than Earnest Money that Escrow Agent has disbursed to

Seller pursuant to Sections 4(b) and (c)) ("**Buyer's Title Termination Notice**"). If Buyer does not deliver a Buyer's Title Termination Notice to Seller within the three (3) business days after Buyer's receipt of Seller's Title Notice, than Seller must perform in accordance with Seller's Title Notice, Buyer shall be deemed to have waived Buyer's objections to the extent Seller has not agreed to address them in Seller's Title Notice, the matters to which Buyer objected and Seller did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Seller's Title Notice.

6. **RIGHT OF ENTRY.** At all times after Buyer has deposited the Earnest Money with Seller and before the expiration of the Inspection Period (as defined in Section 9), Buyer (and its employees, agents, and contractors) may enter the Property for the purpose of conducting soil tests, environmental tests and additional survey work, subject to the following conditions:

   a. Upon the earlier of the date one week after Buyer's completion of its activities on the Property or the date one week after the termination of this Agreement, if either Seller or Buyer terminate this Agreement in accordance with the provisions hereof prior to Closing, Buyer must repair and or restore any damage Buyer or its employees, agents or contractors cause to the Property and remove any personal property, refuse or debris Buyer or its employees, agents or contractors brought onto or authorized third parties to bring onto the Property.

   b. Buyer must defend and indemnify Seller from and against and hold Seller harmless Seller from all "Claims," as defined in Section 10, arising out of, resulting from or relating to any loss of or damage to any property or business or out of any injury to or death of any person, if the loss, damage, injury, or death arises or is alleged to arise either directly or indirectly and either wholly or in part from: (a) any action or omission of Buyer or its employees, agents, or contractors, while on the Property pursuant to this Section; or (b) actions or omissions of Buyer or Buyer's employees, agents, or contractors that cause or result in the release of any Hazardous Substance onto the Property or onto other property.

   c. Buyer must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.

   d. Buyer may not commence any environmental testing on the Property until Buyer submits a work plan for such testing to Seller and Seller approves the work plan, in writing. Seller may not unreasonably withhold, condition or delay Seller's approval of a work plan.

   e. Buyer must, promptly and without demand from Seller, provide Seller with true and complete copies of all draft and final reports relating to Buyer's geotechnical and environmental investigations and testing of the Property including, without

limitation, any reports relating to any Phase I Environmental Site Assessment of the Property.

f. The cost of any test or additional survey work will be borne solely by Buyer.

7. **PROPERTY SOLD AS IS.** Subject to Buyer's right to terminate this Agreement pursuant to Section 9, Buyer agrees to accept the Property in its current condition, including, without limitation, its current environmental and geological condition, and in an "AS-IS" and with "ALL FAULTS" condition. Buyer's payment of the Purchase Price at Closing constitutes Buyer's acknowledgment and agreement that:

   a. Seller has not made any written or oral representations or warranties of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose);

   b. Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property;

   c. Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing; and

   d. The condition of the Property is fit for Buyer's intended use.

   e. Buyer accepts all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

8. **INSPECTION PERIOD.**

   a. Except as otherwise provided in Section 6, Buyer shall have from the date that Buyer deposits the Earnest Money with Escrow Agent to September 16, 2016 (the "**Inspection Period**") to investigate the Property and determine, in Buyer's sole judgment, whether (i) the condition of the Property is suitable to Buyer's intended use; and (ii) Buyer will be able to obtain all governmental approvals and utilities necessary for Buyer's intended use of the Property. Buyer acknowledges and agrees that Seller has not made any covenants, representations or warranties regarding Buyer's ability to obtain governmental approvals from the City of Ramsey or any other governmental entity. The City of Ramsey will review,

consider and act on any applications Buyer submits to the City for governmental approvals in accordance with City Code.

b. Buyer may, at any time on or before 5:00 p.m. on the last day of the Inspection Period, terminate the Agreement by written notice to Seller based on Buyer's determination, in Buyer's sole and absolute discretion, that the condition of the Property is not suitable for Buyer's intended use or that Buyer may not be able to obtain all governmental approvals and utilities necessary for Buyer's intended use of the Property. In addition, this Agreement automatically terminates at 5:00 p.m. on the last day of the Inspection Period unless, prior to that time Buyer delivers a written notice of Buyer's intention to proceed (a "**Notice to Proceed**") to Seller.

c. If, pursuant to Section 9(b) either Buyer terminates this Agreement or this Agreement is automatically terminated, the Escrow Agent must disburse to Buyer any Earnest Money Escrow Agent holds, other than Earnest Money Escrow Agent is obligated to disburse to Seller pursuant to Sections 4(b) and (c).

9. DEFINITIONS. As used in this Agreement:

"**Claim**" or "**Claims**" means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgments, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney's fees, consultant's fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

"**Environmental Law**" means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

"**Hazardous Substance**" or "**Hazardous Substances**" means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

10. RELEASE. Buyer, for itself, its directors, officers, stockholders, divisions, agents, affiliates, subsidiaries, predecessors, successors, and assigns and anyone acting on its behalf or their behalf hereby fully releases and forever discharges Seller from any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation), past, present and future, known and unknown, existing and

contingent, arising out of, resulting from, or relating to the condition of the Property, and Buyer hereby waives any and all causes of action (including without limitation any right of contribution) Buyer had, has or may have against Seller and anyone acting on its behalf with respect to the condition of the Property, whether arising at common law, in equity or under a federal, state or local statute, rule or regulation. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

11. **INDEMNITY.** Buyer agrees to indemnify, hold harmless and defend Seller or anyone acting on its behalf for, from and against any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) past, present and future, existing and contingent, known and unknown arising out of, resulting from, or relating to the condition of the Property. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property, regardless of whether the foregoing condition of the Property was caused in whole or in part by the Seller's actions or inactions.

12. **NOTICES.** Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail, fax or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if delivered in any other manner, when the party to whom the notice is directed actually receives the notice. If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Seller: City Administrator
City of Ramsey
7550 Sunwood Drive N.W.
Ramsey, MN 55303

Buyer: William Gleason
8100 36th Ave N
New Hope, MN 55746
Phone: 1-808-649-0446
Email: billgleasonjr@gmail.com

Notices not given in the manner or within the time limits set forth in this Agreement are of no effect and may be disregarded by the party to whom they are directed.

13. CLOSING. This transaction shall close on the date 10 business days after Buyer delivers a Notice to Proceed to Seller or on such earlier date as Seller and Buyer may establish by mutual, written agreement. The Closing shall take place at the offices of the Escrow Agent, or at some other place as the parties may mutually agree prior to such date. At the option of either Party, the executed closing documents, Purchase Price and closing costs may be deposited with the Escrow Agent and disbursed by the Escrow Agent pursuant to avoid the necessity for a Closing at which the Parties are present.

a. **Seller's Obligations at Closing.** At Closing, Seller must deliver to Escrow Agent, for delivery to Buyer:

i. A quit claim deed, duly executed and acknowledged on behalf of the City and with the City's seal affixed, conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable and any installments of special assessments certified for payment therewith; (B) Building, Subdivision and Zoning Ordinances; (C) Matters that would be disclosed by an accurate survey of the Property; and (D) matters that constitute Permitted Exceptions pursuant to Section 6;

ii. A certified copy of a duly adopted City Ordinance and Resolution authorizing Seller's sale of the Property to Buyer; and

iii. Seller's affidavits, well disclosure certificate (if required), settlement statement approved by Seller and Buyer, and any other documents required by the Escrow Agent.

b. **Buyer's Obligations at Closing.** At Closing, Buyer must:

i. Wire Transfer (or deliver a certified check in) an amount equal to the amount of the Purchase Price adjusted for to reflect Buyer's prior payment of the Earnest Money and to reflect amounts Buyer must pay or will receive pursuant to Section 14(c), to Escrow Agent for disbursement to Seller and others pursuant to this Agreement and the Settlement Statement; and

ii. File or cause Escrow Agent to file an Electronic Certificate of Real Estate Value.

c. **Closing Costs.**

i. At Closing, the following Seller closing costs and expenses must be paid from the Purchaser Price or, if the Purchase Price is not sufficient, paid by Seller:

1. Seller's portion of the prorated property taxes.
2. Seller's own attorney's fees.

3. One-half the cost of any closing fees.
4. State deed tax.
5. The cost of providing Title Commitment as prescribed in Section 6
6. The cost of real estate broker commission fees as prescribed in Section 15.

ii. At Closing Buyer must pay the Purchase Price to Seller and the following costs and expenses:

1. Buyer's portion of prorated property taxes.
2. Buyer's own attorney's fees.
3. One-half the cost of any closing fees.
4. Documentary and recording fees for the deed(s).
5. The cost of the owner's title insurance policy if Buyer elects to purchase an Owner's title insurance policy.

d. **Possession.** Seller must deliver possession of the Property to Buyer at Closing.

14. REAL ESTATE BROKERS. Seller and Buyer represent and warrant to each other that they have dealt with no brokers, real estate agents, finders or the like in connection with this transaction, other than CBRE, Inc. ("Seller's Broker"), which represents Seller. Seller shall pay Seller's Broker as required by their agreement. Seller and Buyer agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting for their actions or agreements regarding the execution or performance of this Agreement, other than the fees payable to Seller's Broker, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

15. ASSIGNMENT. This Agreement may not be assigned without the written consent of the non-assigning Party.

16. THIRD PARTY BENEFICIARY. There are no third party beneficiaries of this Agreement, intended or otherwise.

17. JOINT VENTURE. Seller and Buyer, by entering into this Agreement and completing the transactions described herein, shall not be considered joint venturers or partners.

18. CAPTIONS. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

19. ENTIRE AGREEMENT / MODIFICATION. This written Agreement, and the related Development Agreement, if any, constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver or

modification of any of its terms will be effective unless in writing executed by the parties. In the event the terms of this Agreement conflict with the terms of the Development Agreement, the latter shall control.

20. BINDING EFFECT. This Agreement binds and benefits the Parties and their successors and assigns.

21. CONTROLLING LAW. This Agreement is made under the laws of the State of Minnesota and such laws will control its interpretation.

22. REMEDIES.

a. If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may declare this Agreement terminated pursuant to Minnesota Statutes section 559.21. Seller's sole remedy in the event of Buyer's default is retention of the Earnest Money, unless Buyer defaults under Section 7 or 12 of this Agreement, in which case Seller may retain the Earnest money or suspend the performance of its obligations under this Agreement and commence an action in Anoka County District Court to recover its actual damages arising from the default.

b. If Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may, as its sole remedy, declare this Agreement terminated in which case Escrow Agent and, if applicable, Seller, shall refund the Earnest Money (both the Initial Disbursement and the Remaining Earnest Money) to Buyer, or, in the alternative, Buyer may have this Agreement specifically enforced. Buyer waives all claims for consequential damages against Seller based on Seller's breach or alleged default hereunder.

23. WAIVER. Failure of Seller or Buyer to insist upon the performance of any of the covenants, agreements and/or conditions of this Agreement or to exercise any right or privilege herein shall not be deemed a waiver of any such covenant, condition or right.

24. SURVIVAL OF TERMS AND CONDITIONS. The terms and conditions of this Agreement shall survive and be in full force and effect after the delivery of the deed, and shall not be deemed to have merged therein.

25. SEVERABILITY. Each provision of this Agreement shall apply to the extent permitted by applicable law and is intended to be severable. If any provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of the Agreement.

26. CONSTRUCTION. The Parties acknowledge that this Agreement was initially prepared by Seller solely as a convenience and that all Parties and their counsel hereto have read and full negotiated all the language used in this Agreement. The Parties acknowledge that because all Parties and their counsel participated in negotiating and

drafting this Agreement, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any Party.

27. **COUNTERPARTS; DIGITAL COPIES.** This Agreement may be executed in any number of counterparts and the signature pages of the separate counterparts combined into a single copy of this Agreement which will then constitute a fully executed version of this Agreement. A facsimile, .pdf file or digital copy of a signed counterpart or of an assemblage of counterparts of this Agreement shall be deemed to be an original thereof.

28. **OPTION TO EXTEND.** In the event Buyer requests a 30 day extension of the Inspection Period or Closing Date, and the extension is agreed to in writing by Seller, Buyer must deposit an additional $2,500 Earnest Money with the Escrow Agent. The additional Earnest Money is nonrefundable, and will comply with terms outlined in Section 4 of this Agreement.

29. **PLATTING & DEVELOPMENT AGREEMENT.** Buyer must obtain an approved final plat and a development agreement with the City of Ramsey for the development of a minimum twelve (12) residential lots on the Property before Closing. The Development Agreement and Site Plan must comply with all local zoning ordinances and design standards, including The COR Design Standards.

30. **CONSTRUCTION DEADLINE.** Buyer shall obtain certificates of occupancy for the construction of nine single family homes pursuant to the following schedule:

    Construction Deadline Schedule:
    Three certificates of occupancy by October 1, 2017
    Three certificates of occupancy by October 1, 2018
    Three certificates of occupancy by October 1, 2019

    At Closing, a "Right of Re-Entry Agreement" must be executed and recorded to the Property providing that, in the event any of the above deadlines are not met, Seller has the right to reclaim title to the parcels for which certificates of occupancy have not been obtained, or in the alternative, and at Seller's sole discretion, Buyer shall pay Seller $3,000 for each certificate of occupancy that is not obtained pursuant to the deadlines set forth above.

SELLER: The City of Ramsey, Minnesota

By: _____ Dated: May 31, 2016
Sarah Strommen, Mayor

By: _____
Kurt Ulrich, City Administrator

BUYER: Lifestyle Properties, Inc.

By: _____ Dated: May 31, 2016
Bill Gleason, Chief Executive Officer

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PUD Development Plan, Preliminary Plat & Final Plans

for

Vistas at North Commons

Ramsey, Minnesota

Prepared for:

Morning Sun Homes
8862 Zealand Avenue North Bay B
Brooklyn Park, Minnesota 55445
Contact: Mark Meuleners
Phone: 763-424-4222

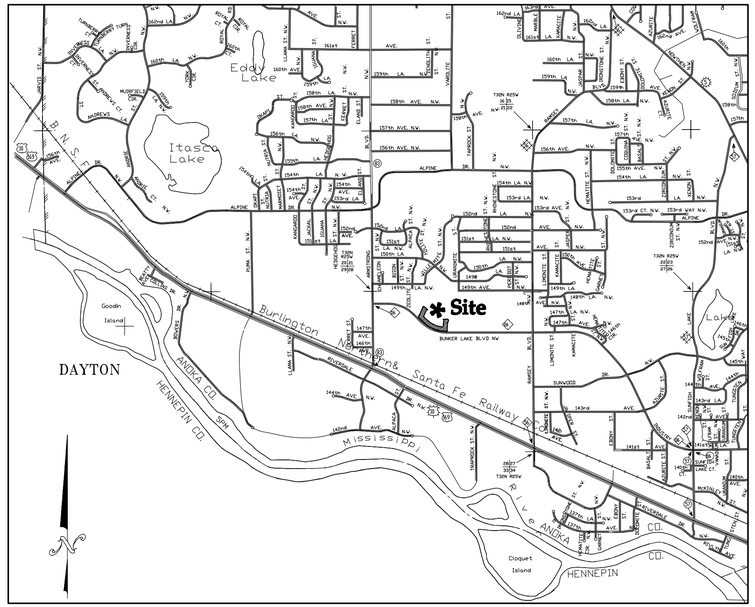
Prepared by:
Westwood

Phone (952) 937-5150 7699 Anagram Drive
Fax (952) 937-5822 Eden Prairie, MN 55344
Toll Free (888) 937-5150 westwoodps.com

Westwood Professional Services, Inc.

Project number: 0009798.00
Contact: John Bender

Vicinity Map



(Not to Scale)

NO.	DATE	REVISION	SHEETS
1	12/20/16	CITY COMMENTS	ALL

Sheet List Table

Sheet Number	Sheet Title
1	Cover
2	Existing Conditions
3	Development Stage PUD – Preliminary Plat
4	Final Grading Plan & Erosion Control Plan
5	Final Utility Service Plan
6	Details
7	Final Landscape Plan
8	Landscape Details

PUD Development Plan, Preliminary Plat & Final Plans
for
Vistas at North Commons
Ramsey, Minnesota

Date: 12/02/2016 Sheet: 1 of 8

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811 or call811.com
Common Ground Alliance

BENCHMARKS:

THE VERTICAL DATUM AVAILABLE IS AT 1988NAVD IN US SURVEY FEET; HELD MNDOT STATION 0202 B = ELEV. 865.02

PROPERTY DESCRIPTION:

Outlot A, RAMSEY TOWN CENTER 8TH ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

LEGEND

BUSH/SHRUB	STORM MANHOLE
CONIFEROUS TREE	TELEPHONE BOX
DECIDUOUS TREE	TELEPHONE MANHOLE
WETLAND	TRAFFIC CONTROL BOX
STEEL/WOOD POST	HAND HOLE
SIGN–TRAFFIC/OTHER	TRAFFIC LIGHT
SIGN–TRAFFIC/OTHER	GATE VALVE
MAIL BOX	HYDRANT
HANDICAPPED STALL	WATER METER
PERC TEST	CURB STOP BOX
MONITORING WELL	WATER MANHOLE
CABLE TV BOX	WELL
GAS METER	CABLE TV
STREET LITE	GAS LINE
GUY WIRE	POWER OVERHEAD
POWER POLE	POWER UNDERGROUND
ELECTRIC BOX	SANITARY SEWER
ELECTRIC METER	STORM SEWER
ELECTRIC MANHOLE	TELEPHONE OVERHEAD
ELECTRIC TOWER	TELEPHONE UNDERGROUND
SANITARY MANHOLE	WATERMAIN
SEWER CLEANOUT	FENCE LINE
BEEHIVE CATCH BASIN	DECIDUOUS TREE LINE
CATCH BASIN	CONIFEROUS TREE LINE
FLARED END SECTION	CURB & GUTTER
CONCRETE SURFACE	BITUMINOUS SURFACE

0' 50' 100' 150'

0009798EXF01.dwg

Date: 12/02/2016 Sheet: 2 OF 8

Westwood
Phone (952) 937-5150 7699 Anagram Drive
Fax (952) 937-5822 Eden Prairie, MN 55344
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL SURVEYOR under the laws of the State of Minnesota.

Craig W. Morse
Date: 12/20/16 License No. 23021

Revisions:
12/20/16: CITY COMMENTS

Designed:
Checked:
Drawn:
Record Drawing by/date:

Prepared for:
Morning Sun Homes
8862 Zealand Avenue North Bay B
Brooklyn Park, Minnesota 55445

Vistas at North Commons

Ramsey, Minnesota

Existing Conditions

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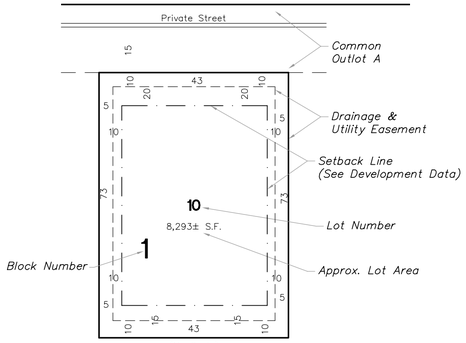
Development Data

Total Site Area:	3.00 ac.
Existing Zoning:	Town Center (See Master Plan for Sub-Districts
Proposed Zoning:	xxxx
Proposed Units	12
Development Standards	
– Lot Width @ Setback	Varies
– Lot Depth	77'
– Lot Area	8,835 sf (min)
– Average Lot Area	10,888 sf
Setbacks (minimums)	
– Front Yard Setback	20'
– Side Yard Setback	10'/10' 20' Total
– Side Yard Setback (corner)	25'
– Rear Yard Setback	15'

Typical Lot (Varies)

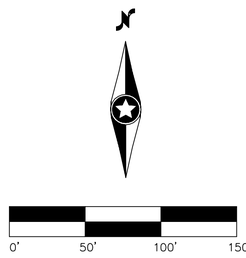


PROPERTY DESCRIPTION:

Outlot A, RAMSEY TOWN CENTER 8TH ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

NOTE:

The lot dimensions and areas on this plan are approximate. Refer to the final plat and supporting data for exact lot dimensions and areas.



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Date: 12/02/2016 Sheet: 3 OF 8

Vistas at North Commons

Ramsey, Minnesota

Development Stage PUD - Preliminary Plat

Westwood

Phone (952) 937-5150 7699 Anagram Drive
Fax (952) 937-5822 Eden Prairie, MN 55344
Toll Free (888) 937-5150 westwoodps.com

Westwood Professional Services, Inc.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed PROFESSIONAL SURVEYOR under the laws of the State of Minnesota.

Craig W. Morse
Date: 12/20/16 License No. 23021

Revisions:
12/20/16: CITY COMMENTS

Designed:
Checked:
Drawn:
Record Drawing by/date:

Prepared for:

Morning Sun Homes
8862 Zealand Avenue North Bay B
Brooklyn Park, Minnesota 55445

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Common Ground Alliance

NOTES:

MASS GRADING AND EROSION CONTROL WAS DESIGNED BY OTHERS.

THIS PLAN IS INTENDED FOR USE IN PREPARING LOT CERTIFICATES, INDIVIDUAL HOME CONSTRUCTION AND LOT GRADING. ADDITIONAL MASS GRADING OF THE SITE IS NOT PROPOSED

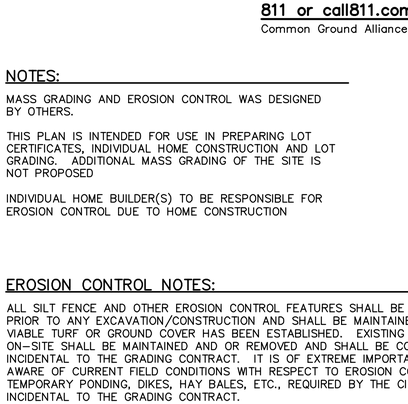
INDIVIDUAL HOME BUILDER(S) TO BE RESPONSIBLE FOR EROSION CONTROL DUE TO HOME CONSTRUCTION

EROSION CONTROL NOTES:

- ALL SILT FENCE AND OTHER EROSION CONTROL FEATURES SHALL BE IN-PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL VIABLE TURF OR GROUND COVER HAS BEEN ESTABLISHED. EXISTING SILT FENCE ON-SITE SHALL BE MAINTAINED AND OR REMOVED AND SHALL BE CONSIDERED INCIDENTAL TO THE GRADING CONTRACT. IT IS OF EXTREME IMPORTANCE TO BE AWARE OF CURRENT FIELD CONDITIONS WITH RESPECT TO EROSION CONTROL. TEMPORARY PONDING, DIKES, HAY BALES, ETC., REQUIRED BY THE CITY SHALL BE INCIDENTAL TO THE GRADING CONTRACT.
- ALL STREETS DISTURBED DURING WORKING HOURS MUST BE CLEANED AT THE END OF EACH WORKING DAY. A ROCK ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO DETAILS TO REDUCE TRACKING OF DIRT ONTO PUBLIC STREETS.

GENERAL GRADING & DRAINAGE NOTES:

- ALL CONTOURS AND SPOT ELEVATIONS ARE SHOWN TO FINISHED SURFACE/GUTTER GRADES UNLESS OTHERWISE NOTED.
- ALL DRIVEWAY SPOT ELEVATIONS ARE SHOWN TO TOP BACK CURB
- REFER TO THE SITE PLAN/RECORD PLAT FOR MOST CURRENT HORIZONTAL SITE DIMENSIONS AND LAYOUT.
- THE CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATION OF EXISTING UTILITIES AND TOPOGRAPHICAL FEATURES WITH THE OWNERS AND FIELD-VERIFY PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM PLAN.
- ALL CONSTRUCTION SHALL CONFORM TO LOCAL RULES.
- POSITIVE DRAINAGE FROM THE SITE MUST BE PROVIDED AT ALL TIMES.



LEGEND

- 980 / 980 — DENOTES EXISTING / PROPOSED CONTOURS
- 23.46 — DENOTES EXISTING SPOT ELEVATION AT TOP BACK CURB. (TYP.)
- DENOTES EXISTING STORM SEWER

0' 50' 100' 150'

0009798GDF01.dwg

Date: 12/02/2016 Sheet: 4 OF 8

Westwood

Phone (952) 937-5150 7699 Anagram Drive
Fax (952) 937-5822 Eden Prairie, MN 55344
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.

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.

John Bender
Date: 12/20/16 License No. 43358

Revisions:
12/20/16: CITY COMMENTS

Designed: JHB
Checked: JHB
Drawn: HW
Record Drawing by/date:

Prepared for:
Morning Sun Homes
8862 Zealand Avenue North Bay B
Brooklyn Park, Minnesota 55445

Vistas at North Commons

Ramsey, Minnesota

Final Grading Plan & Erosion Control Plan

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Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

General Utility Notes

THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OF ANY DIFFERENCES.

UNLESS OTHERWISE NOTED, ALL MATERIALS, CONST. TECHNIQUES AND TESTING SHALL CONFORM TO THE CITY OF RAMSEY ENGINEERING GUIDELINES & THE CURRENT EDITIONS OF THE "STANDARD UTILITIES SPECIFICATIONS FOR WATER MAIN AND SERVICE LINE INSTALLATION AND SANITARY SEWER AND STORM SEWER INSTALLATION BY THE CITY ENGINEERING ASSOCIATION OF MINN." AND TO THE "STANDARD SPECIFICATION FOR HIGHWAY CONSTRUCTION" MINN. DEPT. OF TRANS. THE CONTRACTOR SHALL BE REQUIRED TO FOLLOW ALL PROCEDURES AS OUTLINED BY THE LOCAL AGENCY.

THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMITS.

VERIFY EXISTING INVERT LOC. & ELEV. PRIOR TO BEGINNING CONSTRUCTION.

THE WATER SERVICE SHALL BE INSTALLED WITH A MIN. OF 7.5 FT. OF COVER. THE CONTRACTOR SHALL VERIFY THE CITY AS-BUILT CONSTRUCTION PLANS TO CHECK LOCATION AND MATERIAL TYPE.

THE CONTRACTOR SHALL CONTACT "GOPHER STATE ONE CALL" FOR FOR UTILITY LOCATIONS PRIOR TO UTILITY INSTALLATION.

MAINTAIN MINIMUM 18" VERTICAL SEPARATION BETWEEN WATER MAIN & SANITARY SEWER.

(XXX.X) DENOTES APPROXIMATE SANITARY SEWER SERVICE INVERT @ 5' OUTSIDE BUILDING FOOTING.

SANITARY SEWER SERVICE STUBS TYPICALLY 3' DOWNSTREAM OF WATER SERVICE CURB STOP

ALL SANITARY SEWER SERVICES ARE 4" SDR 26.

ALL WATER SERVICES ARE 1" COPPER.

ZEOLITE STREET NW

XENOLITH ST NW

147TH LANE NW

147TH TERRACE NW

WILLEMATE ST NW

TOWN CENTER DRIVE

BUNKER LAKE BLVD NW (C.S.A.H. NO. 116)

RE=876.20
IE=861.63 (PER AS-BUILT)

4" IRRIGATION SERVICE

RE=878.17
IE=862.44 (PER AS-BUILT)

EX. 8" SANITARY SERVICE
EX. 6" FIRE SERVICE
EX. 4" DOMESTIC SERVICE
(TYP.)

EXISTING SERVICES TO BE UTILIZED FOR PROPOSED BUILDING (TYP)

SERVICES SHOULD BE FIELD VERIFIED AS THEY WERE UNCONFIRMED DURING INITIAL FIELD LOCATE

RE=877.82
IE=867.08 (PER AS-BUILT)

RE=879.00 (PER AS-BUILT)
IE=866.19 (PER AS-BUILT)

INDIVIDUAL HOME BUILDERS TO CONNECT 4" DOMESTIC WATER, 6" FIRE SERVICE AND 8" SANITARY SERVICE IN ACCORDANCE WITH PLUMBING CODE & LOCAL REGULATIONS. VERIFY DEPTH & LOCATION OF EXISTING SERVICES. EACH WATER SERVICE TO HAVE METER INSTALLED, TWO PER LOT (TYP.)

POUR INVERTS IN EACH SERVICE MANHOLE TO PROVIDE SMOOTH FLOW FROM EACH SERVICE PIPE TO THE EFFLUENT PIPE (TYP.)

RE=877.56
IE=864.34 (PER AS-BUILT)

RE=878.71
IE=865.14 (PER AS-BUILT)

Legend

BUSH/SHRUB	STORM MANHOLE
CONIFEROUS TREE	TELEPHONE BOX
DECIDUOUS TREE	TELEPHONE MANHOLE
WETLAND	TRAFFIC CONTROL BOX
STEEL/WOOD POST	HAND HOLE
SIGN-TRAFFIC/OTHER	TRAFFIC LIGHT
SIGN-TRAFFIC/OTHER	GATE VALVE
MAIL BOX	HYDRANT
HANDICAPPED STALL	WATER METER
PERC TEST	CURB STOP BOX
MONITORING WELL	WATER MANHOLE
CABLE TV BOX	WELL
GAS METER	CABLE TV
STREET LITE	GAS LINE
GUY WIRE	POWER OVERHEAD
POWER POLE	POWER UNDERGROUND
ELECTRIC BOX	SANITARY SEWER
ELECTRIC METER	STORM SEWER
ELECTRIC MANHOLE	TELEPHONE OVERHEAD
ELECTRIC TOWER	TELEPHONE UNDERGROUND
SANITARY MANHOLE	WATERMAIN
SEWER CLEANOUT	FENCE LINE
BEEHIVE CATCH BASIN	DECIDUOUS TREE LINE
CATCH BASIN	CONIFEROUS TREE LINE
FLARED END SECTION	CURB & GUTTER
CONCRETE SURFACE	BITUMINOUS SURFACE

N

0' 50' 100' 150'

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Date: 12/02/2016 Sheet: 5 OF 8

Westwood
Phone (952) 937-5150 7699 Anagram Drive
Fax (952) 937-5822 Eden Prairie, MN 55344
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.

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.

John Bender
Date: 12/20/16 License No. 43358

Revisions:
12/20/16: CITY COMMENTS

Designed: JHB
Checked: JHB
Drawn: HW
Record Drawing by/date:

Prepared for:
Morning Sun Homes
8862 Zealand Avenue North Bay B
Brooklyn Park, Minnesota 55445

Vistas at North Commons

Ramsey, Minnesota

Final Utility Service Plan

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Call 48 Hours before digging:
811 or call811.com
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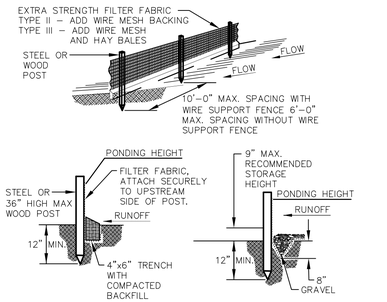


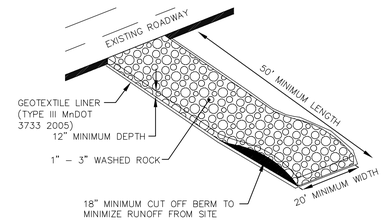
STANDARD DETAIL
TRENCH WITH NATIVE BACKFILL

ALTERNATE DETAIL
TRENCH WITH GRAVEL

NOTE:

1. INSPECT AND REPAIR FENCE AFTER EACH STORM EVENT AND REMOVE SEDIMENT WHEN NECESSARY.
2. REMOVED SEDIMENT SHALL BE DEPOSITED TO AN AREA THAT WILL NOT CONTRIBUTE SEDIMENT OFF-SITE AND CAN BE PERMANENTLY STABILIZED.
3. SILT FENCE SHALL BE PLACED ON SLOPE CONTOURS TO MAXIMIZE PONDING EFFICIENCY.

Westwood	SILT FENCE	LAST REVISED: 03/03/08
		GD02



NOTE:

ROCK CONSTRUCTION ENTRANCE SHOULD BE A MINIMUM THICKNESS OF 1.0' AND CONTAIN MAXIMUM SIDE SLOPES OF 4:1. ROCK ENTRANCE SHOULD BE INSPECTED AND MAINTAINED REGULARLY. ROCK ENTRANCE LENGTH MAY NEED TO BE EXTENDED IN CLAY SOILS.

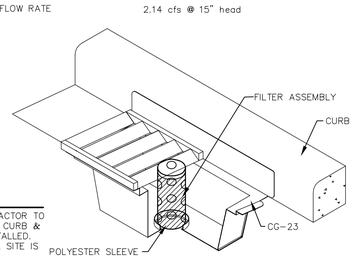
Westwood	ROCK CONSTRUCTION ENTRANCE	LAST REVISED: 03/03/08
		GD05

SPECIFICATIONS AND STANDARDS

AISC MANUAL OF STEEL CONSTRUCTION , 9TH EDITION.
AWS STRUCTURAL WELDING CODE – STEEL , D1.1–94.
29 CFR 1926 – OSHA SAFETY AND HEALTH STANDARDS

DESIGN LOADS

ALLOWABLE AXLE WEIGHT LOAD	n/a
SAFETY FACTOR	n/a
WATER FLOW RATE (THROUGH POLYESTER SLEEVE)	0.476 cfs @ 3" head
MAXIMUM OVERFLOW RATE	2.14 cfs @ 15" head



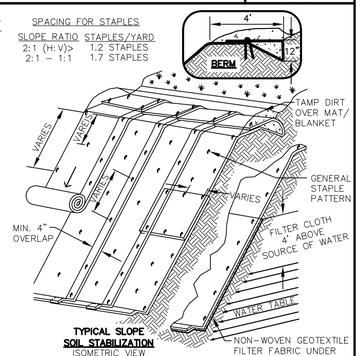
NOTE:

1. STREET CONTRACTOR TO INSTALL AFTER CURB & GUTTER IS INSTALLED. MAINTAIN UNTIL SITE IS STABILIZED.

CATEGORY OF BLANKET	STAPLE LENGTH
00	5"
0	5"
1	4"
2	4"
3	6"
4	6"
5	5"
6	5"
7	5"

SPACING FOR STAPLES

SLOPE RATIO	STAPLES/YARD
2:1 (H:V)>	1.2 STAPLES
2:1 – 1:1	1.7 STAPLES



TYPICAL SLOPE SOIL STABILIZATION
ISOMETRIC VIEW

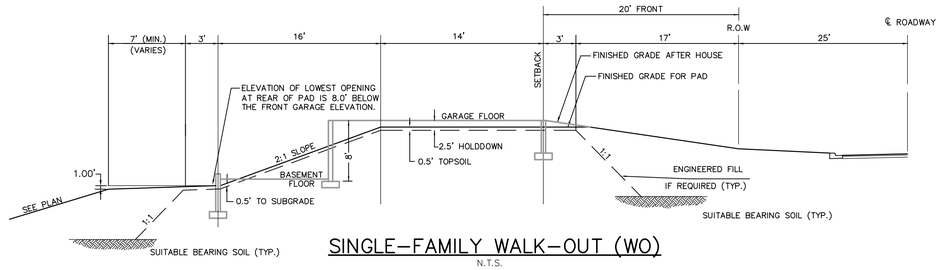
WET SLOPE LINING

NOTE:

1. MATS/BLANKETS SHOULD BE INSTALLED VERTICALLY DOWNSLOPE.
2. SLOPE SURFACE SHALL BE FREE OF ROCKS, CLODS, STICK AND GRASS.
3. MATS/BLANKETS SHALL HAVE GOOD SOIL CONTACT.
4. LAY BLANKETS LOOSELY AND STAKE OR STAPLE TO MAINTAIN DIRECT CONTACT WITH THE SOIL.
5. DO NOT STRETCH.

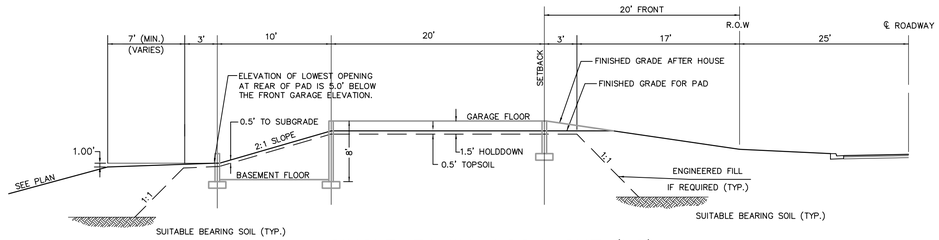
Westwood	ROAD DRAIN CG–23 "WIMCO" CURB INLET PROTECTION	LAST REVISED: 03/03/08
		GD12

Westwood	TEMPORARY EROSION BLANKETS TURF REINFORCEMENT MATS FOR SLOPES	LAST REVISED: 03/03/08
		GD21



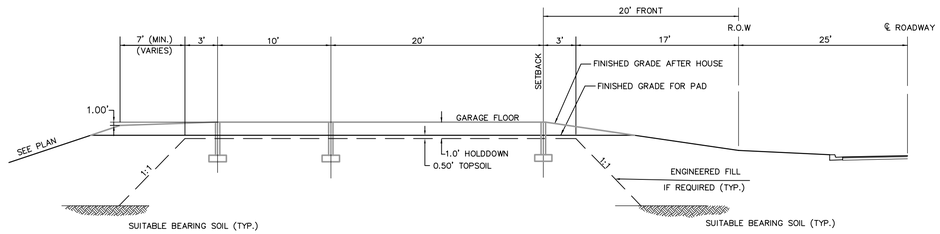
SINGLE–FAMILY WALK–OUT (WO)

N.T.S.



SINGLE–FAMILY LOOK–OUT (LO)

N.T.S.



SINGLE–FAMILY SLAB–ON–GRADE (SOG)

N.T.S.

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Date: 12/02/2016 Sheet: 6 OF 8

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John Bender
Date: 12/20/16 License No. 43358

Revisions:
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Drawn:	HW
Record Drawing by/date:	

Prepared for:

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Vistas at North Commons

Ramsey, Minnesota

Details

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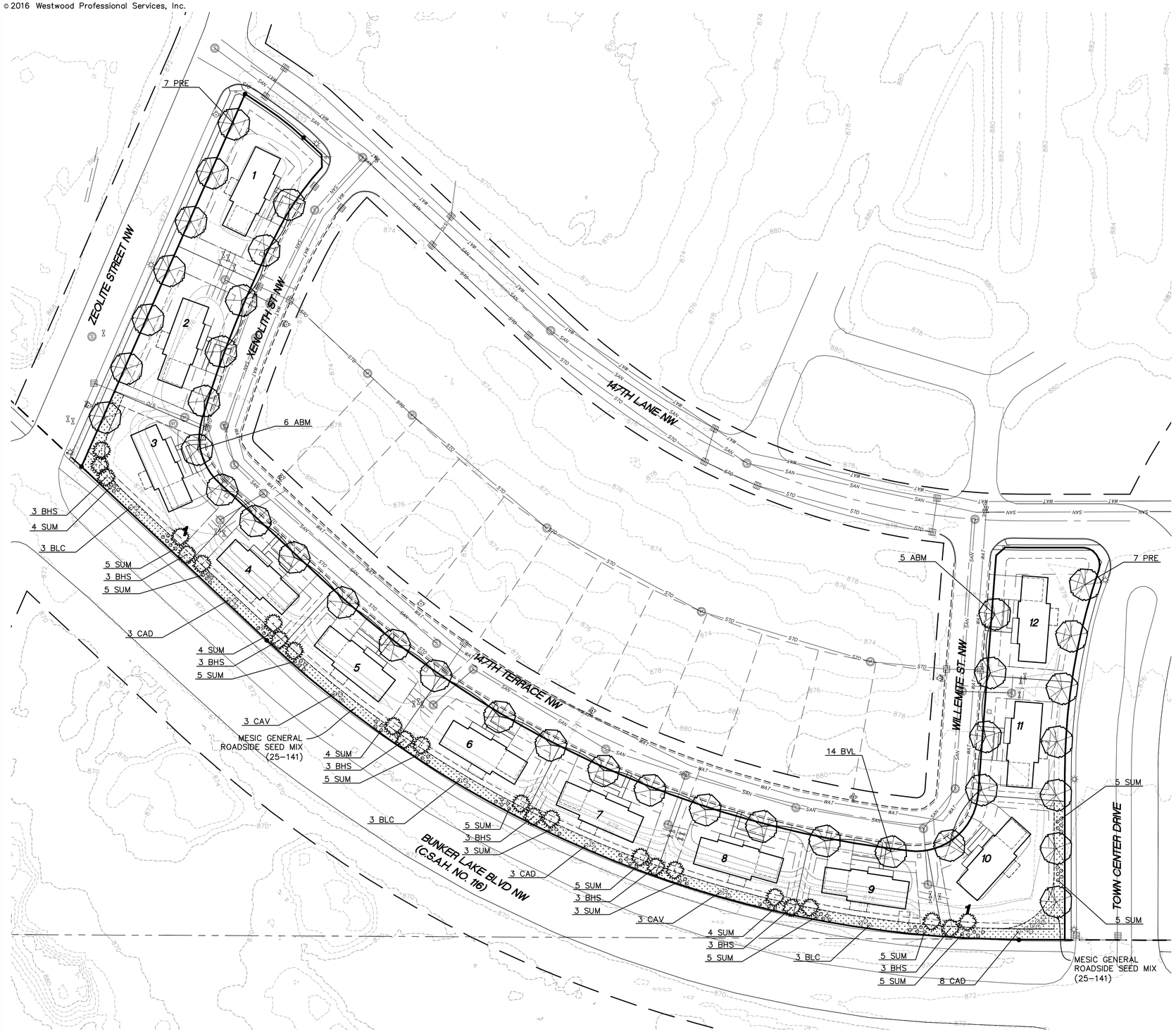


Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

Final Plant Schedule

CODE	QTY.	COMMON/BOTANICAL NAME	SIZE	SPACING O.C.
ABM	11	Autumn Blaze Maple / Acer x freemanii 'Jeffersred'	1" BB/Cont.	AS SHOWN
BVL	14	Boulevard Linden / Tilia americana 'Boulevard'	1" BB/Cont.	AS SHOWN
PRE	14	Princeton Elm / Ulmus americana 'Princeton'	1" BB/Cont.	AS SHOWN
BHS	33	Black Hills Spruce / Picea glauca densata	5' HT., BB	AS SHOWN
BLC	9	Black Chokeberry / Aronia melanocarpa elata	#2 Cont.	5' O.C.
CAD	14	Cardinal Dogwood / Cornus sericea 'Cardinal'	#2 Cont.	5' O.C.
CAV	6	Compact American Viburnum / Viburnum trilobum 'Bailey Compact'	#2 Cont.	5' O.C.
SUM	77	Staghorn Sumac / Rhus typhina	#2 Cont.	5' O.C.

NOTE: QUANTITIES ON PLAN SUPERSEDE LIST QUANTITIES IN THE EVENT OF A DISCREPANCY.

Landscape Provisions

TOTAL LANDSCAPING PROVIDED:	72 TREES
* STREET TREES:	39 TREES
* EVERGREEN TREES:	33 TREES
* SITE SHRUBS:	106 SHRUBS

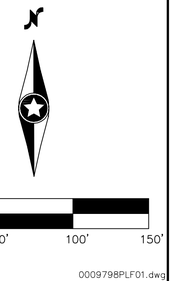
Mesic General Roadside Seed Mix - MNDOT 250

25-141	Mesic General Roadside				
Common Name	**Scientific Name**	**Rate (lb/ac)**	**Rate (kg/ha)**	**% of Mix (by weight)**	**Seeds/ sq ft**
Park Kentucky bluegrass	*Poa pratensis Park*	15.75	17.65	26.69%	502.50
Perennial Ryegrass	*Lolium perenne*	13.25	14.85	22.46%	66.00
Smooth Brome	*Bromus inermis*	7.75	8.69	13.14%	25.42
Canada bluegrass*	*Poa compressa*	7.50	8.41	12.71%	412.00
fowl bluegrass	*Poa palustris*	4.00	4.48	6.78%	191.00
slender wheatgrass	*Elymus trachycaulus*	2.00	2.24	3.40%	5.08
Timothy	*Phleum pratense*	1.75	1.96	2.97%	49.50
switchgrass	*Panicum virgatum*	1.50	1.68	2.54%	7.70
	Grasses Subtotal	53.50	59.97	90.69%	1259.20
Alfalfa	*Medicago sativa*	3.50	3.92	5.92%	18.20
White Clover	*Trifolium repens*	2.00	2.24	3.39%	32.70
	Forbs Subtotal	5.50	6.16	9.31%	50.90
	Total	59.00	66.13	100.00%	1310.10
Purpose:	General non-native mix for roadsides with mesic soils.				
Planting Area:	Statewide				

Combine all components when blending this mix.
*Species in the sheeps fescue complex (Festuca spp.) may be used interchangeably with Canada bluegrass in this mix. Varieties must match those listed on the substitution table.

DENOTES MESIC GENERAL ROADSIDE SEED MIX (25-141)

NOTES: ALL DISTURBED AREAS TO BE SODDED UNLESS NOTED OTHERWISE.



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Date: 12/02/2016 Sheet: 7 OF 8

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Nicholas Meyer
Date: 12/20/16 License No. 53774

Revisions:
12/20/16: CITY COMMENTS

Designed: NTM
Checked: NTM
Drawn: NTM
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Vistas at North Commons
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Final Landscape Plan

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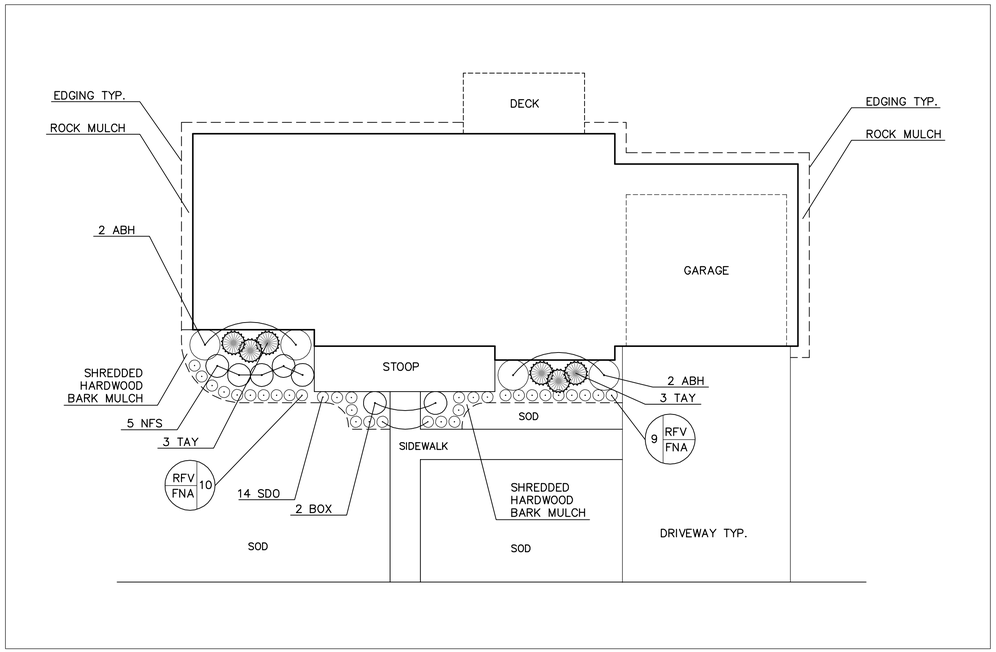
Townhome Planting Plan



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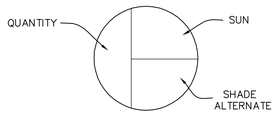
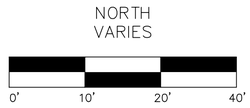




Townhome Plant Schedule

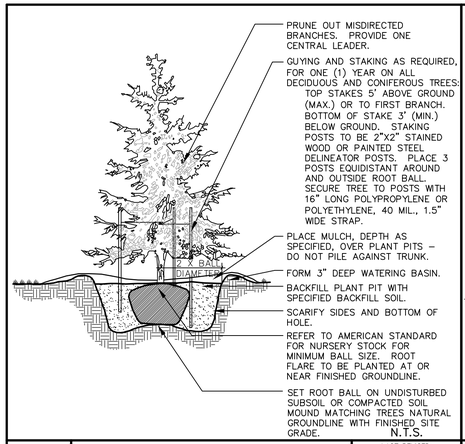
TYPE	CODE	QTY.	COMMON/BOTANICAL NAME	SIZE	SPACING O.C.
EVERGREEN SHRUBS	TAY	6	Taunton Yew / Taxus x media 'Taunton'	#5 CONT.	4'–0" O.C.
	shade alt:		*no change*		
	BOX	2	Green Mountain Pyramid Boxwood / Buxus x 'Green Mountain'	#5 CONT.	3'–0" O.C.
	shade alt:		*no change*		
	NFS	5	Neon Flash Spirea / Spiraea japonica 'Neon Flash'	#5 CONT.	3'–0" O.C.
	shade alt:		*no change*		
DECIDUOUS SHRUBS	ABH	4	Annabelle Hydrangea / Hydrangea arborescens 'Annabelle'	#5 CONT.	4'–0" O.C.
	shade alt:		*no change*		
	SDO	14	Stella de Oro Daylily / Hemerocallis 'Stella de Oro'	#1 CONT.	18" O.C.
	shade alt:		*no change*	*#1 CONT.*	*18" O.C.*
PERENNIALS	RFV	19	Red Fox Veronica / Veronica spicata 'Red Fox'	#1 CONT.	18" O.C.
	shade alt:		*FNA Fanal Astilbe / Astilbe x arendsii 'Fanal'*	*#1 CONT.*	*18" O.C.*

NOTES:
- QUANTITIES ON PLAN SUPERSEDE LIST QUANTITIES IN THE EVENT OF A DISCREPANCY.
- CONTRACTOR TO SUBSTITUTE USING SHADE ALTERNATE SPECIES AS DETERMINED BY SOLAR ORIENTATION OF BUILDING (IE NORTH SIDE PLANTS RECEIVE SHADE ALTERNATE PLANTS). SEE RESPECTIVE PLANT KEY FOR ALTERNATE SPECIES SUBSTITUTIONS,
- ALL PLANTING BEDS TO BE COVERED WITH SHREDDED HARDWOOD BARK MULCH.
- 1.5' MAINTENANCE STRIP ALONG SIDE AND BACK OF UNITS TO BE ROCK MULCH.

Planting Notes

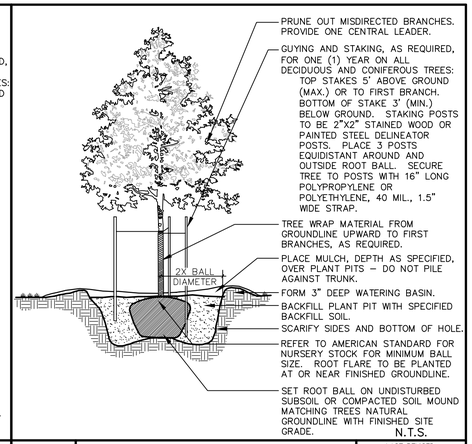
1. CONTRACTOR SHALL CONTACT COMMON GROUND ALLIANCE AT 811 OR CALL811.COM TO VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF ANY PLANTS OR LANDSCAPE MATERIAL.
2. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
3. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
4. ALL SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO SUBMISSION OF ANY BID AND/OR QUOTE BY THE LANDSCAPE CONTRACTOR.
5. CONTRACTOR SHALL PROVIDE ONE YEAR GUARANTEE OF ALL PLANT MATERIALS. THE GUARANTEE BEGINS ON THE DATE OF THE LANDSCAPE ARCHITECT'S OR OWNER'S WRITTEN ACCEPTANCE OF THE INITIAL PLANTING. REPLACEMENT PLANT MATERIAL SHALL HAVE A ONE YEAR GUARANTEE COMMENCING UPON PLANTING.
6. ALL PLANTS TO BE SPECIMEN GRADE, MINNESOTA–GROWN AND/OR HARDY. SPECIMEN GRADE SHALL ADHERE TO, BUT IS NOT LIMITED BY, THE FOLLOWING STANDARDS:
   ALL PLANTS SHALL BE FREE FROM DISEASE, PESTS, WOUNDS, SCARS, ETC.
   ALL PLANTS SHALL BE FREE FROM NOTICEABLE GAPS, HOLES, OR DEFORMITIES.
   ALL PLANTS SHALL BE FREE FROM BROKEN OR DEAD BRANCHES.
   ALL PLANTS SHALL HAVE HEAVY, HEALTHY BRANCHING AND LEAFING.
   CONIFEROUS TREES SHALL HAVE AN ESTABLISHED MAIN LEADER AND A HEIGHT TO WIDTH RATIO OF NO LESS THAN 5:3.
7. PLANTS TO MEET AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1–2004 OR MOST CURRENT VERSION) REQUIREMENTS FOR SIZE AND TYPE SPECIFIED.
8. PLANTS TO BE INSTALLED AS PER MNLA & ANSI STANDARD PLANTING PRACTICES.
9. UPON ARRIVAL, ALL TREES INSTALLED BY DEVELOPER TO BE STACKED PRIOR TO INSTALLATION AND REVIEWED BY CITY. CITY SHALL BE NOTIFIED IMMEDIATELY UPON ARRIVAL SO THAT PLANTS CAN BE INSTALLED AS SOON AS POSSIBLE. PROPERLY HEEL–IN MATERIALS IF NECESSARY; TEMPORARY ONLY.
10. PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR/ROOT FLAIR IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR/ROOT FLAIR. WHERE THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR/ROOT FLAIR SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.
11. OPEN TOP OF BURLAP ON BB MATERIALS; REMOVE POT ON POTTED PLANTS; SPLIT AND BREAK APART PEAT POTS.
12. PRUNE PLANTS AS NECESSARY – PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES.
13. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS PRIOR TO PLANTING.
14. BACKFILL SOIL AND TOPSOIL TO ADHERE TO MN/DOT STANDARD SPECIFICATION 3877 (COMMON TOPSOIL BORROW) AND TO BE NATIVE TOP SOIL FROM SITE FREE OF ROOTS, ROCKS LARGER THAN ONE INCH, SUBSOIL DEBRIS, AND LARGE WEEDS UNLESS SPECIFIED OTHERWISE. MINIMUM 4" DEPTH TOPSOIL FOR ALL LAWN GRASS AREAS AND 12" DEPTH TOPSOIL FOR TREE, SHRUBS, AND PERENNIALS.
15. 3 INCHES OF HARDWOOD BARK MULCH TO BE USED AROUND ALL TREES WITHIN TURF AREAS.
16. SHREDDED HARDWOOD BARK MULCH TO BE USED FOR LANDSCAPING OF ALL TOWNHOME AND VILLA UNITS. MULCH TO BE SPREAD TO A DEPTH OF 3" FOR ALL TREES AND SHRUBS AND 2" FOR ALL PERENNIALS. ROCK MULCH TO BE USED ON 1.5' MAINTENANCE STRIP ALONG UNIT IN AREAS VOID OF PLANTS. LANDSCAPE CLOTH TO BE LAID IN PLANTING BEDS TO SEPARATE ROCK MULCH FROM SOIL.
17. EDGING TO BE VINYL EDGING, UNLESS OTHERWISE INDICATED. UTILIZE CURBS AND SIDEWALKS FOR EDGING WHERE POSSIBLE.
18. ALL DISTURBED AREAS TO BE SODDED, UNLESS NOTED OTHERWISE. SOD TO BE STANDARD MINNESOTA GROWN AND HARDY BLUEGRASS MIX, FREE OF LAWN WEEDS. ALL TOPSOIL AREAS TO BE RAKED TO REMOVE DEBRIS AND ENSURE DRAINAGE.
19. PROVIDE IRRIGATION TO ALL SODDED AREAS ON SITE. IRRIGATION OF STREET TREES & BOULEVARD SOD AREAS TO BE RESPONSIBILITY OF INDIVIDUAL LOTS; BUFFER TREES IN OUTLOTS TO BE IRRIGATED BY DEVELOPER/HOA. NO IRRIGATION TO BE PROVIDED IN CITY OWNED OUTLOT AREAS, UNLESS OTHERWISE NOTED. DRIP IRRIGATION TO BE PROVIDED FOR ALL PLANTING BEDS. IRRIGATION WILL BE DESIGN/BUILD BY LANDSCAPE CONTRACTOR. ALL INFORMATION ABOUT INSTALLATION AND SCHEDULING CAN BE OBTAINED BY THE GENERAL CONTRACTOR.
20. CONTRACTOR SHALL PROVIDE NECESSARY WATERING OF PLANT MATERIALS UNTIL THE PLANT IS FULLY ESTABLISHED OR IRRIGATION SYSTEM IS OPERATIONAL. OWNER WILL NOT PROVIDE WATER FOR CONTRACTOR.
21. REPAIR, REPLACE, OR PROVIDE SOD/SEED AS REQUIRED FOR ANY ROADWAY BOULEVARD AREAS ADJACENT TO THE SITE DISTURBED DURING CONSTRUCTION.
22. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER.

Planting Details



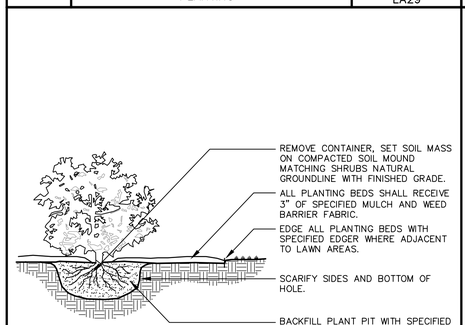
N.T.S.

Westwood	EVERGREEN TREE PLANTING	LAST REVISED: 06/05/13 LA29



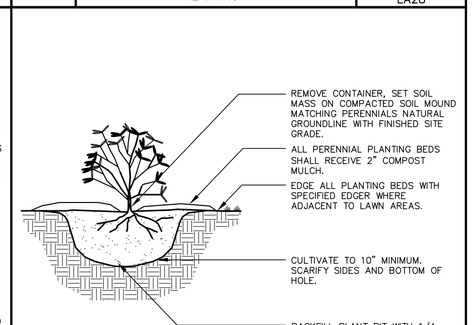
N.T.S.

Westwood	DECIDUOUS TREE PLANTING	LAST REVISED: 06/05/13 LA28



N.T.S.

Westwood	SHRUB PLANTING	LAST REVISED: 06/05/13 LA27



N.T.S.

Westwood	PERENNIAL PLANTING	LAST REVISED: 06/05/13 LA26

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Date: 12/02/2016 Sheet: 8 OF 8

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Nicholas Meyer
Date: 12/20/16 License No. 53774

Revisions:
12/20/16: CITY COMMENTS

Designed: NTM
Checked: NTM
Drawn: NTM
Record Drawing by/date:

Prepared for:
Morning Sun Homes
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Brooklyn Park, Minnesota 55445

Vistas at North Commons
Ramsey, Minnesota

Landscape Details

Dear Mr. Brama,

I would like to request an assignment of the purchase agreement and the corresponding documents for Outlot A, Ramsey Town Center 8th Addition, City of Ramsey, County of Anoka. I am requesting this change as the builder I am working with, Morning Sun Homes Inc. is financing the land and construction loan through Farmers State Bank of Hamel. Going forward I will continue to remain actively involved in all phases of this development.

Bill Gleason

Lifestyle Properties Inc

Morning Sun Homes Inc.

Mark Muelners Pres.

8862 Zealand Ave N Ste B

Brooklyn Park Mn 55445

CC Regular Session **4. 10.**

Meeting Date: 03/14/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

~~Approve Request from Ramsey Business for Use of EDA Revolving Loan Fund; Case of American Print & Digital~~ - This Consent Case was moved to Regular Agenda Item 7.4.

Purpose/Background:

Notification:

Observations/Alternatives:

Funding Source:

EDA RLF: about $300,000 balance.

Recommendation:

Action:

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:52 PM
Form Started By: Patrick Brama		Started On: 03/07/2017 08:22 AM
Final Approval Date: 03/09/2017		

CC Regular Session **4. 11.**

Meeting Date: 03/14/2017

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #17-03-058 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Received During the Period of February 23, 2017 through March 8, 2017

Action:

Motion to Adopt Resolution #17-03-058 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Received During the Period of February 23, 2017 through March 8, 2017.

Attachments

Bills List 3/14/2017

Resolution 3/14/2017

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	03/08/2017 11:51 AM
Kurt Ulrich	Kurt Ulrich	03/09/2017 02:13 PM
Form Started By: Jackie Lipski		Started On: 03/08/2017 11:27 AM
Final Approval Date: 03/09/2017		

CITY OF RAMSEY - FINANCE OFFICE Printed 3/8/2017

RAMSEY CITY COUNCIL MEETING

3/14/2017

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 2/23/17-3/8/17	179,454.56
Accounts Payable 2/23/17-3/8/17	163,704.86
Payroll 2/24/2017	154,725.98

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 497,885.40**

	APPROVED PREV. MTG	2017 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:		
NET PAYROLL TOTAL	$ 138,067.02	$ 572,114.90
- CORRECTION TO PAYROLL		
PREPAIDS	286,234.30	1,206,930.97
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	5,178.75	531,121.25
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	285,246.84	1,128,679.23
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	58,909.31	342,596.31
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 773,636.22**	**$ 3,781,442.66**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
102140	2/23/2017		100948 ANOKA COUNTY LICENSE CENTER						
		41.00	TABS 364		85347	022217	0194.6249		MISCELLANEOUS OPERA
		41.00							
102141	2/23/2017		110734 CITY OF RAMSEY						
		22.66	674451896		85348	022317	9601.4651		WATER REVENUE
		140.00	725608		85348	022317	9601.4651		WATER REVENUE
		31.67	721489		85348	022317	9601.4651		WATER REVENUE
		157.92	720561		85348	022317	9601.4651		WATER REVENUE
		150.00	722258		85348	022317	9601.4651		WATER REVENUE
		80.52	724451		85348	022317	9601.4651		WATER REVENUE
		139.85	484615404		85348	022317	9601.4651		WATER REVENUE
		139.85	689292819		85348	022317	9601.4651		WATER REVENUE
		22.66	52284245		85348	022317	9601.4651		WATER REVENUE
		155.51	727221		85348	022317	9601.4651		WATER REVENUE
		155.36	726525		85348	022317	9601.4651		WATER REVENUE
		145.07	718889		85348	022317	9601.4651		WATER REVENUE
		32.00	723946		85349	022217	9601.4651		WATER REVENUE
		50.00	720578		85349	022217	9601.4651		WATER REVENUE
		133.39	724901		85349	022217	9601.4651		WATER REVENUE
		22.66	672668265		85349	022217	9601.4651		WATER REVENUE
		1,579.12							
102142	2/23/2017		100274 MAMA						
		30.00	M. RIVERBLOOD 7/14/16		85350	2230	0452.6335		TRAINING
		30.00							
102143	2/23/2017		100389 MN POST BOARD						
		180.00	RE: R. PULLAR/M. STEPHENS		85351	022217	0211.6451		MEMBERSHIP DUES
		180.00							
102144	2/23/2017		111525 OFFICE OF THE SECRETARY OF STATE						
		120.00	NOTARY JAMIE HEDBURG		85352	022217	0211.6451		MEMBERSHIP DUES
		120.00							
102145	2/23/2017		100510 VERIZON WIRELESS						
		13.01	JAN/FEB 17 SERVICE		85353	9780056910	0301.6323		CELLULAR PHONES
		13.01	JAN/FEB 17 SERVICE		85353	9780056910	9601.6323		CELLULAR PHONES
		26.02							
102146	2/24/2017		100257 LAW ENFORCEMENT LABOR SRV INC						
		490.00			85203	0209171024562	9101.2177		UNION DUES
		490.00			85360	0223171112442	9101.2177		UNION DUES
		980.00							
102147	2/24/2017		100298 MN AFSCME COUNCIL 5						
		692.45			85204	0209171024563	9101.2177		UNION DUES
		668.57			85361	0223171112443	9101.2177		UNION DUES
		1,361.02							
102148	2/28/2017		110744 ALLINA HEALTH SYSTEM						
		1,718.19	1ST QTR 2017 DIRECTORSHIP		85368	II10021657	0220.6335		TRAINING
		1,718.19							
102149	2/28/2017		100297 CENTERPOINT ENERGY						
		838.51	MISC PW ACCOUNTS		85369	8000014064-2	0311.6373		GAS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
102149	2/28/2017		100297 CENTERPOINT ENERGY						Continued...
						FEB 17			
		624.20	MISC PW ACCOUNTS		85369	8000014064-2	0452.6373		GAS
						FEB 17			
		279.50	MISC PW ACCOUNTS		85369	8000014064-2	9601.6373		GAS
						FEB 17			
		279.50	MISC PW ACCOUNTS		85369	8000014064-2	9602.6373		GAS
						FEB 17			
		279.51	MISC PW ACCOUNTS		85369	8000014064-2	9605.6373		GAS
						FEB 17			
		2,301.22							
102150	2/28/2017		106583 DELTA DENTAL PLAN OF MINNESOTA						
		2,408.20	DENTAL INS MARCH 2017		85370	6811833	9101.2170		DENTAL/DISABILITY/LIFE
		2,408.20							
102151	2/28/2017		115574 HEALTHPARTNERS						
		36,151.50	MED INS MARCH 2017		85372	71131989	9101.2176		LIFE/HEALTH-EMPLOYEE
		36,151.50							
102152	2/28/2017		101103 SPRINT						
		53.88	JAN-FEB 2017 SERVICE		85373	570683319-183	0130.6323		CELLULAR PHONES
		107.76	JAN-FEB 2017 SERVICE		85373	570683319-183	0191.6323		CELLULAR PHONES
		53.88	JAN-FEB 2017 SERVICE		85373	570683319-183	0240.6323		CELLULAR PHONES
		547.97	JAN-FEB 2017 SERVICE		85373	570683319-183	0211.6323		CELLULAR PHONES
		96.64	JAN-FEB 2017 SERVICE		85373	570683319-183	0194.6323		CELLULAR PHONES
		259.52	JAN-FEB 2017 SERVICE		85373	570683319-183	0311.6323		CELLULAR PHONES
		276.27	JAN-FEB 2017 SERVICE		85373	570683319-183	0452.6323		CELLULAR PHONES
		223.90	JAN-FEB 2017 SERVICE		85373	570683319-183	0301.6323		CELLULAR PHONES
		164.86	JAN-FEB 2017 SERVICE		85373	570683319-183	0220.6323		CELLULAR PHONES
		107.76	JAN-FEB 2017 SERVICE		85373	570683319-183	0192.6321		TELEPHONE
		196.02	JAN-FEB 2017 SERVICE		85373	570683319-183	9601.6323		CELLULAR PHONES
		2,088.46							
102153	2/28/2017		114151 TASC (FEES)						
		383.25	VEBA/REBA FEES JAN 2017		85371	IN978226	0130.6315		MISCELLANEOUS PROFES
		383.25							
102154	2/28/2017		105706 TINKLENBERG GROUP INC						
		5,000.00	MARCH 17- 2 OF 5 RETAINER		85374	2016 FEB 2017	9400.6315		MISCELLANEOUS PROFES
		5,000.00							
102223	3/2/2017		115203 ALLAMERICAN TITLE CO INC						
		275.88	UB REFUND 7865 148TH LN		85378	030117	9601.4651		WATER REVENUE
		275.88							
102224	3/2/2017		115613 ALLEN, ROBIN						
		293.29	UB REFUND 6040 151ST LN		85379	030117	9601.4651		WATER REVENUE
		293.29							
102225	3/2/2017		115553 ATTORNEYS TITLE GROUP LLC						
		52.85	UB REFUND 7061 148TH AVE		85380	030117	9601.4651		WATER REVENUE
		52.85							
102226	3/2/2017		115612 BCG CONSULTING GROUP						
		255.00	SERGEANT TESTING		85377	121916-2	0130.6306		PERSONNEL TESTING & R

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
102226	3/2/2017		115612 BCG CONSULTING GROUP						Continued...
		255.00							
102227	3/2/2017		110734 CITY OF RAMSEY						
		4.83	CREDIT TO ACCT-719569		85381	030217	9601.4651		WATER REVENUE
		300.00	651515334		85382	030117	9601.4651		WATER REVENUE
		32.00	726343		85382	030117	9601.4651		WATER REVENUE
		274.77	726497		85382	030117	9601.4651		WATER REVENUE
		611.60							
102228	3/2/2017		107046 DAN ROCHEL HEARTHSTONE BUILDERS						
		600.00	REPLACE REFUND CHECK		85383	030217	9252.1155.1		MANUAL-ACCOUNTS REC
		600.00							
102229	3/2/2017		115614 DUFFERT, DOUGLAS						
		398.81	UB REFUND 5691 156TH LN		85384	030117	9601.4651		WATER REVENUE
		398.81							
102230	3/2/2017		111674 FIRST AMERICAN TITLE						
		225.33	UB REFUND 14336 WACO ST		85385	030117	9601.4651		WATER REVENUE
		225.33							
102231	3/2/2017		112948 HOME SECURITY ABSTRACT AND TITLE						
		135.77	UB REFUND 7341 154TH LN		85386	030117	9601.4651		WATER REVENUE
		135.77							
102232	3/2/2017		114140 KRISTALL HOMES INC RICHARD LENTNER						
		600.00	REPLACE REFUND CHECK		85387	030217	9252.1155.1		MANUAL-ACCOUNTS REC
		600.00							
102233	3/2/2017		113464 LAND TITLE						
		6.56	UB REFUND 14936 LIMONITE		85388	030117	9601.4651		WATER REVENUE
		6.56							
102234	3/2/2017		107356 NETWORK TITLE INC						
		30.95	UB REFUND 16640 YTTRIUM ST		85389	030117	9601.4651		WATER REVENUE
		30.95							
102235	3/2/2017		115615 TCF NATIONAL BANK						
		54.79	UB REFUND 5449 180TH AVE		85390	030117	9601.4651		WATER REVENUE
		54.79							
102236	3/2/2017		114866 TITLE SMART INC						
		10.80	UB REFUND 13907 IRONSTONE		85391	030117	9601.4651		WATER REVENUE
		10.80							
102237	3/2/2017		108522 TOTAL CONTROL SYSTEMS, INC						
		785.01	WORK AT WELL 6		85375	7689	9601.6315		MISCELLANEOUS PROFES
		5,182.69	WORK ON BACKUP CONTROLS/MISC		85376	7732	9601.6315		MISCELLANEOUS PROFES
		5,967.70							
102238	3/7/2017		115233 DELLWOOD CONSTRUCTION LTD						
		1,500.00	REFUND ERO ESCROW 6951 170TH T		85486	030717	9804.6433	00115145	REFUNDS
		1,500.00							
102239	3/7/2017		100276 MCFOA						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued...
102239	3/7/2017		100276 MCFOA						
		70.00	MEMBERSHIP-LASHER/WENBERG		85488	030217	0130.6451		MEMBERSHIP DUES
		70.00							
102240	3/7/2017		100351 NCPERS MINNESOTA						
		304.00	MARCH 2017 LIFE INS		85487	7048317 2/23/17	9101.2170		DENTAL/DISABILITY/LIFE
		304.00							
102241	3/7/2017		100454 ST CLOUD STATE UNIVERSITY						
		1,335.00	REG FEE-SCHMITZ,LASHER,WENBERG		85489	030217	0130.6335		TRAINING
		1,335.00							
90408386	2/24/2017		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		50.00			85292	0217171620411	9101.2174		PERA-EMPLOYEE
		50.00			85293	0217171620412	9101.2183		PERA-EMPLOYER
		16,790.21			85362	0223171112444	9101.2174		PERA-EMPLOYEE
		22,289.27			85363	0223171112445	9101.2183		PERA-EMPLOYER
		39,179.48							
93149760	2/24/2017		100601 MN DEPT OF REV WH						
		217.29			85255	0217171451331	9101.2172		STATE WITHHOLDING
		83.00			85294	0217171620413	9101.2172		STATE WITHHOLDING
		9,320.77			85364	0223171112446	9101.2172		STATE WITHHOLDING
		9,621.06							
94909757	2/24/2017		101306 IRS						
		325.84			85256	0217171451332	9101.2171		FEDERAL WITHHOLDING
		1,206.32			85257	0217171451333	9101.2173		FICA & MEDICARE-EMPL(
		1,206.32			85258	0217171451334	9101.2182		FICA & MEDICARE-EMPL(
		389.37			85295	0217171620414	9101.2171		FEDERAL WITHHOLDING
		310.40			85296	0217171620415	9101.2173		FICA & MEDICARE-EMPL(
		310.40			85297	0217171620416	9101.2182		FICA & MEDICARE-EMPL(
		23,791.62			85365	0223171112447	9101.2171		FEDERAL WITHHOLDING
		11,039.84			85366	0223171112448	9101.2173		FICA & MEDICARE-EMPL(
		11,039.84			85367	0223171112449	9101.2182		FICA & MEDICARE-EMPL(
		49,619.95							
97022417	2/24/2017		115568 ALERUS FINANCIAL NA						
		661.00			85359	02231711124414	9101.2176		LIFE/HEALTH-EMPLOYEE
		661.00							
98022417	2/24/2017		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		844.42			85199	02091710245611	9101.2176		LIFE/HEALTH-EMPLOYEE
		844.33			85356	02231711124411	9101.2176		LIFE/HEALTH-EMPLOYEE
		46.50	COBRA Life Ins		85356	02231711124411	9101.2176		LIFE/HEALTH-EMPLOYEE
		821.81	LTD Premiums		85356	02231711124411	9101.2170		DENTAL/DISABILITY/LIFE
		2,557.06							
99022417	2/24/2017		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		3,114.56			85355	02231711124410	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,114.56							
99341670	2/24/2017		100223 ICMA RETIREMENT TRUST 457						
		1,895.33			85354	0223171112441	9101.2175		DEFERRED COMPENSATIC
		1,895.33							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99828630	**2/24/2017**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						**Continued...**
		4,495.00			85357	02231711124412	9101.2175		DEFERRED COMPENSATI(
		4,495.00							
99828996	**2/24/2017**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						
		1,214.81			85358	02231711124413	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,214.81							
		179,454.56	Grand Total						

Payment Instrument Totals

Checks	67,096.31
EFT Payments	112,358.25
Total Payments	179,454.56

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 Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110789	4IMPRINT	BALLOONS	PV	85447	001	09101	2/16/2017	5228670	208.49
				Summary Total					208.49
	4IMPRINT								
	P O BOX 320	PET BAGS/SPORT FLYERS	PV	85448	001	09101	1/19/2017	5110624	1,392.26
				Summary Total					1,392.26
	101 COMMERCE STREET								
	OSHKOSH WI 54901								
				Payment Amount					1,600.75
100618	ANCOM COMMUNICATIONS INC	5 PAGER PKGS	PV	85491	001	09101	2/23/2017	67170	2,540.00
				Summary Total					2,540.00
	ANCOM COMMUNICATIONS INC								
	1800 EAST CLIFF ROAD SUITE 17								
	BURNSVILLE MN 55337								
				Payment Amount					2,540.00
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	JAN 2017 SERVICES	PV	85490	001	09804	2/1/2017	534 2/1/2017	46.00
				Summary Total					46.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION								
	2100 - 3RD AVENUE								
	ANOKA MN 55303								
				Payment Amount					46.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	2016 4TH QTR SIGNAL MANT.	PV	85392	001	09101	2/22/2017	H170222G	1,883.60
				Summary Total					1,883.60
	ANOKA COUNTY TREASURY DEPARTMENT								
	2100 THIRD AVENUE								
	ANOKA MN 55303								
				Payment Amount					1,883.60
100063	ASPEN MILLS	MACE HOLDER	PV	85449	001	09101	2/24/2017	194427	26.95
				Summary Total					26.95
	ASPEN MILLS								
	8201 C CENTRAL AVE NE	N. STOLP MISC	PV	85450	001	09101	2/24/2017	194429	299.00
				Summary Total					299.00
	SPRING LAKE PARK MN 55432								
		NAME TAGS-THOMPSON/YANG	PV	85451	001	09101	2/24/2017	194426	35.40
				Summary Total					35.40
		S. SCHLENDER SHIRT	PV	85452	001	09101	2/24/2017	194428	146.55
				Summary Total					146.55
		MISC -S. SEYMOUR	PV	85514	001	09101	3/1/2017	194716	160.45

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 Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					160.45
		BOOTS/MISC M. KOHNER	PV	85515	001	09101	3/1/2017	194717	308.83
				Summary Total					308.83
				Payment Amount					977.18
114006	BADGE LABEL.COM	JR CHIEF BADGES	PV	85453	001	09101	2/13/2017	170202-001	356.33
	BADGE LABEL.COM 1403 OAK KNOLL FORT WORTH TX 76117			Summary Total					356.33
				Payment Amount					356.33
108513	BLAINE LOCK AND SAFE, INC.	DOOR CLOSER-PARK RAMP	PV	85393	001	09240	2/15/2017	18005	543.00
	BLAINE LOCK AND SAFE, INC. 12052 CENTRAL AVE NE BLAINE MN 55434			Summary Total					543.00
				Payment Amount					543.00
100086	BLUE VELVET INC	MARCH 2017 WASHES PD	PV	85454	001	09101	3/2/2017	030217	299.50
	BLUE VELVET INC 14101 ST FRANCIS BLVD RAMSEY MN 55303			Summary Total					299.50
		DETAILING SQUAD 363	PV	85455	001	09101	2/23/2017	022317	118.95
				Summary Total					118.95
				Payment Amount					418.45
115623	BOB JOHNSON'S COMPUTER STUFF INC	2 COMPUTERS	PV	85492	001	09101	2/13/2017	49009	1,025.00
	BOB JOHNSON'S COMPUTER STUFF INC 32 ARTISAN DRIVE SMYRNA DE 19977	2 COMPUTERS	PV	85492	002	09101	2/13/2017	49009	1,025.00
				Summary Total					2,050.00
				Payment Amount					2,050.00
100647	BOLTON AND MENK, INC	EDA FUTURE BUS PARK	PV	85493	001	09201	3/7/2017	0200636	1,527.00
	BOLTON AND MENK, INC 1960 PREMIER DRIVE MANKATO MN 56001-5900			Summary Total					1,527.00
		RIVERDALE EXT	PV	85494	001	09497	2/17/2017	0199895	335.00
				Summary Total					335.00
		EDA FUTURE BUS PARK	PV	85516	001	09201	2/17/2017	0199890	10,338.00
				Summary Total					10,338.00
		MISS RIVER TRL PH 3	PV	85517	001	09805	2/17/2017	0199901	1,160.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					1,160.00
		MISS SKYWAY FINAL DESIGN	PV	85518	001	09805	2/17/2017	0199891	11,089.00
				Summary Total					11,089.00
				Payment Amount					24,449.00
114451	COMPASS MINERALS	ROAD SALT	PV	85394	001	09101	2/17/2017	71609532	9,849.57
				Summary Total					9,849.57
	COMPASS MINERALS P O BOX 277043	ROAD SALT	PV	85395	001	09101	2/15/2017	71608347	4,081.11
	ATLANTA GA 30384-7043			Summary Total					4,081.11
		ROAD SALT	PV	85396	001	09101	2/21/2017	71610662	4,977.54
				Summary Total					4,977.54
				Payment Amount					18,908.22
100125	COUNTRYSIDE PRINTING INC	MAR/APR 17 RAMSEY RESIDENT	PV	85397	001	09101	2/21/2017	34535	5,407.00
				Summary Total					5,407.00
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW	POST CARDS-PLANNING	PV	85398	001	09101	2/13/2017	34512	517.27
	SUITE 113			Summary Total					517.27
	RAMSEY MN 55303	MISC FORMS	PV	85456	001	09101	2/13/2017	34513	202.05
		MISC FORMS	PV	85456	002	09101	2/13/2017	34513	200.00
		MISC FORMS	PV	85456	003	09101	2/13/2017	34513	200.00
				Summary Total					602.05
				Payment Amount					6,526.32
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	PRINTER CONTRACT FEB/MAR 17	PV	85495	001	09101	2/22/2017	INV140587	228.64
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					228.64
				Payment Amount					228.64
100144	DEHN OIL COMPANY	DIESEL FUEL	PV	85399	001	09101	2/28/2017	45604	741.00
				Summary Total					741.00
	DEHN OIL COMPANY 6735 141ST AVENUE NW	DIESEL FUEL	PV	85400	001	09101	2/28/2017	45603	715.20
	RAMSEY MN 55303			Summary Total					715.20
				Payment Amount					1,456.20

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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100158	ECM PUBLISHERS INC	VAC EASEMENT	PV	85498	001	09804	2/17/2017	460109	59.13
	ECM PUBLISHERS INC				Summary Total				59.13
	4095 COON RAPIDS BLVD	REZONE- PUBLIC HEAR.	PV	85499	001	09804	2/17/2017	460108	69.88
	COON RAPIDS MN 55433				Summary Total				69.88
					Payment Amount				129.01
100993	EMBEDDED SYSTEMS, INC	REPAIR SIREN 1	PV	85500	001	09101	2/23/2017	34192	150.00
	EMBEDDED SYSTEMS, INC				Summary Total				150.00
	11931 HWY #65 NE								
	BLAINE MN 55434				Payment Amount				150.00
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	CONSOLE BRACKET	PV	85457	001	09101	2/28/2017	DL022817-21	90.25
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC				Summary Total				90.25
	2755 GENEVA AVE N	FACEPLATE CONSOLE RADIO	PV	85458	001	09101	3/2/2017	DL022817-21A	91.55
	OAKDALE MN 55128				Summary Total				91.55
					Payment Amount				181.80
104205	EXPRESS SIGNS INC	BUSINESS EXPO SIGN RENTAL	PV	85401	001	09230	2/22/2017	INV-1986	725.00
	EXPRESS SIGNS INC				Summary Total				725.00
	PO BOX 475								
	ANOKA MN 55303				Payment Amount				725.00
113321	FACTORY MOTOR PARTS CO	AIR FILTER- 664	PV	85402	001	09101	2/22/2017	6-1467024	12.71
	FACTORY MOTOR PARTS CO				Summary Total				12.71
	BIN 139107	ROTORS 343	PV	85403	001	09101	2/23/2017	1-5187678	238.50
	P O BOX 9107				Summary Total				238.50
	MINNEAPOLIS MN 55480-9107	BRAKES 343	PV	85404	001	09101	2/23/2017	6-1467085	289.20
					Summary Total				289.20
		SPLASHWASH	PV	85405	001	09101	2/24/2017	6-1467190	11.94

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					11.94
		OIL FILTERS	PV	85406	001	09101	2/24/2017	1-5188618	80.16
				Summary Total					80.16
		OIL FILTERS	PV	85496	001	09101	3/6/2017	6-1467899	17.97
				Summary Total					17.97
				Payment Amount					650.48
107099	FASTENAL	MISC SUPPLIES	PV	85407	001	09101	2/22/2017	MNTC8149849	26.94
	FASTENAL COMPANY			Summary Total					26.94
	P O BOX 978	MISC PARTS	PV	85497	001	09101	2/16/2017	MNTC8149636	2.91
	WINONA MN 55987			Summary Total					2.91
				Payment Amount					29.85
114616	FERIANCEK, JOE	REIMBURSE- MN DOT TRAINING	PV	85408	001	09101	2/24/2017	022417	132.57
	JOE FERIANCEK			Summary Total					132.57
				Payment Amount					132.57
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	85409	001	09101	2/15/2017	1006341247	21.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	85409	002	09101	2/15/2017	1006341247	5.00
	P O BOX 842385	UNIFORM CLEANING	PV	85409	003	09101	2/15/2017	1006341247	27.69
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	85409	004	09101	2/15/2017	1006341247	27.69
				Summary Total					81.38
		MATS- FIRE DEPT	PV	85410	001	09101	2/15/2017	1006341245	16.56
				Summary Total					16.56
		UNIFORM CLEANING	PV	85411	001	09101	2/22/2017	1006352599	21.00
		UNIFORM CLEANING	PV	85411	002	09101	2/22/2017	1006352599	5.00
		UNIFORM CLEANING	PV	85411	003	09101	2/22/2017	1006352599	26.52
		UNIFORM CLEANING	PV	85411	004	09101	2/22/2017	1006352599	26.52
				Summary Total					79.04
		UNIFORM CLEANING	PV	85459	001	09101	3/1/2017	1006363901	21.00
		UNIFORM CLEANING	PV	85459	002	09101	3/1/2017	1006363901	5.00
		UNIFORM CLEANING	PV	85459	003	09101	3/1/2017	1006363901	39.94
		UNIFORM CLEANING	PV	85459	004	09101	3/1/2017	1006363901	39.94
				Summary Total					105.88
		FIRE DEPT. MATS	PV	85501	001	09101	2/22/2017	1006352601	13.20
				Summary Total					13.20
				Payment Amount					296.06

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100200	GOPHER STATE ONE CALL INC	FEB 2017 TICKETS 58	PV	85460	001	09601	2/28/2017	7020661	26.10
	GOPHER STATE ONE CALL	FEB 2017 TICKETS 58	PV	85460	002	09601	2/28/2017	7020661	26.10
	7223 PARKWAY DRIVE	FEB 2017 TICKETS 58	PV	85460	003	09601	2/28/2017	7020661	26.10
	SUITE 210								
	HANOVER MD 21076-1317			Summary Total					78.30
				Payment Amount					78.30
100650	GRAINGER	SAFETY GLASSES	PV	85462	001	09101	2/27/2017	9372297367	38.04
	GRAINGER INC	SAFETY GLASSES	PV	85462	002	09101	2/27/2017	9372297367	38.04
	DEPT. 806511127			Summary Total					76.08
	PALATINE IL 60038-0001			Payment Amount					76.08
100209	HAKANSON ANDERSON ASSOC INC	RE: DEMO OLD MUNI	PV	85502	001	09412	2/28/2017	37668	127.50
	HAKANSON ANDERSON ASSOC INC			Summary Total					127.50
	3601 THURSTON AVENUE								
	ANOKA MN 55303-1063			Payment Amount					127.50
112564	HEALTH PARTNERS GROUP HEALTH-WORKSITE	EAP FEBRUARY 2017	PV	85412	001	09101	2/15/2017	W813540	46.00
	HEALTH PARTNERS GROUP HEALTH-WORKSITE	EAP FEBRUARY 2017	PV	85412	002	09101	2/15/2017	W813540	27.00
	MAIL STOP # 21109A			Summary Total					73.00
	P O BOX 64059								
	ST PAUL MN 55164-0059			Payment Amount					73.00
104027	INK WIZARDS INC	7 FIRE SHIRTS	PV	85503	001	09101	2/21/2017	73036	345.90
	INK WIZARDS INC			Summary Total					345.90
	9958 HIGHWAY 10 NW								
	ELK RIVER MN 55330			Payment Amount					345.90
112475	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	85413	001	09101	2/28/2017	IN1522627	103.87
	INNOVATIVE OFFICE SOLUTIONS			Summary Total					103.87

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	AB # 1004	MISC OFFICE SUPPLIES	PV	85414	001	09101	2/27/2017	IN1521085	117.72
					Summary Total				117.72
	P O BOX 249004 APPLE VALLEY MN 55124-9017	MISC OFFICE SUPPLIES	PV	85415	001	09101	2/22/2017	IN1516853	39.09
					Summary Total				39.09
					Payment Amount				260.68
107464	INTEGRA TELECOM	MTC INCREASE	PV	85504	001	09101	2/24/2017	120384370	152.40
					Summary Total				152.40
	INTEGRA TELECOM NW 5814 P O BOX 1450 MINNEAPOLIS MN 55485-5814								
					Payment Amount				152.40
101247	INTERSTATE BATTERIES COON RAPIDS	AUTO BATTERY 361	PV	85461	001	09101	3/2/2017	1901202002908	421.90
					Summary Total				421.90
	INTERSTATE BATTERIES COON RAPIDS 335 78TH STREET EAST BLOOMINGTON MN 55420								
					Payment Amount				421.90
115007	ITERIS, INC	WEATHER SERVICE FEBRUARY 2017	PV	85416	001	09101	2/27/2017	322422	400.00
					Summary Total				400.00
	ITERIS, INC P O BOX 842123 LOS ANGELES CA 90084-2123								
					Payment Amount				400.00
100256	LANO EQUIPMENT INC	ELEMENT/FILTER	PV	85417	001	09101	2/24/2017	02-418681	79.96
					Summary Total				79.96
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303								
					Payment Amount				79.96
100258	LEAGUE OF MINNESOTA CITIES	PATROL SUBSCRIPTION	PV	85464	001	09101	2/16/2017	251593	2,070.00
					Summary Total				2,070.00
	LEAGUE OF MN CITIES FINANCE DEPT 145 UNIVERSITY AVE WEST ST PAUL MN 55103-2044								

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				Payment Amount					2,070.00
100259	LEAGUE OF MN CITIES INS TRUST	RE: B HESSE	PV	85463	001	09702	3/1/2017	10692	72.39
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517			Summary Total					72.39
				Payment Amount					72.39
106894	LORENZ BUS SERVICE INC	SERVICE 2/22/2017	PV	85418	001	09230	2/23/2017	21929	495.00
	LORENZ BUS SERVICE INC 8600 XYLITE ST NE MINNEAPOLIS MN 55449			Summary Total					495.00
				Payment Amount					495.00
115606	LYNCH, MICHAEL W.	STAR WATCH-ELMCREST 3/23/17	PV	85419	001	09101	2/16/2017	021617	400.00
	MICHAEL W. LYNCH 4228 DUNROVIN LANE EAGAN MN EAGAN			Summary Total					400.00
				Payment Amount					400.00
100270	MACQUEEN EQUIPMENT INC	WIPER BLADES	PV	85420	001	09605	2/22/2017	P04312	33.83
	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106			Summary Total					33.83
				Payment Amount					33.83
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC	SERVICES THROUGH 1/31/17	PV	85421	001	09101	2/13/2017	41269	4,900.00
	MALLOY MONTAGUE KARNOWSKI RADOSEVIC 410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416			Summary Total					4,900.00
				Payment Amount					4,900.00
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	85422	001	09601	2/21/2017	26691	51.83

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	MENARDS ELK RIVER					Summary Total			51.83
	19521 EVANS STREET NW	MISC SUPPLIES	PV	85423	001	09101	2/19/2017	26555	38.89
	ELK RIVER MN 55330-1077					Summary Total			38.89
		MISC SUPPLIES	PV	85465	001	09601	2/28/2017	27108	30.09
						Summary Total			30.09
		MISC SUPPLIES	PV	85466	001	09601	2/24/2017	26884	37.56
						Summary Total			37.56
						Payment Amount			158.37
100285	MET COUNCIL ENVIRONMENTAL SRV	WASTE WATER APRIL 2017	PV	85426	001	09602	3/2/2017	0001065153	62,966.65
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513					Summary Total			62,966.65
						Payment Amount			62,966.65
108208	METRO PRODUCTS INC	MISC SUPPLIES	PV	85424	001	09101	2/27/2017	124259	73.71
	METRO PRODUCTS INC					Summary Total			73.71
	7401 CENTRAL AVENUE NE	MISC SUPPLIES	PV	85425	001	09101	2/23/2017	124188	176.36
	FRIDLEY MN 55432					Summary Total			176.36
		MISC SHOP SUPPLIES	PV	85505	001	09101	3/3/2017	124414	82.95
						Summary Total			82.95
						Payment Amount			333.02
101164	MILLER CHEVROLET	WORK ON 331	PV	85467	001	09101	2/23/2017	CVCS571541	533.00
	MILLER CHEVROLET	WORK ON 331	PV	85467	002	09101	2/23/2017	CVCS571541	61.15
	21150 JOHN MILLESS DR	WORK ON 331	PV	85467	003	09101	2/23/2017	CVCS571541	18.00
	P O BOX 130 ROGERS MN 55374					Summary Total			612.15
		WORK ON 343	PV	85468	001	09101	2/17/2017	CTCS571431	37.99
						Summary Total			37.99
						Payment Amount			650.14
106555	MINNEAPOLIS, CITY OF	JAN 17 TRANSACTIONS	PV	85469	001	09101	2/14/2017	400451000788	123.30
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738					Summary Total			123.30
						Payment Amount			123.30

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115611	MN STATE FIRE DEPARTMENT ASSOCIATION	2017 MEMBERSHIP	PV	85427	001	09101	2/27/2017	022717	423.00
	MN STATE FIRE DEPARTMENT ASSOCIATION 28711 HOLLY DRIVE NW ISANTI MN 55040			Summary Total					423.00
				Payment Amount					423.00
113909	MOBILE VEHICLE INTEGRATION	REPLACE LED LIGHTS	PV	85428	001	09101	2/17/2017	1702029	220.00
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330			Summary Total					220.00
		CHECK BATTERY 361	PV	85470	001	09101	2/26/2017	1702036	85.00
				Summary Total					85.00
		323 GUN LOCK POWER	PV	85471	001	09101	2/17/2017	1702030	85.00
				Summary Total					85.00
		SWAP OUT SQUAD RADIOS	PV	85506	001	09290	3/3/2017	1703044	1,850.00
				Summary Total					1,850.00
				Payment Amount					2,240.00
100345	NAPA AUTO PARTS ELK RIVER	LAMP	PV	85429	001	09605	2/24/2017	898089	20.98
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW P O BOX 1041 ELK RIVER MN 55330			Summary Total					20.98
		GAS CAP	PV	85430	001	09101	2/22/2017	897766	13.49
				Summary Total					13.49
				Payment Amount					34.47
113815	NEOPOST USA	METER- MAR/JUNE 17	PV	85431	001	09101	2/18/2017	54630499	99.00
	NEOPOST USA DEPT 3689 P O BOX 123689 DALLAS TX 75312-3689			Summary Total					99.00
				Payment Amount					99.00
115167	NET TRANSCRIPTS INC	JAN 17 TRANSCRIPTION	PV	85472	001	09101	1/31/2017	0011825	205.33
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					205.33

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				Payment Amount					205.33
100354	NEWMAN TRAFFIC SIGNS	SIGN MATERIAL	PV	85432	001	09101	2/22/2017	0307041	748.39
	NEWMAN TRAFFIC SIGNS PO BOX 1728 JAMESTOWN ND 58402-1728			Summary Total					748.39
				Payment Amount					748.39
100360	NORTH STAR TOWING INC	TOW PD	PV	85507	001	09101	2/21/2017	50637	85.00
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303			Summary Total					85.00
				Payment Amount					85.00
100988	NORTHERN SAFETY TECHNOLOGY	668 LED RETRO LIGHTS	PV	85433	001	09101	2/20/2017	43147	1,085.90
	NORTHERN SAFETY TECHNOLOGY 5708 UPPER 147TH STREET W SUITE 107 APPLE VALLEY MN 55124			Summary Total					1,085.90
				Payment Amount					1,085.90
100363	NORTHERN SANITARY SUPPLY CO	RECEPTACLE	PV	85434	001	09101	2/22/2017	184822	493.85
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					493.85
		MISC SUPPLIES	PV	85473	001	09101	2/28/2017	184915	351.46
				Summary Total					351.46
				Payment Amount					845.31
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC SUPPLIES	PV	85436	001	09101	2/24/2017	100990	78.00
	NORTHWEST LIGHTING SYSTEMS CO. 12001 RIVERWOOD DRIVE BURNSVILLE MN 55337			Summary Total					78.00
		MISC SUPPLIES- RAMP	PV	85437	001	09240	2/24/2017	100989	203.80
				Summary Total					203.80
		MISC SUPPLIES- RAMP	PV	85438	001	09240	2/21/2017	100932	198.39
				Summary Total					198.39
				Payment Amount					480.19

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101110	PATCHIN MESSNER DODD AND BRUMM	SP APP 9245 164TH LN NW	PV	85439	001	09435	2/27/2017	21711	1,348.75
				Summary Total					1,348.75
	PATCHIN MESSNER DODD AND BRUMM SUNSET PONDS OFFICE PARK 13961 WEST PRESERVE BLVD BURNSVILLE MN 55337			Payment Amount					1,348.75
106216	PIONEER RIM AND WHEEL CO	PARTS FOR PATCHING TRAILER	PV	85474	001	09101	2/27/2017	1-367898	215.72
				Summary Total					215.72
	PIONEER RIM AND WHEEL CO 2500 KENNEDY ST NE	DOUBLE LIP SEAL	PV	85475	001	09101	2/27/2017	1-367899	19.24
	MINNEAPOLIS MN 55413			Summary Total					19.24
				Payment Amount					234.96
100890	PLEAA	2017 MEMBERSHIP DUES- PD	PV	85442	001	09101	2/22/2017	022217	35.00
				Summary Total					35.00
	PLEAA JULIE FORBORD, TREASURER NEW BRIGHTON DEPT OF PUBLIC SAFETY 875 OLD HIGHWAY 8 NW NEW BRIGHTON MN 55112			Payment Amount					35.00
100391	POSTMASTER	PI 131 USPS MARKETING MAIL	PV	85440	001	09101	2/24/2017	022417	225.00
				Summary Total					225.00
	POSTMASTER 2168 - 7TH AVENUE NORTH ANOKA MN 55303			Payment Amount					225.00
113444	PRECISE	JAN 2017 SERVICE	PV	85441	001	09101	2/27/2017	IN200-1011764	695.75
				Summary Total					695.75
	PRECISE 501 EAST CLIFF ROAD SIUTE 100 BURNSVILLE MN 55337			Payment Amount					695.75
107978	PREMIER COMMERCIAL PROPERTIES INC	FEB 17- MANAGE HWY 10 PRO	PV	85508	001	09410	2/28/2016	5206	200.00
	PREMIER COMMERCIAL	FEB 17- MANAGE HWY	PV	85508	002	09410	2/28/2016	5206	200.00

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	PROPERTIES INC	10 PRO							
	6897 139TH LANE NW	FEB 17- MANAGE HWY 10 PRO	PV	85508 003		09410	2/28/2016	5206	200.00
	RAMSEY MN 55303	FEB 17- MANAGE HWY 10 PRO	PV	85508 004		09410	2/28/2016	5206	200.00
				Summary Total					800.00
				Payment Amount					800.00
100413	RANDALL GOODRICH AND HAAG PLC	FEB 17 PROSECUTION	PV	85444 001		09101	3/2/2017	030217	2,833.00
	RANDALL GOODRICH AND HAAG PLC 2140 FOURTH AVENUE NORTH ANOKA MN 55303			Summary Total					2,833.00
				Payment Amount					2,833.00
112151	REINDERS	HERBICIDE	PV	85509 001		09101	2/28/2017	3044476-00	577.51
	REINDERS W227 N6225 SUSSEX ROAD SUSSEX WI 53089-3969			Summary Total					577.51
				Payment Amount					577.51
107880	RICK JOHNSON DEER AND BEAVER INC	FEB 2017 SERVICE	PV	85476 001		09101	3/1/2017	030117	180.00
	RICK JOHNSON DEER AND BEAVER INC 18595 XENOLITH STREET NW BURNS TOWNSHIP MN 55303			Summary Total					180.00
				Payment Amount					180.00
107711	SCHINDLER ELEVATOR	2ND QTR 17 MAR-MAY	PV	85443 001		09240	3/1/2017	8104480616	1,292.13
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050			Summary Total					1,292.13
				Payment Amount					1,292.13
115618	SPRINT- LEGAL COMP.	GPS SERVICE JAN-FEB 2017	PV	85477 001		09101	2/12/2017	LCI-270819	40.00
	SPRINT- LEGAL COMP. P O BOX 871197 KANSAS CITY MO 64187-1197			Summary Total					40.00
				Payment Amount					40.00

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 Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100485	TIMESAVER OFF SITE SECRETARIAL INC	FEB 17 MEETINGS	PV	85478	001	09101	2/28/2017	M22734	1,051.38
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378							Summary Total	1,051.38
								Payment Amount	1,051.38
112079	TOKLE INSPECTIONS INC	FEB 2017 SERVICES	PV	85510	001	09101	3/3/2017	030317	2,134.50
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448							Summary Total	2,134.50
								Payment Amount	2,134.50
111742	TWIN CITY WATER CLINIC INC	10 WATER TESTS FEB 17	PV	85479	001	09601	2/28/2017	9327	170.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343							Summary Total	170.00
								Payment Amount	170.00
108239	ULINE	PD RECLOSABLE BAGS	PV	85480	001	09101	2/10/2017	84300367	239.31
	ULINE P O BOX 88741 CHICAGO IL 60680-1741							Summary Total	239.31
		PD TAPE/DISPENSER	PV	85481	001	09101	2/15/2017	84431644	65.16
								Summary Total	65.16
								Payment Amount	304.47
112721	W W GOETSCH ASSOCIATES INC	MOTOR-LIFT STAT 1 PUMP 2	PV	85482	001	09602	2/21/2017	97845	3,442.00
	W W GOETSCH ASSOCIATES INC 5250 WEST 74TH STREET MINNEAPOLIS MN 55439-2226							Summary Total	3,442.00
								Payment Amount	3,442.00
109886	WEBB, RICH	MEALS- TRAINING	PV	85513	001	09101	3/7/2017	030717	29.59
	RICH WEBB							Summary Total	29.59
								Payment Amount	29.59

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 Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
105628	WELLS CATERING SERVICE	CC MTG 2/28/2017	PV	85483	001	09101	2/28/2017	42484	81.23
	WELLS CATERING SERVICE			Summary Total					81.23
	7533 SUNWOOD DRIVE SUITE 108	MTG 2/21/17	PV	85484	001	09101	2/21/2017	42461	148.56
	RAMSEY MN 55303			Summary Total					148.56
				Payment Amount					229.79
100539	WRIGHT TIRE SERVICE INC	3 TIRES-PATCHING TRAILER	PV	85445	001	09101	2/27/2017	45261	165.06
	WRIGHT TIRE SERVICE INC			Summary Total					165.06
	710 WEST MAIN STREET								
	ANOKA MN 55303			Payment Amount					165.06
112515	WSB AND ASSOCIATES INC	SUNWOOD DR/ ALPINE	PV	85511	001	09435	2/28/2017	2 2/28/17	746.25
	WSB AND ASSOCIATES INC	SUNWOOD DR/ ALPINE	PV	85511	002	09435	2/28/2017	2 2/28/17	746.25
	701 XENIA AVENUE SOUTH SUITE 300			Summary Total					1,492.50
	MINNEAPOLIS MN 55416	FUTURE BIX PRK	PV	85512	001	09101	2/28/2017	1 2/28/17	630.00
		FUTURE BIX PRK	PV	85512	002	09101	2/28/2017	1 2/28/17	630.00
				Summary Total					1,260.00
				Payment Amount					2,752.50
101257	YOUTH FIRST	3 TABLES- MAYOR'S PRAYER B.	PV	85485	001	09101	2/23/2017	022317	420.00
	YOUTH FIRST			Summary Total					420.00
	6701 HWY 10 NW								
	RAMSEY MN 55303			Payment Amount					420.00
				Total Amount to be Processed					163,704.86
				Total Number of Payments to be Processed					74

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-03-058

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF FEBRUARY 23, 2017 THROUGH MARCH 8, 2017.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of February 23, 2017, through March 8, 2017, in the amount of $ 497,885.40 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 23, 2017, through March 8, 2017, in the amount of $ 497,885.40.

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 March 2017.

_____
Mayor

ATTEST:

_____
City Clerk

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

CC Regular Session **6. 1.**

Meeting Date: 03/14/2017

By: Diana Lund, Finance

Information

Title:

Adopt Resolution #17-03-060 Approving the Issuance of Bonds by the City of Minneapolis and the Housing and Redevelopment Authority of the City of St. Paul on Behalf of Allina Health Systems

Purpose/Background:

Allina Health Systems previously issued Revenue Bonds which are proposed to be refinanced. The City of Minneapolis, acting jointly with the City of Saint Paul, will be the issuers of the bonds which are not expected to exceed $200,000,000, the proceeds of which will be used to refinance the acquisition, construction, renovation, remodeling and equipping by Allina or its affiliates of health care facilities located in the cities of Blaine, Buffalo, Brooklyn Park, Coon Rapids, Cottage Grove, Eagan, Forest Lake, Fridley, Minneapolis, Ramsey, St. Paul and Woodbury, Minnesota. The City of Ramsey must still authorize the issuance since some of the facilities are physically located within the City of Ramsey.

The City of Ramsey was requested and approved at its February 14, 2017 City Council meeting to set a public hearing date of March 14, 2017 for this proposed bond issue.

There is no obligation for the City to repay the bonds, nor do they impact the City's credit rating or bank qualification of other bonds.

A representative from Allina's bond counsel - Dorsey and Whitney will be present at the council meeting.

Recommendation:

Staff recommends adopting Resolution #17-03-060 approving the issuance of bonds by the City of Minneapolis and the HRA of the City of St. Paul on behalf of Allina Systems.

Action:

Adopt Resolution #17-03-060 Approving the Issuance of Bonds by the City of Minneapolis and the Housing and Redevelopment Authority of the City of St. Paul, Minnesota, on Behalf of Allina Health Systems.

Attachments

Bond Resolution

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:37 PM

Form Started By: Diana Lund Started On: 02/28/2017 07:29 AM
Final Approval Date: 03/09/2017

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-03-060

RESOLUTION APPROVING THE ISSUANCE OF BONDS BY THE CITY OF MINNEAPOLIS AND THE HOUSING AND REDEVEDLOPMENT AUTHORITY OF THE CITY OF SAINT PAUL, MINNESOTA, ON BEHALF OF ALLINA HEALTH SYSTEMS UNDER MINNESOTA STATUTES, SECTIONS 469.152 TO 469.165

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

SECTION 1

Recitals and Findings

1.1. This Council has received a proposal from Allina Health System, a Minnesota nonprofit corporation ("Allina"), that the City authorize the City of Minneapolis, Minnesota and The Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, acting jointly (together, the "Issuer") to issue bonds under Minnesota Statutes, Sections 469.152 through 469.165 (the "Act") to refund revenue bonds previously issued in 2007 and 2009 by the Issuer, a portion of the proceeds of which were applied to refinance the acquisition, construction and equipping of the Allina Health Ramsey Clinic (the "Clinic"), located at 7231 Sunwood Drive NW in the City. The bonds are proposed to be issued as part of a larger bond issue by the Issuer in an aggregate amount which is not expected to exceed $200,000,000 (the "Bonds"), the proceeds of which will be issued to refinance the acquisition, construction, renovation, remodeling and equipping by Allina or its affiliates of health care facilities located in the cities of Blaine, Buffalo, Brooklyn Park, Coon Rapids, Cottage Grove, Eagan, Forest Lake, Fridley, Minneapolis, Ramsey, St. Paul and Woodbury, Minnesota.

1.2. At a public hearing held on March 14, 2017, all parties who appeared at the hearing were given an opportunity to express their views with respect to the proposal that the Issuer issue the Bonds under the Act, and interested persons were given the opportunity to submit written comments to the City Clerk before the time of the hearing.

SECTION 2

Approvals

2.1. The issuance of bonds by the Issuer pursuant to the Act in a principal amount of up to $200,000,000, to refinance improvements to the Clinic and to refinance the acquisition, construction, renovation, remodeling and equipping by Allina or its affiliates of health care facilities located in the cities of Blaine, Buffalo, Brooklyn Park, Coon Rapids, Cottage Grove, Eagan, Fridley, Minneapolis, Ramsey, St. Paul and Woodbury, Minnesota, is hereby consented to

and approved. The terms of the bonds shall be as are approved by the governing bodies of the Issuer.

2.2. The Mayor and City Clerk and other officers of the City are authorized and directed to furnish to Allina, the Issuer and the attorneys rendering an opinion on the issuance of the Bonds certified copies of all proceedings and records of the City relating to the Bonds and such other affidavits and certificates as may be required to show the facts relating to the legality and marketability of the Bonds as such facts appear from the books and records in the officer's custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall constitute representations of the City as to the truth of all statements contained therein.

The motion for the adoption of the foregoing resolution was duly seconded by councilmember and upon vote being taken, 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 March, 2017.

_____
Mayor

Attest: _____
City Clerk

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

CC Regular Session **6. 2.**

Meeting Date: 03/14/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

PUBLIC HEARING: Adopt Resolution #17-03-057 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 #17-03-057 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 Sunwood Drive between Ramsey Boulevard/County State Aid Highway (CSAH) 56 and Bunker Lake Boulevard /County Road 116 which totals approximately 3,050 linear feet (0.58 miles). A map showing the scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A*** of the attached Feasibility Report.

City staff annually evaluates and rates the pavement condition of all city streets 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, meaning the pavement is in poor to very poor condition requiring complete reconstruction. Pictures of the existing pavement 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. Eight (8) foot wide parking lanes are delineated along both sides of the street using 4 inch wide white striping.

The existing storm sewer system consists of concrete catch basins and pipes which drain runoff from the street to adjacent low-lying areas. Sanitary sewer and watermain also exist under the pavement.

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 Feasibility Report.

Proposed Improvements

Damaged sections of existing concrete curb and gutter will be removed and replaced, as will concrete cross gutters at driveways and intersections which facilitate drainage preventing pockets of standing water which freeze in the winter causing 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 proposed SFDR process includes milling the top 3 inches or so of existing bituminous pavement and disposing of the millings off site. All remaining existing bituminous pavement is proposed to be reclaimed (ground up and mixed) with the existing class 5 aggregate base (about 1 inch of reclaim material will need to be hauled off site to make grades work). The reclaim material will then be spread on top of the existing subgrade and a stabilizing agent will be added to increase its strength. The stabilized reclaim material will be shaped and compacted into a 5 inch lift, after which 4 inches of new bituminous pavement will be placed on top. The 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 current State Aid design standards. No storm sewer improvements are therefore proposed, other than 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 funds. These funds include an estimated $447,950 in Street Reconstruction and Overlay Program (SROP) bond funds which will be paid back over a 10 year term through the general fund, an estimated $7,300 in stormwater utility funds, and $151,750 is proposed to be collected from special assessments to benefiting properties which equals 25% of eligible construction costs as allowed per the City's adopted Special Assessments Policy. A total of 9 parcels receive special benefit from the improvements as identified in the preliminary assessment map and roll in the Feasibility Report.

Special Assessments

The City's adopted Special Assessments Policy specifies that special assessments are to 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.

Ramsey's Special Assessments Policy identifies three optional methods for calculating assessments. The 9 identified benefiting properties on this project are zoned E1 or E2 (industrial) so only two assessment methods are recommended; the "adjusted front footage" method and the "area" method. Staff originally considered impacts of both methods as they would be applied in the current context of the policy. The adjusted front footage method results in less variability between assessments ($9K - $40K), while the area method results in greater variability ($3K - $42K). Staff initially recommended using the area method since it appeared to better assign benefit based on lot geometry, which seemed to make sense for this project considering the significant differences in lot depths along the corridor. However, based on feedback received from the consulting appraisal firm that prepared the benefit appraisal consultation reports for recent street reconstruction projects in Ramsey, Patchin Messner Dodd and Brumm, and based on feedback received from staff from other cities that have assessed industrial parcels for street reconstruction improvements, staff now recommends using the adjusted front footage method.

Staff therefore calculated preliminary special assessments using the front footage method as shown in the preliminary assessment roll. Then, Patchin Messner Dodd and Brumm calculated estimated special benefits for each assessable property which was also added to the preliminary assessment roll. The lesser of the calculated front footage assessment and the estimated special benefit was then used for the proposed preliminary assessment for each assessable property as shown in the Feasibility Report.

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

Staff has met with 6 of the 7 assessable property owners to discuss the proposed improvements and the preliminary assessment roll. All generally understood the need for the improvements, and only Connexus Energy appears to have significant concerns with the preliminary assessments as proposed in the Feasibility Report. Connexus Energy concerns are based on the fact that the parcel proposed to be assessed in undeveloped. Staff met with Connexus Energy representatives on several occasions to discuss the amount of their assessment. However, based on feedback received from staff from other cities that utilize assessments, as well as from our consulting appraiser, Patchin Messner Dodd and Brumm, staff recommends adopting the preliminary assessments as proposed within the Feasibility Report. To the best of Staff's knowledge, no City assesses properties differently based on the development status. All assessments are calculated based on the highest and best use of the properties.

Below is a general summary of comments received from assessable property owners through Thursday, March 9th. If new comments are received before the Public Hearing staff will present the comments to Council prior to the hearing.

- Anderson Dahlen – No feedback has been received from the property owner despite numerous contacts.
- Altron, Inc. – Does not appear to oppose the proposed improvements or their proposed preliminary assessment.
- B & F Fastener Supply – Does not appear to oppose the proposed improvements or their proposed preliminary assessment.
- Class C Components – Does not appear to oppose the proposed improvements or their proposed preliminary assessment.
- Connexus Energy – Does not appear to oppose the proposed improvements but appears to have concerns with the amount of their proposed preliminary assessment based on the undeveloped status of the parcel being assessed.
- In'Tech, Industries – Does not appear to oppose the proposed improvements or their proposed preliminary assessment.
- Vision Ease – Does not appear to oppose the proposed improvements or their proposed preliminary assessment.

Notification:

Public Hearing Notices were published in the Anoka Union Herald on January 27th and February 3rd, 2017, were mailed directly to all assessable property owners, and is posted in City Hall as required by State Statute. Postponing the public hearing did not require additional mailings, postings, or 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 should provide a useful life of 30 years or more, 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 concrete curb and gutter that is left in place needs to be reconstructed, which should not occur for 30 years or more, Staff will evaluate

whether it would be cost-effective to reconstruct the pavement section again or simply remove and replace the curb and gutter.

Alternatives:
Alternative #1 – Motion to adopt Resolution #17-03-057 accepting the Feasibility Report and ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction.

Alternative #2 – Motion to deny adoption of Resolution #17-03-057 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 up to 25 percent of eligible estimated project costs, which are preliminarily estimated at $133,779.60. The City will pay the remaining 75% or more of project costs using the Street Reconstruction and Overlay Program bond funds, estimated at $465,920.40, and another $7,300 from the 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 approval of Alternative #1.

Action:
Motion to adopt Resolution #17-03-057 accepting the Feasibility Report and ordering Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction.

Attachments

Resolution 1703057
Feasibility Report
Special Assessments Policy

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 03:12 PM
Form Started By: Bruce Westby		Started On: 02/23/2017 04:22 PM
Final Approval Date: 03/09/2017		

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

RESOLUTION #17-03-057

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, pursuant to Ramsey City Council motions adopted February 14 and February 28, 2017, the Public Hearing was postponed until March 14, 2017; 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 March 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 March 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 March, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

FEASIBILITY REPORT

SUNWOOD DRIVE RECONSTRUCTION

CITY IMPROVEMENT PROJECT NO. 17-00

March 9, 2017

Prepared By:

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

March 9, 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

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: March 9, 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: March 9, 2017 License No. 21112

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CERTIFICATION SHEET
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Appendix A
Figure 1 – Project Scope
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Appendix B
Opinion of Probable Costs

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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 (between Bunker Lake Boulevard/CR 116 and Jaspar Street) and 4 (between Jaspar Street and Ramsey Boulevard/ CSAH 56). This indicates this segment of Sunwood Drive is past the point of completing 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 segment of Sunwood Drive 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 Stabilized Full Depth Reclamation, or SFDR, process. The SFDR process would involve milling the top 3 inches or so of existing bituminous pavement and disposing of the millings off site, after which the remaining existing bituminous pavement would be ground up and mixed with the existing aggregate base. This reclaim material would then be spread back over the existing subgrade, which will be reshaped and compacted as needed. An asphalt emulsion stabilizing agent will then be mixed into the reclaim material before it is shaped and compacted in place. Then 4 inches of new bituminous pavement will be placed on top. This 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 so no improvements are proposed.

An off-street 10 foot wide bituminous 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 up to 25% of eligible improvement costs, which totals $151,750. A total of nine (9) assessable properties exist along the project corridor. Staff recommends using the "adjusted front footage" method of assessment. All costs for the proposed improvements 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 both the existing and proposed pavement sections meet 10-ton design standards and are therefore equivalent sections.

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 assessable property. If the report concludes that the benefit to any property is less than the proposed preliminary assessment rate, Staff will propose to lower the final assessment amount accordingly before the Assessment Hearing scheduled for October 10, 2017. And if the report verifies that the proposed assessments for certain properties are justified, Staff will propose to adopt the final assessments for those properties as preliminarily proposed.

Staff has discussed the proposed improvements and the proposed use of special assessments to pay for up to 25% of the improvements with all but one of the assessable property owners. Staff will present a general summary of the comments received prior to the Public Hearing on March 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. The SFDR process would involve milling roughly the top 3 inches of existing bituminous pavement and disposing of the millings off site. All remaining existing bituminous pavement would then be ground and mixed into the existing aggregate base. This reclaim material would then be spread over the existing subgrade, which will be reshaped and compacted as needed. A stabilizing agent, such as an asphalt emulsion, will be mixed into the reclaim material prior to shaping and compacting it. Four (4) inches of new bituminous pavement will then be placed on top of the stabilized reclaim material. This will 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

As-built record drawings show that the segment of Sunwood Drive between Ramsey Boulevard/ CSAH 56 and Bunker Lake Boulevard/CR 116 was constructed in 1996 using 3.5 inches of bituminous pavement, 5 inches of 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 and 2008 the pavement was cracksealed and sealcoated, and spot patching has been applied on an as-needed basis since. In the fall of 2016, this segment of Sunwood Drive was rated with PASER ratings of 3 between Bunker Lake Boulevard/CR 116 and Jaspar Street, and 4 between Jaspar Street and Ramsey Boulevard/CSAH 56.

In 2015, City Staff recorded an average annual daily traffic volume of 3,500 (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 may 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 NTI 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 close to 5 inches, 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 no detectable leaks exist. If leaks are detected, repairs will be made under a 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 sewers to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If issues are detected, repairs will be made under a 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 this segment of Sunwood Drive. Stormwater runoff is currently conveyed within the concrete curb and gutter along 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. Based on preliminary calculations by City Staff, no modifications will be required to the existing storm sewer system to meet current State Aid standards. Staff will inspect all existing storm sewer infrastructure during preparation of plans in case repairs are required, in which case repairs would be completed with the project.

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

The bituminous pavement was cracksealed and sealcoated in 2002, and again in 2008. Spot patching has been completed on an as-needed basis since.

3.6 Land Use

Properties abutting this segment of Sunwood Drive are zoned E1 or E2, with the exception of the City-owned parcel containing 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 (Minimum Design Standards, Urban; New or Reconstruction Projects) or 8820.9946 (Minimum Design Standards, Urban; Reconditioning Projects). 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. If more than 20 percent of the existing curb and gutter needs to be removed and replaced, the minimum design standards for State Aid Rule 8820.9936 must be followed. Otherwise, State Aid Rule 8820.9946 will govern.

The general location and scope of the proposed 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 MnDOT 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 pavement are proposed to be reconstructed at this time. At the time the rest of the existing curb and gutter needs to be replaced, which may be 30 or more years in the future, Staff will evaluate the condition of the existing pavement section and the existing utilities to determine what improvements are needed at the time, if any.

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 adjusting and/or 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 adequate time to move their irrigation systems out of the construction area, and then to replace the systems once work is complete. Staff recommends allowing the private irrigation systems to be replaced in their original locations within City right of way if desired by property owners.

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 also proposed to be restricted during allowable working hours.

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 proposed 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 companies 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 companies.

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 green areas. 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 work with private property owners as needed to 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 to be levied against all benefiting properties in an amount not to exceed 25% of eligible street reconstruction project costs. 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 benefitting 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 up to 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 "adjusted front footage" method of assessment as identified in the City of Ramsey's Special Assessments Policy was applied to assign preliminary assessment amounts for this project. Staff then enlisted Patchin Messner Dodd and Brumm, the firm the City has used to complete special benefit consultation reports for residential street reconstruction projects, to assign estimated special benefit amounts to all assessable parcels. Staff then applied the lesser of the two amounts to assign proposed preliminary assessments to each assessable property as shown in the Preliminary Assessment Roll.

Special assessments for industrial parcels have never been developed using the recently adopted Special Assessments Policy. In addition, State Statute and the City Charter do not allow for assessments to exceed benefit to the property. Therefore, Staff wants to ensure that all assessments applied with this project will not exceed the benefit to assessed properties. Staff therefore recommends ordering 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. This will equal 75 percent or more 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. Based on the estimated costs and funding program developed within this report, approximately 22% of project costs will be assessed.

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

TABLE 1
Proposed Project Funding

	ASSESSMENTS	**CITY FUNDS**	**TOTAL**
Estimated Costs	**$133,779.60**	**$473,220.40**	**$607,000**

Total Estimated Project Cost		**$607,000.00**
Less Special Assessments (22%)	-	$133,779.60
Subtotal	**=**	**$473,220.40**
Less City Bonding Funds	-	$465,920.40
Subtotal	**=**	**$7,300.00**
Less Stormwater Utility Funds	-	$7,300.00
Total Remaining Cost	**=**	**$0.00**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... August 8, 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 – March 9, 2017

Council Conducts Public Hearing/Orders Plans and Specifications..... March 14, 2017

Staff Conducts Private Utility Coordination Meeting .....March/April, 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.

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 benefit 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 their private irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

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

1. Adopt Resolution #17-03-057 accepting the Feasibility Report, including the preliminary assessment roll as proposed, and ordering preparation of Plans and Specifications for City Improvement Project #17-00, Sunwood Drive Reconstruction.

APPENDIX A

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

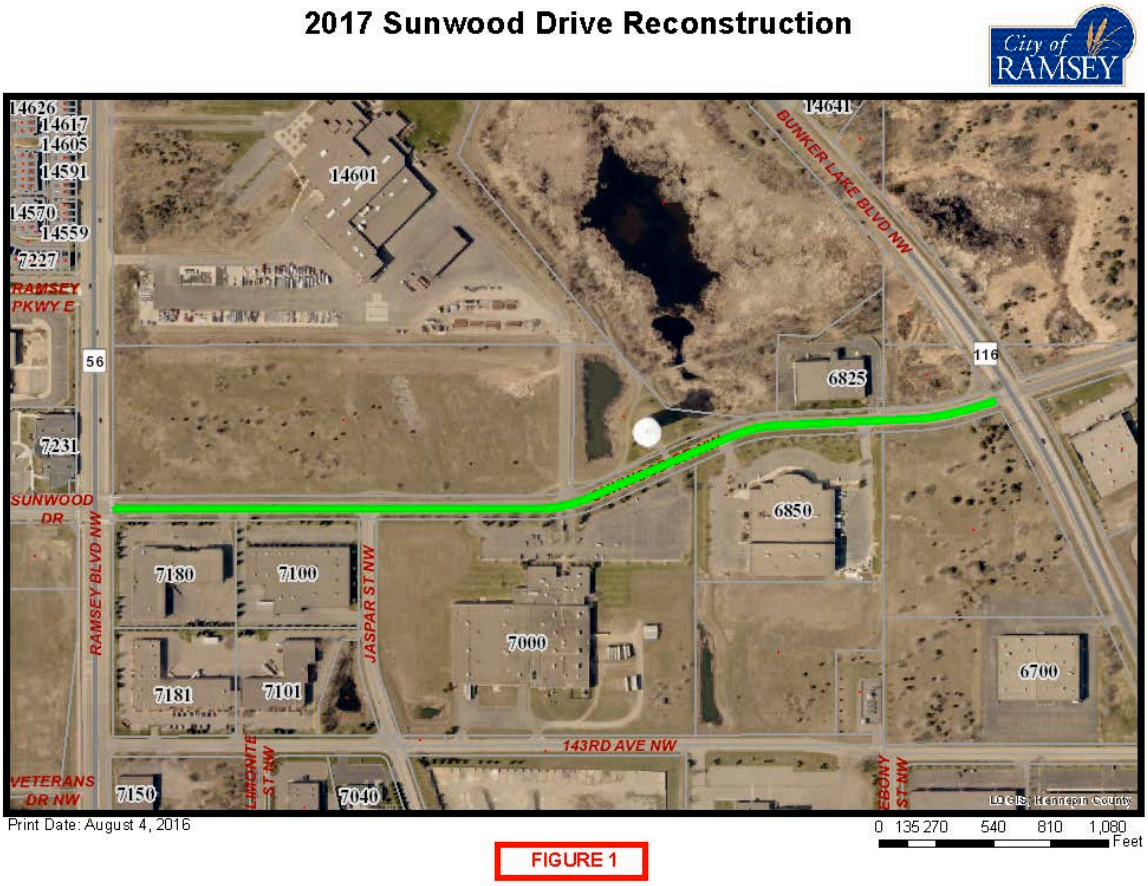


FIGURE 1
PROJECT SCOPE

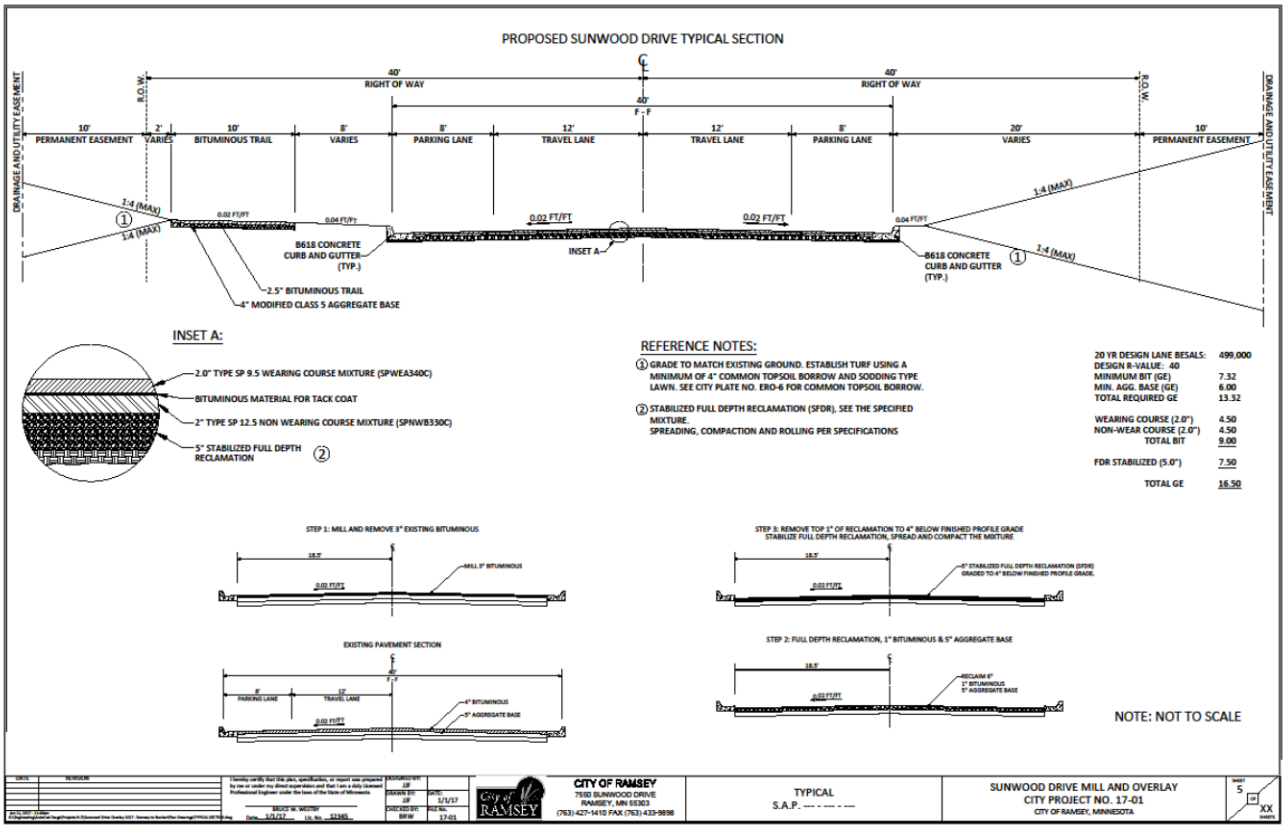


FIGURE 2
TYPICAL SECTION

PROJECT SITE PICTURES

APPENDIX B

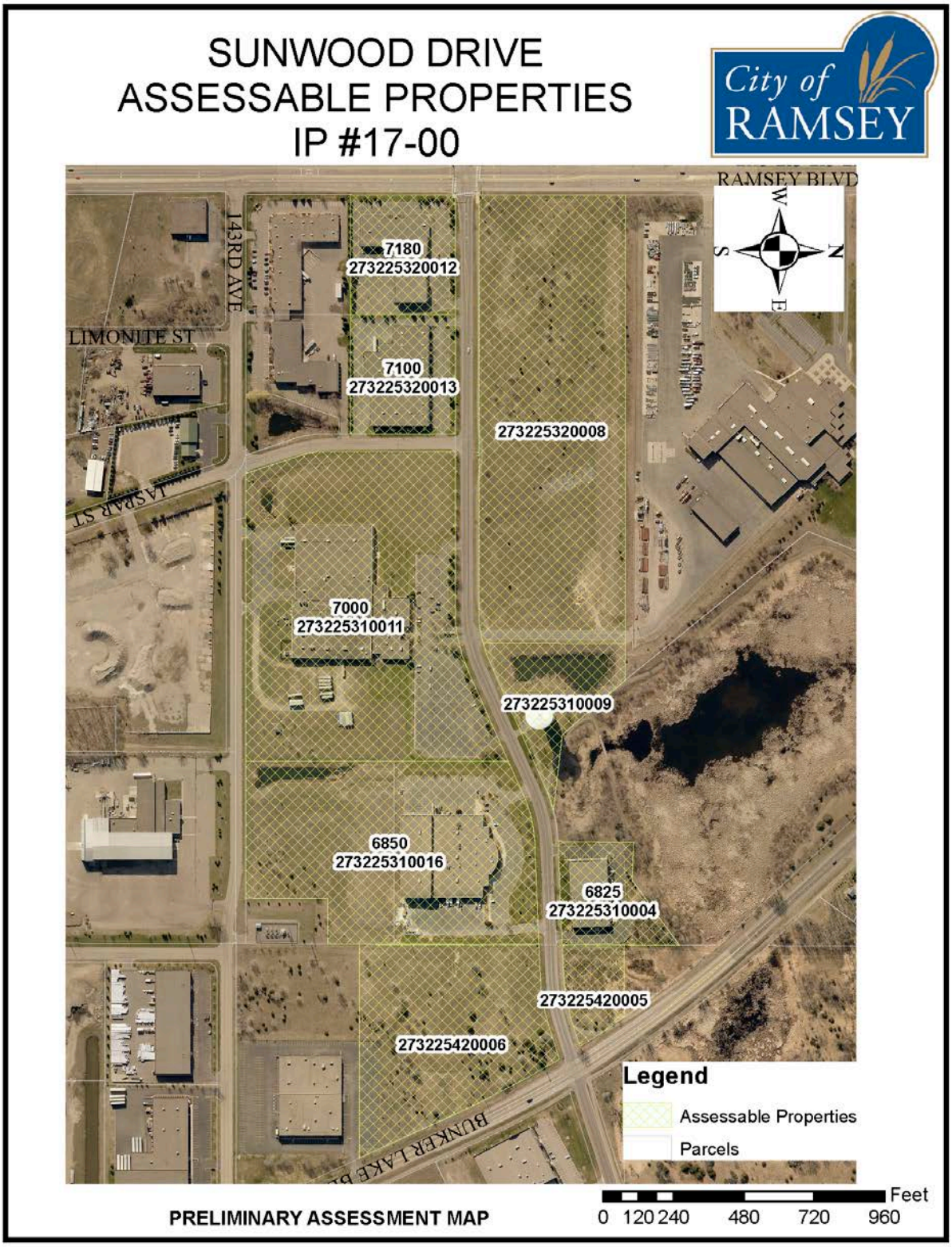
Opinion of Probable Costs

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 EXTENSION
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	5038	$ 0.50	$ 2,519.00
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



PRELIMINARY ASSESSMENT MAP

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	MN	55303	$9,271.23	$8,500.00	**$8,500.00**
273225310009	RAMSEY CITY OF	622.49	$26.09482179		RAMSEY	MN	55303	$16,243.77	$10,500.00	**$10,500.00**
273225310011	VISION EASE LP	1,098.25	$26.09482179	7000 SUNWOOD DR NW	RAMSEY	MN	55303	$28,658.64	$25,500.00	**$25,500.00**
273225310016	KNOLL PROPERTIES LLC	641.97	$26.09482179	6850 SUNWOOD DR NW	RAMSEY	MN	55303	$16,752.09	$27,000.00	**$16,752.09**
273225320008	CONNEXUS ENERGY	1,530.01	$26.09482179		RAMSEY	MN	55303	$39,925.34	$47,500.00	**$39,925.34**
273225320012	RMR CAPITAL LLC	408.06	$26.09482179	7180 SUNWOOD DR NW	RAMSEY	MN	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	MN	55303	$10,648.51	$6,500.00	**$6,500.00**
273225420005	RAMSEY CITY OF	353.22	$26.09482179		RAMSEY	MN	55303	$9,217.21	$10,500.00	**$9,217.21**
273225420006	PHILLIPS ALAN C & D V TRUSTEES	397.97	$26.09482179		RAMSEY	MN	55303	$10,384.96	$10,500.00	**$10,384.96**
	TOTALS	5,815.33						$151,750.00	$153,000.00	$133,779.60

PRELIMINARY ASSESSMENT ROLL

APPENDIX D

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

NTI™
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Unearthing confidence™

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.

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 Summary[1]
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 a-typical 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 Design[1]
Sunwood Drive

Pavement Section	Calculated Required Pavement Section	City's Typical Pavement Section[2]
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

DRILLING and SAMPLING SYMBOLS		*LABORATORY TEST SYMBOLS*	
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

RELATIVE DENSITY		*CONSISTENCY*	
TERM	**N_{60} Value** (corrected)	**TERM**	**N_{60} 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

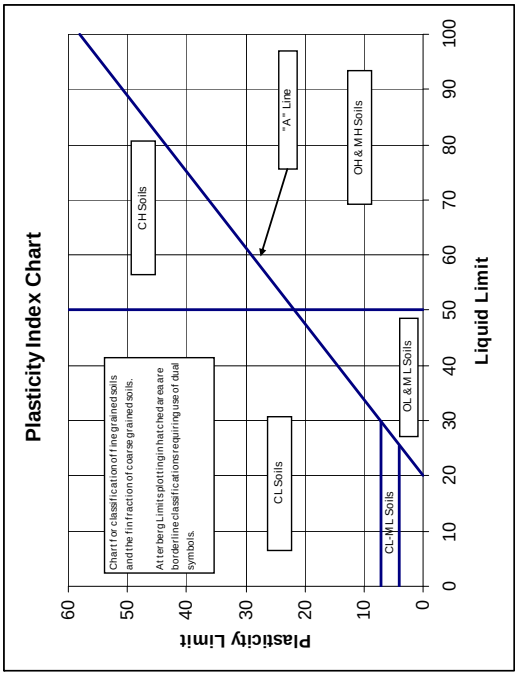
MATERIAL	**DESCRIPTION**	**U.S. SIEVE SIZE**
Boulders		Over 3"
Gravel	Coarse	3" to ¾"
	Medium	¾" to #4
Sand	Coarse	#4 to #10
	Medium	#10 to #40
	Fine	#40 to #200
Silt and Clay	Determined by Hydrometer Test	

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: 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	GW	Well –graded gravels and gravel-sand mixtures, little or no fines.	Cu = D60 / D10 greater than 4. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines.	Not meeting both criteria for GW materials.
		Gravels with Fines	GM	Silty gravels, gravel-sand-silt 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 plotting in hatched area are borderline classifications requiring use of dual symbols.
			GC	Clayey gravels, gravel-sand-clay mixtures.	
	Sands: More than 50% of coarse fraction passes No 4 sieve.	Clean Sands	SW	Well-graded sands and gravelly sands, little or no fines.	Cu = D60 / D10 greater than 6. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			SP	Poorly-graded sands and gravelly sands, little or no fines.	Not meeting both criteria for SW materials.
		Sands with Fines	SM	Silty sands, sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. > 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			SC	Clayey sands, sand-clay mixtures.	
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.	
	Silts and Clays 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.	
	Highly Organic Soils		Pt	Peat, muck and other highly organic soils.	

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 duel symbols.



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.

	Compaction Criteria (% respective Proctor)[1]	
Type of Construction	**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

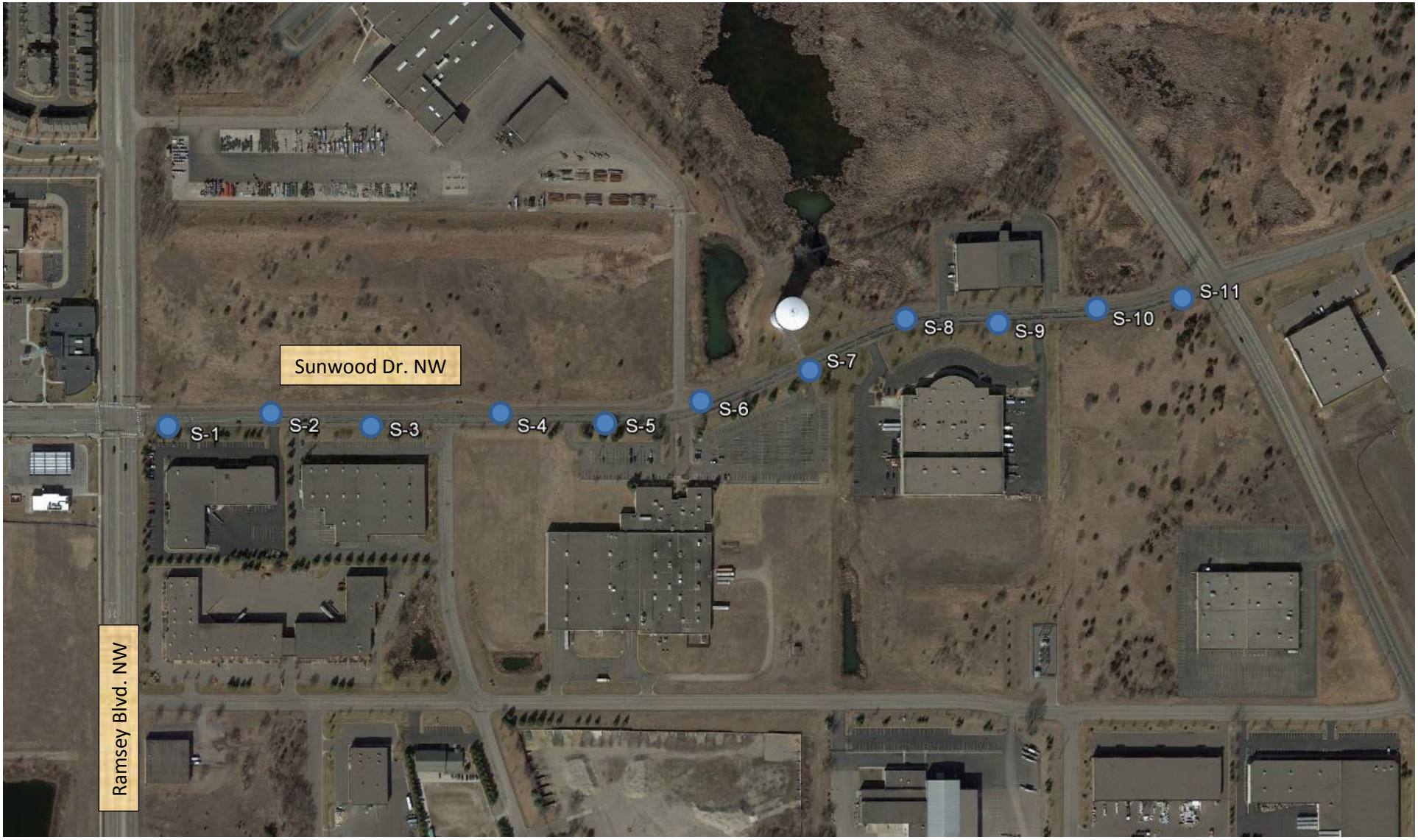
1 Unless otherwise required, compaction shall be based on the Standard Proctor Test (ASTM D698).

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

Completed Soil Borings:

Alpine and Sunwood Drive – Street Improvements – Sunwood Drive

Ramsey, Minnesota

NTI Project #: 16.61770.100

N

NOTE: Boring locations are approximate.

NTI NORTHERN TECHNOLOGIES, LLC

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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.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.7 BITUMINOUS PAVEMENT (8.3 Inches) 99.3	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				
		4.5 95.5										
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 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-2

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) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)		SS 2	67	3-6-8 (14)							
5				SS 3	83	5-6-5 (11)			6				
		7.0 ▽	93.0										
		POORLY GRADED SAND, (SP) light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)		SS 4	100	3-4-3 (7)							
		9.5	90.5										
10		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)		SS 5	78	3-3-5 (8)							
		11.0	89.0										

Bottom of borehole at 11.0 feet.

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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.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, little gravel (Fill)	98.0	SS 2	94	4-5-4 (9)			9				16
5		4.5 SILTY SAND, (SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	95.5	SS 3	94	5-6-7 (13)							
		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)							
10		9.5	90.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, saturated, loose, trace gravel (Alluvial) 11.0	89.0	SS 5	83	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-4

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) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1									
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	94	5-6-7 (13)			8				9
		4.5 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	95.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)		SS 3	89	5-6-6 (12)							
		▽		SS 4	83	3-4-3 (7)							
10		11.0	89.0	SS 5	89	3-3-4 (7)							

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-5

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.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill) NOT: Brown to dark brown below 2.0 feet.	SS 2	78	6-6-8 (14)			5				
		4.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial) 95.5	SS 3	83	5-5-6 (11)							
		▽	SS 4	72	3-4-3 (7)							
10		11.0	SS 5	89	3-4-5 (9)							
		89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-6

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.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, little gravel (Fill)	SS 2	67	4-6-7 (13)							
		4.5 95.5										
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	5-6-6 (12)			12				
			SS 4	94	3-4-3 (7)							
10		11.0 89.0	SS 5	50	3-4-4 (8)							

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.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.3 Inches) 99.7	AU 1									
		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 95.5										
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 ▽ 93.0										
		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)							
10			SS 5	100	3-5-6 (11)							
		11.0 89.0										

Bottom of borehole at 11.0 feet.

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BORING NUMBER S-8

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) 4 **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation assumed 100.0 Feet.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.5 BITUMINOUS PAVEMENT (5.8 Inches) 99.5	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown with occasional bituminous debris below 2.0 feet.	SS 2	78	7-8-7 (15)			5				
		4.5		95.5								
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, loose, trace gravel ▽ (Alluvial)	SS 3	83	3-4-4 (8)							
			SS 4	94	4-3-4 (7)							
10			SS 5	89	3-4-3 (7)							
		11.0		89.0								

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.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	99.6	AU 1					6				8
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill)	98.0	SS 2	89	6-10-8 (18)							
		POORLY GRADED SAND WITH SILT, (SP-SM) orange brown, fine to medium grained, moist, trace gravel (Fill)											
5		4.5	95.5	SS 3	100	5-6-5 (11)							
		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)											
		7.0	93.0	SS 4	89	3-4-4 (8)							
		▽ POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, loose to medium dense, trace gravel (Alluvial)											
10		11.0	89.0	SS 5	89	3-4-5 (9)							

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.

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: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (5.0 Inches) 99.6	AU 1									
		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				
5		4.5 95.5 POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	100	3-4-4 (8)							
		7.0 93.0 ▽ 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)							
10			SS 5	89	5-4-4 (8)							
		11.0 89.0 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.

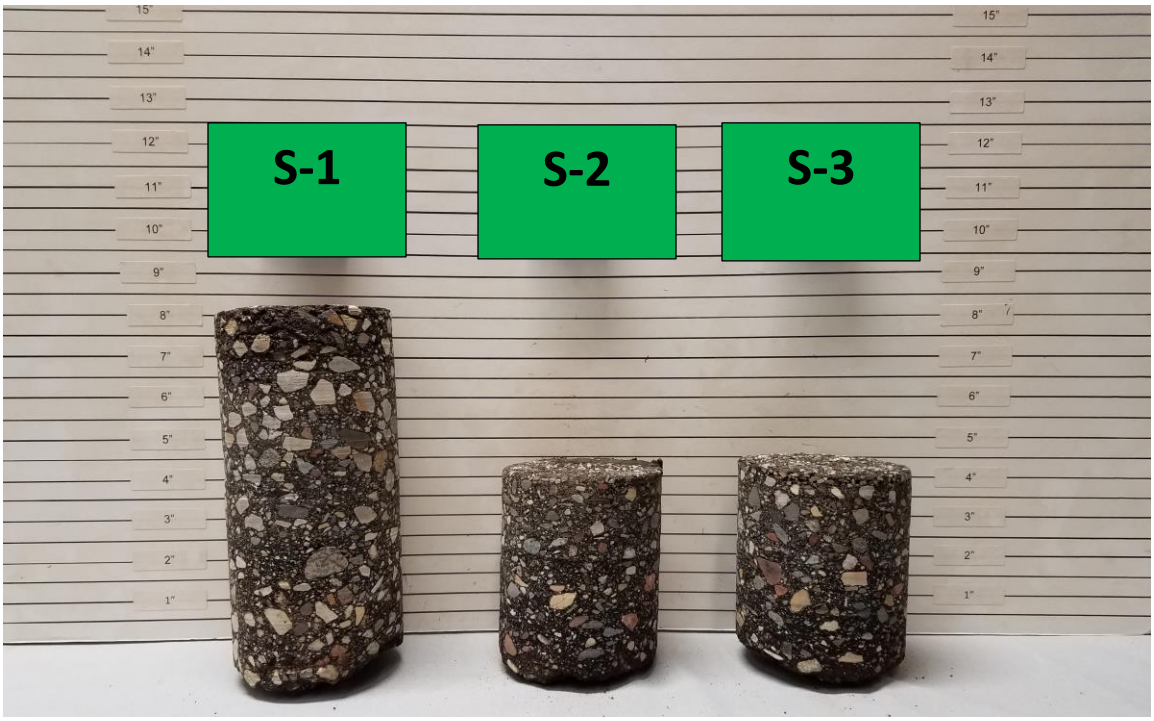
DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4.8 Inches)	99.6	AU 1									
		2.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	98.0	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
				SS 4	83	2-2-2 (4)							
10		9.5 ▽	90.5										
		11.0 POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	89.0	SS 5	78	3-3-4 (7)							
		Bottom of borehole at 11.0 feet.											

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 11/21/16 17:16 - \\NTIDATA\RAMSEY\1-PROJECTS\2016 PROJECTS\ALPINE AND SUNWOOD DRIVE STREET IMPROVEMENTS - GEO - (16.61770.100)\ENGINEERING\ENGINEERING REPORTS\GINT\RAMSEY LOGS.GPJ

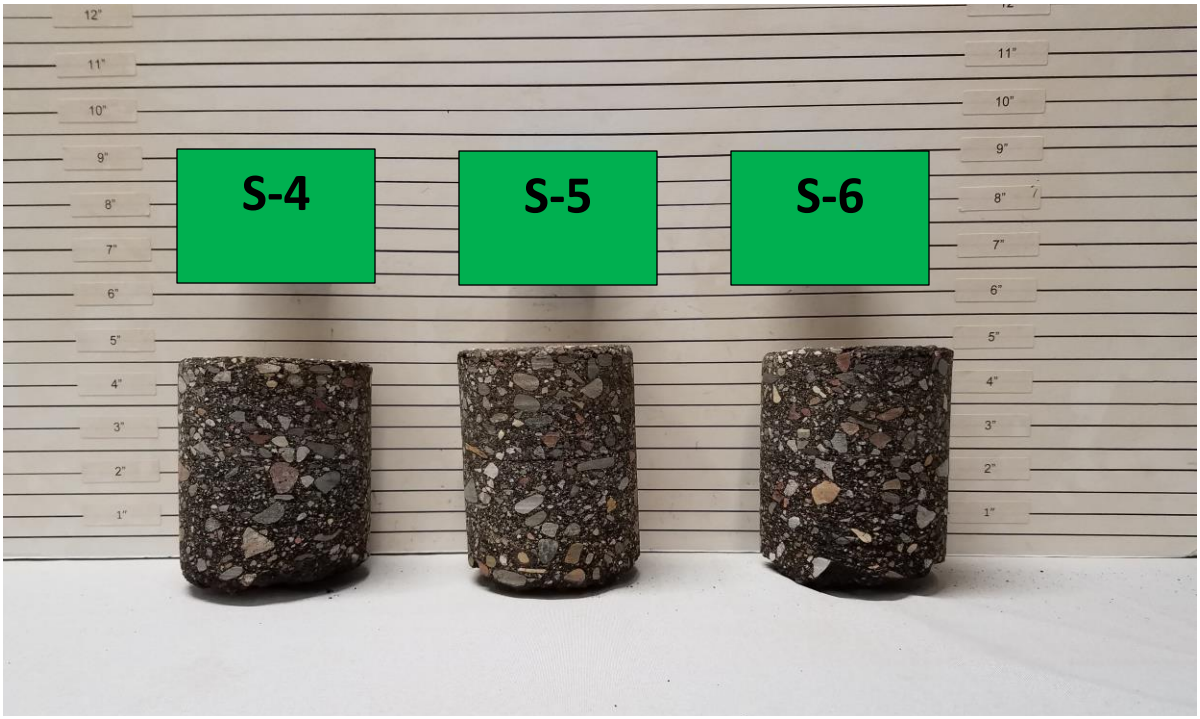
APPENDIX D

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.

701 Xenia Avenue South | Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

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

Appendix A

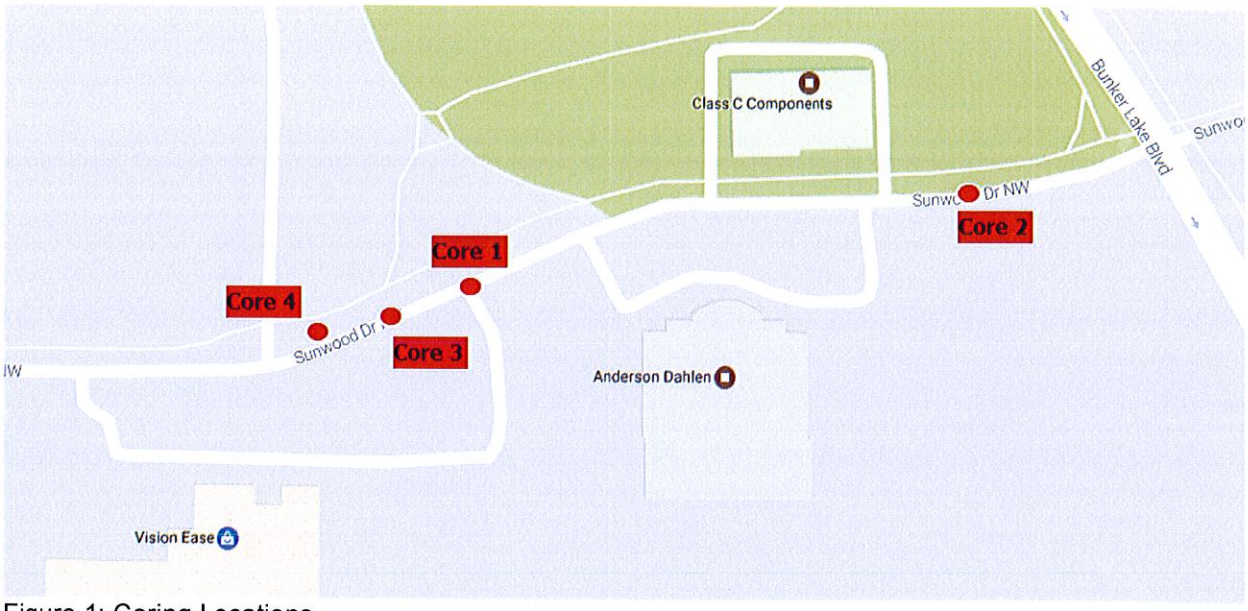


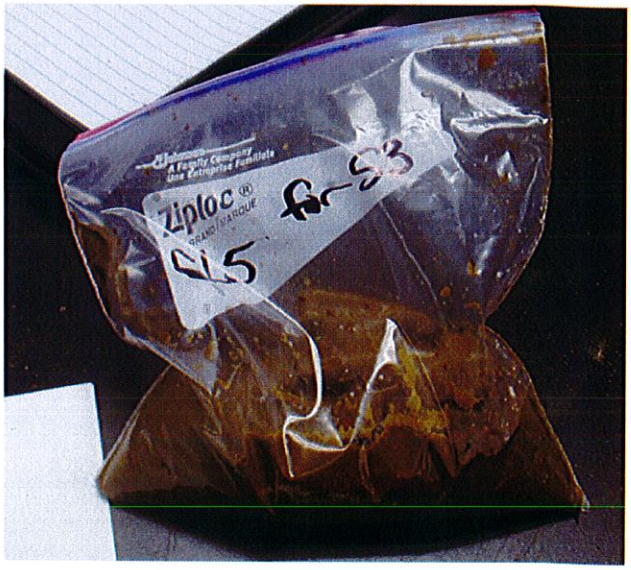
Figure 1: Coring Locations

Appendix B

Core 1

Core 2

Core 3



Core 4

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*

CC Regular Session **7. 1.**

Meeting Date: 03/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Receive Update on Covenant Meadows and Consider Environmental Review Options (Project #17-102); Case of Eric Thomsen

Purpose/Background:

This case is for update purposes only. No action is being requested at this time. The Planning Commission postponed action at their March 2 meeting to spend more time addressing concerns raised by neighboring property owners regarding impacts to ecological and wildlife resources. It was requested that the City explore a discretionary Environmental Assessment Worksheet (EAW) or Citizen Petition EAW. The City will be hosting a workshop on the project on Thursday, April 6 at 5:30 p.m. to discuss neighbor concerns in more detail.

The project does not reach the threshold for a mandatory EAW. The mandatory threshold for Ramsey's community type is based on number of unattached units. The proposed project is twelve (12) lots. Additionally, there are a number of requirements of an EAW that go beyond the concerns raised by adjoining neighbors. Finally, Staff believes the Planned Unit Development process that permanently protects fifteen (15) acres of prime ecological resource along the Trott Brook Corridor is the correct approach to protect ecological resources in the area. In order to bridge the gap, Staff has made a request to the DNR for a database of potential endangered or threatened species, a component of an EAW.

Staff is updating the City Council based on the level of feedback at the Public Hearing. Councilmembers may receive communication from residents on this project. Original case for the Planning Commission starts below.

The purpose of this case is to review an application for a Rezoning of the Subject Project from R-1 Rural Developing to Planned Unit Development (PUD) and Preliminary Plat. The site is generally located south of Trott Brook and west of Germanium Street and is identified as PID 02-32-25-44-0004.

The Applicant has proposed to subdivide the approximately thirty-eight (38) acre Subject Property into twelve (12) single family homes that would be serviced by individual private utilities. The Preliminary Plat proposes deeding approximately fifteen (15) of the thirty eight (38) acres to the City as the public benefit in relation to the PUD application. The proposed fifteen (15) acres straddles both sides of the Trott Brook, has steep slopes, and is also considered to be high quality natural open space.

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.

Observations/Alternatives:

The Applicant is proposing a rezoning of the Subject Property from R-1 Residential (Rural Developing) to Planned Unit Development (PUD) and Preliminary Plat approval of Covenant Meadows.

Properties surrounding all sides of the Subject Property are currently zoned R-1 Residential (Rural Developing) and guided as Rural Developing. While the Applicant is requesting reduced lot sizes than what would normally be required in the R-1 Residential (Rural Developing) district, the proposed parcel sizes are similar in size and nature to surrounding parcels in that an adjacent parcel is 1.04 acres and the smallest parcel being proposed within

Covenant Meadows is 1.00 acres. In exchange for the reduced lot size, the Applicant is proposing to deed to the City approximately fifteen (15) acres of land. The land being proposed has a high natural value as it straddles both sides of the Trott Brook and encompasses the steep slopes in the area. The Applicant is willing to provide a trail easement between lots 5 and 6 of block 1 so as to provide all lots in the proposed development and the neighborhood with access to this public amenity.

Upon further review of the contours of the steep slopes, Staff has identified that an ADA compliant trail is not feasible; however, Staff has identified that a twenty (20) foot trail easement should still be included between lots 5 and 6 of block 1 and that an eight (8) foot bituminous trail be constructed within that easement and that the trail terminate with a fifteen (15) foot bituminous bulb within Outlot A as part of the Stage I Improvements. The bituminous trail will need to connect to the bituminous edge of Iodine St NW and that connection will need to be ADA compliant. The Applicant is currently proposing a rural road section with a ditch system to convey runoff, so a culvert will be necessary to allow for the free flowing of runoff as well as elevate the trail connection to the roadway.

With the Preliminary Plat, the Applicant is proposing twelve (12) Single Family lots that would be serviced by individual private utilities. The lots being proposed range in size from 1.00 acres to 2.92 acres in size and in lot width of approximately 100 feet to over 200 feet. In addition to the reduced lot size and lot width, the proposed cul-de-sac length also exceeds 600 feet. Public Safety has reviewed this request. Police does not have any objections to the road configuration. The Fire Department has noted a couple potential concerns. One is that this is a non-hydranted area and thus, if there were a structure fire, tanker trucks would be necessary and maneuverability would be tough. Secondly, if there were trees down, it would also slow response time for first responders. It should be noted though that these conditions already exist with Iodine Street in this same neighborhood (that cul-de-sac is approximately 1,000 feet in length). No additional deviations from City Code are being requested in connection with the Covenant Meadows Preliminary Plat application. Generally speaking the Preliminary Plat is acceptable to Staff with changes to the plan set identified in the Staff Review Letter, which is attached to this case.

The proposed PUD and Subdivision are tentatively scheduled for review by the Parks and Recreation Commission at their March meeting.

Alternatives for future consideration.
Alternative 1: Approval of Ordinance #17-05 rezoning the Subject Property from R-1 Residential (Rural Developing) to PUD (Planned Unit Development) and recommend approval of Resolution # 17-02-053 granting Preliminary Plat approval of Covenant Meadows, contingent upon compliance with the Staff Review Letter. Staff believes that the proposed development is reasonable, compatible with the character of the surrounding development, minimizes impacts to steep slopes adjacent to the Trott Brook, and provides the City and its residents with an important natural resource amenity surrounding Trott Brook. Staff supports Alternative 1 at this time.

Alternative 2: Denial of Ordinance #17-05 rezoning of the Subject Property from R-1 Residential (Rural Developing) to PUD (Planned Unit Development). If the Planning Commission recommends denial of the rezoning then it should also recommend denial of the proposed Preliminary Plat and Resolution #17-02-053 as the proposed plat would only be considered under the zoning guidance of a PUD. However, the proposed development and public benefit in connection to the PUD request is viewed as adequate by Staff and thus, Staff is not supportive of this alternative at this time.

Funding Source:
All costs associated with processing the Application are the responsibility of the Applicant.

Recommendation:
No action being requested.

Action:
No action being requested. This case is an update only.

Attachments

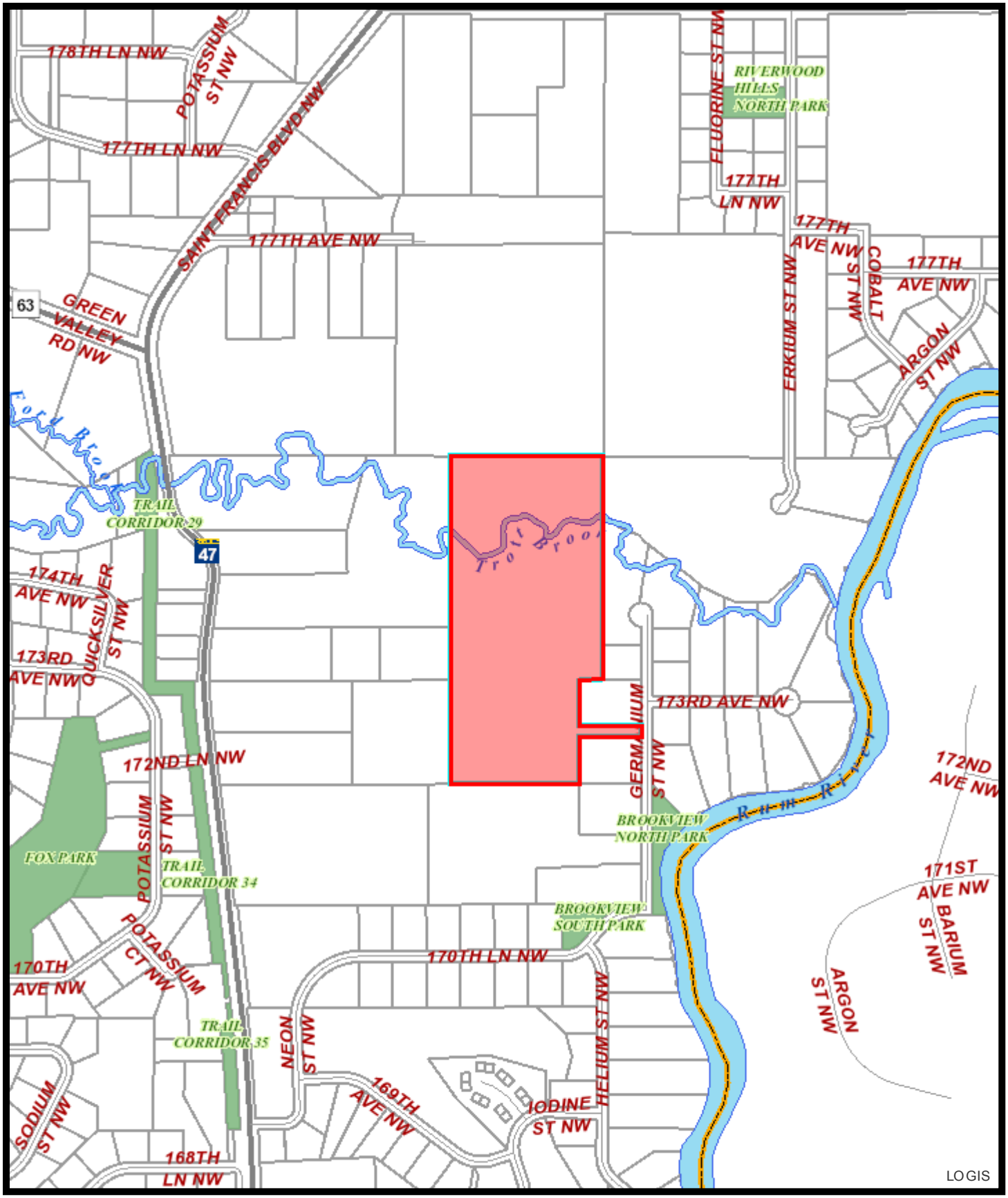
Site Location Map
Application Document
Complete Plan Set
Staff Review Letter
Ord 17 05
Resolution Preliminary Plat
EQB Citizens Guide to Env Review
EQB Citizens Guide to Commenting on Env Review

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	03/08/2017 01:25 PM
Chris Anderson	Chris Anderson	03/08/2017 02:21 PM
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:47 PM
Kurt Ulrich	Kurt Ulrich	03/09/2017 03:15 PM
Form Started By: Tim Gladhill		Started On: 03/06/2017 11:40 AM
Final Approval Date: 03/09/2017		

02-32-25-44-0004

Site Location Map



Feet
0 190 380 760 1,140 1,520

Print Date: December 1, 2016

City of RAMSEY

RECEIVED
FEB 03 2017
BY:

Land Use Application

☐ Plat – Sketch Plan	☑ Plat – Preliminary Plat	☐ Plat – Final Plat
☐ Administrative Plat	☐ Site Plan Review	☐ Easement/ROW Vacation
☐ Conditional Use Permit	☐ Interim Use Permit	☐ Comprehensive Plan Amendment
☑ Zoning Amendment	☐ Home Occupation Permit	☐ Variance
☐ Dwelling Moving Permit	☐ Environmental Permit	☐ Registered Land Survey
☐ Non-Traditional Animal License	☐ Beekeeping License	☐ Private Kennel License

Applicant Contact Information

Please note: All official communication will be routed through this contact.

Name:	Eric Thomsen		
Street Address:	6210 Green Valley RD		
City, State, ZIP:	Ramsey		
Home Phone:	763 753-5716	Work Phone:	612 919-6862
Email:	eThomsen@a-p.com	Fax Number:	
Name of Business (if applicable):			
Business Address (if applicable)			
Business City, State, ZIP			
Business Phone:		Business Fax:	

Subject Property Information

(Location of Application)

Address	172nd Lane NW Ramsey MN
PIN	02-32-25-44-0004
Legal Description	
Zoning District	

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:	National Growth LLC		
Street Address:	16323 E Ridgeline Dr		
City, State, ZIP:	Fountain Hills AZ 85268		
Home Phone:	602-685-5400	Work Phone:	480-634-5965
Email:	aLawabni@anmedical transport.com	Fax Number:	480-634-5976

Please provide a detailed description of your request and attached a copy of a scaled site plan

Rezoning To PAD 12 Lots preliminary Plat

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	Eric Thomson	Co-Applicant Signature	
Printed Name	Eric Thomson	Printed Name	
Title	Owner	Title	
Date	2/2/2017	Date	

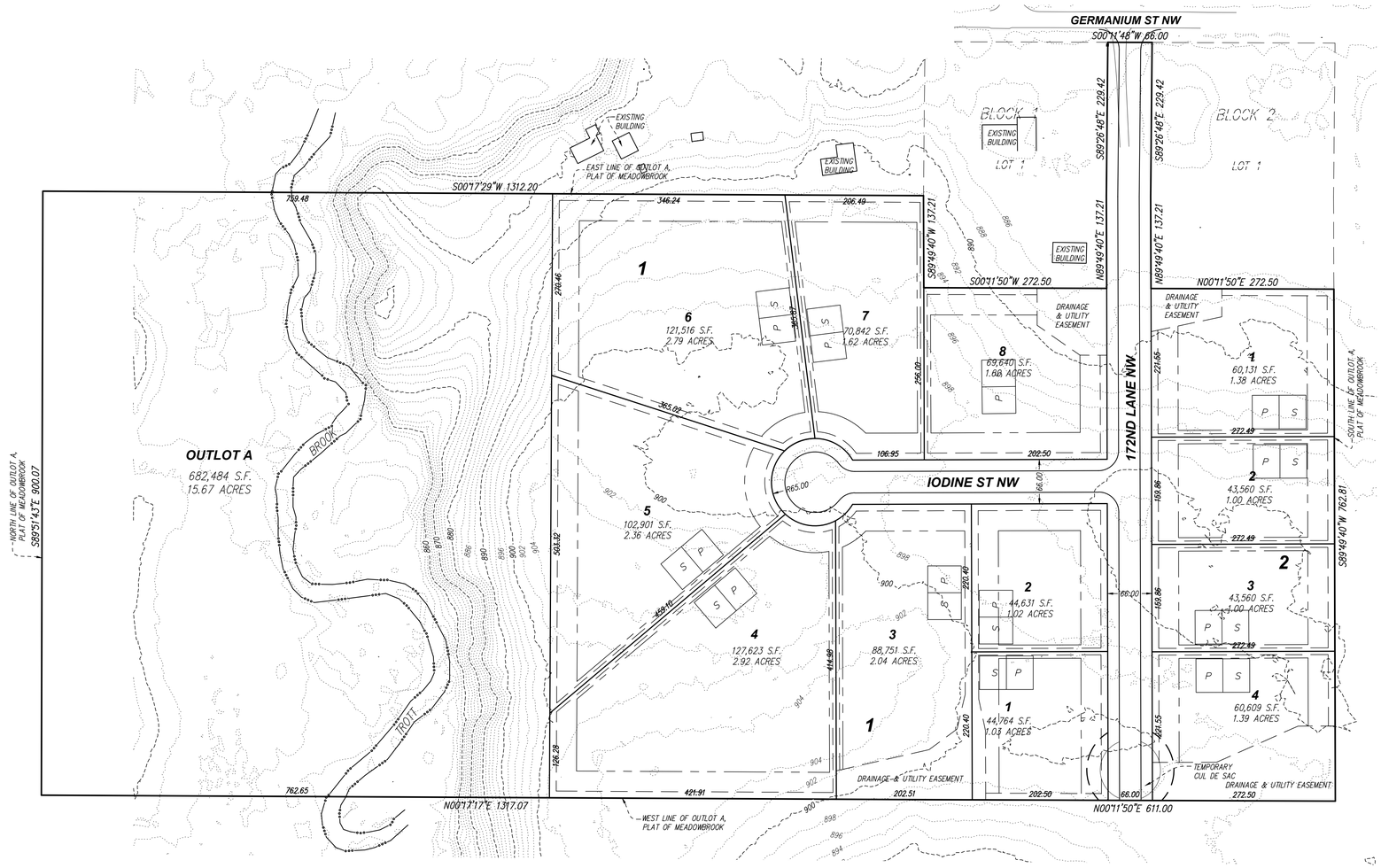
I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account 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	ABED LAWABNI	Printed Name	Nohad Loabneh.
Title	C.E.O	Title	CEO
Date	02-02-2017	Date	2/2/17

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.

PRELIMINARY PLAT OF:
COVENANT MEADOWS

0 50 100 200
(SCALE IN FEET)



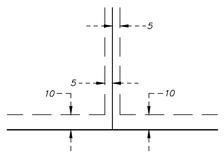
OWNER/DEVELOPER

Brookview Estates, LLC
6210 Green Valley Road
Ramsey, MN 55303

PROPERTY DESCRIPTION

Outlot A, MEADOWBROOK, according to the plat of record thereof, Anoka County, Minnesota.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



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

I HEREBY CERTIFY THAT THIS SURVEY 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

DATED: 2/2/17
KYLE R. RODDY, MN LIC. NO 42627

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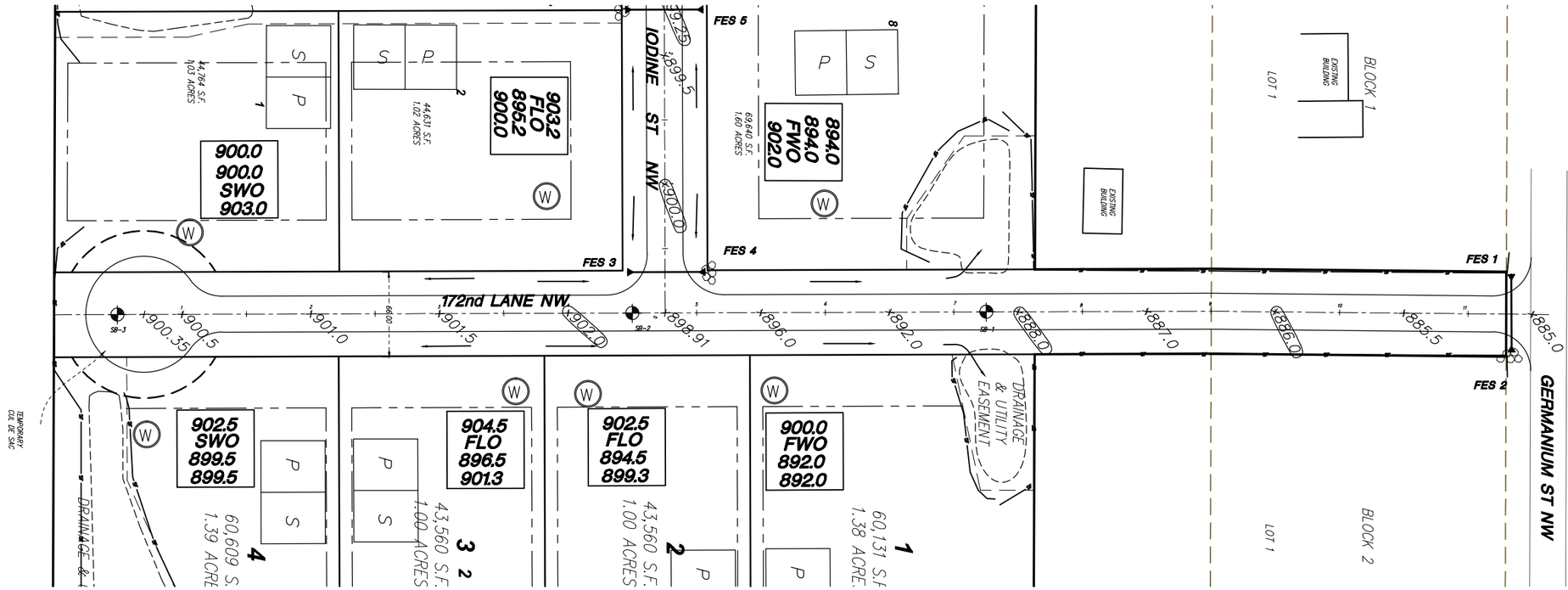
LHB
PERFORMANCE DRIVEN DESIGN.
LH@lhbcorp.com
200 3rd Ave NE, Suite 100 | Cambridge, MN 55008 | 763.689.4042

172ND LANE NW IS 1163 FEET IN LENGTH FROM THE CENTERLINE OF GERMANIUM ST NW TO THE WESTERN BOUNDARY OF THE PLAT.



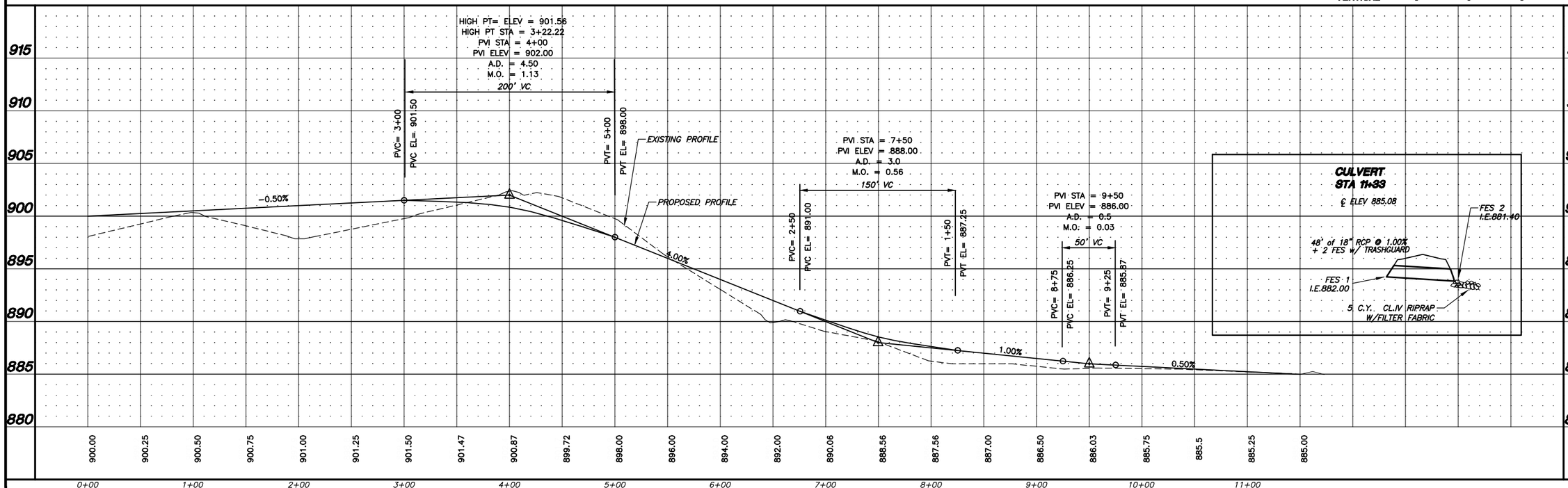
LINE TYPE LEGEND

- SF — SILT FENCE
- SETBACK
- EASEMENT
- LOT LINE
- R/W

N W E S

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10



ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

BY	REVISIONS	DATE
	RECORD DRAWING	

COVENANT MEADOWS
STREET & STORM SEWER
172nd LANE NW
RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

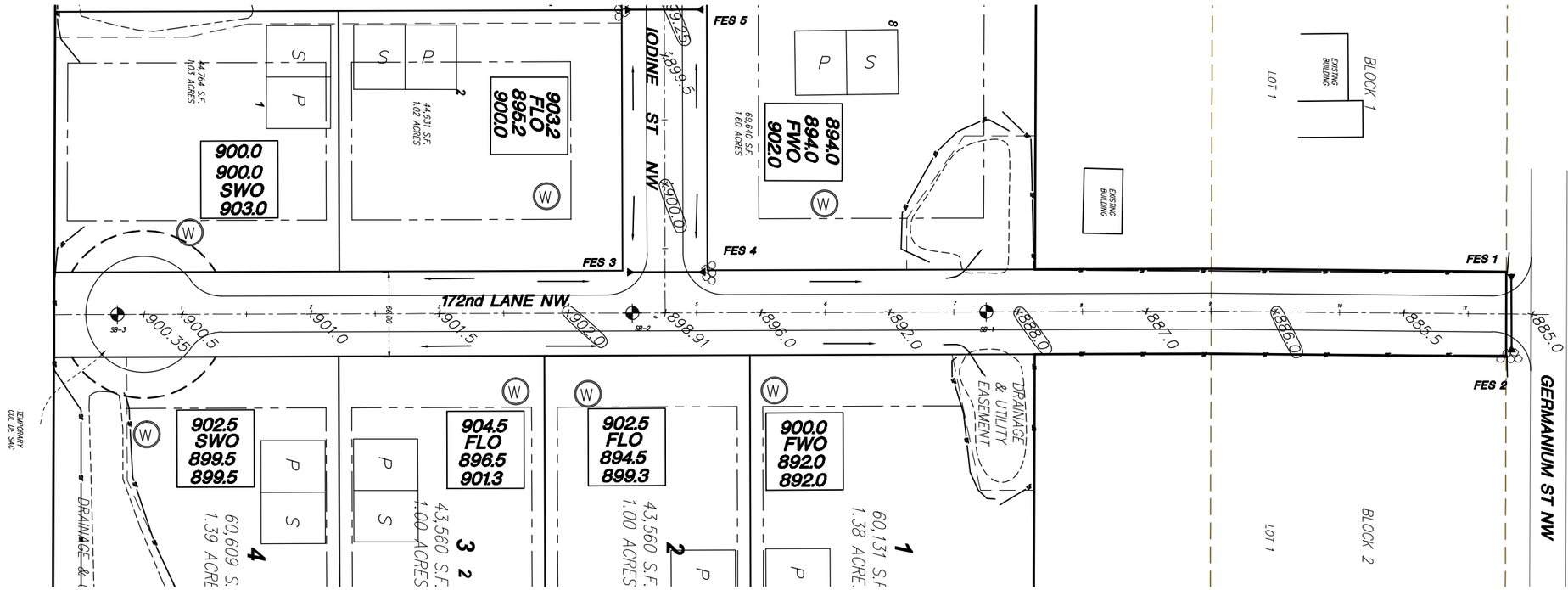
DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN	DATE	SCALE	PROJECT	CHECKED	APPROVED
BR	12/19/16	1"=50'	RE-32	BTR	BTR

C1

172ND LANE NW IS 1163 FEET IN LENGTH FROM THE CENTERLINE OF GERMANIUM ST NW TO THE WESTERN BOUNDARY OF THE PLAT.



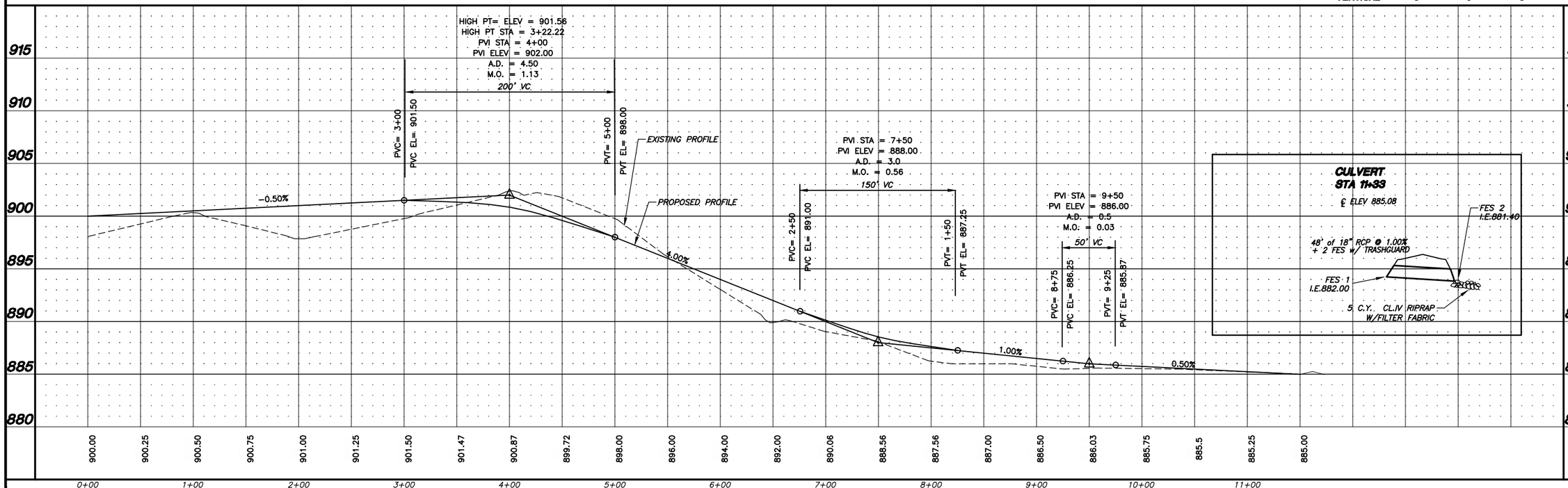
LINE TYPE LEGEND

- SF — SILT FENCE
- SETBACK
- EASEMENT
- LOT LINE
- R/W

N W E S

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10



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STREET & STORM SEWER
172nd LANE NW
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DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN	DATE	SCALE	PROJECT	CHECKED	APPROVED
BR	12/19/16	1"=50'	RE-32	BTR	BTR

C1

IODINE ST NW IS 513 FEET IN LENGTH FROM THE CENTERLINE OF 172ND LANE NW TO THE NORTH EDGE OF THE CUL-DE-SAC TRAVEL SURFACE

LINE TYPE LEGEND

- SF — SILT FENCE
- SETBACK
- EASEMENT
- LOT LINE
- R/W

1 — 121,516 S.F. 2.79 ACRES — 900.0 / 895.2 FLO / 903.2

6

7 — 70,842 S.F. 1.62 ACRES — 900.0 / 895.2 FLO / 903.2

8 — 69,640 S.F. 1.60 ACRES — 894.0 / 894.0 FWO / 902.0

5 — 102,901 S.F. 2.36 ACRES — 901.0 / 896.2 FLO / 904.2

4 — 905.2 / FLO / 897.2 / 902.0

3 — 903.2 / FLO / 895.2 / 900.0

2 — 44,631 S.F. 1.02 ACRES — 903.2 / FLO / 895.2 / 900.0

IODINE ST NW — 66.00 — R65.00 — x900.55 — x900.34 — x900.0 — x899.5 — x899.25 — x899.5 — x900.0 — x898.91 — x892.0 — x896.0 — x886.0

172nd LANE NW — 66.00 — x902.0 — x901.5

FES 6 — FES 4 — FES 6 — FES 3

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10

PVI STA = 2+50
PVI ELEV = 899.26
A.D. = 1.00
M.O. = 0.06
50' VC
PVI= 2+75 EL= 899.38
PVT EL= 899.38
PVC= 2+25 EL= 899.38
PVC EL= 899.38

PVI STA = 1+00
PVI ELEV = 900.01
A.D. = 1.60
M.O. = 0.16
80' VC
PVI= 1+40 EL= 899.81
PVT EL= 899.81
PVC= 0+60 EL= 899.57
PVC EL= 899.57

EXISTING PROFILE
PROPOSED PROFILE
0.50%
0.50%
1.10%

CULVERT STA 2+35
℄ ELEV 899.35
40' of 18" RCP @ 1.00% + 2 FES w/ TRASHGUARD
FES 5 I.E.896.00
5 C.Y. CL.IV RIPRAP W/FILTER FABRIC
FES 6 I.E.895.48

CULVERT STA 0+40
℄ ELEV 899.35
48' of 18" RCP @ 1.00% + 2 FES w/ TRASHGUARD
FES 4 I.E.898.40
FES 3 I.E.899.00
5 C.Y. CL.IV RIPRAP W/FILTER FABRIC

915 910 905 900 895 890 885 880

900.51 900.26 900.01 899.76 899.51 899.32 899.51 899.76 899.85 899.46 898.91

4+00 3+00 2+00 1+00 0+00

Z:\ALS JOBS\2003\129-03\129-03.dwg 1/5/2009 12:51:46 PM CST

BY | DATE | REVISIONS | RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

STREET & STORM SEWER
IODINE ST NW
RAMSEY, MINNESOTA

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DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN BR
DATE 12/19/16
SCALE 1"=50'
PROJECT RE-32
CHECKED BTR
APPROVED BTR

C2

IODINE ST NW IS 513 FEET IN LENGTH FROM THE CENTERLINE OF 172ND LANE NW TO THE NORTH EDGE OF THE CUL-DE-SAC TRAVEL SURFACE

LINE TYPE LEGEND

- SF — SILT FENCE
- SETBACK
- EASEMENT
- LOT LINE
- R/W

1 — 121,516 S.F. 2.79 ACRES — 900.0 / 895.2 FLO / 903.2

6

7 — 70,842 S.F. 1.62 ACRES — 900.0 / 895.2 FLO / 903.2

8 — 69,640 S.F. 1.60 ACRES — 894.0 / 894.0 FWO / 902.0

5 — 102,901 S.F. 2.36 ACRES — 901.0 / 896.2 FLO / 904.2

4 — 905.2 / FLO / 897.2 / 902.0

3 — 903.2 / FLO / 895.2 / 900.0

2 — 44,631 S.F. 1.02 ACRES — 903.2 / FLO / 895.2 / 900.0

IODINE ST NW — 66.00 — R65.00 — x900.55 — x900.34 — x900.0 — x899.5 — x899.25 — x899.5 — x900.0 — x898.91 — x892.0 — x896.0 — x886.0

172nd LANE NW — 66.00 — x902.0 — x901.5

FES 6 — FES 4 — FES 6 — FES 3

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10

PVI STA = 2+50
PVI ELEV = 899.26
A.D. = 1.00
M.O. = 0.06
50' VC
PVI= 2+75 EL= 899.38
PVT EL= 899.38
PVC= 2+25 EL= 899.38
PVC EL= 899.38

PVI STA = 1+00
PVI ELEV = 900.01
A.D. = 1.60
M.O. = 0.16
80' VC
PVI= 1+40 EL= 899.81
PVT EL= 899.81
PVC= 0+60 EL= 899.57
PVC EL= 899.57

EXISTING PROFILE
PROPOSED PROFILE
0.50%
0.50%
1.10%

CULVERT STA 2+35
℄ ELEV 899.35
40' of 18" RCP @ 1.00% + 2 FES w/ TRASHGUARD
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CULVERT STA 0+40
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FES 3 I.E.899.00
5 C.Y. CL.IV RIPRAP W/FILTER FABRIC

915 910 905 900 895 890 885 880

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BY | DATE | REVISIONS | RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

STREET & STORM SEWER
IODINE ST NW
RAMSEY, MINNESOTA

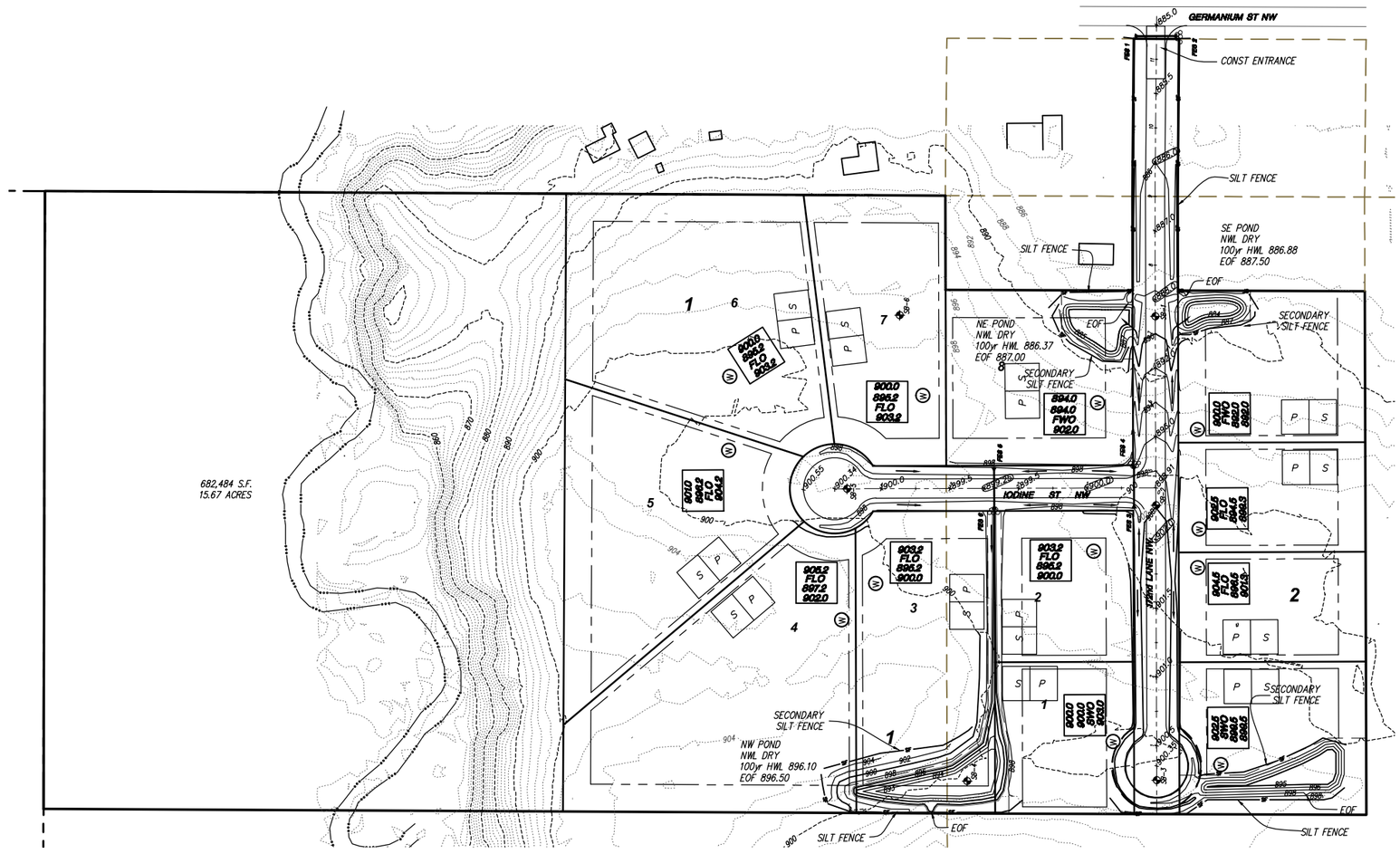
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN BR
DATE 12/19/16
SCALE 1"=50'
PROJECT RE-32
CHECKED BTR
APPROVED BTR

C2



GRAPHIC SCALE

100 0 50 100 200

(IN FEET)

PROPERTY DESCRIPTION

Outlot A, MEADOWBROOK, according to the plat of record thereof, Anoka County, Minnesota.

NOTE: STREETS TO BE SWEPT DAILY OR AS DIRECTED BY THE CITY ENGINEER.

NOTE: NO ACTIVITY, OTHER THAN THE CONSTRUCTION OF, SHALL BE ALLOWED IN INFILTRATION POND AREAS.

NOTE: TREES TO REMAIN SHALL BE PROTECTED FROM CONSTRUCTION ACTIVITY BY MEANS OF FENCING OR OTHER APPROVED METHOD.

NOTE: BUILDING PADS & DRAINFIELD SITE FOR GRAPHICAL PURPOSES ONLY. ACTUAL LOCATION MAY VARY.

NOTE: DRAINFIELD LOCATIONS, WHEN DETERMINED, ARE TO BE PROTECTED FROM CONSTRUCTION ACTIVITIES.

POND NOTES

INFILTRATION PONDS SHALL BE EXCAVATED BY USE OF BACKHOE WITH A TOOTHED BUCKET.

NE POND AND SE POND WILL REQUIRE OVER-EXCAVATION TO REMOVE A CLAY LAYER OF 4 FEET IN THICKNESS

BOTTOM OF POND SHALL NOT BE COMPACTED

NO TOPSOIL TO BE PLACED IN PONDS

PONDS TO BE SEED WITH MnDOT SEED MIX 33-262 (44 lb/ac)

PLACE SILT FENCE (SECONDARY) IMMEDIATELY AFTER GRADING COMPLETION

ACCESS TO PONDS VIA EASEMENTS ABUTTING PUBLIC ROADS

BUILDING PAD LEGEND

909.0	GARAGE FLOOR ELEVATION
FWO/MWO/SWO FLO/MLO/F	TYPE OF BUILDING
901.5	LOWEST FLOOR ELEVATION
909.0	LOWEST OPENING ELEVATION

BUILDING TYPE LEGEND

F	FULL BASEMENT
FWO	FULL BASEMENT WALKOUT
MWO	MODIFIED (NON STANDARD) WALKOUT BASEMENT VARIABLE 5 -12 COURSE BASEMENT
SWO	SPLIT ENTRY WALKOUT BASEMENT (5 COURSE)
FLO	FULL BASEMENT LOOKOUT ON 5 COURSE
MLO	MODIFIED (NON STANDARD) LOOKOUT BASEMENT VARIABLE 5 -12 COURSE BASEMENT

LINE TYPE LEGEND

- SF — SILT FENCE
- PROPOSED CONTOUR
- EXIST CONTOUR
- SETBACK
- EASEMENT
- LOT LINE
- R/W

REVISIONS	DATE	BY
RECORD DRAWING		

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

PRELIMINARY GRADING PLAN

RAMSEY, MINNESOTA

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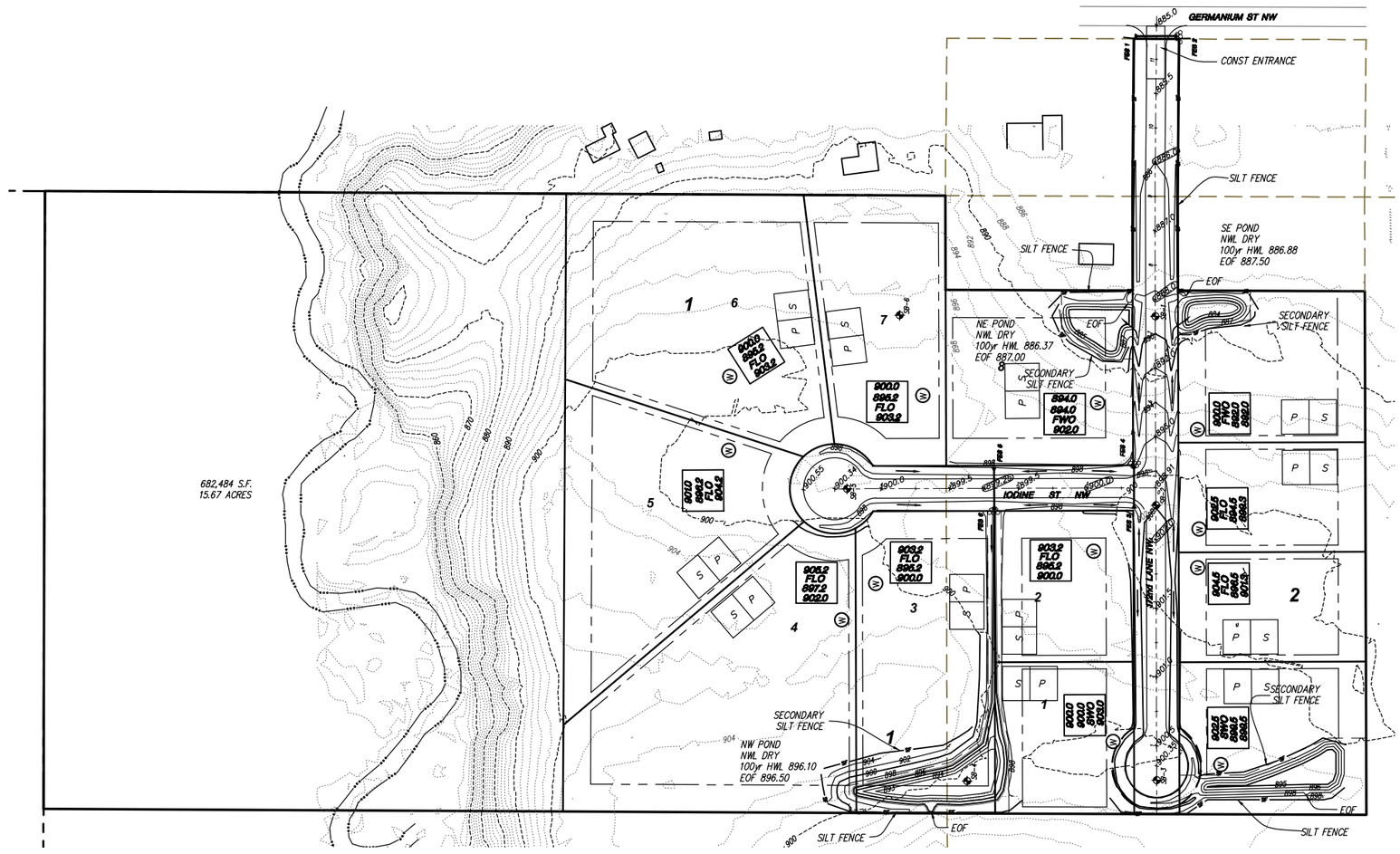
DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN	DATE	SCALE	PROJECT	CHECKED	APPROVED
BR	12/19/16	AS SHOWN	RE-32	BR	BR

G1



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LINE TYPE LEGEND

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- PROPOSED CONTOUR
- EXIST CONTOUR
- SETBACK
- EASEMENT
- LOT LINE
- R/W

REVISIONS	DATE	BY
RECORD DRAWING		

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

PRELIMINARY GRADING PLAN

RAMSEY, MINNESOTA

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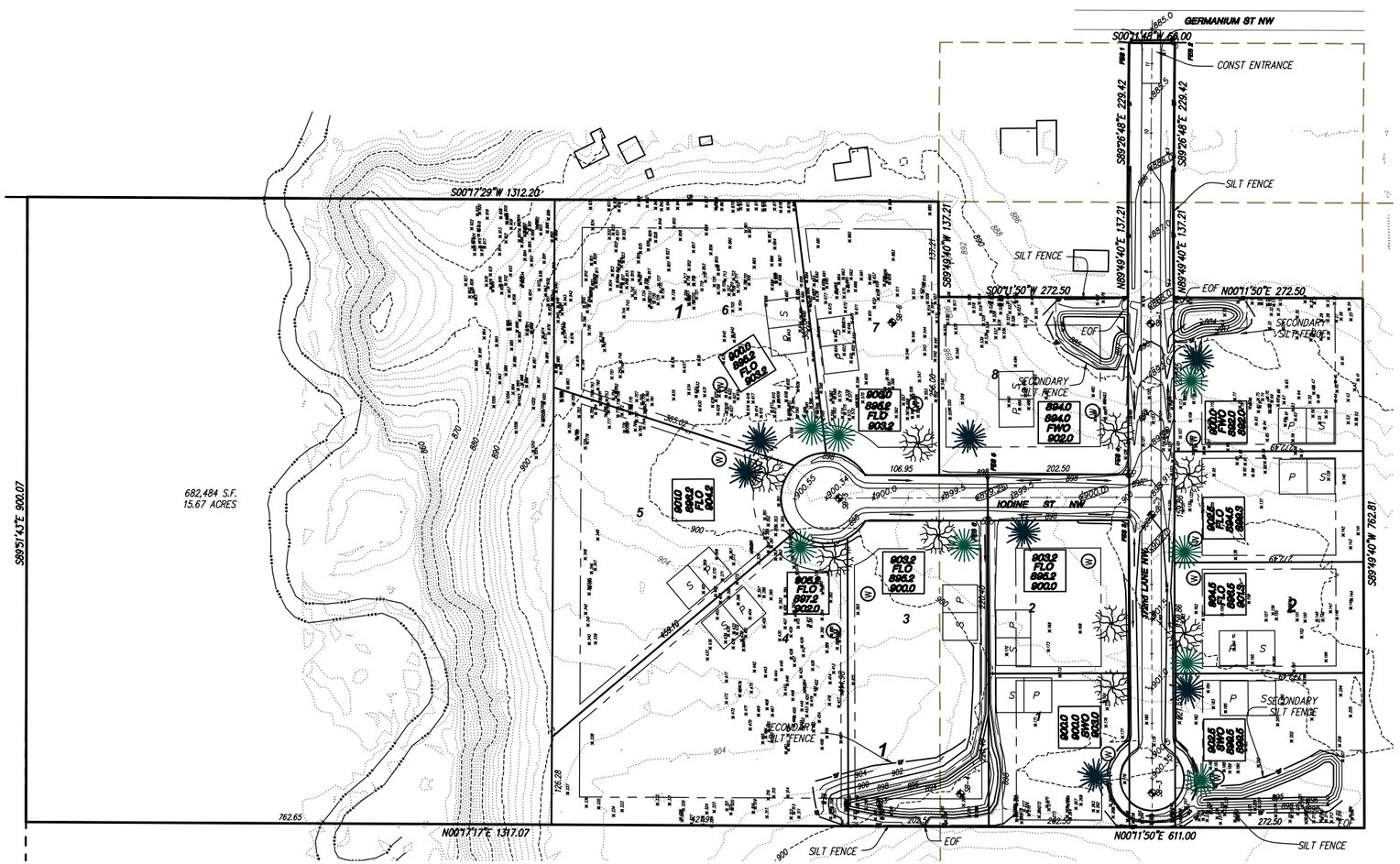
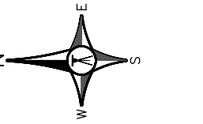
DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN	DATE	SCALE	PROJECT	CHECKED	APPROVED
BR	12/19/16	AS SHOWN	RE-32	BR	BR

G1





GRAPHIC SCALE

100 0 50 100 200

(IN FEET)

LINE TYPE LEGEND

- SETBACK
- EASEMENT
- LOT LINE
- R/W
- CENTERLINE
- CURB & GUTTER
- TREE LINE w/TREE REMOVAL

THE PLANTING DEPTH OF EACH TREE WILL BE INSPECTED. ANY TREE PLANTED TOO DEEPLY OR WITH FLARE BURIED WILL BE REJECTED.

ALL TREES TO BE PREMIUM QUALITY, NO "PARK GRADE" TREES ARE PERMITTED.

AFTER INSTALLATION, TRIM OUT DEADWOOD AND/OR DEFORMED TWIGS. DO NOT CUT LEADER.

AMENDED SOIL SHALL CONTAIN 5% ORGANIC MATTER BY VOLUME.

DIAMETER OF HOLE SHALL BE THREE TIMES THE DIAMETER OF THE ROOTBALL OR ROOT MASS.

ORGANIC MATTER SHALL NO BE BANKED AGAINST THE STEM OR TRUNK OF THE TREE.

TREE SHALL NOT BE STAKED UNLESS IT IS ABSOLUTELY NECESSARY TO DO SO.

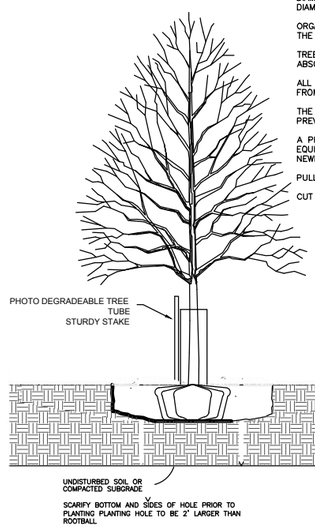
ALL TAGS, BANDS AND WIRES SHALL BE REMOVED FROM TREE IMMEDIATELY AFTER PLANTING.

THE TREE SHALL BE WATERED AS NECESSARY TO PREVENT WILTING AND PROMOTE ROOT GROWTH.

A PHOTO DEGRADEABLE TREE TUBE OR EQUIVALENT SHALL BE INSTALLED AROUND ALL NEWLY PLANTED TREES.

PULL BURLAP AWAY FROM TREE STEM.

CUT WIRE AND PULL AWAY FROM TREE STEM.



APPROVED		STANDARD DETAILS
DATE 5-97	E:\Library\Ramsey\LOGO block2.jpg	*TREE PLANTING DETAIL*
		CITY PLATE No. PARK-2

PLANTING DEPTH SHALL BE SUCH THAT THE 1ST STE 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: EACH INDIVIDUAL LOT WILL NEED TO HAVE FOUR (4) INCHES OF TOPSOIL MEETING THE CITY'S TOPSOIL SPECIFICATION. A TOPSOIL INSPECTION IS REQUIRED PRIOR TO LANDSCAPING BEING INSTALLED AND COPIES OF THE LOAD TICKETS ARE REQUIRED AS WELL. THIS IS REVIEWED AT TIME OF BUILDING PERMIT APPLICATION AND REQUEST FOR CERTIFICATE OF OCCUPANCY FOR EACH INDIVIDUAL LOT.

PLANTING REQUIREMENTS

TREES:
OVERSTORY DECIDUOUS TREES 1" DIAMETER MEASURED 6' FROM THE BASE AT PLANTING

CONIFEROUS TREES MUST HAVE A MINMUM HEIGHT OF 6 FEET

– MINIMUM 25% DECIDUOUS AND CONIFEROUS

PROPOSED CONIFEROUS TREES /QTY

DENOTES BLACK HILLS SPRUCE (PICEA GLAUCA DENSATA) — *7 EACH*

PROPOSED DECIDUOUS TREES /QTY

DENOTES WHITE OAK (QUERCUS ALBA) — *9 EACH*

DENOTES AUTUMN BLAZE MAPLE (ACER FREEMANII) — *8 EACH*

BY | DATE | REVISIONS | RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

TREE / LANDSCAPE PLAN

RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 2/2/17 REG. NO. 24519

Brent Roshell

BRENT ROSHELL

DRAWN	BR	PROJECT	RE-32
DATE	2/2/17	CHECKED	BTR
SCALE	AS SHOWN	APPROVED	BTR

L1

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) NARRATIVE

PROJECT SITE EVALUATION, ASSESSMENT, AND PLANNING

THIS NARRATIVE IS TO SERVE AS A GUIDANCE PLAN AND MUST BE AMENDED AND MODIFIED AS SITE CONDITIONS CHANGE DURING CONSTRUCTION.

PROJECT LOCATION/DESCRIPTION

PROJECT/SITE NAME: COVENANT MEADOWS
PROJECT NUMBERS: RE-33
PROJECT LOCATION: STREET: 173rd & GERMANIUM CITY/TOWNSHIP: RAMSEY COUNTY: ANOKA
STATE: MINNESOTA ZIP: 55303
LATITUDE/LONGITUDE: 45.2845/-93.4102 SECTION: 2 TOWNSHIP: 32N RANGE: 25W

CONTACT INFORMATION/RESPONSIBLE PARTIES

ERIC THOMSEN OWNS THE LAND, ADJACENT ROADS, AND EASEMENT AREAS ASSOCIATED WITH THE PROJECT. ERIC THOMSEN IS THE OWNER PERMITTEE APPLYING FOR PERMIT COVERAGE AND WILL BE RESPONSIBLE FOR DEVELOPING THIS SWPPP AND THE LONG-TERM MAINTENANCE PLAN OF THE PERMANENT STORMWATER MANAGEMENT SYSTEM FOR THIS PROJECT (IF APPLICABLE). THE OWNER WILL ENSURE THAT THE DESCRIBED WORK IN THE SWPPP IS BEING COMPLETED BY THE OPERATOR PERMITTEE.

OWNER/PERMITTEE: ERIC THOMSEN
6210 GREEN VALLEY RD
RAMSEY, MN 55303
612-919-6862

THE PRIMARY CONTRACTOR WILL ENTER INTO A CONTRACT WITH ERIC THOMSEN TO COMPLETE THE REQUIRED WORK FOR THIS PROJECT. THE PRIMARY CONTRACTOR WILL BECOME (UNDER CONTRACT) THE OPERATOR CO-PERMITTEE ON THE NPDES PERMIT (THROUGH EXECUTION OF A NPDES PERMIT MODIFICATION FORM), AND THEREBY AGREE TO IMPLEMENT THIS SWPPP IN COOPERATION WITH THE OWNER. THE OPERATOR IS RESPONSIBLE FOR DEVELOPING A CHAIN OF RESPONSIBILITY PRIOR TO STARTING CONSTRUCTION (REFER TO SWPPP AMENDMENT SECTION). THE NPDES PERMIT MODIFICATION FORM SHALL BE SUBMITTED TO THE MPCA AFTER THE PROJECT IS AWARDED TO THE PRIMARY CONTRACTOR, PRIOR TO LETTING THE PROJECT.

THE OPERATOR WILL INSURE THAT INDIVIDUALS OVERSEEING OR IMPLEMENTING THE SWPPP HAVE BEEN PROPERLY TRAINED AND THAT CERTIFICATIONS WILL BE MADE AVAILABLE UPON REQUEST. THIS INCLUDES ANY SUB-CONTRACTORS THAT THE OPERATOR EMPLOYS UNDER SEPARATE CONTRACT. THE OPERATOR WILL PROVIDE THE CONTACT INFORMATION FOR THE EROSION CONTROL SUPERVISOR, SITE SUPERINTENDENT/FOREMAN, AND BMP INSTALLERS. THE EROSION CONTROL SUPERVISOR SHALL BE A RESPONSIBLE EMPLOYEE OF THE PRIME CONTRACTOR AND/OR DULY AUTHORIZED BY THE PRIME CONTRACTOR TO REPRESENT THE PRIME CONTRACTOR ON ALL MATTERS PERTAINING TO THE NPDES CONSTRUCTION STORMWATER PERMIT COMPLIANCE. THE EROSION CONTROL SUPERVISOR SHALL HAVE AUTHORITY OVER ALL OPERATOR OPERATIONS WHICH INFLUENCE NPDES PERMIT COMPLIANCE, INCLUDING GRADING, EXCAVATION, BRIDGE CONSTRUCTION, CULVERT INSTALLATION, UTILITY WORK, CLEARING/GRUBBING, DEWATERING, AND ANY OTHER OPERATION THAT INCREASES THE EROSION POTENTIAL ON THE PROJECT.

THE OPERATOR WILL PERFORM A PRECONSTRUCTION SITE VISIT TO ADDRESS ANY AREAS OF CONCERN PERTAINING TO ENVIRONMENTAL COMPLIANCE. THE OPERATOR WILL IMPLEMENT AND MAINTAIN BMPS FOR THE DURATION OF CONSTRUCTION PROJECT. THE OPERATOR WILL COMPLETE THE REQUIRED SITE INSPECTIONS TO REMAIN IN COMPLIANCE WITH NPDES PERMIT REQUIREMENTS PART II.B, II.C, III.B-F, IV, V, AND APPLICABLE CONSTRUCTION ACTIVITY REQUIREMENTS FOUND IN APPENDIX A, PART C.

OPERATOR/PERMITTEE: (TO BE DETERMINED THROUGH TRANSFER OF NPDES-CSW PERMIT)

ROSHELL ENGINEERING, LLC HAS BEEN CONTRACTED BY THE OWNER TO DEVELOP THE SWPPP PLAN FOR THIS PROJECT. THIS SWPPP WAS PREPARED BY AN INDIVIDUAL THAT HAS BEEN PROPERLY TRAINED IN ACCORDANCE TOM PART III.F OF THE NPDES PERMIT (CERTIFICATION CARDS ARE AVAILABLE UPON REQUEST). ROSHELL ENGINEERING, LLC WILL OFFER GUIDANCE FOR COMPLIANCE WITH THE NPDES PERMIT BEFORE, DURING, AND AFTER CONSTRUCTION OF THE PROJECT.

SWPPP DEVELOPER/WATER RESOURCE ENGINEER: SWPPP CERTIFICATION
ROSHELL ENGINEERING (BRENT ROSHELL) DESIGN OF CONSTRUCTION SWPPP
6192 267TH CT WYOMING, MN 55092 DR. SHRI WAMASWAMY
763-286-0521/roshellengineering@gmail.COM EXPIRATION MAY 31, 2018

AGENCY CONTACTS

AGENCY	PERMIT	NAME	PHONE NUMBER/E-MAIL
MPCA (EMERGENCY)	N/A	STATE DUTY OFFICER	1-800-422-0798
MPCA	NPDES-CSW #XXXXXXXXX	SCOTT FOX	651-757-2368/ SCOTT.FOX@STATE.MN.US
ACOE	SECTION 404	OFFICER	651-290-5525
DNR	N/A	N/A	N/A
ANOKA SWCD	WCA	KRIS GUENTZEL	763-434-2030/ KRIS.GUENTZEL@ANOKASWCD.ORG
WATERSHED DISTRICT	LRRWMO	BOB OBERMEYER	

PROJECT DESCRIPTION & SCHEDULE

COVENANT MEADOWS IS A RESIDENTIAL SUBDIVISION COMPRISED OF 12 LOTS TO BE CONSTRUCTED IN 1 PHASE. THE CONSTRUCTION ACTIVITIES WILL INCLUDE GRADING OPERATIONS OF STREETS, HOUSEPADS, SURFACE DRAINAGE, AND PONDS. UTILITY CONSTRUCTION, EXPOSED SOIL STABILIZATION, AND PAVING WILL OCCUR AFTER GRADING OPERATIONS.

TENTATIVE CONSTRUCTION SCHEDULE (OPERATOR SHOULD PROVIDE ESTIMATED CONSTRUCTION SCHEDULE TO THE ENGINEER)

CONSTRUCTION ACTIVITIES:

CLEARING & GRUBBING OPERATIONS, GRADING, TEMP,	APRIL 2017
POND	APRIL 2017
BRIDGE	N/A
CULVERT REMOVAL AND REPLACEMENT	N/A
CURB & GUTTER/SIDEWALK	JUNE 2017
SMALL UTILITIES	N/A
PAVING	JUNE 2017
INITIAL TURF, BRIDGE RAILING/LIGHTING	MAY 2017
LANDSCAPING, FINAL TURF, MISC.	JULY - OCT 2017

PRE-CONSTRUCTION IMPERVIOUS SURFACE AND DISTURBED AREA CALCULATIONS

TOTAL AREA TO BE DISTURBED - 9.70 ACRES
IMPERVIOUS AREA: PRE-CONSTRUCTION = 0.00/POST-CONSTRUCTION = 2.30 ACRES
NET INCREASE OF IMPERVIOUS AREA = 2.30 ACRES

PERMANENT STORMWATER MANAGEMENT SYSTEMS

THE NPDES PERMANENT WATER QUALITY VOLUME (PART III.D) FROM THE NET NEW IMPERVIOUS SURFACES OF THE PROJECT IS PROVIDED IN THE STORM WATER SUMMARY. HYDROLOGIC AND WATER QUALITY MODELING DATA IS AVAILABLE UPON REQUEST.

LOCATION OF SWPPP COMPONENTS

DESCRIPTION	TITLE	LOCATION
SWPPP NARRATIVE	STORM WATER POLLUTION PREVENTION PLAN NARRATIVE	SHEET SW1 & 2
SITE CONDITIONS	STORM WATER POLLUTION PREVENTION PLAN NARRATIVE	SHEET SW1 & 2
SITE MAP (SOILS, WATER RESOURCES, POTENTIAL POLLUTANT GENERATING ACTIVITIES)	SWPPP WATER RESOURCES & SOILS MAP, SWPPP NARRATIVE	SHEET SW1 & 2
CONSTRUCTION PHASING/STAGING, BUFFERS & AREAS NOT TO BE DISTURBED	SWPPP NARRATIVE	
DIRECTION OF FLOW (PRE- & POST-CONSTRUCTION	DRAINAGE PLAN	SHEET G1
IMPERVIOUS SURFACES	CONSTRUCTION PLAN & PROFILE	SHEET C1 & C2
TEMPORARY EROSION & SEDIMENT CONTROL BMPS/STEEP SLOPES (3:1), DNR FISH EXCLUSION "WORK IN WATER RESTRICTIONS - REFER TO SWPPP",	TEMPORARY EROSION AND SEDIMENT CONTROL PLAN, SWPPP NARRATIVE	SHEET G1
PERMANENT EROSION CONTROL BMPS	TURF ESTABLISHMENT PLAN, SWPPP NARRATIVE	SHEET SW1 & SW2
STORM SEWER	DRAINAGE PLAN	SHEET G1
GRADING	GRADING PLAN	SHEET G1
ESTIMATED BMP QUANTITIES	ESTIMATED QUANTITIES	SHEET G1
BMP DETAILS/SPECIFICATIONS	MISC. DETAILS, SWPPP NARRATIVE	SHEET G1, D1-3
HYDROLOGIC/WATER QUALITY MODELING		AVAILABLE UPON REQUEST

EXISTING SITE CONDITIONS, SOILS, & WATER RESOURCES

SOILS AND NATIVE TOPSOIL: NATIVE TOPSOIL WILL BE STRIPPED AND STOCKPILED AND FINAL GRADING OPERATIONS, WHERE INDICATED IN THE CONSTRUCTION PLANS AND SPECIFICATIONS. METHODS AND EQUIPMENT TO MINIMIZE SOIL COMPACTION (IN PROPOSED INFILTRATION AREAS, DRIP LINE OF TREES TO BE PRESERVED, ETC.) SHALL BE DETERMINED BY THE OPERATOR'S SWPPP AMENDMENT. TRACKED VEHICLES ARE PREFERRED AND WHEELED VEHICLES ARE DISCOURAGED IN THESE AREAS.

DESCRIPTION OF RECEIVING WATERS (LOCATED WITHIN 1-MILE): STORMWATER FROM THIS PROJECT WILL BE CONVEYED INTO SEVERAL STORM SEWER PIPES AND STORMWATER PONDS. PROJECT DISCHARGE POINTS . THE NPDES PERMANENT WATER QUALITY VOLUME (PART III.D) FROM THE NET NEW IMPERVIOUS SURFACES OF THE PROJECT IS PROVIDED IN THE CONSTRUCTED PONDS. HYDROLOGIC AND WATER QUALITY MODELING DATA IS AVAILABLE UPON REQUEST.

DESCRIPTION OF IMPAIRED WATERS OR WATER SUBJECT TO TMDLS: A SPECIAL AND IMPAIRED WATERS SEARCH WAS COMPLETED USING THE MPCA SEARCH ENGINE (HTTP://PCA-GIS02.PCA.STATE.MN.US/CSW/INDEX.HTML) ON 12-7-2016 BASED ON THIS REVIEW, THE FOLLOWING SPECIAL OR IMPAIRED WATERS (WITH CONSTRUCTION RELATED IMPAIRMENTS) ARE LOCATED WITHIN ONE MILE OF, AND DOWNSTREAM OF ANY PROJECT DISCHARGE POINTS: NO DISCHARGE POINTS

C.1.A EXPOSED SOILS: OPERATOR SHALL STABILIZE ALL EXPOSED SOIL AREAS WITH (7) DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED (APPENDIX A.C.1.A).

C.1.B TEMPORARY BASIN: OPERATOR SHALL ADHERE TO THE REQUIREMENTS DESCRIBED IN PART III.C. 1-5 OF THE NPDES CONSTRUCTION PERMIT FOR COMMON DRAINAGE LOCATIONS THAT SERVE AN AREA WITH FIVE (10) OR MORE ACRES DISTURBED.

C.2 POST CONSTRUCTION: THE WATER QUALITY VOLUME THAT MUST BE TREATED BY THE PROJECT'S PERMANENT STORMWATER MANAGEMENT SYSTEM DESCRIBED IN PART III.D. SHALL BE ONE (1) INCH OF RUNOFF FROM THE NEW IMPERVIOUS SURFACES CREATED BY THE PROJECT. WHERE SITE CONDITIONS ALLOW. AT LEAST ONE (1) INCH OF THE WATER QUALITY VOLUME MUST BE INFILTRATED. SEE PART III.D. FOR MORE INFORMATION ON INFILTRATION DESIGN AND APPROPRIATE SITE CONDITIONS. IF IT IS DETERMINED THAT SITE CONDITIONS ARE NOT APPROPRIATE FOR INFILTRATION (E.G. LACK OF 3 FT. OF SEPARATION TO SEASONALLY SATURATED GROUND WATER, PROXIMITY TO BEDROCK, CONTAMINATED SOILS) THE REASONS SHOULD BE DOCUMENTED IN THE SWPPP FOR THE PROJECT. INFILTRATION IS NOT REQUIRED IN HYDROLOGIC SOIL GROUP D SOILS.

C.3 BUFFER ZONE: AN UNDISTURBED BUFFER ZONE OF NOT LESS THAN 50 LINEAR FEET FROM THE SPECIAL WATER (NOT INCLUDING TRIBUTARIES) SHALL BE MAINTAINED AT ALL TIMES. EXCEPTIONS FROM THIS REQUIREMENT FOR AREAS, SUCH AS WATER CROSSINGS, LIMITED WATER ACCESS AND RESTORATION OF THE BUFFER ARE ALLOWED IF THE PERMITTEE FULLY DOCUMENTS IN THE SWPPP THE CIRCUMSTANCES AND REASONS THAT THE BUFFER ENCROACHMENT IS NECESSARY. REPLACEMENT OF EXISTING IMPERVIOUS SURFACE WITHIN THE BUFFER IS ALLOWED UNDER THIS PERMIT. ALL POTENTIAL WATER QUALITY, SCENIC AND OTHER ENVIRONMENTAL IMPACTS OF THESE EXCEPTIONS MUST BE MINIMIZED BY THE USE OF ADDITIONAL OR REDUNDANT BMPS AND DOCUMENTED IN THE SWPPP FOR THE PROJECT.
C.4 ENHANCED RUNOFF CONTROLS: THE PERMANENT STORMWATER MANAGEMENT SYSTEM MUST BE DESIGNED SUCH THAT THE PRE- AND POST-PROJECT RUNOFF RATE AND VOLUME FROM THE 1 AND 2-YEAR 24-HOUR PRECIPITATION EVENTS REMAIN THE SAME OR ARE REDUCED.

C.5 TEMPERATURE CONTROLS: THE PERMANENT STORMWATER MANAGEMENT SYSTEM MUST BE DESIGN SUCH THAT THE DISCHARGE FROM THE PROJECT WILL MINIMIZE ANY INCREASE IN THE TEMPERATURE OF TROUT STREAM RECEIVING WATERS RESULTING FROM THE 1-AND 2-YEAR 24-HOUR PRECIPITATION EVENTS. THIS INCLUDES ALL TRIBUTARIES OF DESIGNATED TROUT STREAMS WITHIN THE SECTION THAT THE TROUT STREAM IS LOCATED. PROJECTS THAT DISCHARGE TO TROUT STREAMS MUST MINIMIZE THE IMPACT USING ONE OR MORE OF THE FOLLOWING MEASURES, IN ORDER OF PREFERENCE:
A. MINIMIZE NEW IMPERVIOUS SURFACES.
B. MINIMIZE THE DISCHARGE FROM THE CONNECTED IMPERVIOUS SURFACES BY DISCHARGING TO VEGETATED AREAS, OR GRASS SWALES, AND THROUGH THE USE OF OTHER NON-STRUCTURAL CONTROLS.
C. INFILTRATION OR EVAPO-TRANSPIRATION OF RUNOFF IN EXCESS OF PRE-PROJECT CONDITIONS (UP TO THE 2-YEAR 24-HOUR PRECIPITATION EVENT.

POTENTIAL FOR SEDIMENT AND/OR OTHER POLLUTANT(S) DISCHARGING FROM THE PROJECT SITE

THE TEMPORARY EROSION AND SEDIMENT CONTROL BMPS IN THIS SWPPP HAVE BEEN DESIGNED TO MINIMIZE THE POTENTIAL OF SEDIMENTS DISCHARGING OFF-SITE FROM A 0.5 INCH RAINFALL WITHIN A 24-HOUR PERIOD. THE NOAA ATLAS 14 POINT PRECIPITATION FREQUENCY ESTIMATE FOR THE PROJECT LOCATION WAS REVIEWED AND USED FOR ANTICIPATED INSPECTION FREQUENCY, BMP DESIGN, AND ESTIMATING CONSTRUCTION ACTIVITIES IN THIS SWPPP. ATLAS 14 RESULTS DO NOT NECESSARILY REFLECT ANY DESIGN CRITERIA IN THE PERMANENT STORMWATER MANAGEMENT SYSTEM.

ROUTINE INSPECTION AND BMP MAINTENANCE BY THE OPERATOR IS CRUCIAL IN ENSURING THE FUNCTIONALITY OF EACH BMP. STEEP SLOPES AND OTHER ENVIRONMENTALLY SENSITIVE AREAS THAT ARE AT A HIGHER RISK OF SEDIMENTATION ARE DEFINED IN THE SWPPP (IF APPLICABLE).

CONSTRUCTION PHASING/STAGING, BUFFERS, & AREAS NOT TO BE DISTURBED

THE PRESERVED AREAS OF EXISTING VEGETATION WILL BE IDENTIFIED ON THE PLAN SHEETS AS "DO NOT DISTURB AREA". THE OPERATOR IS RESPONSIBLE FOR PRESERVING A 50 FOOT NATURAL BUFFER OR (IF INFEASIBLE) PROVIDE REDUNDANT SEDIMENT CONTROL BMPS, WHEN A SURFACE WATER IS LOCATED WITHIN 50 FEET AND RECEIVES DRAINAGE FROM THE PROJECT'S GRADING LIMITS. THIS REQUIREMENT DOES NOT APPLY TO ADJACENT ROAD SIDE DITCHES, JUDICIAL/COUNTY DITCHES, STORMWATER CONVEYANCES, STORM DRAIN INLETS, AND SEDIMENT BASINS.

THERE IS NO CONSTRUCTION PHASING OR STAGING DEFINED BY THE OWNER FOR THIS PROJECT. THE SCHEDULE FOR INSTALLING TEMPORARY BMPS SHALL BE INCORPORATED INTO THE OPERATOR'S WEEKLY SCHEDULE FOR EACH CONSTRUCTION STAGE AND PRESENTED TO THE OWNER'S REPRESENTATIVE 9PER MNDOT SPEC 1717.D).

ENVIRONMENTALLY SENSITIVE AREAS

STEEP SLOPES: EXISTING AND PROPOSED SLOPES 1 IN 3 (33.33% AND STEEPER) THAT ARE PROPOSED TO BE DISTURBED ARE ILLUSTRATED ON THE STEEP SLOPES MAYBE TEMPORARILY CREATED DURING GRADING OPERATIONS, AT WHICH TIME TEMPORARY BMPS MUST BE IMPLEMENTED BY THE OPERATOR (THROUGH AN APPROVED SWPPP AMENDMENT) WITHIN 14 DAYS OF NO LONGER WORKING THE STEEP SLOPE.

CONTAMINATED PROPERTIES: THE MPCA'S "WHAT'S IN MY NEIGHBORHOOD" DATABASE (PCA-GIS02.PCA.STATE.MN.US/WIMN2/INDEX.HTML) WAS REVIEWED ON 12-7-16. THE RESULTS OF THIS REVIEW SHOW NO KNOWN CONTAMINATED PROPERTIES OR LEAK SOURCES LOCATED WITHIN AND ADJACENT TO THE PROJECT LIMITS. NO PRE-EXISTING HAZARDOUS MATERIALS OR WASTES ARE ANTICIPATED TO BE IMPACTED BY THE PROJECT.

STORMWATER POLLUTION MITIGATION MEASURES (AS IDENTIFIED FROM ENVIRONMENTAL REVIEW): NO FORMAL ENVIRONMENTAL REVIEW WAS REQUIRED FOR THIS PROJECT, THEREFORE, NO ADDITIONAL STORMWATER RELATED MITIGATION MEASURES APPLY.

KARST AREAS: THERE ARE NO KNOWN KARST AREAS WITHIN OR ADJACENT TO THE PROJECT LIMITS.

SITE PLAN REQUIRED AREAS: NO AREAS OF "HIGH ENVIRONMENTAL RISKS" ARE KNOWN TO BE LOCATED WITHIN OR IMMEDIATELY ADJACENT TO THE PROJECT LIMITS.
EACH SITE PLANS MUST DETAIL PROPOSED ACTIVITIES, CORRESPONDING SCHEDULING, STAGING, TEMPORARY EROSION AND SEDIMENT CONTROLS, AND BMP DETAILS PER SECTION 1717 OF THE MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION. SITE PLANS MUST BE APPROVED BY PROJECT ENGINEER PRIOR TO INITIATING THE SPECIFIED WORK WITHIN EACH SITE PLAN AREA.

FLOOD CONTINGENCY PLAN: NO PROJECT ACTIVITIES ARE LOCATED WITHIN A 100-YEAR FLOODPLAIN OR FLOODWAY, THEREFORE, A FLOOD CONTINGENCY PLAN IS NOT REQUIRED. THE PROJECT ENGINEER (AT THEIR DISCRETION) MAY REQUIRE A PREVENTATIVE FLOOD CONTINGENCY PLAN FOR SPECIFIC PROJECT ACTIVITIES AND AREAS THAT ARE NOT LOCATED IN A 100-YEAR FLOODPLAIN OR FLOODWAY.

FISH EXCLUSION DATES: OPERATOR IS PROHIBITED FROM CONDUCTING IN-STREAM WORK DURING THE FISH SPAWNING AND MIGRATION DATES OF APRIL 15 TO JUNE 30 FOR NON-TROUT WATERS. IF WORK MUST BE CONDUCTING DURING THIS TIMEFRAME, CONTRACTOR SHALL CONTACT THE LOCAL DNR FISHERIES MANAGER FOR WRITTEN APPROVAL PRIOR TO CONDUCTING THE IN-STREAM WORK.

AQUATIC INVASIVE SPECIES: ALL IN-STREAM AND DEWATERING EQUIPMENT SHALL BE DECONTAMINATED OF ALL AQUATIC PLANTS AND PROHIBIT INVASIVE SPECIES PRIOR TO USING WITHIN SURFACE WATERS ON-SITE AND TRANSPORTING OFF-SITE. ALL DECONTAMINATION ACTIVITIES SHALL MEET THE CHAPTER 1 STANDARDS OF THE MINNESOTA DNR'S BEST PRACTICES MANUAL FOR MEETING DNR GENERAL PUBLIC WATERS WORK PERMIT GP 2004-001.

WETLANDS
WETLANDS, IF ANY, WITHIN THE PROJECT AREA AND MUST BE PROTECTED TO THE MAXIMUM EXTENT POSSIBLE.

APPLICABLE FEDERAL, TRIBAL, STATE OR LOCAL PROGRAMS
THE PROJECT FALLS UNDER THE JURISDICTION OF SEVERAL ENTITIES, AS IDENTIFIED IN THE 'AGENCY CONTACTS" TABLE OF PAGE 1 OF THE SWPPP. THE MORE STRINGENT OF LOCAL VS. STATE VS. FEDERAL RULES SHALL APPLY WHERE THEY CONFLICT. INFORMATION PERTAINING TO THE STATE NPDES PERMIT CAN BE FOUND AT: (HTTP://WWW.PCA.STATE.MN.US/INDEX.PHP/WATER/WATER-TYPES-AND-PROGRAMS/STORMWATER/CONSTRUCTION-STORMWATER/INDEX.HTML). THE OPERATOR IS RESPONSIBLE TO COMPLY WITH ALL APPLICABLE PERMITS, MNDOT SPECIAL PROVISION, MNDOT SPEC BOOK (2014 EDITION), MNDOT SPECIFICATIONS 1717.

BY	DATE	REVISIONS
BR	6/16/16	SWPPP CERT

RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS
STORM WATER POLLUTION PREVENTION PLAN
RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE: 2/2/17 REG. NO. 24918
BRENT ROSHELL

DRAWN	BR
DATE	12/19/16
SCALE	-
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

SW1

SEQUENCE OF CONSTRUCTION/TIMING OF BMP INSTALLATION

NO CONSTRUCTION OPERATIONS, INCLUDING REMOVALS, THAT REQUIRE EROSION & SEDIMENT CONTROL PER THE SWPPP CAN COMMENCE UNTIL THE OPERATOR'S EROSION CONTROL SUPERVISOR CERTIFIES THE PROPER INSTALLATION OF BMP'S AND A CHAIN OF RESPONSIBILITY FOR SWPPP IMPLEMENTATION IS CREATED FOR ALL OPERATORS ON THE SITE. PERIMETER SEDIMENT CONTROLS (SILT FENCE, INLET PROTECTION, CONSTRUCTION ENTRANCES, ETC.) SHALL BE INSTALLED PRIOR TO THE START OF CONSTRUCTION. THESE PRACTICES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION IS ACHIEVED. OPERATOR SHALL IMPLEMENT THE NECESSARY ON SITE BMP'S IN ACCORDANCE WITH THE NPDES PERMIT REQUIREMENTS TO PREVENT NUISANCE CONDITIONS (MN RULES 7050.2010) FROM ANY DISCHARGES UNDER COVERAGE OF THE NPDES PERMIT. IN SOME CASES, MULTIPLE OR REDUNDANT APPLICATIONS OF SOME BMP'S MAY BE NEEDED TO MEET THESE REQUIREMENTS.

INSPECTION, SWPPP AMENDMENTS, RECORD KEEPING, & TRAINING

1. THE SWPPP CHAIN OF RESPONSIBILITY MUST BE AMENDED BY THE OPERATOR WHEN THE IDENTITY OF RESPONSIBLE SITE OPERATORS (EROSION CONTROL SUPERVISOR, SUB-CONTRACTORS, ETC.) ARE KNOWN.
2. THE OPERATOR MUST INSPECT THE ENTIRE CONSTRUCTION SITE AT LEAST ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS. THE OPERATOR SHALL PROVIDE A RAINFALL GAUGE ON-SITE, WITHIN ONE MILE OF THE SITE, OR SOURCE OF THE WEATHER REPORTING SYSTEM THAT USES SITE SPECIFIC RAINFALL DATA FROM RADAR SUMMARIES. THE LOCATION AND SOURCE OF THE RAINFALL GAUGE OR REPORTING SYSTEM MUST BE DOCUMENTED IN THE FIRST SWPPP INSPECTION REPORT. THE INSPECTION FREQUENCY MAY BE REDUCED TO ONCE PER MONTH, IF SITE CONDITIONS MEET PART IV.E3 OF THE NPDES PERMIT. ALL INSPECTIONS AND MAINTENANCE CONDUCTED MUST BE RECORDED IN WRITING BY THE OPERATOR AND RETAINED WITH THE SWPPP. RECORDS OF EACH INSPECTION AND MAINTENANCE ACTIVITY SHALL INCLUDE:
   A. DATE, TIME AND NAME OF PERSON(S) CONDUCTING INSPECTIONS;
   B. FINDINGS OF INSPECTIONS, INCLUDING RECOMMENDATIONS FOR CORRECTIVE ACTIONS;
   C. CORRECTIVE ACTIONS TAKEN (INCLUDING DATES, TIMES AND PARTY COMPLETING MAINTENANCE ACTIVITIES); INCLUDING DOCUMENTATION/PHOTOS OF IMPLEMENTED BMPS INTENDED TO CORRECT A PROBLEM BUT FAILED.
   D. DATE AND AMOUNT OF ALL RAINFALL EVENTS GREATER THAN ½ INCH (0.5 INCHES) IN 24 HOURS;
   E. DOCUMENTATION OF CHANGES MADE TO THE SWPPP.
3. SWPPP AMENDMENTS AND SITE PLANS WILL BE PREPARED BY THE OPERATOR AND SUBMITTED TO THE OWNER FOR REVIEW AND WRITTEN APPROVAL BY THE PROJECT OWNER (OR DESIGNATED REPRESENTATIVE). ALL OWNER ACCEPTED AND DENIED SWPPP AMENDMENTS AND SITE PLANS MUST BE RECORDED IN WRITING RETAINED WITH THE SWPPP.
4. THE SWPPP SHALL BE AMENDED TO INCLUDE ADDITIONAL OR MODIFIED BMPS, DESIGNED TO CORRECT IDENTIFIED PROBLEMS OR ADDRESS SITUATIONS (UNDER PART III.B OF THE NPDES PERMIT), PRIOR TO CONDUCTING SPECIFIC STAGES/PHASES OF THE PROJECT, AS REQUIRED BY THE OWNER AND DEFINED IN THIS PROJECT SWPPP.

SUMMARY OF OPERATOR PREPARED SWPPP AMENDMENT NAME	SWPPP AMENDMENTS (REQUIREDBY OWNER) SWPPP AMENDMENT DETAILS	SUBMITTAL TIMEFRAME
OPERATOR CHAIN OF RESPONSIBILITY	REFER TO "CONTACT INFORMATION/ RESPONSIBLE PARTIES' SECTION	7 DAYS PRIOR TO INITIATING WORK
BMP AMENDMENTS	SUBSTITUTED, ADDITIONAL, OR REDUNDANT BMPS TO COMPENSATE FOR FAILING/FAILED BMPS	DURING/AFTER CONSTRUCTION ACTIVITIES
METHODS TO MINIMIZE SOIL COMPACTION	REFER TO "EXISTING SITE CONDITIONS, SOILS AND WATER RESOURCES" SECTION	7 DAYS PRIOR TO WORK WITHIN INFILTRATION BASINS AND PRESERVED TREE AREAS
STEEP SLOPES PHASING PLAN	REFER TO "ENVIRONMENTALLY SENSITIVE AREAS" SECTION	
SPILL PREVENTION & RESPONSE PLAN	REFER TO "POLLUTION PREVENTION MEASURES"	7 DAYS PRIOR TO INITIATING WORK
DEWATERING PLAN	REFER TO "DEWATERING" SECTION	7 DAYS PRIOR TO ACTIVITY

1. THE SWPPP (ORIGINAL OR COPIES), ALL CHANGES TO THE SWPPP, PROJECT MANUAL, AND INSPECTIONS/MAINTENANCE RECORDS MUST BE KEPT AT THE SITE DURING CONSTRUCTION BY THE OPERATOR WHO HAS OPERATIONAL CONTROL OF THAT PORTION OF THE SITE. THE SWPPP CAN BE KEPT IN THE FIELD OFFICE OR ON SITE VEHICLE DURING NORMAL WORKING HOURS.
2. THE OPERATOR MUST ASSIGN A TRAINED INDIVIDUAL (S) (PURSUANT TO PARTS III.A.3 & III.F) TO OVERSEE THE IMPLEMENTATION, MAINTENANCE, AND REPAIR OF BMPS. THIS INDIVIDUAL (S) SHALL ALSO PERFORM INSPECTIONS, REVISE/AMEND THE SWPPP (DOCUMENT IN SWPPP AS NECESSARY), AND BE AVAILABLE FOR AN ONSITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY THE PERMITTED OWNER FOR ITS DESIGNEE), LOCAL GOVERNMENT UNITS, OR MPCA.

POLLUTION PREVENTION MANAGEMENT MEASURES

POTENTIAL SOURCES OF POLLUTANTS FROM CONSTRUCTION ACTIVITIES INCLUDE:

- SEDIMENT AND FUGITIVE DUST GENERATED FROM CLEARING AND GRUBBING, IMPORT/EXPORT OPERATIONS, REMOVALS/COMPACTION, MASS/FINE GRADING, EXCAVATIONS, TRENCHING, TOPSOIL STRIPING STOCKPILING, WET/DRY PAVEMENT CUTTING, STREET CONSTRUCTION.
- BASIC/ACIDIC PH LEVELS FROM CURB AND GUTTER, MANHOLE STRUCTURES, SIDEWALKS, DRIVEWAY APRONS, FOUNDATIONS, BRIDGE ABUTMENTS, WET/DRY PAVEMENT CUTTING, MASONRY WASHOUT/CLEANOUT.
- EXCESS NUTRIENTS FROM LANDSCAPING INSTALLATIONS, SOIL ADDITIVES, FERTILIZATION, MULCHING.
- HYDROCARBONS FROM STREET CONSTRUCTION, DEMOLITION/REMOVALS, WET/DRY PAVEMENT CUTTING.

OPERATOR WILL COMPLY WITH ALL OF THE POLLUTION PREVENTION AND MANAGEMENT MEASURES IDENTIFIED IN THE NPDES-CSW PERMIT. OPERATOR WILL SUBMIT A SPILL PREVENTION AND RESPONSE PLAN (SPRP) TO THE ENGINEER PRIOR TO ANY CONSTRUCTION ACTIVITY. THE SPRP MUST SATISFACTORILY ADDRESS (AT A MINIMUM) THE FOLLOWING NPDES REQUIREMENTS BY THE PROPOSED IMPLEMENTATION AND MAINTENANCE OF APPROPRIATE BMPS:

NO-EXPOSURE: CONSTRUCTION AND BUILDING PRODUCTS (THAT HAVE THE POTENTIAL TO LEACH POLLUTANTS), PESTICIDES, HERBICIDES, INSECTICIDES, FERTILIZERS, TREATMENT CHEMICALS, AND LANDSCAPING MATERIALS MUST BE UNDER COVER (PLASTIC SHEETING OR TEMPORARY ROOFS) TO MINIMIZE CONTACT WITH STORMWATER AND PRECIPITATION.

SOLID WASTE: (SEDIMENT, ASPHALT, CONCRETE MILLINGS, CONSTRUCTION, AND DEMOLITION DEBRIS) AND OTHER WASTES MUST BE DISPOSED OF PROPERLY AND SHALL COMPLY WITH MPCA DISPOSAL REQUIREMENTS (CH. 7035).

HAZARDOUS MATERIALS: (E.G. GAS, DIESEL, OIL, ANTIFREEZE, PAINT SOLVENTS, SOAPS, DETERGENTS, WOOD PRESERVATIVES, CLEANING SOLVENTS, CURING COMPOUNDS, ACIDS, ETC.) MUST BE STORED IN SEALED CONTAINERS (WITH SECONDARY SPILL CONTAINMENT) IN RESTRICTED ACCESS AREAS TO PREVENT VANDALISM. STORAGE AND DISPOSAL OF HAZARDOUS WASTE AND MATERIALS MUST BE IN COMPLIANCE WITH MPCA REGULATIONS (CH. 7045) INCLUDING SECONDARY CONTAINMENT.

PORTABLE TOILETS: MUST BE POSITIONED AND SECURED SO THEY ARE NOT TIPPED OR KNOCKED OVER. WASTE MUST BE DISPOSED OF PROPERLY IN ACCORDANCE WITH MPCA GUIDELINES (CH. 7041).

EQUIPMENT/VEHICLE FUELING, EXTERNAL WASHING, AND MAINTENANCE PRACTICES: WHEN VEHICLE FUELING, MAINTENANCE, OR EXTERNAL WASHING MUST OCCUR ON-SITE, THE ACTIVITY IS LIMITED TO A CONTAINED PORTION OF THE STAGING AREA, UNLESS INFEASIBLE THROUGH A SWPPP AMENDMENT. PROCEDURES FOR SPILL RESPONSE AND MATERIALS FOR CONTAINMENT AND CLEAN UP (DRIP PANS, DRY ABSORBENTS, AND SPILL KITS) WILL BE AVAILABLE AT ALL TIMES ON-SITE. ENGINE DEGREASING IS PROHIBITED ON-SITE.

CONCRETE, STUCCO, PAINT, CURING COMPOUNDS, SOLVENTS, AND OTHER WASHOUT WASTES: TEMPORARY OR LONG-TERM STORAGE OF WASHOUT WASTE IS PROHIBITED ON-SITE (SLURRY MUST BE HAULED IMMEDIATELY OFF-SITE). OPERATOR MUST SUBMIT A CONCRETE WASHOUT PLAN TO THE PROJECT ENGINEER FOR APPROVAL OF ALL ON-SITE WASHOUT LOCATIONS. ON-SITE WASHOUT LOCATIONS MUST BE LOCATED 200 FEET FROM AN ENVIRONMENTALLY SENSITIVE AREA AND SURFACE WATERS, HAVE "CONCRETE WASHOUT AREA" SIGNAGE, AND BE CONTAINED IN A LEAK PROOF CONTAINER OR IMPERMEABLE LINER. LIQUID AND SOLID WASTES SHOULD NOT CONTACT THE GROUND (UNLESS PERMITTED IN THE CONCRETE WASHOUT PLAN), BE CONTAINED TO PREVENT RUNOFF FROM THE WASHOUT LOCATION, AND MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA REGULATIONS.

CONCRETE, STUCCO, PAINT, CURING COMPOUNDS, SOLVENTS, AND OTHER WASHOUT WASTES: TEMPORARY OR LONG-TERM STORAGE OF WASHOUT WASTE IS PROHIBITED ON-SITE (SLURRY MUST BE HAULED IMMEDIATELY OFF-SITE). OPERATOR MUST SUBMIT A CONCRETE WASHOUT PLAN TO THE PROJECT ENGINEER FOR APPROVAL OF ALL ON-SITE WASHOUT LOCATIONS. ON-SITE WASHOUT LOCATIONS MUST BE LOCATED 200 FEET FROM AN ENVIRONMENTALLY SENSITIVE AREA AND SURFACE WATERS, HAVE "CONCRETE WASHOUT AREA" SIGNAGE, AND BE CONTAINED IN A LEAK PROOF CONTAINER OR IMPERMEABLE LINER. LIQUID AND SOLID WASTES SHOULD NOT CONTACT THE GROUND (UNLESS PERMITTED IN THE CONCRETE WASHOUT PLAN), BE CONTAINED TO PREVENT RUNOFF FROM THE WASHOUT LOCATION, AND MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA REGULATIONS. (DUPLICATE)

BURNING: BURNING OF GARBAGE, CONSTRUCTION DEBRIS, TREES, BRUSH, OR OTHER VEGETATIVE MATERIAL IS NOT ALLOWED ON-SITE, UNLESS PRIOR APPROVAL IS GRANTED BY THE OWNER.

EROSION CONTROL PRACTICES, PROCEDURES, & MAINTENANCE STANDARDS

THE OPERATOR IS RESPONSIBLE FOR THE INSTALLATION, OPERATION, AND CONTINUED MAINTENANCE OF ALL TEMPORARY AND PERMANENT WATER QUALITY MANAGEMENT BMPS, AS WELL AS ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPS, FOR THE DURATION OF THE CONSTRUCTION WORK AT TH SITE, UNTIL FINAL STABILIZATION IS ACHIEVED. ALL BMPS MUST BE ADEQUATELY LOCATED, DESIGNED, INSTALLED, AND MAINTAINED TO PREVENT EROSION FROM A MINIMUM 0.5 INCH TOTAL RAINFALL EVENT WITHIN 24 HOURS.

ALL NONFUNCTIONAL BMPS MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPS BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS UNLESS ANOTHER TIME FRAME IS SPECIFIED IN THE SWPPP. ALL ERODED MATERIAL THAT LEAVES THE SITE SHALL BE COLLECTED BY THE OPERATOR AND RETURNED TO THE SITE AT THE OPERATOR'S EXPENSE AND INCIDENTAL TO THE PROJECT COST.

TEMPORARY OR PERMANENT STABILIZATION SHALL BE INITIATED AS SOON AS POSSIBLE, BUT NO LATER THAN THE END OF THE NEXT WORK DAY FOLLOWING THE DAY EARTH-DISTURBING ACTIVITIES IN THAT PORTION OF THE SITE HAS TEMPORARILY OF PERMANENTLY CEASED. ALL EXPOSED SOIL AREAS SHALL BE STABILIZED WITHIN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. INITIATED STABILIZATION IS DEFINED AS COMPLETING ONE (OR MORE) OF THE FOLLOWING: SOIL PREPARATION FOR VEGETATION, MULCHING (OR OTHER TEMPORARY NONOVEGETATIVE BMP), SEEDING/PLANTING, OR SCHEDULING STABILIZATION MEASURES TO BE FULLY INSTALLED AND COMPLETED WITHIN THE 14 DAY TIMEFRAME.

ALL EXPOSED SOILS WITHIN 200 FEET AND DRAINING TO A DNR PUBLIC WATERS MUST BE STABILIZED WITHIN 24 HOURS OF TEMPORARILY OR PERMANENTLY CEASING WORK, DURING THE FISH SPAWNING PERIOD. 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, BUT MUST BE IN COMPLIANCE WITH PART IV.C.5.

TEMPORARY STABILIZATION BMPS SHALL ONLY BE IMPLEMENTED WHEN PERMANENT STABILIZATION BMPS CANNOT BE IMPLEMENTED WITHIN THE 14 DAY TIMEFRAME FOR EXPOSED SOILS.

TEMPORARY/PERMANENT DRAINAGE DITCHES & SWALES: THE NORMAL WETTED PERIMETER (2-YEAR, 24-HOUR PRECIPITATION EVENT) OF ANY TEMPORARY OR PERMANENT DRAINAGE DITCH, CHANNEL, OR SWALE THAT DRAINS WATER FROM ANY PORTION OF THE CONSTRUCTION SITE, OR DIVERTS WATER AROUND THE SITE, MUST BE STABILIZED WITHIN THE LAST 200 LINEAL FEET FROM THE PROPERTY EDGE, OR FROM THE POINT OF DISCHARGE INTO ANY SURFACE WATER WITHIN 24 HOURS OF CONNECTION. STABILIZATION REMAINING OF THE REMAINING PORTIONS OF THE CHANNEL MUST BE STABILIZED WITHIN 14 DAYS. ALL STORMWATER CONVEYANCE CHANNELS MUST USE EROSION CONTROL AND VELOCITY DISSIPATION DEVICES WITHIN AND ALONG THE LENGTH OF THE CHANNEL AND AT ANY OUTLETS. TEMPORARY OR PERMANENT DITCHES OR SWALES THAT ARE BEING USED AS A TEMPORARY SEDIMENT CONTAINMENT SYSTEM (WITH PROPERLY DESIGNED ROCK DITCH CHECKS, BIO ROLLS, SILT DIKES ETC.) DO NO NEED TO BE STABILIZED. THESE AREAS MUST BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER BEING USED AS A SEDIMENT CONTAINMENT SYSTEM. MULCH, HYDROMULCH, TACKIFIER, OR POLYARCRYLAMIDE BELOW THE WETTED PERIMETER OF A DITCH, SWALE, OR OTHER SURFACE WATER CONVEYANCE IS NOT ACCEPTABLE STABILIZATION.

EROSION CONTROL BLANKETS/MATS: OPERATOR SHALL VERIFY DURING REGULAR INSPECTIONS THAT NO GULLIES, RILLS, OR SCOUR HOLES HAVE FORMED UNDER EROSION CONTROL BLANKETS AND MATS. ALL REPAIRS MUST BE COMPLETED WITHIN 24 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.

MULCH: OPERATOR MUST APPLY MULCH IN A UNIFORM PATTERN OVER THE DISTURBED SOILS, TO ACHIEVE A MINIMUM OF 90% GROUND COVER.

DUST CONTROL: DUST FROM THE SITE WILL BE CONTROLLED BY INCREASED STREET SWEEPING AND/OR USING A MOBILE PRESSURE-TYPE DISTRIBUTOR TRUCK TO APPLY POTABLE WATER TO DISTURBED AREAS. THE MOBILE UNIT WILL APPLY WATER AT A RATE NECESSARY TO PREVENT RUNOFF AND PONDING.

STORM SEWER OUTLETS: PIPE OUTLETS MUST HAVE TEMPORARY OR PERMANENT ENERGY DISSIPATION WITHIN 24 HOURS AFTER HYDRAULIC CONNECTION TO A RECEIVING SURFACE WATER.

TEMPORARY & PERMANENT EROSION CONTROL BMPS

TYPE 1 MULCH: APPLY TO DISTURBED SLOPES LESS THAN 1:3 WITH BLOWER EQUIPMENT OR CONCURRENTLY WITH HYDROMULCH AT 2 TONS/ACRE. IMMEDIATELY OVERSPRAY (IF NOT HYDROMULCHED) WITH TACKIFIER (PER MANUFACTURES RECOMMENDED RATES) OR DISC-ANCHORED.

RAPID STABILIZATION METHOD #3: THIS WORK SHALL CONSIST OF OPERATIONS NECESSARY TO RAPIDLY STABILIZE SMALL CRITICAL AREAS WITHIN 200 FT OF SURFACE WATERS. TO PREVENT OFF-SITE SEDIMENTATION AND OR TO COMPLY WITH PERMIT REQUIREMENTS. INSTALL PER MNDOT SPECIFICATIONS 2575.3N.

RAPID STABILIZATION METHOD #4: (WOOD FIBER, NATURAL NET ONLY) IS AN ACCEPTABLE BMP FOR DISTURBED AREAS ADJACENT TO ENVIRONMENTALLY SENSITIVE AREAS, SURFACE WATERS, AND WITHIN THE LAST 200 FEET OF DITCH BOTTOMS.

TEMPORARY WINTER COVER: AREAS OF EXPOSED SOILS THAT ARE NOT COMPLETED BEFORE THE WINTER WILL BE STABILIZED WITH TYPE #3 (CERTIFIED AS WEED FREE) ADJACENT TO WETLAND OR STORMWATER PONDS. ALL OTHER DISTURBED AREAS SHALL BE STABILIZED WITH TYPE #1 MULCH, UNLESS ALTERNATIVE MORE PROTECTIVE BMPS ARE SPECIFIC WITHIN THE SWPPP. ALL EXPOSED SOILS SHALL BE STABILIZED BEFORE CONSTRUCTION IS COMPLETED FOR THE SEASON.

HYDRO-MULCH TYPE #5: HYDRAULIC SOIL STABILIZER IN COMBINATION WITH A TACKIFIER WILL BE INSTALLED PER MANUFACTURES SPECIFICATIONS TO EXPOSED SOILS AREAS TO PROVIDE TEMPORARY LONG-TERM OR PERMANENT COVER FOR VEGETATION ESTABLISHMENT.

SEDIMENT CONTROL PRACTICES, PROCEDURES, & MAINTENANCE STANDARDS

DOWN GRADIENT SYSTEMS: IF THE DOWN GRADIENT TREATMENT SYSTEM IS OVERLOADED, ADDITIONAL UP GRADIENT SEDIMENT CONTROL PRACTICES OR REDUNDANT BMPS MUST BE INSTALLED TO ELIMINATE THE OVERLOADING, AND THE SWPPP MUST BE AMENDED TO IDENTIFY THESE ADDITIONAL PRACTICES.

PERIMETER CONTROL BMPS (SILT FENCES, CHIP/SLASH MULCH SACKS, BIOROLLS, FLOATING SILT CURTAIN, ETC.): PERIMETER CONTROL BMPS SHALL BE INSTALLED ON ALL DOWN GRADIENT PERIMETERS AND UPGRADIENT OF ANY BUFFER AREAS, PRIOR TO INITIATING UPGRADIENT LAND DISTURBANCE ACTIVITIES. UPLAND PERIMETER CONTROLS BMPS SHALL BE PLACED AS CLOSE AS POSSIBLE TO FOLLOW A SINGLE CONTOUR ELEVATION. ALL SILT FENCES MUST BE REPAIRED, REPLACED, OR MAINTAINED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES ½ OF THE HEIGHT OF THE FENCE. ALL REPAIRS MUST BE COMPLETED BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS. FLOATING SILT CURTAIN SHALL BE INSTALLED AS CLOSE TO THE SHORELINE AS POSSIBLE FOR SHORELAND/IN-WATER SHORT-TERM CONSTRUCTION ACTIVITIES. AFTER THE SHORT-TERM ACTIVITY IS COMPLETE, AN UPLAND PERIMETER CONTROL MUST BE INSTALLED IF EXPOSED SOILS CONTINUE TO DRAIN TO THE SURFACE WATER.

TEMPORARY & PERMANENT SEDIMENT CONTROL BMPS

SILT FENCE ALONG PROJECT PERIMETER

TEMPORARY ROCK ENTRANCE FOR CONSTRUCTION OPERATIONS.

50 FOOT NATURAL BUFFER (S): REFER TO "CONSTRUCTION PHASING/STAGING, BUFFERS, & AREAS NOT TO BE DISTURBED" SECTION OF THIS SWPPP.

TEMPORARY SEDIMENTATION BASINS: WHERE TEN (10) OR MORE ACRES OF DISTURBED SOIL DRAIN TO A COMMON LOCATION, A TEMPORARY SEDIMENT BASIN MUST BE PROVIDED PRIOR TO RUNOFF LEAVING THE CONSTRUCTION SITE OR ENTERING SURFACE WATERS. ALL TEMPORARY BASINS SHALL BE CONSTRUCTED AND OPERATIONAL PRIOR TO GRADING TEN (10) OR MORE ACRES. BASINS MUST PROVIDE A LIVE STORAGE VOLUME FROM A TWO YEAR 24-HOUR STORM EVENT FROM EACH ACRE (DISTURBED AND UNDISTURBED) DRAINING TO THE BASIN. AT A MINIMUM, IF CALCULATIONS ARE NOT PERFORMED THE BASIN SHALL PROVIDE 3,600 CUBIC FEET OF LIVE STORAGE FROM EACH ACRE. THE BASIN INTAKE MUST BE DESIGNED TO WITHDRAW WATER FROM THE SURFACE, PREVENT SHORT CIRCUITING AND THE DISCHARGE OF FLOATING DEBRIS, INCLUDE AN EMERGENCY OVERFLOW ABOVE THE LIVE STORAGE ELEVATION, AND PROVIDE ENERGY DISSIPATION AT THE BASIN OUTLET. BASINS MUST BE DRAINED AND SEDIMENT REMOVED WHEN THE DEPTH OF COLLECTED SEDIMENT IN THE BASIN REACHES ½ THE LIVE STORAGE VOLUME. DRAINAGE AND REMOVAL MUST BE COMPLETED WITHIN 72 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS. IF A BASIN IS INFEASIBLE WITHIN THE PROJECT LIMITS, EQUIVALENT SEDIMENT CONTROL BMPS MUST BE IMPLEMENTED AND DOCUMENTED IN THE SWPPP OR SWPPP AMENDMENT.

SEDIMENT TRAPS: WHERE A TEMPORARY SEDIMENT BASIN MEETING THE REQUIREMENTS OF THIS PART IS INFEASIBLE, EQUIVALENT SEDIMENT CONTROLS SUCH AS SMALLER SEDIMENT BASINS, AND/OR SEDIMENT TRAPS, SILT FENCES, VEGETATIVE BUFFER STRIPS, OR ANY APPROPRIATE COMBINATION OF MEASURES ARE REQUIRED FOR ALL DOWN-SLOPE BOUNDARIES OF THE CONSTRUCTION AREA AND FOR SIDE-SLOPE BOUNDARIES AS DICTATED BY INDIVIDUAL SITE CONDITIONS. IN DETERMINING WHETHER INSTALLING A SEDIMENT BASIN INS INFEASIBLE, THE PERMITTEE(S) MUST CONSIDER PUBLIC SAFETY AND MAY CONSIDER FACTORS SUCH AS SITE SOILS, SLOPE, AND AVAILABLE AREA ON SITE. THIS DETERMINATION OF INFEASIBILITY MUST BE DOCUMENTED IN THE SWPPP PER PART III.A.5.m.

TEMPORARY STOCKPILES: ALL STOCKPILES MUST HAVE SILT FENCE OR EQUIVALENT PERIMETER SEDIMENT CONTROLS IMPLEMENTED AND MAINTAINED AT ALL TIMES. PILES CANNOT BE PLACED IN BUFFER AREAS OR SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES UNLESS THERE IS A BYPASS IN PLACE TO PREVENT STORMWATER RUN-ON INTO THE STOCKPILE.

CONSTRUCTION SITE ENTRANCE/VEHICLE TRACKING: OPERATOR MUST MINIMIZE SEDIMENT FROM LEAVING THE CONSTRUCTION SITE (OR ONTO STREETS WITH THE SITE) BY IMPLEMENTING BMPS SUCH AS ROCK PADS, SLASH MULCH, CONCRETE OR STEEL WASH RACKS, OR EQUIVALENT SYSTEMS. STREET SWEEPING MUST BE USED DAILY DURING CONSTRUCTION OPERATIONS IF SUCH BMPS ARE NOT ADEQUATE TO PREVENT SEDIMENT FROM BEING TRACKED ONTO THE STREET. TRACKED SEDIMENT MUST BE REMOVED FROM ALL PAVED SURFACES (ON AND OFF-SITE) WITHIN 24 HOURS OF DISCOVERY, OR SOONER AS DIRECTED BY THE PROJECT OWNER. MULTIPLE STREET SWEEPINGS AT THE OPERATOR'S EXPENSE MAY BE REQUIRED ON ALL ENTRY/EXIT POINTS TO THE SITE AT THE DISCRETION OF THE PROJECT OWNER.

SURFACE WATERS: INCLUDING OFF-SITE AND DOWNSTREAM DRAINAGE DITCHES, CATCH BASINS, AND CONVEYANCE SYSTEMS, MUST BE INSPECTED FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. THE REMOVAL AND STABILIZATION OF EXPOSED SOILS MUST TAKE PLACE WITHIN SEVEN (7) DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. IF PRECLUDED, REMOVAL AND STABILIZATION MUST TAKE PLACE WITHIN SEVEN (7) CALENDAR DAYS OF OBTAINING ACCESS. THE PERMITTEES ARE RESPONSIBLE FOR CONTACTING ALL LOCAL, REGIONAL, STATE AND FEDERAL AGENCIES AND RECEIVING ANY APPLICABLE PERMITS, PRIOR TO CONDUCTING ANY WORK.

INLET PROTECTION: ALL STORM DRAIN INLETS (INCLUDING DOWN GRADIENT, OFF-SITE) MUST BE PROTECTED BY APPROPRIATE BMPS DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED. SILT FENCE IS NOT AN ACCEPTABLE CATCH BASIN INLET PROTECTION BMP. CONTRACTOR SHALL CLEAN, REMOVE AND DISPOSE OF SEDIMENT, AND/OR REPLACE STORM DRAIN INLET PROTECTION ON A ROUTINE BASIS TO ENSURE THE DEVICE IS FULLY FUNCTIONAL PRIOR TO THE NEXT FORECASTED PRECIPITATION EVENT (30% OR GREATER) INLET PROTECTION MAY BE REMOVED FOR A PARTICULAR INLET IF A SPECIFIC SAFETY CONCERN (STREET FLOODING/FREEZING) HAS BEEN IDENTIFIED AND THE PERMITTEE(S) HAVE RECEIVED WRITTEN CORRESPONDENCE FROM THE JURISDICTIONAL AUTHORITY (E.G. CITY/COUNTY/TOWNSHIP/MNDOT ENGINEER) VERIFYING THE NEED FOR REMOVAL. WRITTEN CORRESPONDENCE MUST BE DOCUMENTED IN THE SWPPP AND AVAILABLE WITHIN 72 HOURS UPON REQUEST. PERMISSION TO REMOVE INLET PROTECTION BASED ON A SPECIFIC SAFETY CONCERN MUST STILL BE OBTAINED FROM THE LOCAL JURISDICTIONAL AUTHORITY WITHIN 30 DAYS OF REMOVAL.

CHEMICAL TREATMENTS: OPERATOR MUST AMEND THE SWPPP TO INCLUDE THE INTENDED USES AND LOCATIONS OF FLOCCULANTS, POLYMERS, AND OTHER SEDIMENTATION TREATMENT CHEMICALS. CHEMICAL TREATMENTS MAY ONLY BE APPLIED IN AREAS WHERE TREATED STORMWATER IS DIRECTED TO A RECEIVING SEDIMENT CONTROL SYSTEM (NOT DIRECTLY DISCHARGED TO NATURAL WATER BODIES). THIS INCLUDES DOCUMENTING THE EXPECTED SOIL TYPES, MANUFACTURER'S RECOMMENDED DOSING, APPLICATION RATES/QUANTITIES, AND MONITORING RESULTS (TURBIDITY, PH).

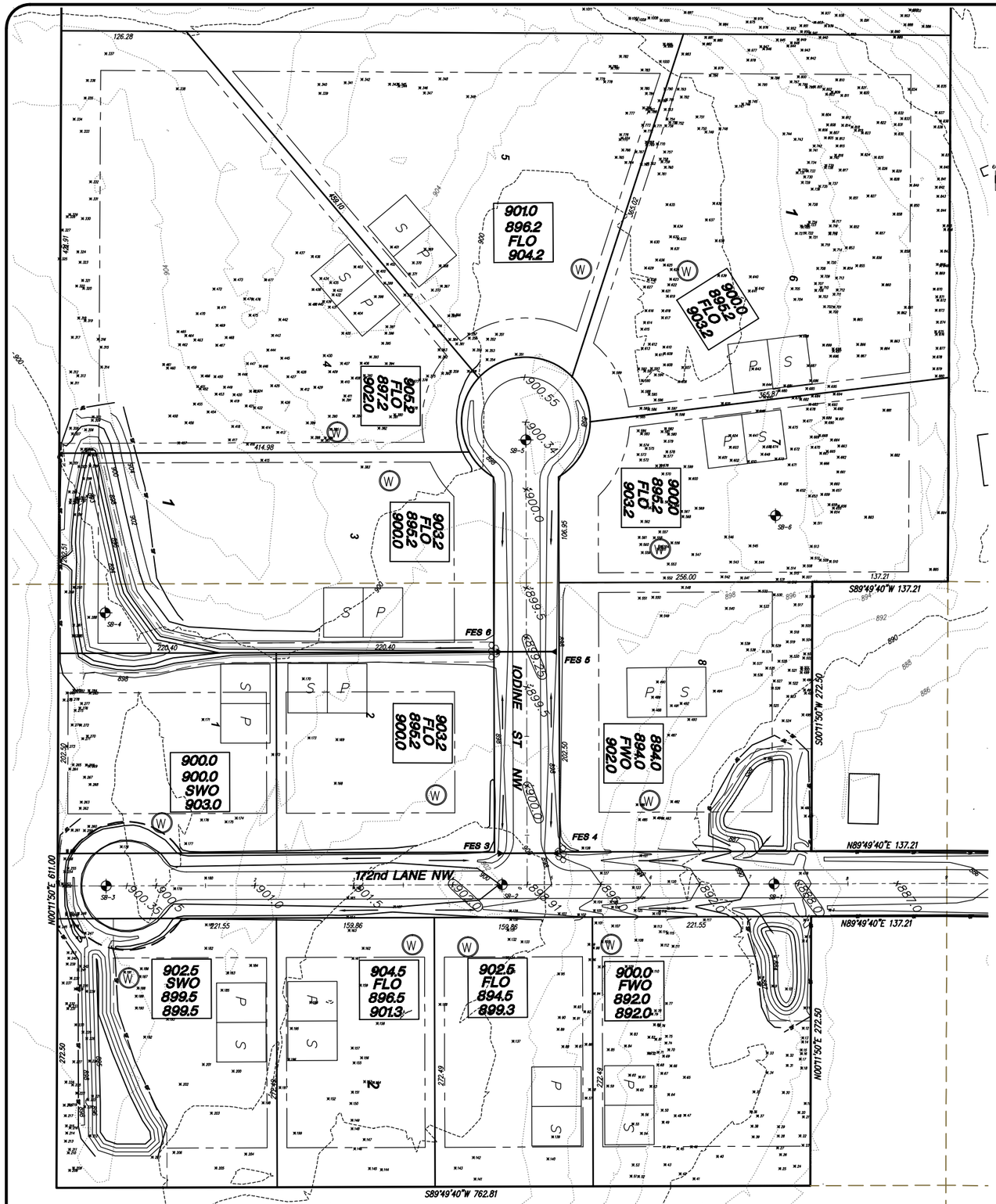
DEWATERING, STREAM DIVERSION, AND BASIN DRAINING

DEWATERING, STREAM DIVERSION, OR BASIN DRAINING IS ANTICIPATED DURING CONSTRUCTION OF THIS PROJECT. DITCH REALIGNMENT, CULVERT CONSTRUCTION, AND NEW POND GRADING WILL REQUIRE SITE DEWATERING. WHEN DEWATERING OR BASIN DRAINING IS REQUIRED, THE CONTRACTOR SHALL SUBMIT A DEWATERING PLAN AND NARRATIVE TO THE PROJECT ENGINEER FOR APPROVAL PRIOR TO UNDERTAKING THESE ACTIVITIES. DEWATERING PLAN INCLUDE BMP'S TO PREVENT SEDIMENT TRANSPORT, EROSION, AND ADVERSE IMPACTS TO DOWNSTREAM RECEIVING WATERS. THE DEWATERING PLAN MUST ALSO INCLUDE ANY SPECIFIC CHEMICAL TREATMENTS (FLOC, POLYMERS, ETC.) THAT WILL BE USED. IF AN APPROVED TMDL WASTE LOAD ALLOCATION IS ESTABLISHED FOR CONSTRUCTION ACTIVITIES ON A RECEIVING WATERBODY, THE OPERATOR MUST IMPLEMENT ALL NECESSARY BMP'S TO MEET THE ASSIGNED WLA. THE DEWATERING PLAN AND DNR APPROPRIATIONS PERMIT WILL BECOME PART OF THE SWPPP. WATER THAT IS TURBID OR HAS SEDIMENT MUST BE DISCHARGED TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN (AND/OR OTHER APPROPRIATE BMPS) ON THE PROJECT SITE WHENEVER POSSIBLE. DISCHARGE FROM THE TEMPORARY OR PERMANENT SEDIMENTATION BASIN MUST BE VISUALLY CHECKED TO ENSURE ADEQUATE TREATMENT IS OBTAINED IN THE BASIN AND THAT NUISANCE CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 2), IMPACTS TO WETLANDS, AND EROSION IN RECEIVING CHANNELS OR ON DOWNSLOPE PROPERTIES WILL NOT RESULT FROM THE DISCHARGE. THE DISCHARGE MUST BE DISPERSED OVER NATURAL ROCK RIPRAP, SAND BAGS, PLASTIC SHEETING, OR OTHER ACCEPTED ENERGY DISSIPATION MEASURES. ADEQUATE SEDIMENTATION CONTROL MEASURES AND ADDITIONAL FILTRATION BMPS ARE REQUIRED FOR DISCHARGE WATER THAT CONTAINS SUSPENDED SOLIDS, OIL, OR GREASE.

FINAL STABILIZATION

FINAL STABILIZATION IS ACHIEVED WHEN THE FOLLOWING FOUR PARAMETERS ARE COMPLETED, PRIOR TO SUBMISSION OF THE NOTICE OF TERMINATION TO MPCA. SEE PERMANENT EROSION CONTROL PRACTICES FOR SPECIFIC METHODS AND APPLICATIONS.

1. 70% VEGETATIVE COVER: ALL SOIL DISTURBING ACTIVITIES AT THE SITE HAVE BEEN COMPLETED AND ALL EXPOSED SOILS ARE STABILIZED BY A UNIFORM, LIVE PERENNIAL VEGETATIVE COVER WITH A DENSITY OF 70% OVER THE ENTIRE PERVIOUS SURFACE AREA, OR OTHER EQUIVALENT MEANS NECESSARY TO PREVENT SOIL FAILURE UNDER EROSIVE CONDITIONS. REFER TO PART IV.G.5 IF THE PROJECT IS ON AGRICULTURAL LAND.
2. FINAL CLEAN OUT OF PERMANENT STORMWATER MANAGEMENT SYSTEMS & CONVEYANCE SYSTEMS: ALL SEDIMENT MUST BE REMOVED FROM PERMANENT STORMWATER MANAGEMENT SYSTEMS, CONVEYANCE SYSTEMS, AND DITCHES MUST BE STABILIZED WITH PERMAN



GRAPHIC SCALE

60 0 30 60 120

(IN FEET)

NOTE: TREES TO REMAIN SHALL BE PROTECTED FROM CONSTRUCTION ACTIVITY BY MEANS OF FENCING OR OTHER APPROVED METHOD.

TREES SAVED

12	Pine, red	13
13	Pine, red	13
14	Pine, red	9
15	Pine, red	9
16	Pine, red	8
17	Pine, red	10
18	Pine, red	12
19	Pine, red	12
20	Pine, red	11
21	Pine, red	11
22	Pine, red	10
23	Pine, red	10
24	Pine, red	16
25	Pine, red	14
26	Pine, red	13
27	Pine, red	12
28	Pine, red	14
29	Pine, red	15
30	Pine, red	15
31	Pine, red	13
32	Pine, red	16
33	Pine, red	12
34	Pine, red	6
35	Pine, red	15
36	Pine, red	18
37	Pine, red	18
38	Pine, red	16
39	Pine, red	16
40	Cedar, red	7
41	Pine, red	18
42	Pine, red	13
43	Pine, red	14
44	Pine, red	12
45	Pine, red	15
46	Pine, red	18
47	Pine, red	16
48	Pine, red	10
49	Pine, red	18
50	Pine, red	20
51	Pine, red	10
52	Pine, red	11
53	Pine, red	13
54	Pine, red	15
55	Pine, red	13
56	Pine, red	12
57	Pine, red	16
58	Pine, red	11
59	Pine, red	20
60	Pine, red	12
61	Pine, red	7
62	Pine, red	12
63	Pine, red	11
64	Pine, red	14
65	Pine, red	14
66	Pine, red	11
67	Pine, red	11
68	Pine, red	9
69	Pine, red	13
70	Pine, red	8
71	Pine, red	8
72	Pine, red	9
73	Pine, red	10
74	Pine, red	10
75	Pine, red	11
81	Pine, red	6
82	Pine, red	15
83	Pine, scotch	5
84	Pine, red	13
85	Pine, red	18
86	Pine, red	14
87	Pine, red	11
88	Pine, red	17
89	Pine, red	12
90	Pine, red	15
91	Pine, red	16
92	Pine, red	15
93	Pine, red	14
94	Pine, red	12
95	Pine, red	13
96	Pine, red	14
98	Pine, red	15
99	Pine, red	13
101	Pine, red	15
111	Pine, red	15
112	Pine, red	14
113	Pine, red	10
114	Pine, red	9
115	Pine, red	14
116	Pine, red	13
117	Pine, red	13
128	Pine, red	11
131	Pine, red	12
132	Pine, red	11
133	Pine, red	13
137	Pine, red	14
138	Cedar, red	7
140	Pine, red	11
141	Pine, red	12
142	Pine, red	11
143	Pine, red	11
144	Cedar, red	7
145	Pine, red	12
146	Pine, red	11
147	Pine, red	13
148	Pine, red	13
149	Pine, red	12
150	Pine, red	12
151	Pine, red	22
152	Pine, red	13
153	Pine, red	15
154	Pine, red	12
155	Pine, red	13
156	Pine, red	12
157	Pine, red	10
162	Pine, red	14
163	Pine, red	12
164	Pine, red	12
168	Pine, red	6
169	Cedar, red	7
171	Pine, red	13
172	Pine, red	11
173	Pine, red	10
174	Pine, red	8
175	Pine, red	10
176	Pine, red	13
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182	Cedar, red	8
184	Cedar, red	6
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190	Pine, red	12
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194	Pine, red	10
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196	Pine, red	14
197	Pine, red	12
198	Pine, red	13
199	Pine, red	7
200	Pine, red	12
201	Pine, red	7
202	Pine, red	14
203	Pine, red	15
204	Cedar, red	6
205	Pine, red	9
206	Pine, red	22
207	Pine, red	11
208	Pine, red	20
209	Pine, red	12
210	Pine, red	12
211	Pine, red	14
213	Pine, red	11
214	Pine, red	15
215	Pine, red	12
216	Pine, red	16
217	Pine, red	13
218	Pine, red	12
219	Pine, red	10
223	Pine, red	12
224	Pine, red	12
225	Pine, red	16
227	Pine, red	13
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231	Pine, red	12
232	Pine, red	11
233	Pine, red	11
235	Pine, red	14
236	Pine, red	11
237	Pine, red	11
238	Pine, red	10
239	Pine, red	12
240	Pine, red	9
241	Pine, red	12
243	Pine, red	8
245	Pine, red	7
261	Pine, red	9
262	Pine, red	11
263	Pine, red	13
264	Pine, red	11
265	Pine, red	15
266	Pine, red	11
267	Pine, red	12
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269	Pine, red	14
270	Cedar, red	6
271	Pine, red	16
272	Pine, red	14
273	Pine, red	10
274	Pine, red	12
275	Pine, red	10
276	Pine, red	15
277	Pine, red	11
278	Pine, red	11
279	Pine, red	9
280	Pine, red	8
281	Pine, red	14
282	Pine, red	12
283	Pine, red	10
284	Pine, red	14
289	Pine, red	12
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312	Pine, red	13
313	Pine, red	12
314	Pine, red	13
315	Pine, red	16
316	Pine, red	14
317	Pine, red	12
318	Pine, red	11
319	Pine, red	13
320	Pine, red	13
321	Pine, red	18
322	Pine, red	10
323	Pine, red	12
324	Pine, red	12
325	Pine, red	9
326	Pine, white	16
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328	Pine, red	8
329	Pine, red	9
330	Pine, red	9
331	Pine, red	12
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334	Pine, red	15
335	Pine, red	16
336	Pine, red	9
337	Pine, red	13
338	Pine, red	9
339	Pine, red	16
340	Pine, red	14
341	Pine, red	19
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343	Pine, red	13
344	Pine, red	14
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351	Pine, red	9
351	Pine, red	7
352	Oak, red	6
353	Oak, red	8
354	Oak, red	7
355	Oak, red	9
356	Oak, red	7
357	Oak, bur	23
358	Oak, red	10
359	Oak, red	22
360	Oak, red	5
361	Oak, red	23
362	Oak, red	14
363	Oak, red	13
364	Oak, red	4
365	Oak, red	25
366	Oak, bur	6
367	Oak, red	36
372	Oak, red	12
373	Oak, red	29
374	Oak, red	32
383	Pine, scotch	15
384	Oak, red	40
385	Oak, red	21
386	Oak, red	5
387	Oak, red	4
388	Oak, red	7
389	Oak, red	5
390	Oak, red	34
393	Oak, red	27
395	Oak, red	35
396	Oak, red	11
397	Oak, red	11
399	Oak, red	22
400	Oak, red	42
402	Oak, red	7
405	Oak, red	35
407	Oak, red	20
409	Oak, red	12
410	Oak, red	8
412	Oak, red	21
413	Oak, red	32
414	Oak, red	36
415	Oak, red	24
416	Oak, red	4
417	Oak, red	5
418	Oak, red	4
419	Oak, red	7
420	Oak, red	6
421	Oak, red	4
422	Oak, red	4
423	Oak, red	6
424	Oak, red	4
425	Oak, red	9
426	Oak, red	13
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429	Oak, red	36
430	Oak, red	27
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436	Oak, red	33
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440	Oak, red	9
441	Oak, red	15
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447	Oak, red	35
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452	Oak, red	5
453	Oak, red	5
454	Oak, red	5
455	Oak, red	7
456	Oak, red	40
457	Oak, red	7
458	Cedar, red	9
459	Oak, red	6
460	Oak, red	10
461	Oak, red	6
462	Oak, red	27
463	Oak, red	38
464	Oak, red	12
465	Oak, red	14
466	Oak, red	5
467	Oak, red	21
468	Oak, red	24
469	Oak, red	15
470	Oak, red	7
471	Oak, red	9
472	Oak, red	7
473	Oak, red	5
474	Oak, red	42
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476	Oak, red	24
477	Oak, red	35
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480	Pine, red	13
482	Pine, red	12
483	Pine, red	7
484	Pine, red	10
485	Pine, red	16
486	Pine, red	12
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495	Pine, red	15
496	Pine, red	15
497	Pine, red	10
498	Pine, red	9
499	Pine, red	8
500	Pine, red	8
501	Pine, red	10
502	Pine, red	9
503	Pine, red	9
504	Pine, red	8
505	Pine, red	15
506	Pine, red	11
507	Pine, red	10
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509	Pine, red	11
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511	Pine, red	12
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517	Pine, red	15
518	Pine, red	13
519	Pine, red	12
520	Pine, red	11
521	Pine, red	9
522	Pine, red	11
523	Pine, red	12
524	Pine, red	13
525	Pine, red	15
526	Pine, red	12
527	Pine, red	12
528	Pine, red	13
529	Pine, red	14
530	Pine, red	13
531	Pine, red	13
532	Pine, red	14
533	Pine, red	15
534	Pine, red	14
535	Pine, red	12
536	Pine, red	15
537	Pine, red	13
538	Pine, red	15
539	Pine, red	11
540	Pine, red	15
541	Pine, red	13
542	Pine, red	12
543	Pine, red	14
544	Pine, red	13
545	Pine, red	16
546	Pine, red	12
547	Pine, red	14
548	Pine, red	17
549	Pine, red	12
550	Pine, red	14
551	Pine, red	11
552	Pine, red	15
553	Cedar, red	6
554	Pine, red	12
555	Pine, red	9
556	Pine, red	9
559	Pine, red	9
560	Pine, red	10
574	Pine, red	11
575	Pine, red	13
576	Pine, red	11
579	Pine, red	10
580	Pine, red	9
581	Pine, red	7
582	Pine, red	12
583	Pine, red	13
584	Pine, red	13
585	Pine, red	10
586	Pine, red	10
587	Pine, red	8
588	Pine, red	9
589	Pine, red	12
590	Pine, red	9
591	Pine, red	9
592	Pine, red	8
593	Pine, red	9
594	Pine, red	6
595	Pine, red	10
596	Pine, red	8
597	Pine, red	11
598	Pine, red	18
599	Pine, red	12
600	Pine, red	16
605	Pine, red	13
606	Pine, red	14
607	Pine, red	13
608	Pine, red	11
609	Pine, red	11
610	Pine, red	13
611	Pine, red	11
612	Pine, red	12
613	Pine, red	10
614	Pine, red	8
615	Pine, red	9
616	Pine, red	11
617	Pine, red	11
618	Pine, red	11
619	Pine, red	12
621	Pine, red	11
622	Pine, red	10
623	Pine, red	12
624	Pine, red	9
625	Pine, red	12
626	Pine, red	11
627	Pine, red	9
628	Pine, red	11
629	Pine, red	11
630	Pine, red	11
631	Pine, red	11
632	Pine, red	12
633	Pine, red	8
634	Pine, red	13
635	Pine, red	9
636	Pine, red	15
637	Pine, red	12
638	Pine, red	13
645	Pine, red	16
646	Pine, red	13
651	Pine, red	11
652	Pine, red	15
653	Pine, red	13
654	Pine, red	11
655	Pine, red	11
656	Pine, red	10
657	Pine, red	10
658	Pine, red	10
659	Pine, red	10
660	Pine, red	9
661	Pine, red	11
662	Pine, red	12
663	Pine, red	13
664	Pine, red	15
665	Pine, red	13
666	Pine, red	11
667	Pine, red	12
668	Pine, red	10
669	Pine, red	9
670	Pine, red	12
671	Pine, red	16

BY
DATE
REVISIONS
RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

TREE PLAN

RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN	BR
DATE	2/2/17
SCALE	AS SHOWN
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

T1

TREES SAVED

672	Pine, red	15
675	Pine, red	11
677	Pine, red	17
678	Pine, red	12
679	Pine, red	12
680	Pine, red	11
682	Pine, red	10
683	Pine, red	12
684	Pine, red	8
685	Pine, red	13
689	Pine, red	12
690	Pine, red	12
691	Pine, red	14
692	Pine, red	13
693	Pine, red	13
694	Pine, red	15
695	Pine, red	12
696	Pine, red	14
697	Pine, red	14
698	Pine, red	16
699	Pine, red	12
700	Pine, red	17
701	Pine, red	10
702	Pine, red	16
703	Pine, red	14
704	Pine, red	13
705	Pine, red	8
706	Pine, red	12
707	Pine, red	12
708	Pine, red	10
709	Pine, red	9
710	Pine, red	10
711	Pine, red	16
712	Pine, red	12
713	Pine, red	10
714	Pine, red	13
715	Pine, red	9
716	Pine, red	9
717	Pine, red	11
718	Pine, red	14
719	Pine, red	11
720	Pine, red	13
721	Pine, red	13
722	Pine, red	7
723	Pine, red	12
724	Pine, red	12
725	Pine, red	11
726	Pine, red	13
727	Pine, red	14
728	Pine, red	14
729	Pine, red	13
730	Pine, red	11
731	Pine, red	14
732	Pine, red	8
733	Pine, red	10
734	Pine, red	12
735	Pine, red	15
736	Pine, red	17
737	Pine, red	11
738	Pine, red	15
739	Pine, red	9
740	Pine, red	6
741	Pine, red	12
742	Pine, red	15
743	Pine, red	16
744	Pine, red	13
745	Pine, red	11
746	Pine, red	10
747	Pine, red	20
748	Pine, red	17
749	Pine, red	16
750	Pine, red	14
751	Pine, red	15
752	Pine, red	20
753	Pine, red	12
754	Pine, red	8
755	Pine, red	9
756	Pine, red	12
757	Pine, red	11
758	Pine, red	10
759	Pine, red	12
760	Pine, red	13
761	Pine, red	16
762	Pine, red	15
763	Pine, red	11
764	Pine, red	11
765	Pine, red	10
766	Pine, red	13
767	Pine, red	12
768	Pine, red	9
769	Pine, red	9
770	Pine, red	12
771	Pine, red	10
772	Pine, red	10
773	Pine, red	11
774	Pine, red	13
775	Pine, red	19
776	Pine, red	15
777	Pine, red	14
778	Pine, red	14
779	Pine, red	18
780	Pine, red	23
781	Pine, red	12
782	Cedar, red	9
783	Pine, red	14
784	Pine, red	16
785	Pine, red	16
786	Pine, red	9
787	Pine, red	14
788	Pine, red	10
789	Pine, red	13
790	Pine, red	15
791	Pine, red	12
792	Pine, red	14
793	Pine, red	26
794	Cedar, red	7
795	Pine, red	17
796	Pine, red	18
797	Pine, red	12
798	Pine, red	20
799	Pine, red	11
800	Pine, red	16
801	Pine, red	17
802	Pine, red	14
803	Pine, red	14
804	Pine, red	14
805	Pine, red	13
806	Pine, red	15
807	Pine, red	10
808	Pine, red	12
809	Pine, red	8
810	Pine, red	10
811	Pine, red	15
812	Pine, red	13
813	Pine, red	14
814	Pine, red	11
815	Pine, red	11
816	Pine, red	10
817	Pine, red	13
818	Pine, red	12
819	Pine, red	15
820	Pine, red	16
821	Pine, red	14
822	Pine, red	19
823	Pine, red	16
824	Pine, red	19
825	Pine, red	14
826	Pine, red	19
827	Cedar, red	8
828	Pine, red	16
829	Pine, red	16
830	Pine, red	18
831	Pine, red	12
832	Pine, red	14
833	Pine, red	15
834	Pine, red	14
835	Pine, red	15
836	Pine, red	11
837	Pine, red	14
838	Pine, red	9
839	Pine, red	14
840	Pine, red	16
841	Pine, red	9
842	Pine, red	9
843	Pine, red	15
844	Pine, red	12
845	Pine, red	10
846	Pine, red	8
847	Pine, red	13
848	Pine, red	11
849	Pine, red	19
850	Pine, red	14
851	Pine, red	16
852	Pine, red	11
853	Pine, red	15
854	Pine, red	13
855	Pine, red	14
856	Pine, red	15
857	Pine, red	12
858	Pine, red	16
859	Pine, red	14
860	Cedar, red	6
861	Pine, red	12
862	Pine, red	13
863	Pine, red	15
864	Pine, red	11
865	Cedar, red	7
866	Pine, red	13
867	Pine, red	14
868	Pine, red	12
869	Pine, red	10
870	Pine, red	16
871	Pine, red	7
872	Pine, red	13
873	Pine, red	14
874	Pine, red	11
875	Pine, red	12
876	Pine, red	13
877	Pine, red	13
878	Pine, red	11
879	Pine, red	14
880	Pine, red	18
881	Pine, red	12
882	Pine, red	12
883	Pine, red	9
884	Pine, red	13
885	Oak, red	21
886	Oak, bur	16
887	Basswood	12
888	Aspen	13
889	Aspen	8
890	Aspen	13
891	Ash, green	23
892	Aspen	10
893	Oak, red	17
894	Aspen	9
895	Aspen	10
896	Aspen	8
897	Aspen	12
898	Aspen	10
899	Aspen	8
900	Aspen	13
901	Aspen	10
902	Aspen	9
903	Aspen	13
904	Aspen	8
905	Aspen	10
906	Aspen	14
907	Aspen	13
908	Oak, red	16
909	Aspen	9
910	Aspen	9
911	Aspen	11
912	Aspen	13
913	Cherry, black	16
914	Aspen	9
915	Aspen	18
916	Ash, green	14
917	Basswood	8
918	Basswood	8
919	Aspen	13
920	Aspen	10
921	Aspen	11
922	Aspen	9
923	Aspen	14
924	Aspen	12
925	Aspen	8
926	Aspen	8
927	Ash, green	9
928	Aspen	8
929	Aspen	9
930	Aspen	9
931	Aspen	10
932	Aspen	8
933	Oak, red	19
934	Aspen	9
935	Aspen	8
936	Aspen	9
937	Oak, red	8
938	Oak, red	12
939	Ash, green	12
940	Oak, red	8
941	Oak, bur	7
942	Oak, red	7
943	Oak, red	6
944	Oak, bur	6
945	Oak, bur	5
946	Oak, red	4
947	Oak, bur	5
948	Oak, red	7
949	Oak, red	7
950	Oak, red	7
951	Ash, green	13
952	Oak, red	14
953	Oak, red	12
954	Aspen	9
955	Oak, red	8
956	Aspen	9
957	Aspen	11
958	Aspen	8
959	Aspen	8
960	Aspen	12
961	Aspen	12
962	Oak, red	7
963	Aspen	14
964	Oak, red	25
965	Oak, bur	7
966	Oak, red	33
967	Oak, red	22
968	Oak, bur	15
969	Oak, red	12
970	Oak, red	22
971	Oak, red	24
972	Oak, red	18
973	Oak, red	17
974	Oak, red	50
975	Oak, red	15
976	Oak, bur	16
977	Oak, bur	7
978	Basswood	10
979	Oak, red	5
980	Oak, red	12
981	Oak, red	5
982	Oak, red	7
983	Oak, red	16
984	Oak, red	20
985	Oak, red	20
986	Oak, red	17
987	Oak, red	15
988	Oak, red	16
989	Oak, red	15
990	Oak, red	13
991	Oak, red	14
992	Oak, red	14
993	Oak, red	24
994	Oak, white	17
995	Basswood	8
996	Oak, red	28
997	Oak, red	40
998	Oak, red	6
999	Cedar, red	13
1000	Oak, red	10
1001	Oak, red	38
1002	Cedar, red	8
1003	Basswood	18
1004	Basswood	13
1005	Basswood	9
1006	Ash, green	10
1007	Oak, red	21
1008	Oak, red	14
1009	Ash, green	15
1010	Oak, red	9
1011	Oak, red	24
		10653

TREES REMOVED HOME CONST

76	Pine, red	12
77	Pine, red	14
78	Pine, red	14
79	Pine, red	12
80	Pine, red	13
97	Pine, red	21
107	Pine, red	15
108	Pine, red	18
109	Cedar, red	7
110	Pine, red	13
134	Pine, red	15
135	Pine, red	15
136	Pine, red	15
139	Pine, red	13
158	Pine, red	12
159	Pine, red	13
160	Pine, red	13
161	Pine, red	13
170	Pine, red	12
183	Pine, red	9
185	Pine, red	13
186	Pine, red	12
187	Pine, red	14
188	Pine, red	11
191	Pine, red	13
193	Pine, red	14
368	Oak, red	6
369	Oak, red	7
370	Oak, red	23
371	Oak, red	24
375	Oak, red	6
376	Oak, red	4
377	Oak, red	4
378	Oak, red	7
380	Oak, red	32
381	Oak, red	24
382	Oak, red	27
391	Oak, red	30
392	Oak, red	37
394	Oak, red	17
398	Oak, red	54
401	Oak, red	7
403	Oak, red	32
404	Oak, red	17
406	Oak, red	17
408	Oak, red	11
411	Oak, red	21
432	Oak, red	18
433	Oak, red	24
434	Oak, red	27
435	Oak, red	25
487	Pine, red	11
488	Pine, red	11
489	Pine, red	9
490	Pine, red	11
491	Pine, red	11
492	Pine, red	13
557	Pine, red	8
558	Pine, red	12
561	Pine, red	10
562	Pine, red	12
563	Pine, red	12
564	Pine, red	12
565	Pine, red	14
566	Pine, red	8
567	Pine, red	12
568	Pine, red	15
569	Pine, red	17
570	Pine, red	14
571	Pine, red	14
572	Pine, red	12
573	Pine, red	11
577	Pine, red	9
578	Pine, red	9
601	Pine, red	17
602	Pine, red	14
603	Pine, red	8
604	Pine, red	13
639	Pine, red	7
640	Pine, red	12
641	Pine, red	12
642	Pine, red	10
643	Pine, red	13
644	Pine, red	11
647	Pine, red	11
648	Pine, red	15
649	Pine, red	10
650	Pine, red	12
673	Pine, red	12
674	Pine, red	12
681	Pine, red	11
686	Pine, red	14
687	Pine, red	13
688	Pine, red	14
		1355

TREES REMOVED POND CONST

5	Pine, red	14
6	Pine, red	13
7	Pine, red	12
8	Pine, red	18
9	Pine, red	14
10	Pine, red	13
11	Pine, red	16
212	Pine, red	17
220	Pine, red	13
221	Pine, red	16
222	Pine, red	12
226	Pine, red	14
228	Pine, red	12
229	Pine, red	12
234	Pine, red	15
242	Pine, red	12
285	Pine, red	8
286	Pine, red	8
287	Pine, red	8
288	Pine, red	8
290	Pine, red	12
291	Pine, red	12
292	Pine, red	14
293	Pine, red	8
294	Pine, red	8
295	Pine, red	10
296	Pine, red	14
297	Pine, red	12
298	Pine, red	15
299	Pine, red	12
300	Pine, red	12
301	Pine, red	12
302	Pine, red	12
303	Pine, red	11
304	Pine, red	10
305	Pine, red	13
306	Pine, red	13
307	Pine, red	12
308	Pine, red	16
309	Pine, red	12
310	Pine, red	15
481	Pine, red	12
		522

TREES REMOVED ROAD CONST

1	Pine, red	10
2	Pine, red	17
3	Pine, red	14
4	Pine, red	12
102	Pine, red	18
103	Pine, red	13
104	Pine, red	13
105	Pine, red	16
106	Pine, red	14
116	Pine, red	13
118	Pine, red	12
119	Pine, red	13
120	Pine, red	12
121	Pine, red	10
122	Pine, red	12
123	Pine, red	13
124	Pine, red	11
125	Pine, red	15
126	Pine, red	19
127	Pine, scotch	11
129	Pine, red	8
130	Pine, red	9
165	Pine, red	12
166	Pine, red	11
167	Cedar, red	6
178	Pine, red	13
179	Pine, red	21
180	Pine, red	11
244	Pine, red	11
246	Pine, red	10
247	Pine, red	12
248	Pine, red	13
249	Pine, red	14
250	Pine, red	12
251	Pine, red	12
252	Pine, red	10
253	Pine, red	12
254	Pine, red	8
255	Pine, red	14
256	Pine, red	10
257	Pine, red	12
258	Pine, red	12
259	Pine, red	12
260	Pine, red	13
478	Pine, red	12
		558

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

DATE | REVISIONS | BY

RECORD DRAWING

COVENANT MEADOWS

TREE PLAN

RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 2/2/17 REG. NO. 24519

BRENT ROSHELL

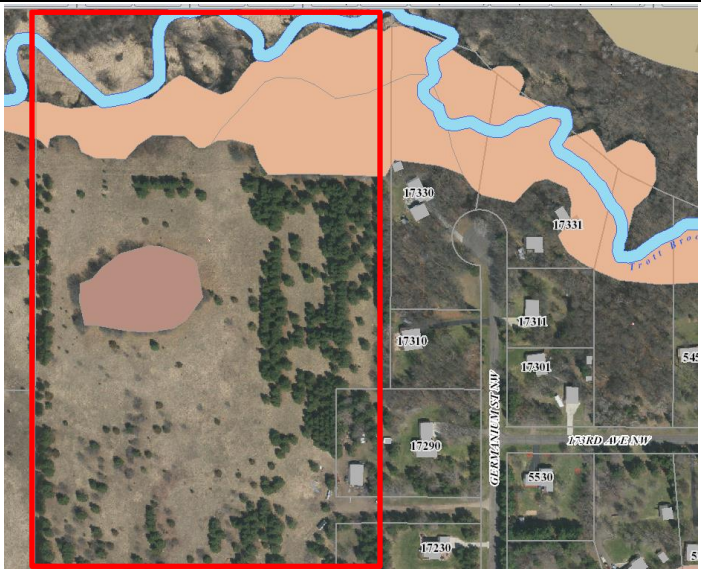
DRAWN	BR
DATE	2/2/17
SCALE	AS SHOWN
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

T2

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	FEBRUARY 24, 2017	**PROJECT ADDRESS**	TBD
PROJECT. TITLE	COVENANT MEADOWS: PRELIMINARY PLAT AND REZONING		
ESCROW #	115528		
DEPARTMENT:	Community Development: Planning Division		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant Planner Phone: 763-433-4302 Email: EMaass@wsbeng.com		

Preliminary Plat Review



We offer the following comments regarding the Preliminary Plat submittal for Covenant Meadows as it relates to the City's Zoning Code. Preliminary Plat submittal consists of nine (9) sheets. LHB prepared 1 sheet and Roshell Engineering, LLC prepared the remaining 8 sheets. All of the plan sheets are dated February 2, 2017. The proposal includes a request a Zoning Amendment and a Preliminary Plat.

Staff provides the following comments that require revision:

Preliminary Plat Sheet

1. Trail easement between lots 5 and 6 of Block 1 will need to be shown.
2. Note indicating "Temporary Cul De Sac" at the termination of 172nd Lane NW will need to be revised to read "Full Cul De Sac". Associated line work with the cul-de-sac will need to be revised in conjunction with the note change.
3. Indicate location of soil borings completed for each proposed lot. Adjust indicated primary and secondary septic locations in connection with location of actual soil borings. Note that on Lot 8 Block 1 the indicated primary and secondary septic areas are located in the center of the property. This is not acceptable and will need to be relocated to allow for the siting of the building pad.
4. Indicate total development acreage, acreage within proposed right-of-way, and proposed density of the development.
5. Add lot width to each lot at the front yard setback line.
6. Add the length of each segment of cul-de-sac.

General Comment Requiring Revision

1. The plan should delineate the boundaries of the shoreland district tiers as well as the structure setback and bluff impact zones outlined in City Code Section 117-225 titled Shoreland Overlay District Development Standards. The identification and delineation of those zones will allow Staff to verify conditions of the shoreland management district are in fact met. This information will need to be shown on a separate sheet. The City has an example exhibit that it can provide.

Staff provides the following comments for general review of applications:

General. The Preliminary Plat proposes re-platting Outlot A, MeadowBrook, Anoka County, Minnesota, into twelve (12) single family residential lots. The twelve (12) new lots would be accessed by a one of two roadway extensions off of Germanium Street NW through the building of 172nd Lane NW and Iodine St NW. The Applicant has requested a rezoning from R-1 Rural Developing to Planned Unit Development (PUD). In exchange for allowing smaller lot sizes than what would generally be permitted, the proposed public benefit of this project is approximately fifteen (15) acres of the Subject Property being deeded to the City. The fifteen (15) acres would straddle both sides of the Trott Brook trail and the steep slopes located on the property.

Lot Sizes. The minimum lot size in the R-1 Rural Developing District is 2.5 acres with a minimum lot width of 200 feet, measured at the building setback line. Through a Planned Unit Development (PUD) the Applicant is permitted to deviate from those lot requirements due to the presence of a public benefit. The Applicant is proposing lots which range in size from 1.00 acres to 2.92 acres in size.

Setbacks and Dimensional Standards.

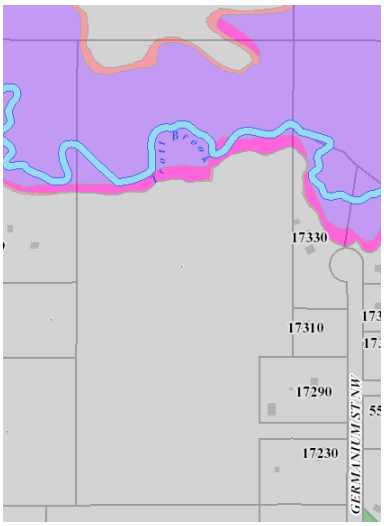
R-1 Rural Developing Base Zoning / Proposed PUD Dimensions	
Required	**Proposed**
Front yard: 40 feet	40 feet
Side yard: 10 feet	10 feet
Rear yard: 10 feet	10 feet
Minimum lot width*: 200 feet	Minimum lot width*: 80 feet
Lot depth**: 100 feet with a minimum width of 60 feet	Satisfactory

**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.*

The Applicant is not seeking any deviation from the R-1 Rural Developing bulk lot standards accept for lot size.

Density. The proposed density is 0.58 units per acre. This density increase from the normally allowed 1 unit per 2.5 acres is permitted through the Planned Unit Development (PUD) zoning.

DNR Review. Metro Area Hydrologist Kate Drewry review the proposed development and indicated that the plan appeared to meet the open space requirement with 50% of the area along the Creek and the steep slopes proposed for dedication to the City and the smaller lots located in the tiers furthest from the Creek. They indicated that the plan should delineate the boundaries of the shoreland district tiers as well as the structure setback and bluff impact zones.



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 (purple shading).

As proposed, the lots are laid out in such a fashion that each of the home sites is located in the upland area of the property.

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.

Landscaping. A tech report regarding landscaping requirements including Tree Preservation requirements was produced and presented to the City's Environmental Policy Board (EPB). Alterations to the plan set are provided in that report.

The Environmental Policy Board (EPB) recommended approval of the landscape and tree preservation plans with revisions as noted in the landscaping tech report.

Streets and Access. The Preliminary Plat indicates that 172nd Lane NW will be a new road and will connect to an existing road, Germanium St NW. A second proposed roadway, Iodine St NW will connect to the proposed 172nd Lane NW. Cul-de-sac length is limited to a maximum of 600 feet; the proposed length of the cul-de-sac is in excess of that limit. The Applicant is showing a complete cul-de-sac at the termination of 172nd Lane NW; however, the platted right-of-way for 172nd Lane NW does extend to the edge of the plat which would allow for 172nd Lane NW to be extended in the future eventually eliminating its status as a cul-de-sac. Exceeding the allowed length of a cul-de-sac is being requested as a deviation to the City's Code in connection with the Applicants Planned Unit Development (PUD) application.

Trails. The Applicant has indicated the intention to include a trail easement between Lots 5 and 6 of Block 1 that would provide the area necessary to eventually construct a trail that would connect to an extension of the Trott Brook Trail at which time the Trott Brook Trail was constructed in this area. After further review and discussion with our review team, it was determined that an eight (8) foot wide bituminous trail should be constructed as a Stage I Improvement provide access now to the land being deeded to the City. That cost can be credited toward the Trail Development Fees that would be due on the plat. It will be required that that proposed trail connection to the road be ADA compliant.

Grading and Drainage Plans. Please see Engineering Comments with regard to grading and drainage.

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: An executed Development Agreement will be required prior to releasing the plat for recording.

ReZoning Application Review

As proposed Covenant Meadows would result in the creation of twelve (12) new single family lots.

The Applicant has proposed rezoning the property from R-1 (Rural Developing) to PUD (Planned Unit Development). The Planned Unit Development (PUD) zoning designation would allow for the Applicant to exceed the normal 1 unit per 2.5 acres in exchange for providing approximately 15 acres of high quality natural land surrounding the Trott Brook Trail. The proposed lots would range between 1.00 acres and 2.92 acres in size with an overall development density of 0.58 units per one acre in comparison to the usual 1 unit per 2.5 acres.

Staff is supportive of the proposed rezoning due to the high quality natural land proposed to be deeded to the City as a result of this project and would provide local residents with access to open space upon the a trail eventually being completed down to the Trott Brook.

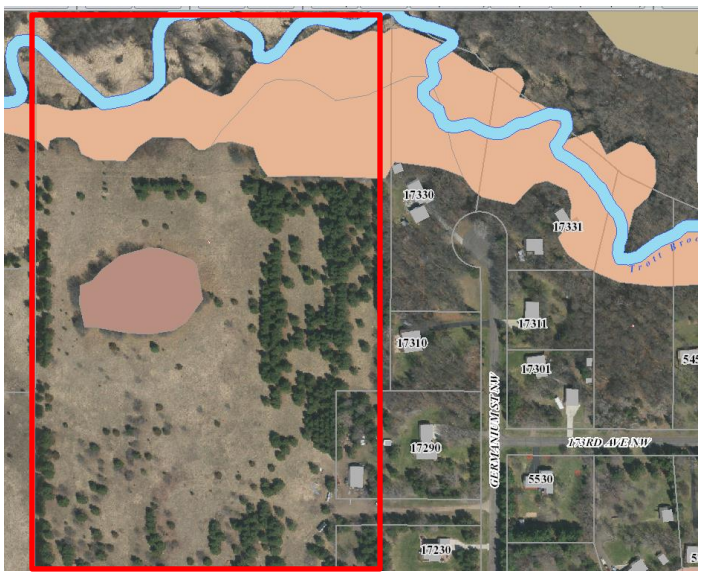
Standard	Required	Proposed
Lot Size	2.5 acres	1.00 + acres
Lot Width	200 feet	100 + feet
Front Setback	40 feet	40 feet
Rear Setback	40 feet	40 feet
Side Setback	10 feet	10 feet
Side Corner Setback	40 feet	40 feet
Cul-de-Sac Length	600 feet	1000 +/- feet

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	FEBRUARY 24, 2017	**PROJECT ADDRESS**	TBD
PROJECT. TITLE	COVENANT MEADOWS		
ESCROW #	115528		
DEPARTMENT:	Community Development: Planning Division (Landscape Plan & Environmental Resources)		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: canderson@cityoframsey.com		

We offer the following comments regarding the Tree Inventory and Protection Plan and the Landscape Plan, both prepared by Roshell Engineering, LLC and dated February 2, 2017:

The City's Natural Resources Inventory (NRI) identifies some moderate quality forest floodplain and oak woodlands adjacent to Trott Brook and a high quality oak woodland in the north central portion of the site. Most, if not all of the moderate quality areas are within the proposed Outlot A, which is to be deeded to the City as part of the Planned Unit Development (PUD). Per the Tree Inventory and Preservation Plan, it appears that much of the high quality oak woodland will also be preserved through the development process.



As part of this proposed project, almost sixteen (16) acres of land, straddling Trott Brook, would be deeded to the City. The City would like to work with the Developer to ensure that there is a trail corridor reserved along the common lot line of either Lots 4 and 5 or Lots 5 & 6 for future access to the Trott Brook trail.

The Landscape Plan is acceptable.

The Tree Plan indicates that fifteen percent (15%) of the existing significant trees will be removed, excluding those removed for ponding purposes, which is below the allowable threshold of thirty percent (30%). Due to the presence of larger stands of oak trees, tree clearing activities shall occur prior to April 15 or after July 15 to minimize the potential introduction of Oak Wilt to the site. This note must be added to both the Grading, Plan and the Tree Plan. Additionally, please

consult with the Certified Arborist that prepared the Tree Preservation Plan to prepare a plan that identifies the precautionary steps to be taken on site to protect oak trees from Oak Wilt. This should be included with the submittal of the Final Plat.

Required Sheet Revisions

Sheet G1 (Preliminary Grading Plan)
- Revise to show tree preservation fence.
- Tree preservation fence must be installed and then approved by City prior to any clearing work.
- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.

Sheet L1 (Tree/Landscape Plan)
- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.
- Revise to show tree preservation fence.

Sheet T1 (Tree Plan)
- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.
- Revise to show tree preservation fence.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	FEBRUARY 22, 2017	**PROJECT ADDRESS**	WEST OF GERMANIUM STREET, NORTH OF 172ND LANE (NEW)
PROJECT. TITLE	COVENANT MEADOWS		
ESCROW #	115528		
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 Preliminary Plat Exhibits for Covenant Meadows. The submittal consists of 9 sheets. LHB prepared 1 sheet and Roshell Engineering, LLC prepared the remaining 8 sheets. All of the plan sheets are dated February 2, 2017.

General comments:

1. A cover sheet must be added to the plan set with a location map, sheet index and general project information.
2. A partial legend is shown on all sheets. All symbols used on that sheet must be added to the legend for the sheet. The symbols must be the same size in plan view and in the legend.
3. Ramsey City Details are not included in the set and must be added.
4. Class 5 shall meet the Ramsey modified gradation. This gradation must be included in the details.
5. Plan readability – Proposed grading lines and symbols must be the most prominent items on the grading sheets. Proposed storm sewer lines and symbols and pavement edges must be the most prominent on the street and storm sewer sheets. All other lines on the sheet must be screened so the lines and symbols for proposed features standout. 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.
7. This project will require a stormwater permit from the Lower Rum River Watershed Management Organization (LRRWMO).
8. The LRRWMO requirements are presented at the end of this memo.
9. 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.

10. Move the typical street section to one of the Street/ Storm Sheets.
11. 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.

Sheet Specific Comments:

Preliminary Plat:

1. All line types and symbols on sheet must be added to the legend.

G1:

1. All line types and symbols used on the sheet must be added to the legend.
2. Must demonstrate positive drainage away from rear of all houses. Label existing contours in back yards, add spot elevations as needed to show that runoff flows away from walkout/ lookout area.
3. Identify rectangular boxes on lots 1 & 2, Block 1 that touch houses.
4. The edge of pavement should be a lighter pen weight so that the grading is most prominent.
5. Soil classification information is required for the proposed drainfield areas.
6. Infiltration areas shall be excavated to final grade and vegetated after upland areas have permanent cover and are stabilized. Add a note to the plan: The secondary silt fence must remain in place until the infiltration basin vegetation is established.
7. The easement on lot 3, block 1 must be wide enough to allow maintenance vehicles to reach the pond without disturbing the bottom of the swale or driving on the steep side slope.
8. Identify or remove the black symbols along 172nd Lane adjacent to the existing lots.
9. The scale of the sheet must be changed so that spot elevations in the proposed ditches can be added.
10. Tree protection fencing must be shown on this sheet. It must be installed by hand prior to installing silt fence.
11. The potential flow route from each

C1, C2:

1. All line types and symbols on sheet must be added to the legend.
2. The pad grading information must only be shown on the grading plan.
3. Verify slope of all culverts in profile view.

SW1, SW2:

1. An area map must be added to the set.
2. A table listing erosion control measures to be installed and quantities of each item must be added to the sheet.

L1, T1, T2:

1. Trees to be removed must be clearly identified on the plan and in the tables. Add a column to the tables identifying trees to be removed.
2. Tree protection fencing must be shown on the plan and installed as noted above.

Detail Sheets:

1. Detail sheets must be added to the plan set.

Stormwater Calculations

A stormwater summary report was provided. The report states the 100 year storm is retained in the pond. The LRRWMO rules require sizing the basins for back to back 100 year storms if there is no outlet. The ponds will need to be enlarged.

The LRRWMO requires volume reduction (infiltration) on all projects. The LRRWMO rules require that infiltration basins empty completely within 48 hours after a 1" rainfall. The report must be revised to include the 1 inch, 2 year, 10 year, 100 year and 100 year back to back rain events. The HydroCAD report needs the Project Name and the Company Name on the page headers. These reports become part of the City's permanent stormwater records.

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 must be evaluated with the MIDS calculator. The stormwater report must include the infiltration summary for each pond.

Draft boring logs were included with the stormwater report. A location map for the borings was not included.

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 LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	2/24/17	**PROJECT ADDRESS**	
PROJECT. TITLE	Covenant Meadows		
ESCROW #			
DEPARTMENT:	Fire Dept.		
TECHNICAL REVIEWER:	Name: Carey Schiferli Phone: 763-433-9832 Email: cschiferli@ci.ramsey.mn.us		

General: No issues with the development itself. The primary concern is that there is no other entrance/exit from this neighborhood. At this time, the only entrance/exit to this entire neighborhood (existing and proposed) is 169th Ave NW. This creates potential for several issues. First, if there were a structure fire in this area, we would have to transport water in tanker trucks and the maneuverability would be tough. Second, if we had a tree come down, it could block the only access for emergency responders.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	2.24.17	**PROJECT ADDRESS**	OUTLOT A, MEADOWBROOK
PROJECT. TITLE	COVENANT MEADOWS PRELIMINARY PLAT		
ESCROW #			
DEPARTMENT:	Police Department		
TECHNICAL REVIEWER:	Name: Tim Frankfurth Phone: 763-433-9846 Email: tfrankfurth@ci.ramsey.mn.us		

Public Safety Review of Proposed Development:
The Police Department has no issues with the development itself; however, some concern was raised with regard to access to the development as the area is already a one in/one out accessed neighborhood. That access point is around Rum River Hills golf course from Highway 47.

The Covenant Meadows preliminary plat is proposing twelve (12) lots for this development and while it would add additional people to an emergency response scenario, public safety does not view the proposed development as an additional risk over and above the risk already present due to the singular access point from Highway 47 for the entire neighborhood. The proposed development provides for a westward roadway that may eventually lead to a connection back out to Highway 47 that would provide a second access point and lessen the risk in relation to an emergency response due to the secondary access point. It remains to be seen if MnDOT would be supportive of such a connection that would result in another access onto Highway 47.

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 R-1 Residential (Rural Developing) to PUD (Planned Unit Development).

Outlot A, MEADOWBROOK, Anoka County, Minnesota

(the "Subject Property")

The following table outlines what deviations are permitted through this rezoning:

Standard	Required	Proposed
Lot Size	2.5 acres	1.00 + acres
Lot Width	200 feet	100 + feet
Front Setback	40 feet	40 feet
Rear Setback	40 feet	40 feet
Side Setback	10 feet	10 feet
Side Corner Setback	40 feet	40 feet
Cul-de-Sac Length	600 feet	1000 +/- feet

SECTION 2. 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 3. 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 # 17-02-053

RESOLUTION GRANTING PRELIMINARY PLAT APPROVAL OF COVENANT MEADOWS

WHEREAS, Brookview Estates, LLC, hereafter referred to as "Developer", properly applied for Preliminary Plat approval of the following described property located in the City of Ramsey:

Outlot A, MEADOWBROOK, Anoka County, Minnesota

(the 'Subject Property');

WHEREAS, the City of Ramsey received a sketch plan for Brookview Estates from Brookview Estates, LLC on December 1, 2016; and

WHEREAS, the Planning Commission reviewed the sketch plan on January 5, 2017; and;

WHEREAS, the Developer changed the name of the proposed subdivision from Brookview Estates to Covenant Meadows due to a plat titled Brookview Estates already existing within Anoka County; and

WHEREAS, on March 2, 2017, 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 February 22nd, 2017; and

WHEREAS, the Ramsey Parks Commission considered the preliminary plat on March 9, 2017; and

WHEREAS, on March 14, 2017, the City Council reviewed the preliminary plat.

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

1) That the Ramsey City Council hereby grants preliminary plat approval of Brookview Estates in accordance with relevant City Codes, subject to the following conditions:

    a) Compliance with the Staff Review Letter dated February 24, 2017.
    b) The Developer entering into a Development Agreement with the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 14th day of March, 2017

_____
Mayor

ATTEST:

_____
City Clerk

MINNESOTA ENVIRONMENTAL QUALITY BOARD

EQB

A Citizen's Guide: Community Decision-Making Basics

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Community development procedures 3

Who is involved 3

Becoming more involved 5

This information is provided as a resource and it is important to know that the Environmental Quality Board (EQB) has no jurisdiction over local government planning and community development. The primary role of the EQB is to advise organizations on the proper procedures for environmental review and to monitor the effectiveness of the process in general. It is encouraged to contact the EQB on matters related to environmental review.

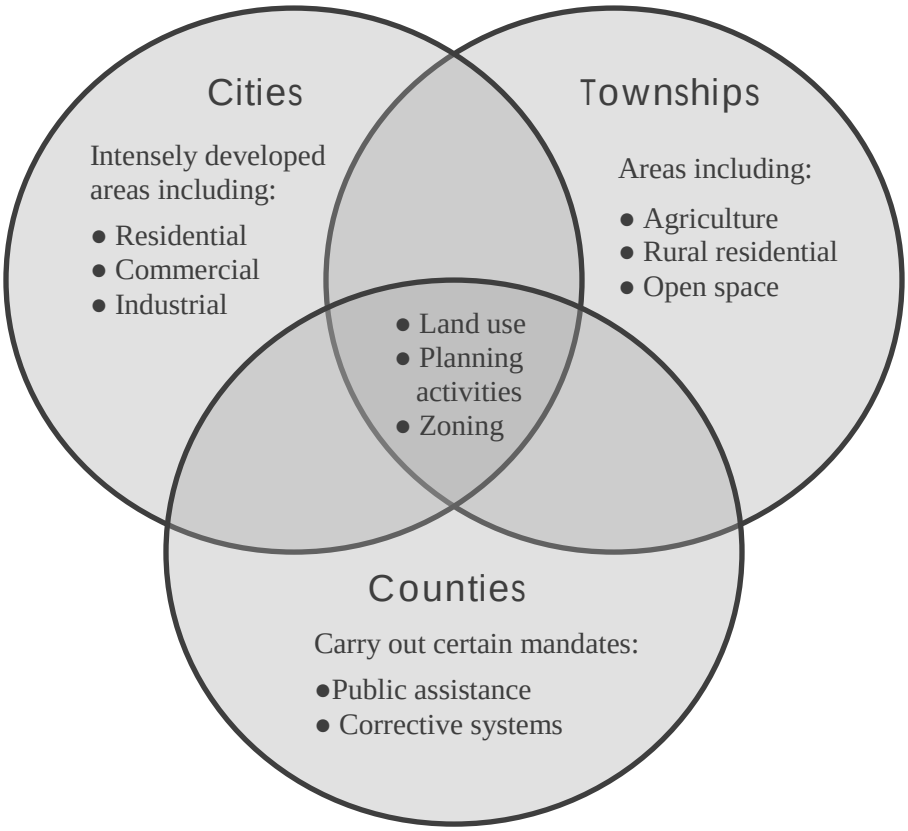
Overview

The term "Local government" applies to:

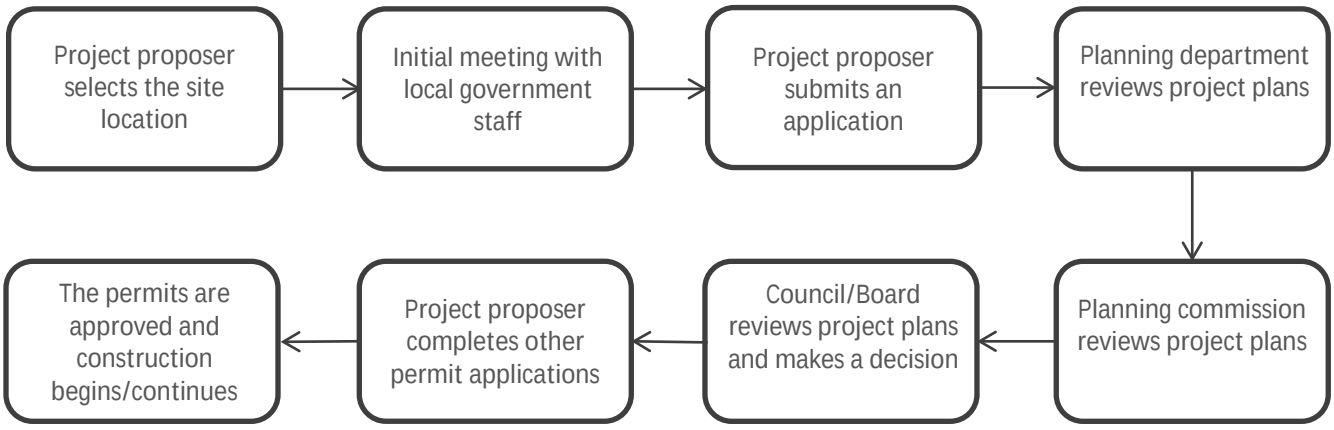
- Counties
- Towns (townships)
- Cities
- Hospital districts
- Regional development commissions
- School districts
- The Metropolitan Council
- Soil and water conservation districts

While local governments have a great deal of authority to oversee activities that take place under their jurisdiction, they are also subject to the laws, permits and rules of the state and federal government. Cities, townships, counties and certain joint power organizations can be named the responsible governmental unit (RGU) for a project to carry out environmental review. Other forms of local government, such as school districts, cannot be the RGU.

The diagram below shows some of the services/locations the three types of local government provide for:



Below is an example of the typical community development process works. It is designed to provide you with a background on a typical community planning process; it is not meant as an authoritative guide:



Community development procedures

Environmental review must be completed before any project approvals can be given or permits issued. If a project is large enough to require mandatory environmental review then local government planning staff will inform the developer of these requirements during the initial staff meeting. If a citizen petition is filed and the project has proceeded through some of the community's approval steps, the approval process is suspended until all requirements of the environmental review program have been met. In many local governments the environmental review decisions are made by the organizations governing authority, such as the council or board.

Who is involved

The following list provides a brief description of common local government positions, however it is recommended that individuals contact their local government or review its website to learn more about its normal staffing and operating procedures.

Local government position	Description
Council/Board members	· Council= city council · Board= township or county board · Generally made up by 5-7 members elected by local residents · Responsibilities vary between each entity, but generally they: § Pass ordinances § Set administrative policy § Vote on major proposals and activities § Order an EAW § Deny a petition § Require an EIS

Clerk	· More densely populated areas often have one or more clerks · In most governments the clerk is the first administrative officer · Generally clerks will: § Maintain official documents, resolutions, ordinances and records § File documents with proper officials/offices § Answer questions from the public regarding ordinance/official actions § Administer licenses and permits § Coordinate council/board meeting agendas, packets and meeting minutes § Interact with citizens filing for petitions § Obtain/file/forward submitted comments for EAW, EIS, etc. to appropriate staff person for a response
Attorney	· Either full-time staff or hired as a consultant on an as-needed basis · Generally attorneys will: § Provide legal guidance § Draft/review contracts, ordinance resolutions and other legal documents § Represents local government in judicial and administrative matters
Zoning administrator	· Either full-time staff or hired as a consultant · Generally Zoning administrators will: § Review/process requests for zoning changes, conditional use permits, variances and subdivision applications § Analyze project proposals § Prepare reports for the planning commission or local government council/board § Oversee and coordinate the environmental review process
Planning commission	· Serves as a preliminary step in the review of zoning and development proposals · Generally planning commissions will: § Provide recommendations to the council/board on all proposed developments, annexations, zoning changes, special uses and variances § Investigate new development proposals and provide insight to the council/board
Engineer	· More densely populated areas often have one or more Engineers · Either full-time staff or hired as a consultant · Generally Engineers will: § Help with many aspects of planning and project design/inspections. Including: water mains, water distribution systems, storm/sanitary sewers, pumping stations and related water and sewer facilities § Review environmental review documents and project proposals to ensure that the projects are designed appropriately for the current infrastructure capabilities of the community.

Becoming involved

This list of provides some ways to become involved with your local government:

- Start regularly attending local government council/board meetings and planning commission meetings.
- Find out if communities have a regular newsletter or e-mail distribution list, or if they have a bulletin board on their website that is updated on a regular basis
- Join local committees or citizen groups in order to advocate more effectively (i.e. Becoming a member of your local park board or planning commission or council/board)

The best time to have input and discussion in a community's land use decisions is when a comprehensive plan is being prepared or updated or when new ordinances are being considered for approval. Before a project proposal is presented and environmental review documents are prepared, the stage is often already set for how a community will grow and develop. Through regular, cooperative work with local government officials it is possible to be able to design procedures and ordinances that can accomplish more for a community's environmental protection than the information/analysis that is a part of the environmental review process.

About the EQB

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Addition information

Contact the Minnesota Environmental Quality Board at:

Environmental Review Program
520 Lafayette Road North
Saint Paul, MN 55155
(651) 757-2873
Website: www.eqb.state.mn.us
E-mail: Env.Review@state.mn.us

This document is available in PDF format on the Environmental Quality Board's website:
https://www.eqb.state.mn.us/EnvironmentalReview

A Citizen's Guide: Commenting on Environmental Review Projects

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It is simple and valuable for citizens to comment on proposed projects in their community. Comments can provide the Responsible Governmental Unit (RGU) with missing/inaccurate information on the proposal and /or provide input on possible solutions or alternatives that would reduce environmental impacts. The purpose of commenting on an environmental review project is not to cease the project, but to improve it.

Commenting can:

- Help state and local government make informed decisions that may reduce the potential for serious unintended environmental impacts.
- Provide information to the RGU that might not be available through other sources.
- Ensure that the RGU is addressing specific concerns raised by citizens.
- Give a project proposer and the RGU a better understanding of the public perception and concerns about the project.
- Lead to voluntary/required modifications, permit conditions or agreements.
- May encourage RGUs and project sponsors to consider environmental impacts and citizen concerns earlier in the projects' planning process.
- Ultimately result in better projects.

Overview

During the environmental review process, EAWs, EISs and AUARs require one or more mandatory comment periods that allows the public and other entities to review and submit comments on a project proposal.

Below is an example of how the commenting process works:

Finding comment periods

The most reliable method for finding out about an environmental review public comment period is reading a notice in the EQB Monitor. The EQB Monitor is published every other Monday and is available on the EQBs' website at: https://www.eqb.state.mn.us/eqb-monitor

Some other ways to find out about a project include:

- Notice on the property
- Press release in a local newspaper
- On the RGU's website
- Receiving a notice from a public interest group following the project
- Notifying public or private groups that have an interest in the proposal

Helpful tip:

Anyone who wants to receive a document has a legal right to do so if they submit a written request to the RGU. However, the RGU may require a reasonable fee for making copies of publicly available documents.

Length of comment periods

Environmental review requires a mandatory period of time during which RGUs can receive public comments. When an EAW, EIS or AUAR is available for comments the dates of the comment period will be listed in the EQB Monitor,

which is available on the EQB's website: https://www.eqb.state.mn.us/eqb-monitor. Make sure to file comments with the RGU before the comment period closes. The RGU can legally disregard untimely comments.

The table below outlines the different commenting periods for each method of environmental review:

Type of Environmental Review	Description	Comment Period	Calendar/Business Days
EAW	Provides a brief analysis and overview of the possible environmental impacts of a project.	30 Days	Actual calendar days
Draft AUAR	Helps prepare for the Final AUAR and required mitigation plan.	30 Days	Actual calendar days
Final AUAR and required mitigation plan	A planning tool used to understand how different development scenarios would affect the environment of the community.	10 Days	Business/working days
Scoping EAW (for an EIS)	A document similar to an EAW, but is used to outline the issues that will be addressed in an EIS.	30 Days	Actual calendar days
Draft EIS	An in-depth environmental analysis that frequently takes more than one year to complete and includes a mandatory public meeting.	≥ 25 Days	Business/working days
Final EIS	Although there is a 10-day public comment period for a Final EIS, no response to comments by the RGU is required.	10 Days	Business/working days

Accepted comments

The RGU is required to evaluate and respond to substantive comments. Substantive comments address the content or issue raised in the EAW, AUAR or EIS. For example, "The project developer is a jerk," or, "I am against this project," would not be considered substantive. Public comments are particularly valuable and helpful the RGU when they:

- List any inaccuracies in the EAW, EIS, AUAR or other accompanying documents.
- Show potential environmental impacts that haven't been identified by the proposer or the RGU.
- Show that certain environmental impacts have been identified, but haven't been adequately addressed.
- Suggest possible mitigation measures that should be added to the proposal

Clearly written comments are more useful to RGUs and are more likely to get some kind of action. For example, "I'm concerned about water quality," may express your concerns, but, "My 50 foot-deep drinking water well is within a quarter mile of the proposed gravel mine," will draw the RGUs' attention much better. Similarly, "I don't want a landfill in my neighborhood," may be a legitimate concern, but the RGU could actually be in violation of state law if it denied the landfill permit for that reason alone. It would be better to identify other potential impacts by saying something like, "The additional traffic from this project creates public safety and air quality issues. There is a public school and two day-care centers along the proposed haul road to the new landfill".

Writing a comment letter

The goal of commenting is to communicate concerns about the potential environmental effects of the project. If the comment fails to be both understandable and believable, then the effort put into that comment will be wasted. The following tips will help effectively communicate a comment to the RGU.

- **Be clear, concise and organized-** Decide what information needs to be said before you begin. Developing an outline helps put comments into a logical order.
- **Be specific-** *Saying that you are against a project will not have as much of an effect as saying why you are against it.* Try to give as much support as possible for each comment. Include as much factual information as possible. Refer to the page number or question number in your comment letter when responding to specific items addressed in the environmental review document.
- **Identify Possible Solutions-** Suggest possible solutions that the project proposer could implement to alleviate concerns about the project. It is okay to ask for analysis of different project configurations. Suggestions on reasonable alternatives and mitigation measures can improve a project.
- **Include your return address -** If submitting comments by e-mail make sure to include your home mailing address as well.

Commenting at public meetings

On occasion the RGU may hold a public meeting on a project, which will provide an opportunity to gather information and listen to comments. Public meetings are usually informal, so an exact record of public comments may not always be documented. You should bring a couple pieces of paper to write down concerns and questions, and then give your written comments to the RGU staff. Preparing written comments ahead of time or writing concerns on a comment card, if provided, and submitting it to the RGU staff is recommended. Submitting your comments in writing provides assurance that concerns and question are accurately recorded.

Submitting comments

Comments for the project must go to the RGU not the EQB, by letter or e-mail. To ensure that comments are properly received and addressed, always send letters to the contact listed in the notice of the EQB Monitor. Make sure to submit the original letter to the main RGU contact, if others would like to see the letter make photocopies for them. RGUs do not appreciate e-mail "spamming". The RGU is required to evaluate the merit of the issues being considered and 100 copies of the same e-mail will not contribute any additional information.

RGU responses to comments

According to environmental review rules, RGUs are required to provide a written response to all timely and substantive comments and distribute their responses to agencies on the EQB's distribution list. RGUs are also required to send a copy of their response to anyone who submitted comments during the public comment period and to anyone who requests, in writing, a copy of the RGU response. While RGUs usually do not respond to each commenter with an individual letter, they usually compile all of the timely and substantive comments received and the RGUs' responses to these comments into a single document. The RGU will then use public comments to determine if the proposer needs to make changes to the project or if the RGU needs to collect additional information about the likelihood for significant environmental effects.

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CC Regular Session **7. 2.**

Meeting Date: 03/14/2017

By: Tim Gladhill, Community Development

Information

Title:

Authorize Ad-Hoc Subcommittee of the Planning Commission to Update Housing Plans

Purpose/Background:

The purpose of this case is to authorize the Planning Commission to re-establish an Ad-Hoc Subcommittee to update various Housing Plans for the City. This structure was used to create the City's Housing Assistance Policy.

A Housing Plan is a required component of the 2040 Comprehensive Plan Update.

Notification:

Notification is not required.

Observations/Alternatives:

The Planning Commission has been integral in establishing housing policies and plans for the community. The City does not have a Housing Committee or Housing and Redevelopment Authority to focus on housing issues and policy. The Planning Commission has served in this role in the past. In 2014, an ad-hoc sub-committee of the Planning Commission was established specifically to create a Housing Assistance Policy.

Both the Housing Plan and Housing Assistance Policy are in need of update for a variety of reasons. Most notably, Staff believes there is a more effective way to retain the structure of both documents and coordinate with the City's Business Subsidy Policies, also in need of update. The EDA will be taking a proactive role in the update of the Comprehensive Plan Update - Economic Development Plan and updates to the City's Business Subsidy Policies. The EDA will also have a key role in the financial component of the City's housing plans. In essence, this board will be an equal partner with the Planning Commission in updating the City's Housing Plans.

Funding Source:

Updates to the Housing Plans are being handled as part of normal Staff duties.

Recommendation:

Staff recommends that the City Council authorize the Planning Commission to re-establish the Ad-Hoc Housing Committee to update the City's Housing Plan.

Action:

Motion to authorize the Planning Commission to re-establish the Ad-Hoc Housing Committee to update the City's Housing Plan.

Attachments

2030 Comprehensive Plan Housing Plan

Housing Assistance Policy

Planning Commission Work Plan

Comprehensive Plan Update Schedule

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	03/08/2017 02:17 PM
Patrick Brama	Jo Thieling	03/09/2017 03:07 PM
Kurt Ulrich	Kurt Ulrich	03/09/2017 03:19 PM

Form Started By: Tim Gladhill Started On: 03/08/2017 02:16 PM

Final Approval Date: 03/09/2017

7. HOUSING PLAN

A. Introduction

History - The City of Ramsey has historically developed in a typical suburban fashion. In the 1970s, Ramsey's land was developed primarily as ramblers and split level housing on large, rural lots, with the exception of auto related commercial uses and some heavy industry.

Growth - Since 1985, Ramsey has had municipal sewer and water services available to the south-eastern part of the city. The relatively recent availability of these services, in addition to a continually growing and thriving metropolitan area, has sparked the interest of developers and metro area residents and workers. The City has begun a transition period of growth that is sometimes difficult to address. Developers are buying large tracts of land, requesting to connect to the available municipal sewer and water systems, and developing this land at higher densities than previously developed. This new urban development is oftentimes occurring directly adjacent to existing rural residential neighborhoods, which remain on individual septic systems.

Need to Establish a Plan – Due to increasing growth and changing development patterns from rural to suburban, the City and its residents need to determine how they want to develop in the future. A plan will help to provide for orderly, well-designed, and varied housing development that provides opportunities for all types of families and people of differing income ranges. In addition, the policy makers need to identify short and long term areas of growth and redevelopment that may require public facilitation and financial resources.

Purpose of the Plan - The Master Housing Plan (The "Plan") is intended to provide direction for future housing development in Ramsey as well as provide a vision for the City's neighborhoods as the community evolves and grows.

The plan includes a review of the existing housing stock, housing trends, and housing demand within the City as well as provides a variety of goals and objectives of the City and its Housing & Redevelopment Authority. The goals and objectives were identified through a series of discussions with stakeholders in the community as part of the Comprehensive Plan update process. This included feedback from housing partners and business leaders as well as Ramsey residents.

Not only does this housing plan state the realities and goals of the City, but it serves as a handbook of policy solutions to the challenges that Ramsey and similar communities face when deciding the future direction of the housing and population. Furthermore, it incorporates sources of funding available by local, state, and federal government agencies and other sources to achieve the stated goals of the community. This plan not only frames the housing issues and ideals, it answers the question of how to achieve these ideals.

B. Housing Supply

It is important to assess the current housing stock in order to determine how Ramsey residents' housing needs are being met currently and into the future. Analyzing the existing housing supply informs decision-makers about what exists, the condition of housing, and what segments of the housing stock are already well-represented and which are under-represented. This section will describe the structure, tenure, quality, and affordability of the housing stock in Ramsey. These attributes will paint a picture of existing conditions, and, combined with housing demand information, will assist decision-makers in creating housing policies and programs.

Structure

As the table below illustrates, Ramsey consists of primarily single family, detached housing. However, over the past several years Ramsey has seen an increase in the development of townhomes and multifamily housing. Between 2000-2007, 60% of the new development was multifamily type housing such as townhomes. Table 1 indicates the mix of housing types by structure within Ramsey.

Table 7-1: Occupied Housing Units

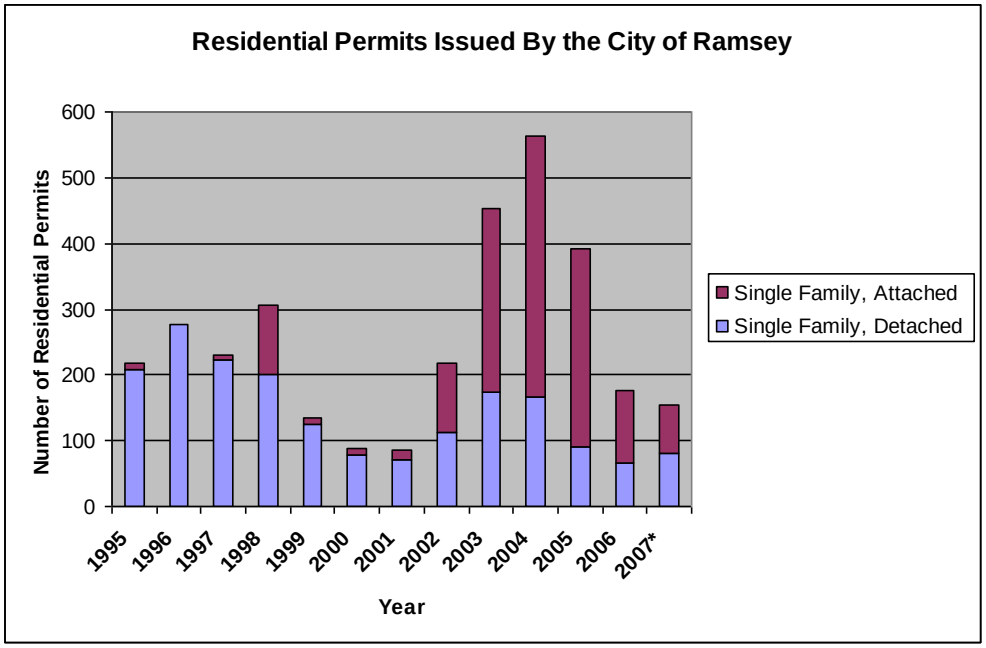
Type of Unit	Number	Percentage
Single Family, Detached	6,341	81%
Townhomes, Duplexes, Twinhomes	1,310	17%
Mobile Home Units	30	<1%
Apartment Units	114	1%
Total	7,795	100%

Source: Anoka County GIS Data, November 2007

In addition to existing housing units, there are many more units that have been approved by the City but are yet to be constructed. As of June 2007, there are 453 platted single-family lots that are currently unimproved. There are also 618 platted townhome lots that are unimproved. When constructed, the City will have a total of over 8,500 housing units, 19% of which will be townhomes.

In recent years, the City has been approving a larger variety of housing styles than in the past. The City of Ramsey has approved a larger number of townhomes since 2001, compared to earlier years. Single-family attached townhouses and rowhouses are gaining popularity in the market, and Figure 1 illustrates the shift in housing type between 2001-2004. While this recent increase in townhome development has contributed to the diversity of housing, Ramsey still consists of primarily single-family, detached homes. Permits for detached homes remain relatively steady over time, despite increases in other forms of housing.

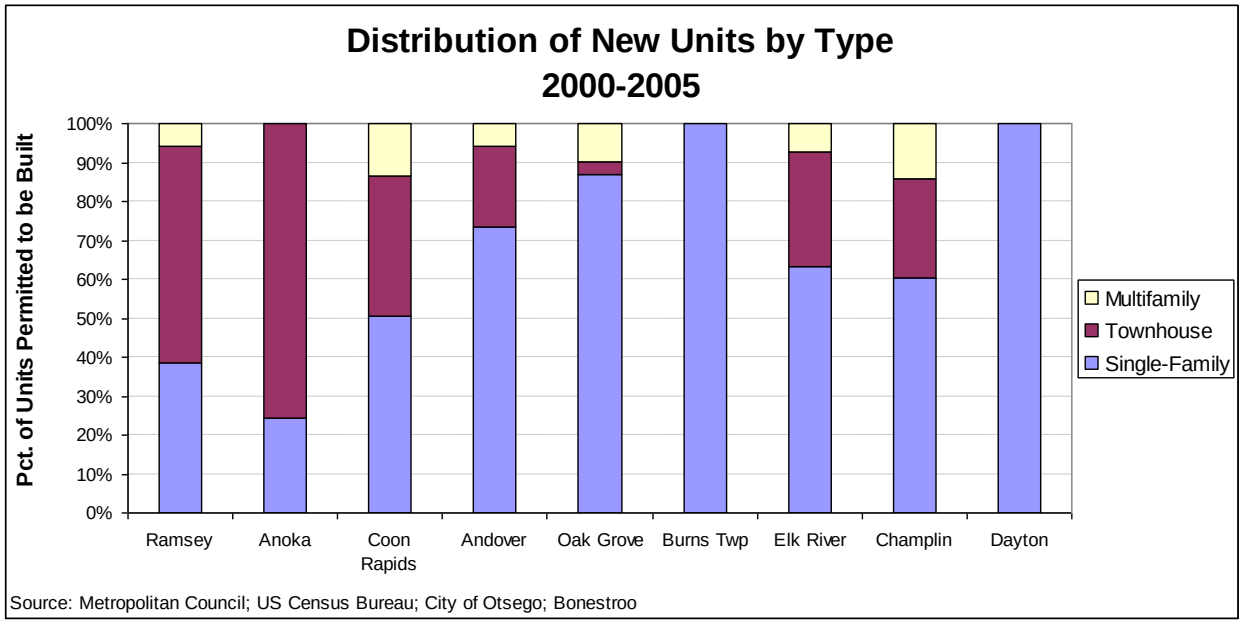
Figure 1: Permits Issued, by Type



Source: City of Ramsey, November 2007

Compared to other cities in the area for type of new units built between 2000-2005, Ramsey has the 2nd largest percentage of townhomes constructed.

Figure 2: Permits Issued in Surrounding Cities, by Type

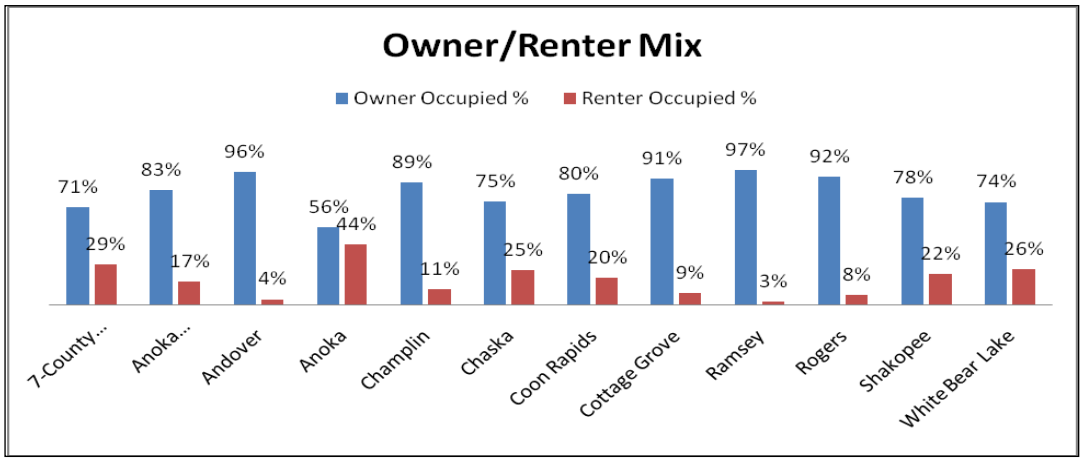


Tenure

As of 2007, there were approximately 300 rental units within Ramsey, or about 4% of the total number of housing units. In 2003, the City enacted a rental licensing requirement to ensure the quality of rental units and improve the ability of the City to track rental housing. This program tracks known units of rental housing within the City and conducts inspections every two years as a part of the licensure process. Of the 300 units, approximately one-third are located within apartment-style buildings. The remaining units are dispersed throughout townhome and single-family developments within the city.

Comparing the owner/renter mix of housing with other communities using 2000 census data, Ramsey's housing is primarily owner-occupied (97%) with very few rental units. This is a substantially higher percentage than Anoka County which has 83% owner occupied units and 17% rental housing overall. Ramsey has a smaller percentage of rental housing than all except seven incorporated cities in the metropolitan area, according to the 2000 Census. However, many cities in the northwest metro have similar ownership-to-rental ratios. Andover, Lino Lakes, and Ham Lake have very little rental housing but compared to other similar cities, Ramsey has the smallest percentage of rental units. Currently, a 63 unit apartment building is being constructed called Terrace Hill. In the past several years there has been an increase in developer interest for sites to construct apartments and this trend is likely to continue particularly with the downturn in the housing market for ownership units. With only 4% of the total housing stock as rental, Ramsey is a strong market for new apartment living.

Figure 3: Owner/Renter Mix in Surrounding Communities



Source: 2000 Census

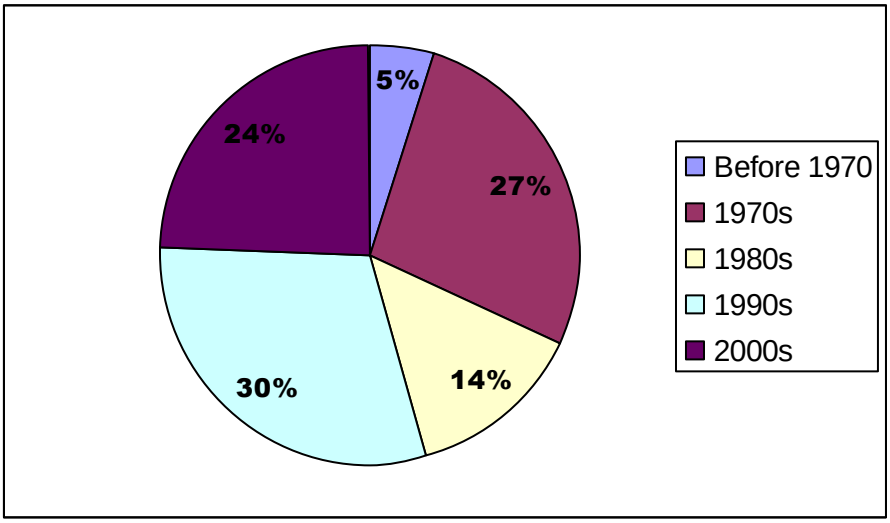
Why is Rental Housing Important?

Adequate opportunities for safe, decent and affordable rental housing are a key component of a balanced housing supply. There are many reasons why an individual and/or family choose to rent rather than own. Those choices may be short term due to financial issues (unable to afford a mortgage, need to save for a down payment, clear up credit issues), family issues (divorce, separation, job relocation) or social issues (disability, in-between home ownership, not secure in job, unsure on location preference). Also, many people choose a life of renting rather than owning due to income, transitional careers, traveling and aging. For all these reasons, a community should consider the benefits of providing a wide range of living choices which includes rental housing.

Housing Quality:

Quality is a crucial characteristic of the housing stock that oftentimes determines the marketability and affordability of a home. However, there are few measures of housing quality available for analysis within Ramsey. One factor that plays a role in the overall quality of housing is age. The following chart indicates the proportion of houses built in each decade since the 1970s.

Figure 4: Age of Housing Stock, By Decade

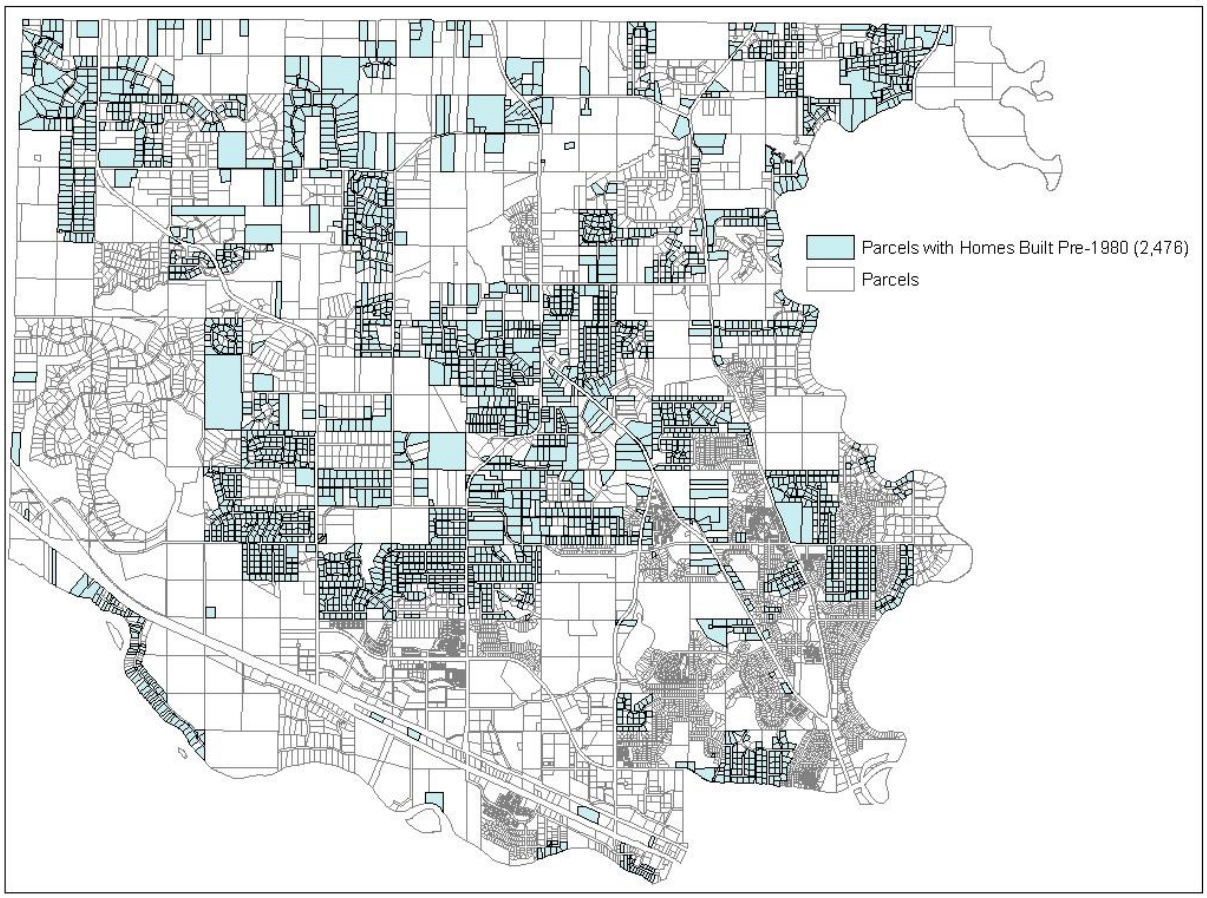


Source: Anoka County Property Tax Data, November 2007

About one-third of the housing in Ramsey was built in the 1970s or before. This suggests that some areas of the city are aging. The housing that was built before 1970 is scattered throughout the City, and lies on land that is unplatted or is part of the registered land survey conducted by Anoka County. Figure 5 provides a spatial representation of the older housing stock in Ramsey. Prior to 1970, there were no substantial subdivisions within the City limits. Between 1970 and 1980, many large-lot neighborhoods were developed, and the houses in these areas rely on septic systems and private wells.

Homes over 30 years of age require some level of maintenance and repair as well as modernization to remain positively valued. One of the most significant issues associated with neighborhood decline is the deferred maintenance of homes and street appeal or lack of modernization of the older housing stock.

Figure 5: Aging Housing in Ramsey



In addition to aging single family homes, the small percentage of rental housing in the City is aging. Keeping the rental housing stock maintained and fresh is just as important to the community as the single family housing stock.

Table 2: Age of Rental Complexes in Ramsey

Complex Name	Year Built	Number of Units
Rivers Bend	**1991**	**32**
Savannah Oaks	**1998**	**50**
Sunwood Rental Town Homes	**2002**	**32**

Source: City of Ramsey, 2007

Housing Cost: Ownership

One of the most important factors in analyzing the housing stock is its affordability. Up until recently, housing prices were increasing rapidly, and it was difficult to determine the true market value of housing. The County Assessor's Office is the best source of current information available to cities to determine

housing values. Table 3 outlines the estimated market value of housing in Ramsey. The table breaks down this data according to different categories of affordability.

Table 3: Affordability of Ownership Housing in Ramsey

Affordability Level	Approximate Affordable Market Value*	Number of Houses at this Estimated Market Value**	Percentage of Ramsey Homes at This Level
Affordable at 30% of AMI**	Under $70,000	**22**	**.03%**
Affordable at 60% of AMI	$70,001 to $152,000	**250**	**3.3%**
Affordable at 80% of AMI	$152,001 to $206,800	**2,177**	**28.4%**
Affordable at 100% of AMI	$206,801 to $250,000	**2,740**	**35.8%**
Affordable at Over 100% of AMI Only	Over $250,000	**2,464**	**32.2%**

Source: Anoka County Property Tax Data, November 2007

* These affordable home prices are approximate, based on a household spending 30% of their income on mortgage and obtaining a mortgage interest rate of 6.5%, with no down payment.

**The median total housing value for 2007 is $216,050 with the average total housing value at $249,813.

**AMI is "area median income" and represents the median household income in the seven county metropolitan area. This is approximately $78,500 in 2007.

About 28% of the market-rate, ownership housing stock in Ramsey is affordable to households earning 80% of Area Median Income (AMI), a common standard used in assessing the affordability of housing. However, there are considerably fewer homes (approximately 4%) available for lower income households in the 60% and 30% of AMI categories, as Table 2 indicates. Future (2011-2020) metropolitan area targets for affordable housing will focus on the lower income households making at or below the 60% AMI rather than 80% AMI.

Housing Cost: Rental

Although there are relatively few rental options in Ramsey, the majority of the rental housing is market-rate affordable. Table 4 represents the rental prices for Ramsey's units. According to the Metropolitan Council's "affordable rent" definition, 115 (52% of the total) of the rental units in Ramsey are affordable to a family earning 50% of the area median income.

Table 4: Rent Prices in Ramsey

	Number of Units	Rent Levels
Market-rate Senior	50	$700-1,000
General Occupancy-Subsidized	33	$700-1,000
Market-rate apartments	32	$600-850
Market-rate townhomes	98	$1,000-$1,500
Market-rate Single Family	10	$1,500
Total Rental Units	223	

Source: Maxfield Study, January 2006 & City of Ramsey 2005

Housing Foreclosures

Home foreclosures can have an impact on a neighborhood and community with deferred maintenance and vacant homes.

In 2006, Anoka County recorded 844 properties in foreclosure. Ramsey has a fairly small percentage of the County's foreclosed property 7% or 63 homes. However in the first half of 2007, the number of foreclosures in the county is above the total for 2006 at 863, with Ramsey having 66 properties (7.6% of the total).

What does this mean to Ramsey? It is possible that some housing values may decline and some homes may go unoccupied and not be maintained properly for a period of time, potentially putting additional burden on code enforcement staff and increasing the potential for neighborhood housing decline. These potential newly vacant homes could be an opportunity for affordable housing purchases. Conversely, the vacant homes may also attract investment buyers who in turn rent the homes for a short period until the market resurges. In a slow market, investment buyers tend to purchase homes of lower value ($200,000 or less) and rent without additional investment in maintenance and/or cosmetic improvements.

Land Supply

Available land for development will have a large impact on housing supply and demand within Ramsey. "Available Land" can be defined in a variety of ways. By examining the larger parcels in Ramsey, we can determine the areas that may be under development pressure. Also, by examining building permit and subdivision trends, we can estimate how many more housing units will be built in the next few years.

In 2006, there were over 4,000 acres of parcels that are at least 10 acres in size and zoned residential. This provides a significant opportunity for residential development in the future. Of the 4,000 acres of large parcels currently in Ramsey, over 800 acres (20%) were subdivided OR began the subdivision process in 2005 and 50 acres (1.3%) in 2006. Recently, there has been a general slowdown of requests for subdivisions. In addition, many of the recent development inquiries include land for new rental housing.

In 2005, the City of Ramsey approved approximately 500 new residential lots through the subdivision process and in 2006 there was approval for 100 units. There are an additional 1,200 units that are in some stage of the approval process. This is an unprecedented amount of growth for the City, and compares to cities like Woodbury and Maple Grove in the amount of new residential lots.

Based upon household growth projections provided by the Metropolitan Council through 2030, Ramsey would need an additional 998 acres available for new housing which is 32% of the total acres available for subdivision. However, the 998 acres assumed that 67% is for low-density development and 33% is for median to high density development with the majority of the development occurring between 2010 -2020. This translates into a total of 6,085 units of which 2,000 would be low density single family units and 4,085 would be medium to high density multifamily housing units.

Metropolitan Council Livable Communities Act: Affordability Goals

In January of 2006, the Metropolitan Council released goals for the production of new affordable housing in the metropolitan region for the years 2011-2020. The goals focus on households earning at or below 60% of the AMI to more effectively target lower income households with limited financial resources. In 2007 dollars, a household of four with an income at or below 60% AMI earns up to $47,100 and can afford to purchase a home at or less than $152,000 or pay fair market rent up to $1,177. This will be very difficult to achieve for ownership housing in developing suburbs such as Ramsey.

The Metropolitan Council has established a need for 1,140 new affordable housing units to be developed in Ramsey between 2011 – 2020 based upon existing growth projections. New affordable units are defined as

ownership or rental housing affordable to households earning at or below 60% AMI. According to the estimated growth needs for housing units between 2010-2030 as noted above, the City of Ramsey should strive to provide 28% of the 4,085 medium to high density multifamily housing units as affordable to meet the Metropolitan Council identified goals by 2020. According to the Metropolitan Council, the Update provides for an affordable housing need share of 669 units.

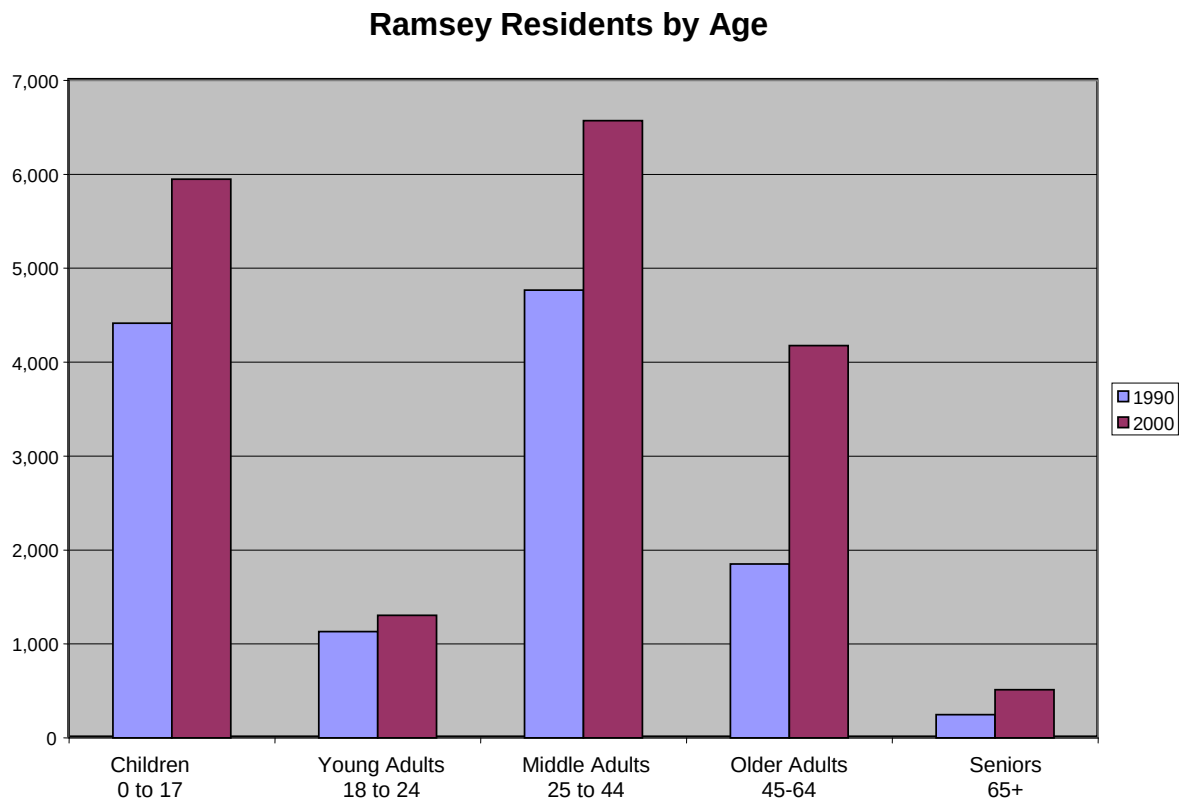
Considering that ownership housing would require a purchase price at or less than $152,000 and rental properties would need to charge rent at or below $1,177 for a family of four in 2007, Ramsey will need to consider a wide variety of housing options to achieve the Metropolitan Council's forecasted need. Those options will likely be additional rental housing and/or ownership multifamily or small lot housing that is developed in partnership with non-profit housing groups such as Habitat for Humanity and community land trusts.

C. Housing Demand

Age

The age structure of the population of Ramsey and surrounding areas will have an important impact on housing type, style, and price points that current and future residents will demand. It is important to examine the age distribution of current Ramsey residents because they will also affect demand for certain types of housing as their age and family composition changes. Figure 6 below shows the age of Ramsey residents, aggregated to examine "life cycle" categories. This chart shows that all age groups have gained population from 1990 to 2000. The categories of Children, Middle Adults, and Older Adults have shown the largest increases. The Senior and Young Adult categories increased only incrementally. The chart indicates that the largest categories had the highest percentage gains. The Older Adult category more than doubled in population from 1990 to 2000. This trend will continue as the Baby Boomers move into the 45 to 64 age category over the next 20 years.

Figure 6: Ramsey Residents within Life Cycles (Number)



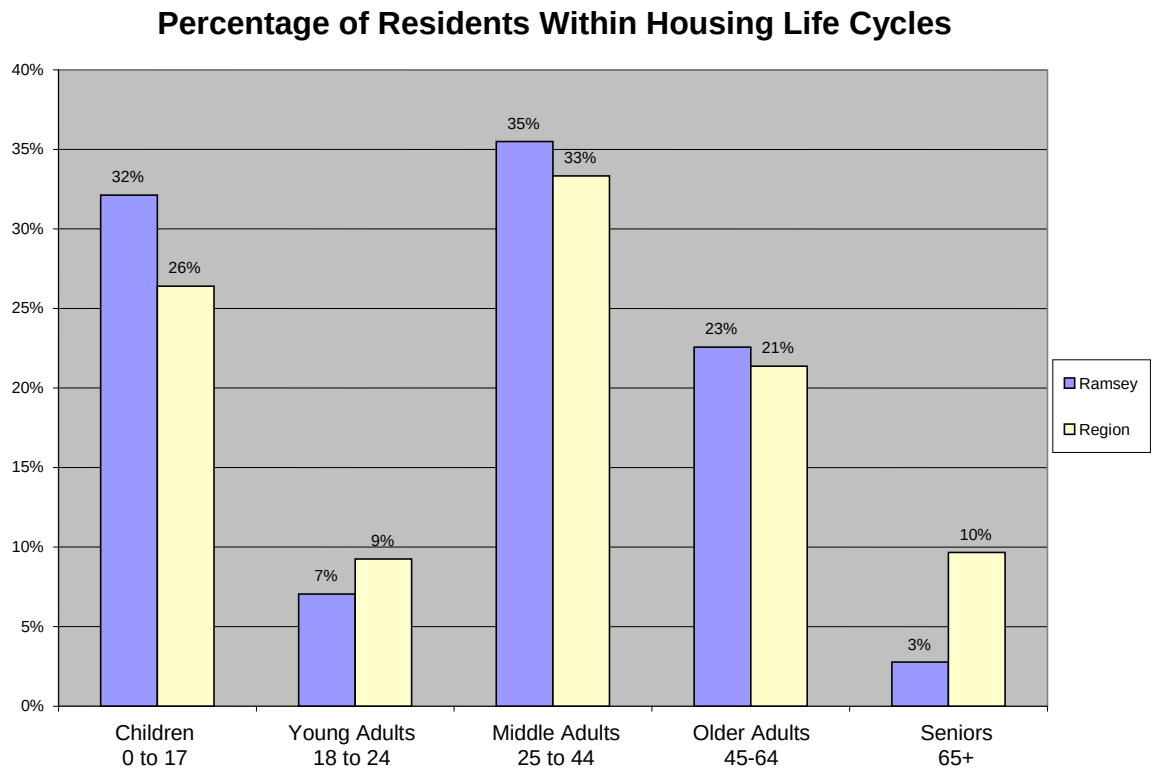
Source: 2000 US Census Data (aggregated)

This trend is typical of the metropolitan area, and will have a significant impact on the type of housing that will be in Ramsey in the future. Empty-nesters and pre-retirees often seek to downsize their living space and seek lower maintenance housing options. The demand for association-maintained and one-level living will only increase over the next twenty years in Ramsey as these age groups desire different housing styles. However, it is also important to remember that some empty-nesters and seniors will desire to stay in their existing home, and over time may require assistance to do so. Ramsey will need to continue diversifying its

housing stock in order to stay competitive in attracting new residents to the City, and retaining existing residents as they move into different life cycles.

Figure 7 indicates the differences between Ramsey and the overall metropolitan area. Ramsey has a substantially smaller percentage of seniors than the region as a whole, which could be attributed to the lack of housing options. This will change though as Middle Adults and Older Adults transition into older age categories – meaning that demand for lower-maintenance, more accessible housing will increase in the city.

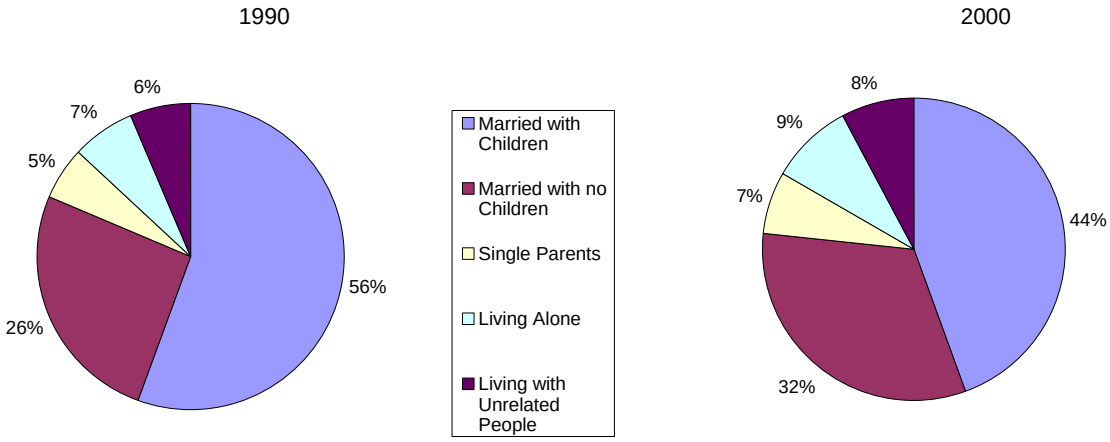
Figure 7: Ramsey Residents Within Life Cycles (Percentage)



Family Composition

In addition to age, family composition can provide clues as to the type of housing that will be needed by current and future residents of Ramsey. Figure 8 compares household composition in 1990 and 2000. In 1990, 61% of households had children. In 2000, this percentage had decreased to 51%. This decrease was attributable to the fact that the categories "non-family households" and "families with no children living at home" increased more than "families with children living at home." However, there are still 809 more families with children living in Ramsey than there were in 1990, according to the 2000 Census. The number of family households with no children living at home doubled, representing an increase of 1,085 households. This indicates that while 50% of households are families with children, their share of the total number of households is decreasing. If these changes continue, Ramsey will have more childless households than families with children by 2010.

Figure 8: Household Composition



Income

The median household income in Ramsey in 2000 was about $77,000, according to data obtained from the 2000 Census. This is higher than the metropolitan average. 10% of the ownership households and 30% of rental households in Ramsey are considered very low income by state standards. (State's standards for very low income are households earning less than 50% of the Area Median Income, AMI) which is very similar to the County as a whole at 9% ownership and 28% renter households. Only 1.3% of the total households in Ramsey lives in poverty or earn less than 30% of the AMI which is well below the poverty rate in the County at 4.1% and the metropolitan region at 6.4%.

Job Growth and Economic Base

Ramsey is a middle class community with a growing commercial base and a continually increasing number of jobs. In 1997, a survey was conducted by Decision Resources, Ltd that provided statistically significant information concerning the demographics of Ramsey residents. The survey showed that 11% of those surveyed worked in Ramsey and 41% worked in Anoka County.
Between 1990 and 2000, the City of Ramsey almost doubled its employment, from 1,941 jobs in 1990 to 3,587 jobs in 2000. The average salary for a job in Ramsey is $32,956 per year.

In addition, according to labor shed data prepared by Excensus, in the second quarter of 2001 there were 4,100 jobs in Ramsey and 19% (784) of those jobs were held by Ramsey residents with an average annual salary of $36,750. Of those 784 jobs held by Ramsey residents 15% earned less than $12,000 per year. These jobs are most likely part time and retail sector positions. Conversely, 52% of the jobs held by Ramsey residents pay more than $35,000 annually.

It is projected that Ramsey job growth will exceed over 10,000 jobs in the next 20-25 years. If 20% of those jobs are held by Ramsey residents there will be approximately 2,000 jobs held by people who live in the community. Many of those job holders will attract new residents who will look for a variety of housing choices.

Housing Sustainability/Green Community Components

Housing conditions are an important factor that influences a community's health and well being. Green design and building practices can create healthier home and community environments through better indoor air quality, healthier building materials and the overall reduction of green house gases and the reduction of water and energy resources. In addition, green affordable homes are becoming an increasingly vital part of the new "sustainable city". Developing cities like Ramsey have an opportunity to provide housing policy and dedicate resources to become a green community through housing sustainability.

While researchers remain cautious, many public health professionals, and a growing number of affordable housing developers believe sufficient evidence exists to justify adoption of basic "healthy homes" practices to keep homes dry, clean, well ventilated.

The following are benefits of green building practices, as outlined by the national Green Communities group (http://www.greencommunitiesonline.org/).

Benefit #1: Healthier Indoor Environments

Building practices and materials that minimize moisture, provide proper ventilation, prevent pest infestation and avoid chemical and biological contaminants, protect parents and children against asthma, toxic poisoning, cancer and many other conditions caused or affected by housing construction.

Benefit #2: Energy Savings

High utility costs often impose a substantial financial hardship on low-income households, forcing many to make tradeoffs between heat or electricity and other basic necessities. A recent national study documented the brutal choices that poor families make when faced with unaffordable home energy bills. The study found that during the prior five years, due to their energy bills:

- 57 percent of non-elderly owners and 36 percent of non-elderly renters went without medical or dental care;
- 25 percent made a partial payment or missed a whole rent or mortgage payment; and
- 20 percent went without food for at least one day.

In addition, energy costs have increased much faster than incomes for low-income households in recent years. Today a family earning minimum wage pays more than four times as much a share of their income for energy as a median income household.

Benefit #3: Reduced Transportation Costs

Transportation costs consume a large share of low-income family incomes. A study of 28 metropolitan areas found that families with incomes between $20,000 and $50,000 spend an average of 40 percent of their income on transportation and an average of 28 percent on housing. More broadly, poorly planned development can isolate low-income people in distressed areas and make it harder to get to better schools and job opportunities.

Benefit #4: More Active Living

Oftentimes, the steps for healthier communities are very simple. Smarter site planning and development creates a sense of community, encouraging walking and providing access to parks and mass transit. Research suggests that people who live in sprawling areas walk less, weigh more and are more likely to suffer from high blood pressure.

Benefit #5: Wider Opportunities

Residents of green communities often have greater community interaction through walking access to mass transit, jobs, schools and local services. Green communities also can enhance low-income families' exposure to natural environments.

Building green policies into the Ramsey Master Housing Plan will benefit the community and establish Ramsey as a proactive sustainable city.

D. Housing Goals & Policies

Providing a balanced community with a variety of housing stock is essential to the future stability of a city in terms of property value, ability to attract quality commerce and industry and support the services of the city. The following housing goals were developed by the City's Housing & Redevelopment Authority (HRA) as a guide for providing direction regarding development and distribution of housing financial resources. The Ramsey City Council serve as the board of directors of the HRA and evaluated citizens comments and discussions surrounding Ramsey's current and future housing needs in framing these housing goals.

HOUSING GOAL #1:

Provide a variety of housing options for people at all life stages and income levels to encourage existing and future residents to stay in Ramsey throughout their lives and to achieve a balanced housing supply.

***SUPPORTIVE FINDINGS*:**

1. **Ramsey's population consists of primarily middle-aged adults and children.** Children (ages 0-17) and middle adults (ages 25-44) compose 67% of the total population, which is substantially higher than the region (58%). An additional 23% are older adults (ages 45-64). Only 7% of the population is young adults (18-24) and 3% are seniors (over 65). Compared with the region, Ramsey has a substantially lower percentage of young adults and seniors. However, the senior population shows the greatest difference. The region's senior population is 10% of the total population, while the senior population in Ramsey is only 3% of the total.

2. **Despite increases in children and middle-aged adults, the percentage of households that are classified as families with children decreased from 61% of the total population to 51%.** This observation, combined with finding #1, indicates that the increase in children and middle-aged adults does not parallel the increase in the percentage of families in Ramsey. While the City is growing, and adding families, the percentage of the city defined as families with children is decreasing. This suggests that there is an increase in the number of families without children and middle-aged adults in non-family situations. This observation is important when assessing housing demand. It indicates that there is an increasing number and percentage of empty-nester households in Ramsey who may be exploring options to relocate, downsize, or age-in-place.

3. **According to the market study conducted by Maxfield Research, the Ramsey Town Center provides the best market, land use, and shopping and transit opportunities for rental housing development.** The area of the City where Ramsey Town Center lies is zoned for the highest density in the City. Furthermore, there are still many parcels available for housing development and the master plan calls for the development of market-rate and affordable rental housing opportunities. Maxfield Research concluded, as part of their market analysis, that Ramsey Town Center is the best location for any rental housing within the community. The proximity to transit and shopping makes Ramsey Town Center an ideal location for young people, seniors, and others who rely on public transportation.

4. **Ramsey is beginning to diversify its housing stock by developing alternatives to single-family housing, thus expanding options for residents of all income levels and lifestyles.** Reviewing the breakdown of the number of type of residential building permits issued in Ramsey since 1995 shows that the number of permits for single-family, detached housing has remained relatively steady, while the number of permits for townhomes has increased rapidly. This diversification contributes to Ramsey's housing goals.

5. **The price of existing single-family housing is affordable for the average family living in the metropolitan area.** According the Anoka County Assessor's records, in 2005 the mean market value for housing in Ramsey was about $198,000. The average home price in 1990 was $111,000, which results in an increase of 56% from 1990 to 2000. There are 3,765 (64% of total) homes in Ramsey that are affordable to households earning 80% of the Area Median Income (AMI). Furthermore, only 17% of Ramsey residents pay more than 30% of their income to housing costs. It must be noted, however, that the county assessor's estimated market value is usually below the true market value of property. This factor limits conclusions about the affordability of existing housing in Ramsey.

6. **The price of new single-family housing is increasingly unaffordable.** While the average home price in Ramsey is relatively affordable to a household earning the area median income (about $76,000), the cost of new housing is substantially more expensive. The average market value of a home built between 1990 and 2005 is $220,000, which is barely affordable to households earning the median income.

7. **Ramsey has very few alternatives to homeownership.** As of 2007, only 4% of the housing stock was rental. In the rental complexes there is very low vacancy rate and waiting lists for the senior rental complex. To have a balanced housing supply, affordable and market rate rental opportunities are essential.

IMPLEMENTATION STRATEGIES:

1) **Work toward developing various senior housing options including independent living, cooperatives, and assisted living facilities, both market rate and affordable.**
    a. **Tactic-**Evaluate opportunities to provide Tax Increment Financing (TIF) for senior housing projects, such as Crest View Senior Communities' proposed project for the Ramsey Town Center.
    b. Tactic-Pursue partnerships with non-profit developers of senior housing, such as Lord of Life, Anoka County, and others
    c. **Tactic-**Continue to promote the Town Center as a neighborhood for residents of all ages, complete with amenities, multi-modal transportation options, recreation, and a variety of housing choices.

2) **Focus on providing choices for empty-nesters, including aging in place and downsizing, to allow the majority of current residents to stay in Ramsey.**
    a. **Tactic-** Evaluate lot split programs to allow seniors to split off their lot for income generation and downsizing
    b. Tactic- Consider the establishment of grant and/or loan remodeling programs to help seniors stay in their homes.
    c. Tactic- Consider coordinating service programs that would assist seniors with yard work or other home improvement projects.
    d. Tactic- Consider providing referral assistance to seniors looking to move to a smaller home within Ramsey or the surrounding areas.
    e. Tactic – Investigate the feasibility and desirability of allowing accessory apartments in residential areas.

3) **Provide opportunities for young adults to continue to live in Ramsey after leaving their parents' homes by supporting the development of quality rental housing.**

a. **Tactic-** Investigate the feasibility and desirability of allowing accessory apartments in residential areas.
b. **Tactic –** Verify through the 2008 Comprehensive Plan Update process that the City has sufficient land designated for the development of medium- and high-density residential development, to accommodate the construction of additional apartment buildings. This development should be focused within the Ramsey Town Center.

4) **Provide a balanced housing supply, with approximately 90% ownership housing and 10% rental housing, to expand options for workforce housing and housing for young professionals.**
   a. Tactic - Support the development of quality rental housing and a variety of affordable ownership housing options

5) **Continue to develop more affordable single family housing such as condominiums and small-lot single family homes.**
   a. Tactic - Support the development of quality rental housing and a variety of affordable ownership housing options

6) **Explore opportunities to attract executive level housing to provide a variety of housing choices and opportunities in the City.**
   a. Tactic - Identify development areas to adequately accommodate executive level housing
   b. Tactic - Evaluate the costs and benefits of various housing types to ensure that there is a balance of housing choices

HOUSING GOAL #2:

Revitalize/rehabilitate areas where the housing is aging and in need of repair and where the land is underutilized.

SUPPORTIVE FINDING:

The housing in some areas of Ramsey is aging.
According to the Anoka County Assessor's records, 32% of the housing in Ramsey was built before 1980. While that is not a large percentage, the older housing is relatively concentrated in a few neighborhoods within Ramsey. Neighborhoods in the central portion of the city such as Pineview Estates, Greenland Hills, Whispering Pines Estates, Groham's Sandy Acres, Halland Acres, Woodland Green, Hall Anderson Acres, and Hall's Dover Acres are examples of areas where the housing is starting to show signs of age. Additionally, these areas were developed at a time before municipal services were available, and are characterized by large lot development, with lots ranging from 1 to 2 acres.

SUPPORTIVE FINDING:

There are several areas where the land is underutilitzed and could become redevelopment areas that positively contribute to the growth of the city.
The HRA has preliminarily identified several opportunity areas in the City as shown in Figure 9. These opportunity areas are key nodes for infrastructure improvements, new housing development within core transit areas of the city, or areas where the housing stock is aging and property owners may be interested in rehabilitation and/or redevelopment opportunities.

IMPLEMENTATION STRATEGIES:

1) **Encourage residents to upgrade the functionality and marketability of their aging housing, and put quality additions on as they need more space.**
    a. **Tactic-** Consider the establishment of grant and/or loan remodeling programs to assist people in upgrading their homes.
2) **Provide options for residents to subdivide and/or hook up to municipal services, if they so choose.**
    a. **Tactic-** Initiate a feasibility study, upon request from residents.
3) **Encourage redevelopment where land is underutilized**
    a. **Tactic-** Identify and designate areas appropriate for redevelopment
    b. **Tactic –** Prepare redevelopment plans
    c. **Tactic –** Identify resources and partners to implement those plans.

HOUSING GOAL #3:

Maintain and improve the housing stock to preserve the character and quality of existing neighborhoods.

SUPPORTIVE FINDING:

The housing in some areas of Ramsey is aging. Similarly to Housing Goal #2, there are some homes and neighborhoods that will need rehabilitation in coming years. Also, in 2007 the City established an Abatement process that provides an additional tool for the City to use in addressing code violations and problem properties.

IMPLEMENTATIONS STRATEGIES:

1) **Encourage the development of homeowner's associations or common interest communities for areas of older multifamily housing and new subdivisions of smaller lot neighborhoods.**
2) **Develop and maintain a close relationship with existing homeowner's associations.**
    a. **Tactic:** Increase communication by meeting annually with homeowner's associations and maintaining an updated mailing list.
3) **Investigate the creation of a homeowner rehabilitation program, and increase marketing efforts for existing county and state home renovation programs.**
4) **Enhance code enforcement efforts.**
    a. **Tactic:** Review and update Ramsey's Housing Maintenance Code.
    b. **Tactic:** Consider neighborhood sweeps that includes a proactive code enforcement and education effort on housing maintenance.
    c. **Tactic:** Link code enforcement orders with home improvement funding.
    d. **Tactic:** Consider code violation disclosure and/or required improvement prior to sale of existing homes particularly those homes that are going into foreclosure through a point of sale or truth in housing program.
    e. **Tactic:** Increase education efforts surrounding code enforcement requirements and expectations.
5) **Educate Ramsey residents about the importance and value of maintaining their homes.**
6) **Partner with Anoka County to ensure that foreclosed homes that are vacant are maintained and secure.**
7) **Ensure that new housing developments provide appropriate density transition with existing established neighborhoods.**
8) **Update and enhance design standards for new developments and encourage housing construction that incorporates quality and diverse architecture.**
9) **Continue to administer the rental licensing program**

a. **Tactic:** Improve the licensing and inspection process**,** and update City Code as needed.
b. **Tactic:** Provide additional outreach to landlords on the requirements of the program.

HOUSING GOAL #4:

Provide a development environment that increases residential health and respects the natural environment.

SUPPORTIVE FINDING:

Ramsey is a developing community that will have an impact on the protection and improvement of the environment. According to the U.S. Department of Energy's Center for Sustainable Development, buildings consume 40% of the world's total energy, 25% of its wood harvest and 16% of its water. While researchers remain cautious, many public health professionals, and a growing number of affordable housing developers believe sufficient evidence exists to justify adoption of basic "healthy homes" practices to keep homes dry, clean, well ventilated. Some of the key benefits to encouraging green building and sensitive land planning include:

- lower electric and water utility costs
- environmentally effective use of building materials
- enhanced health and productivity
- long-term economic returns
- reduced environmental impact

IMPLEMENTATIONS STRATEGIES:

1) Encourage development that incorporates environmentally sensitive site planning, resource efficient building materials and superior indoor environmental quality practices.
    a. **Tactic**: coordinate policies within the land use section of the comprehensive plan update that will include specific code amendments
    b. **Tactic:** educate residents on environmental issues and the financial impacts of implementing sustainability within the home
2) Evaluate additional sustainability standards, such as Minnesota Green Star Certification or LEED, for the Ramsey Town Center.
3) Encourage housing development that incorporates connections to existing pathways and creates natural and safe walkable areas.
4) Develop partnerships with utilities, banks and green building experts to develop financial incentives for incorporation of green building technologies.
5) Evaluate the cost and benefits of incorporating geothermal heating within new and existing housing developments.
    a. **Tactic:** create a geothermal prototype to present to housing developers
    b. **Tactic:** create a deferred loan program for households that incorporate geothermal heating within scattered site housing development and renovation.
    c. **Tactic:** evaluate zoning and building codes to ensure that geothermal heating can be implemented with no additional permitting costs

E. Housing Financial Resources

Providing an adequate amount of funding to assist in the implementation of the HRA Master Housing Plan is an ongoing issue. The following are several options that the HRA can access either through their own power or with the support of and marketing of existing programs to assist in the maintenance of the housing stock, development of affordable housing and encouragement of green building and energy efficient home building and renovation. The HRA evaluates the use of the tools to support the housing goals and to enable the success of the implementation strategies.

HRA Financing Tools

1. **HRA Levy Funds -** Per Minnesota Statutes 469.033, Subdivision 6, an HRA has the authority to levy a special tax upon all taxable property within the City boundaries specifically to fund the purposes of the housing plan within that City. The maximum HRA levy is equal to .0144 percent of taxable market value. The HRA levy is spread across all property owners including commercial and industrial properties. Any HRA levy funds must be expended only for the purposes of sections 469.001 – 469.047 and only through the authority of the HRA Board and with signature of the authorize representative. The HRA levy must be requested annually and approved by a majority vote of the City Council.

2. **Tax Increment Financing -** The HRA has the authority, with the City support, to provide TIF assistance to achieve its housing and redevelopment plans. TIF uses the increase in property taxes resulting from new development to finance qualified public improvement costs related to that development. It is this increase or difference between the current property tax on a parcel of land and the estimated property tax after development that is the tax increment. When TIF is used for a housing project, state law requires that a certain percentage of the units be made affordable for the life of the TIF district (typically 20-25 years). The HRA will consider the support and use of TIF for projects that meet the objectives of the Housing Master Plan and are consistent with the City of Ramsey TIF policies. However, each project will be reviewed individually and only on its ability to meet the statutory requirements

3. **Anoka County HRA Funds –** The County Housing & Redevelopment Authority levies a special tax upon all taxable property within communities that participate in their program. The City of Ramsey is a participant in the Anoka HRA's programs and has approximately $700,000 available funds to be used for housing & redevelopment authority purposes. Of the $700,000, $300,000 is earmarked for the ACCAP rental housing project at the request of the City. In addition, approximately $200,000 per year is available to the City of Ramsey for HRA eligible projects. The City can access these funds through a request to the County regarding the potential use of funds. The County is generally supportive of requests from local communities that participate in their levy as long as the use is an HRA eligible project.

Non-HRA Funded Financial Resources Available to Ramsey Residents

1. **Housing Improvement Programs:**

   a) **Minnesota Housing Fix-Up Loan Program -** low interest rate loans to qualifying homeowners. The Fix-Up Fund was established to improve the basic livability and/or energy efficiency of the borrower's home

   b) **Home Rehab Loan Program –** Up to $15,000 in zero interest deferred payment and interest loan funds provided by Anoka County Community Development Block Grant for necessary home

improvements. The program is available for low-income households and is administered by the Housing Resource Center North Metro at 651-481-7401.

2. Homebuyer Programs:

a. First Time Homebuyer Low Interest Loan Program – administered by the County and Financed by Minnesota Housing. Low interest first mortgages provided to first time homebuyers within Anoka County.

b. Down Payment Assistance – Administered by ACCAP, the program is designed to help first time homebuyers purchase homes more affordably by providing deferred loans that can be used for down payment assistance. Eligible buyers may qualify for up to $5,000 with 0% interest to bring their monthly housing costs down to 30% of income. The principle only mortgage must be repaid when the property is sold.

c. Family Assets for Independence in Minnesota (FAIM II) – Administered through ACCAP for Anoka County residents the program enables persons with a low-wage job to build assets through long-term savings. Each participant commits to 12 hours of financial management educational workshops. Participants deposit a portion of their income into a Family Asset Account that generates a 3:1 match in this program. Up to $120 a month is the maximum match amount for an eligible FAIM participant if they deposit up to $40.00 into their account. The account can be used only to buy a home, higher education expenses, or to begin a small business.

d. **Habitat for Humanity -** Habitat for Humanity forms a partnership with families that need and want decent housing and are willing to build or renovate housing. Habitat is a national model for increasing affordable home ownership through a series of financing and educational methods and has been implemented with success in the City of Ramsey.

e. **Community Land Trust -** A community land trust model of financing provides affordable housing on a long-term basis. The homeowner owns the house but the community land trust owns the land underneath the house and provides the homeowner with a 99-year, renewable ground lease. A resale clause helps to ensure affordability of the unit for the long term. The initial subsidy in the project can then be retained and applied to subsequent buyers, while also rewarding homeowners with equity and a portion of the market value increase, allowing them to eventually move into market rate housing. This method has been implemented successfully within many counties throughout the metropolitan area. Currently there are no available land trust entities within Anoka County. However, the Ramsey HRA may find this method desirable to meet their affordable housing goals and could encourage Anoka County to pursue the establishment and/or funding of a Community Land Trust within the County.

3. Foreclosure Prevention

a) Prevention Counseling & hotline provided by ACCAP for Anoka County residents – 763-783-4747.

4. Energy Assistance

a) MN Energy Loans - low interest (6.625%) fixed rate loan up to $35,000 for energy improvements administered by the Neighborhood Energy Center - 651-221-4462 x132. Household income must be less than $89,000. An energy audit is required and typical improvements might include air conditioning replacement, furnace replacement, kitchen & bath fans, new windows, insulation, water heater replacement, hard-wired lighting and weatherization. The program will also fund renewable

energy systems such as geothermal heating/cooling, solar water heaters and photovoltaic/solar electric.

b) Weatherization Program – Administered by ACCAP, the Weatherization Program provides energy saving improvements to income-qualified households of the Energy Assistance program. Priority is given to the elderly, disabled, and/or high fuel consumption households. An auditor inspects the home, furnace and water heater to determine if weatherization work is required. This program helps residents conserve energy, lower their monthly utility costs, and helps to make the home more comfortable.

c) Energy Rebates – various utility rebates provided for installation of energy efficient systems and appliances provided by Connexus Energy. Additional information on the rebate program can be provided by Connexus customer service department at 763-323-2650.

d) **Energy Audits –** online audit and guidance on performing your own audit to reduce utility costs provided by Connexus Energy. Access to the energy audit information can be provided at the Connexus website at http://www.connexusenergy.com/energyaudit.htm

e) **Federal Energy Star Tax Credit –** Federal tax credits are available for many types of home improvements including adding insulation, replacement windows, and certain high efficiency heating and cooling equipment. The maximum amount of homeowner credit for all improvements combined is $500 during the two year period of the tax credit. This tax credit applies to improvements made to your primary residence from January 1, 2006 through December 31, 2007. If you are building a new home, you do not qualify for the tax credits for "eligible building envelope components" (windows, doors, insulation, roofs) or "qualified energy property" (HVAC & non-solar water heaters). However, the tax credit for photovoltaic's, solar water heating, and fuel cells is available for homeowners building new homes. Access to the Federal Tax Credit information can be found at the Federal Energy Star website at http://www.energystar.gov/index.cfm?c=products.pr_tax_credits

f) **Minnesota GreenStar Certification –** Minnesota GreenStar is a new program that offers green certification for new home construction and home remodeling. The benefits include mortgage and home equity rate discounts, rebates on building materials and products, tax credits, preferred utility rates and preferred homeowner and health insurance rates. For more details regarding the program visit http://www.mngreenremodeling.com/

Housing Assistance Policy

Affordable Housing

3/20/2014

City of Ramsey

Housing Assistance Policy – Affordable

BACKGROUND 2
HOUSING PRIORITIES 2
SCORING PROCESS 2
PROJECT BRIEF 4
PROJECT DETAILS 4
Number of Units 4
Minimum Threshold: 4
Rank Scoring 7
Total Points 15
FINANCIAL REQUIREMENTS/INFORMATION 16
Eligible Uses of Funding 16
Required Information 16
Sources and Uses 16
~~BACKGROUND ..... 2~~
~~HOUSING PRIORITIES ..... 2~~
~~SCORING PROCESS ..... 2~~
~~PROJECT BRIEF ..... 4~~
~~PROJECT DETAILS ..... 4~~
~~Number of Units ..... 4~~
~~Minimum Threshold: ..... 4~~
~~Rank Scoring ..... 6~~
~~Total Points ..... 13~~
~~FINANCIAL REQUIREMENTS/INFORMATION ..... 13~~
~~Eligible Uses of Funding ..... 13~~
~~Required Information ..... 13~~
~~Sources and Uses ..... 13~~
~~Financial Scoring ..... 14~~

Housing Assistance Policy – Affordable

Background

The City of Ramsey is committed to supporting well planned single family, multi-family development and redevelopment as a necessary element to achieve the goals for well-balanced housing inventory meeting the needs of residents during all life stages. The City Council and the Housing and Redevelopment Authority (HRA) of the City of Ramsey have determined that a policy is necessary to review requests for financial assistance related to housing projects to ensure any financially supported project meets Housing Polices of the Comprehensive Plan and housing priorities established by the City and reviewed on a regular basis.

Housing Priorities

To maximize the impact of City and HRA involvement, a priority list was developed by the Ad-Hoc-Sub-Committee of the Planning Commission and is subject to City Council approval. This is a list of priorities that the City believes would qualify for or is in the highest need of assistance, if available. This is not a reflection of the amount of individual types of housing products that the City believes will develop overall.

This list is based off current market conditions, demographics and financial need for assistance. This list will evolve over time, and will be revisited at least annually. With each project completed, the priority for assistance will change. Priorities are listed below:

1. Senior Independent
2. Affordable/Workforce
3. Redevelopment
4. Energy Efficient
5. Rehabilitation of Existing
6. Amenity Rental (market rate)
7. Three plus bedroom Rental
8. Inclusion of Accessory Dwelling Units
9. Executive Single-Family (note: City funding not likely for this product)
10. Senior Skilled Nursing
11. Assisted Living/Memory Care
12. Condominium

Scoring Process

Projects will be scored on a two (2) step process: 1) Minimum Thresholds and 2) Priority Scoring. Priority scoring is divided between *affordable housing projects* (targeting households below 80% of AMI and *market rate housing projects* (targeting households 80% and above AMI.

Housing Assistance Policy – Affordable

All applicants shall meet at least one of the goals and related implementation strategies listed below. Please provide a check mark in the box and on a separate sheet provide a brief explanation as to how the proposed project will meet the goal.

Priority scoring will be used to gauge the quality of the project and used to rank projects in the event of multiple proposals. The City reserves the right to reject any and all applications if it deems necessary.

The amount of funds that may be provided will be based on several factors including:

1. Project meets a housing priority.
2. Ability to meet the minimum thresholds.
3. Priority scoring results and the overall quality of the proposed project.
4. Availability of funding. The City reserves the right to cap the maximum assistance given, if funds are available. ~~City funding (when available) will be capped at $10,000 per unit.~~ Grant funding will be based on the grant type and related funding.
5. Third party review. Assistance is subject to third –party financial analysis and a 'but-for' analysis. Please contact City Staff for specifics on this analysis. Financial review is subject to look-back provisions traditionally found in Tax Increment Finance (TIF) analysis.

Housing Assistance Policy – Affordable

Project Brief

Please briefly describe your project. This section will be used as general background on the project, and is not intended to be a full analysis of the project. This project description will be used for short marketing pieces if assistance is approved.

_____
_____
_____
_____

Project Details

Number of Units

	Market Rate	80% AMI	60% AMI	50% AMI	30% AMI	Total # of Units
# of Units						

Minimum Threshold:

All applicants must meet one of the following minimum thresholds listed below. These are goals and implementation strategies from the City's Master Housing Plan, adopted as part of the City's 2009 Comprehensive Plan update. Check which threshold best matches your project and describe how your project will meet the implementation strategies.

	Applicant	City
Goal 1: Provide a variety of housing options for people at all life stages and income levels to encourage existing residents, and attract new residents, to stay in Ramsey throughout their lives. Housing opportunities should include a mixture of rental and owner-occupied to provide life-cycle housing choices meeting a full spectrum of demographics. [On a separate sheet please describe how your project will use one of the following implementation strategies to achieve this goal. Word limit = 500 words] 1) Work toward developing various senior housing options including independent living, cooperatives, and assisted living facilities, both market rate and affordable. 2) Focus on providing choices for empty-nesters, including aging in place and downsizing, to allow the majority of current residents to stay in Ramsey. 3) Provide opportunities for young adults to continue to live in Ramsey after leaving their parents' homes by supporting the development of quality rental housing.		

4) Provide a balanced housing supply, with approximately 90% ownership housing and 10% rental housing, to expand options for workforce housing and housing for young professionals. 5) Continue to develop more affordable single family housing such as condominiums and small-lot single family homes that includes higher architectural variety and quality. 6) Explore opportunities to attract executive level housing to provide a variety of housing choices and opportunities in the City.		
Goal 2: Revitalize/rehabilitate areas where the housing is aging and in need of repair and where the land is underutilized and/or has potential for future redevelopment consistent with the Comprehensive Plan. [On a separate sheet please describe how your project will use one of the following implementation strategies to achieve this goal. Word limit = 500 words] 1) Encourage residents to upgrade the functionality and marketability of their aging housing, and put quality additions on as they need more space. 2) Provide options for residents to subdivide if consistent with and allowed by the Comprehensive Plan. 3) Encourage redevelopment where land has potential for future development consistent with the Comprehensive Plan.		
Goal 3: Maintain and improve the housing stock to preserve the character and quality of existing neighborhoods. [On a separate sheet please describe how your project will use one of the following implementation strategies to achieve this goal. Word limit = 500 words] 1) Encourage the development of homeowner's associations or common interest communities for areas of older multifamily housing and new subdivisions of smaller lot neighborhoods. 2) Ensure that new housing developments provide appropriate density transition with existing established neighborhoods.		

3) Update and enhance design standards for new developments and encourage housing construction that incorporates quality and diverse architecture.		
Goal 4: Provide a development environment that increases residential health and reduces energy consumption. [On a separate sheet please describe how your project will use one of the following implementation strategies to achieve this goal. Word limit = 500 words] 1) The development incorporates environmentally sensitive site planning, resource efficient building materials and superior indoor environmental quality practices. 2) The development meets sustainability standards, such as Minnesota Green Star Certification or LEED. 3) Use of sustainable development elements such as the use of storm water management BMP's to manage on site storm water 4) The development incorporates connections to existing pathways and creates natural and safe walkable areas.		

Housing Assistance Policy – Affordable

Rank Scoring

Affordable Housing Project Scoring –Projects must target occupants that are below 80% AMI

Affordable Housing - Rental:	Applicant Point Allocation	City Point Allocation
Points will be given for units rented at greater affordability levels. **Chose 1 (or chose all that apply) and insert total number and percent of units at each affordability level:**		
~~50~~40% of units at 60% AMI = 5 points		
~~50~~20% of units at 50% AMI= 5~~7~~ points		
~~50% of units at 30% AMI= 10 points~~		

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Long-Term Affordability ~~Rental~~:	Applicant Point Allocation	City Point Allocation
Projects that demonstrate the ability to serve tenants for longest period of time. **Chose 1 (or chose all that apply) and insert total number of units.**		
30 years or more= 10 points		
15~~-29~~ years = 5~~8~~ points		
~~10- 15 years = 3 points~~ ~~(Deed restriction will be required for homes constructed with affordability limits in order to earn points)~~		

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~~***Affordable Housing - Ownership:***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~

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Housing Assistance Policy – Affordable

~~Points will be given for homes priced at greater affordability levels.~~ **~~Chose 1 (or chose all that apply) and insert total number and percent of units at each affordability level:~~**		
~~30% of units between 60 and 80% AMI = 5 points~~		
~~30% of units at 60 and below 80% AMI=7 points~~		
~~30% of units at 30% or less AMI= 10 points~~ ~~(Proposed affordable lots shall be deed restricted and scattered throughout the development)~~		

~~***Long-Term Affordability-Owner-occupied Housing:***~~ ~~Projects that demonstrate the ability to serve tenants for longest period of time.~~ **~~Chose 1 (or chose all that apply) and inset total number of units.~~**	~~Applicant Point Allocation~~	~~City Point Allocation~~
~~5 years or more= 5 points~~		
~~10 years or more= 10 points (Deed restriction will be required for homes constructed with affordability limits in order to earn points. Lots shall be scattered throughout the development)~~		

Number of Bedrooms **If applicable, insert total number of units:**	Applicant Point Allocation	City Point Allocation
At least 25% of units include three + bedrooms = 5 points		
At least 50% of units includes three + bedrooms total units= 10 points		

Development of Senior Housing	Applicant Point Allocation	City Point Allocation
Senior independent (rental or owner-occupied) = 5 points. **Insert total number of age restricted units.**		

Housing Assistance Policy – Affordable

Specialized Senior Housing: At least 25% of total units include one (or combination) of specialized services. **Chose 1 (or chose all that apply) and insert total number and percent of total.** Maximum of 5 points		
Assisted Living units = 5 points		
Memory care units = 5 points		
Senior skilled nursing on site= 5 points		

Mixed Income Development:	Applicant Point Allocation	City Point Allocation
~~Inclusion of market rate and affordable within a single project (single or multiple buildings). All projects must have at least 50% of units at 80% AMI or above (market rate).~~		
Inclusion of market rate and affordable within a single project (single or multiple buildings). All projects must have at least 50% of units at 80% AMI or above (market rate).~~30% of total units (SF or attached) at 60-80% of AMI = 5 points~~		
~~30% of total units (SF or attached) at 50% (or below) of AMI= 10 points~~		

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~~***Redevelopment:***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~
~~Rehabilitation of existing housing unit(s) for occupants below 80% of AMI= 5 points.~~ ~~**If applicable, insert total number of units:**~~		
~~Rehabilitation of existing housing unit(s) 30% of AMI= 10 points.~~ ~~**If applicable, insert total number of units:**~~		

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~~Infill redevelopment that results in removal of blighted residential and/or commercial buildings/sites that result in new housing units: Occupants must be at or below 80% AMI. Additional points will be given for greater affordability levels.~~ **~~If applicable, insert total number of units:~~**		
~~50% of units at 60% AMI = 5 points~~		
~~50% of the units at 50% AMI= 7 points~~		
~~50% of the units at 30% AMI= 10 points~~		

~~***Proximity to Transit***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~
~~Within quarter mile (.25) of Northstar Commuter Rail-Ramsey Station: 10 points.~~	~~Circle: Yes/No~~	
~~Within one-half mile (.5) of Northstar Commuter Rail-Ramsey Station: 5 points.~~	~~Circle: Yes/No~~	
~~***Proximity to Local Employment***~~ ~~Within a two-mile radius of area zoned Employment= 5 points~~	~~Circle: Yes/No~~	

Proximity to Transit	Applicant Point Allocation	City Point Allocation
Within quarter mile (.25) of Northstar Commuter Rail-Ramsey Station: 10 points.	Circle: Yes/No	
Within one-half mile (.5) of Northstar Commuter Rail-Ramsey Station: 5 points.	Circle: Yes/No	
Proximity to Local Employment Within a two-mile radius of area zoned Employment= 5 points	Circle: Yes/No	

~~***Non-Financial Readiness to Proceed:***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~

Housing Assistance Policy – Affordable

~~Land use and zoning approvals have been obtained = 2 points~~ ~~***Architectural Standards (check all that apply)***~~	~~Circle:~~ Applicant Point Allocation	City Point Allocation
~~***Site Control:***~~		
Use of Hardi-Board or equivalent= 2 points ~~Fee Title Ownership has been obtained= 5 points~~	~~Circle:~~ ~~Yes/No~~	
Horizontal siding accessory only = 2 points ~~***Private Equity Percentage***~~		
~~Cash equity commitment of at least 5% down payment is secured: 5 points.~~ Minimum of 30% front elevation-brick or stone= 2 points	~~Circle:~~ ~~Yes/No~~	
50% brick or stone threshold = 2 points		
Building articulation= 2 points		
Roof articulation= 2 points		
Covered front porch > 50 square feet = 2 points		
Roof < 25% of front façade= 2 points		
2+ dormers (gabled ends to not count) for SF= 2 points		
Multiple dormers if townhome building or apartment building = 2 points		
Use of alley or internal drive for garage access (not visible from public street and HOA maintained) = 2 points		
Use of side loaded garages (SF and TH only) = 2 points		
House forward design (SF and TH only) = 2 points		
Architectural styled garage doors (15% of lots) (SF and TH only) = 2 points		
Anti-monotony elevation/color plan (applicable to developments with multiple buildings that have a minimum of three material colors that vary between buildings) = 2 points		
Four sided architecture (attached or detached) = 2 points		
High speed internet access in all units= 2 points		
Smoke free units/buildings= 2 points		

Housing Assistance Policy – Affordable

~~***Federal/Local or Philanthropic Partnerships:***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~
~~Project funds from the federal government, a local unit of government, area employer and/or a private philanthropic, religious or charitable organization. **If applicable, provide percentage:**~~		
~~20.1% and above of the development cost= 10 points~~		
~~15.1%-20%= 8 points~~		
~~10.1%-10%= 6 points~~		
~~5.1%-10%= 4 points~~		
~~2.1%-5%= 2 points~~		

Federal/Local or Philanthropic Partnerships:	Applicant Point Allocation	City Point Allocation
Project funds from the federal, county, or state unit of government, ~~a local unit of government~~, area employer and/or a private philanthropic, religious or charitable organization. **If applicable, provide percentage:**		
20.1% and above of the development cost= 10 points		
15.1%-20%= 8 points		
10.1%-10%= 6 points		
5.1%-10%= 4 points		
2.1%-5%= 2 points		

Project Amenities **- Check all that apply.**	Applicant Point Allocation	City Point Allocation
Community room/gathering area= 1 point		

On-site fitness center= 1 point		
Terrace/Courtyard or Roof top gathering area= 1 point		
Indoor theatre= 1 point		
Outdoor facilities= 1 point per element: (i.e. walking trails, tennis/basketball courts, playground, others as proposed by applicant)		
Indoor or outdoor swimming pool= 1 additional point		
Use of shared parking to reduce total parking installed= 2 points		

~~***Architectural Standards (check all that apply)***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~
~~Use of Hardi-Board or equivalent = 2 points~~		
~~Horizontal siding accessory only = 2 points~~		
~~Minimum of 30% front elevation brick or stone= 2 points~~		
~~50% brick or stone threshold = 2 points~~		
~~Building articulation= 2 points~~		
~~Roof articulation= 2 points~~		
~~Covered front porch > 50 square feet = 2 points~~		
~~Roof < 25% of front façade= 2 points~~		
~~2+ dormers (gabled ends to not count) for SF= 2 points~~		
~~Multiple dormers if townhome building or apartment building = 2 points~~		
~~Use of alley or internal drive for garage access (not visible from public street and HOA maintained) = 2 points~~		
~~Use of side loaded garages (SF and TH only) = 2 points~~		
~~House forward design (SF and TH only) = 2 points~~		
~~Architectural styled garage doors (15% of lots) (SF and TH only) = 2 points~~		

~~Anti-monotony elevation/color plan (applicable to developments with multiple buildings that have a minimum of three material colors that vary between buildings) = 2 points~~		
~~Four sided architecture (attached or detached) = 2 points~~		
~~High speed internet access in all units= 2 points~~		
~~Smoke free units/buildings= 2 points~~		

Development Standards (check all that apply) *Sidewalks, trails and streetscaping*	Applicant Point Allocation	City Point Allocation
Sidewalks to each front door (SF and TH) or main entry (apartment building)= 2 points		
Sidewalks/ trail on both sides of public streets (SF and TH); or sidewalk / trail on one side if project consists of only a single building = 2 points		
Installation of off-road trails within the development = 2 points		
Sidewalk " bump-outs" or "chokers" = 2 points		
Trail connection beyond development (installed by developer)= 5 points		
Boulevard trees at 35 foot spacing (new installation provided by developer= 2 points		
Installation of development wide streetscaping and decorative lighting= 2 points		

~~***Energy Efficient Elements (check all that apply)***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~
~~Storm water Best Management Practices= 2 points~~		
~~Energy efficient roofing material or colors = 2 points~~		
~~Buildings oriented on site to optimize passive solar and cooling= 2 points~~		

~~Installation of a green roof occupying a minimum of 30% of the total roof area= 2 points~~		
~~Use of resource efficient building materials= 2 points~~		
~~Use of Green Star certified mechanical and appliances = 2 points~~		
~~Use of energy efficient windows/doors= 2 points~~		
~~Other energy efficient new technology as approved by the City= 2 points~~		

Energy Efficient Elements (check all that apply)	Applicant Point Allocation	City Point Allocation
Storm water Best Management Practices= 2 points		
Energy efficient roofing material or colors = 2 points		
Buildings oriented on site to optimize passive solar and cooling= 2 points		
Installation of a green roof occupying a minimum of 30% of the total roof area= 2 points		
Use of resource efficient building materials= 2 points		
Use of Green Star certified mechanical and appliances = 2 points		
Use of energy efficient windows/doors= 2 points		
Other energy efficient new technology as approved by the City= 2 points		

Total Points

	Applicant Point Allocation	City Point Allocation
Total Points Accumulated		

FINANCIAL REQUIREMENTS/INFORMATION

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Financial award is based on availability of funds. Maximum funding is set ~~at $8,000 per unit or not greater than 15% of entire project cost~~based on actual project need after a detailed financial analysis of the Developer and the project. The City reserves the right to contract with a third-party for financial analysis, which costs of said analysis are the responsibility of the Developer unless otherwise waived by the City. Owner equity must be greater than 10%.

Eligible Uses of Funding

Eligible uses of funding include; site acquisition, land improvements, building construction, and payment of development fees. The City will not waive development fees (park dedication, trail development, sanitary sewer, stormwater) or permit fees). The City and Developer will need to work together to identify a funding source for these fees if assistance is required specific to these fees.

Required Information

1. Sources and Uses Statement (below)
2. Financial Scoring Scorecard ~~(below)~~
3. Organizational Financial Statements (2 years of P&L and Balance Sheet)
4. Personal Financial Statements of Stakeholders and Tax Returns (2 years)
5. Project Pro forma/Projections (two [2] year and fifteen [15] year projections)
6. Letter(s) of Commitment from other Funding Sources (terms, conditions)
7. Proof that the Property is not delinquent in Property Taxes

Sources and Uses

The Developer shall provide a detailed sources and uses statement. ~~Please use the Sources and Uses Excel Spreadsheet and include as an attachment.~~ This shall include all sources of financing for the project and how those funds will be used. The Applicant shall provide a detailed listing of each.

Owner equity shall be equity above and beyond any tax credit or grant source of funding. The City will exclude any tax equity.

SOURCES	AMOUNT ($)		USES	AMOUNT ($)
Owner Equity			Land Acquisition	
Bank Loan			Site Development	
Other Loan			Construction	
Fed. Grant/Loan			Engineering/Arch. Services	
State Grant/Loan			Debt Service	
TIF			Contingencies	
Tax Abatement			Other	
Revolving Loan Fund			TOTAL	
Other				
TOTAL				

The City reserves the right to request additional data regarding the above required information as well as sources and uses. Review of sources and uses is subject to third-party financial analysis.

~~Financial Scoring~~

~~Please calculate points based on this project's ratio of private to public financing.~~

~~Ratio= *Private Financing : Public Financing*~~

~~***Leveraged Funds***~~	~~Applicant Point Allocation~~	~~City Point Allocation~~
~~Ratio of Private to Public Investment~~ • ~~5:1 = 5 points~~ • ~~4:1 = 4 points~~ • ~~3:1 = 3 points~~ • ~~2:1 = 2 points~~ • ~~Less than 2:1 = 1 point~~		

Planning Commission Work Plan 2016 – 2018

THIS IS A WORKING DOCUMENT. ITEMS WILL BE COMPLETED AS RESOURCES PERMIT

MISSION

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

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

On Target	Behind Schedule	Significantly Behind Schedule

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve budget preparation to identify operational efficiencies and cost-savings	Community Development/ Engineering	PC1.1 - Analyze development fees to ensure proper nexus to development impacts	2018	2018	None	None	Multiple	• Completion of System Plan Studies. • Amended rates and charges as recommended.
	Community Development/ Economic Development	PC1.2 - Create a policy to foster a business incubator facility	2016	2017	TBD	TBD	TBD	• Proper land use controls in place. • Completed an analysis of appropriate sites. • Completed an analysis of City's role.

DRAFT

Planning Commission Work Plan 2016 – 2018

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Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

On Target	Behind Schedule	Significantly Behind Schedule

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Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve the safety and mobility of major road corridors	Engineering	PC2.1 - Conduct CSAH 5 Corridor Study (land use and traffic integrated) in cooperation with the County [Strategic Plan]	2016	2017	Professional services - $50,000 (PIR) Anoka County Coordination Construction funds	None	B. Westby	• Corridor study completion in 2017 • At least one high priority improvement project commenced by 2018
	Engineering	PC2.2 - Conduct MN State Hwy 47 Study in cooperation with MNDOT and City of Anoka [Strategic Plan]	2016	2017	Anoka County & MNDOT coordination Construction Funds	None	B. Westby	• Corridor study completion in 2017 • At least one high priority improvement project commenced by 2018
	Community Development	PC2.3 - Ensure correct address and street name standards	2016	2016	None	None	TBD	• Corrected Street Name and Address Database
Create a diverse and robust offering of recreational opportunities	Community Development	PC2.4 - Develop Plan for future parks, trails, and open space capital improvements [Strategic Plan] [Comprehensive Plan]	2016	2017 [Minimum requirements for Comprehensive Plan Amendment – broader plan in future years]	None	None	T. Gladhill	• Completed Master Park and Trail Plan Update • CIP Aligned with Parks Plan

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Planning Commission Work Plan 2016 – 2018

MISSION

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

Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

On Target	Behind Schedule	Significantly Behind Schedule

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Improve and maintain safety of the community	Community Development/Fire Department	PC2.5 - Expand and improve residential rental licensing program [Strategic Plan]	2017	2017 Program approved by City Council. Implementation in Q2 2017.	None	None	T. Gladhill	• Cost Benefit analysis completed • Improved property maintenance • Improved landlord/tenant relationships • Improved public safety response
		PC 2.6 – Ensure adequate telecommunications coverage	2018	2018	None	None	TBD	• Revised telecommunications tower ordinance
Enhance Community Engagement	Community Development	PC2.7 - Increase engagement opportunities in future land use decisions [Strategic Plan]	2015	2018	Professional service dollars for technical support and analysis (forecasts, etc.) $32,000 Planning Grant awarded by Metropolitan Council.	TBD	T. Gladhill	• Adopt a citizen engagement framework for 2040 Comprehensive Plan update • Determine appropriate scale of update to the City's Comprehensive Plan • Complete required 2040 Comprehensive Plan update • Clarified vision for the COR • Tax Directed Planning Policy • Comprehensive Transportation Plan

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Planning Commission Work Plan 2016 – 2018

MISSION

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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

On Target	Behind Schedule	Significantly Behind Schedule

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Enhance Community Engagement	Community Development	PC3.1 - Create a walkable community in The COR that balances market realities	2015	2016 New work plan approved for Q1 2017 Completion.	None	None	T. Gladhill	• Completed Boards and Commissions Survey • Completed Citizen Survey/Workshop • Updated Development Plan
	Community Development	PC3.2 - Prevent erosion from damaging shoreline properties and reducing water quality along the Mississippi River.	2015	2016 Complete!	$5,000 in professional services	None	C. Anderson	• Completed shoreline inventory through Anoka Conservation District.
	Community Development	PC3.3 - Create a community sign plan that focuses on community gateways and focal points. [Strategic Plan]	2017 Now part of COR System Plan Effort	2017	None	None	P. Brama	• Revised zoning code • Monument signage plan for the City completed • Tenant panel distribution policy completed • Funding and Priority Plan
Enhance Community Engagement	Community Development	PC3.4 - Enhance protection of wetlands during and after construction activities and ensuring adequately sized lots.	January, 2016	April, 2016 Complete!	None	None	L. Linton	• Amend City Code per LRRWMO requirements for wetland setbacks.

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Planning Commission Work Plan 2016 – 2018

MISSION

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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

On Target	Behind Schedule	Significantly Behind Schedule

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
	Community Development	PC3.5 - Create areas to support existing residential neighborhoods	2017	2017	None	None	T. Gladhill	• Create Neighborhood Office District
	Community Development	PC3.6 - Ensure timely completion of projects that do not disrupt the tranquility of residential neighborhoods	2018	2018	None	None	T. Gladhill	• Establish policy for extensions of Building Permits.
	Community Development	PC3.7 - Create lifecycle housing that allows our aging population find housing without leaving our community.	2016	2017 [2 projects in review process]	TBD	TBD	TBD	• Facilitate the private development of a one-level housing product with common area maintenance.
Ensure long-term sustainability of Public Water System	Engineering	PC3.8 - Develop a Comprehensive Plan for City long-term water supply [Strategic Plan] [Comprehensive Plan]	2015	2016 [Draft complete. To be reviewed Q1 2017].	None	TBD	B. Westby	• Updated Comprehensive Water Supply Study

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Planning Commission Work Plan 2016 – 2018

MISSION

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

Strategic Imperative IV: An Effective Organization

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization.

On Target	Behind Schedule	Significantly Behind Schedule

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
Continue to implement process improvement initiatives	Community Development	PC4.1 - Improve submittal process for the Lower Rum River Watershed Management Organization	2017 or as time permits in 2016	2017	None	None	T. Gladhill	• Revised Application Packet
	Community Development	PC4.2 - Ensure safety and welfare of the community without creating burdensome and duplicative requirements.	2017 Note – business licensing policy may be undertaken by the City Clerk in 2016	2018 Complete!	None	None	TBD	• Revised Variance Policy (2017) • Revised CUP Policy (2017) • Revised Business License Policy (2017)
	Community Development	PC4.3 - Clarify development standards for the Flintwood Hills Neighborhood	2018	2018	None	None	C. Anderson	• Bulk Standard Matrix

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Comprehensive Plan

City Staff
WSB
Others

	Q4 2016		Q1 2017			Q2 2017			Q3 2017			Q4 2017			Q1 2018			Q2 2018				Q3 2018			Q4 2018	
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
Task One: Community Engagement																										
1.1 Steering Committee Meetings	21-Nov		COR?		LU		X		X		X	DRAFT PLAN														
1.2 Community Workshops				COR		LU		X		X																
1.3 Online Engagement																										
1.4 Pop up Engagements (Happy Days, Expo, Concert series)						COR		LU	X	X	X															
1.5 Draft Plan Open House													X													
1.6 Interagency Coordination				X		X		X		X																
1.7 Commissions				EPB	EDA	EPB	EDA	Parks	Parks	Parks																
1.8 Planning Commission/ City Council meetings							X					X				PH PC	CC prelim							CC Final		
Task Two: Introduction and Demographics (Tim)																										
2.1 Chapter Completion, including charts/graphs																										
Task Three: Housing (Tim)																										
3.1 Prepare charts and data																										
3.2 Prepare maps																										
3.3 Goals and Policies																										
3.4 Draft Chapter																										
Task Four: Land Use (Tim/WSB)																										
4.1 Create Community Designation Map																										
4.2 Create Existing Land Use Map																										
4.3 Create Existing Land Use Table																										
4.4 Prepare Future Land Use Map (City to provide a marked up map																										
4.5 Create Future Land Use Table																										
4.6 Create forecasts for pop, hh, emp for 2020, 2030, 2040																										
4.7 Divide forecasts by sanitary sewer interceptor district																										
4.8 Goals and Policies																										
4.9 Draft Chapter (including exhibits)																										
Task Five: Transportation (WSB)																										
5.1 Divide forecasts by TAZ																										
5.2 Roadways																										
5.3 Transit																										
5.4 Bike/Ped																										
5.5 Aviation																										
5.6 Freight																										
5.7 Draft Goals and Policies																										
5.8 Draft Chapter (including exhibits)																										
Task Six: Parks, Trails, and Open Space Update (Bruce)																										
6.1 Draft Chapter (Regional Requirements)																										
6.2 Parks, Trails, and Open Space Chapter																										
Task Seven: Sanitary Sewer and Water (BMI)																										
7.1 update capacity analysis																										
7.4 Goals and policies																										
7.5 draft chapter (including exhibits)																										
Task Eight: Surface Water Management (BMI)																										
8.1 Surface Water Management Plan Chapter update																										
Task Nine: Implementation (Tim)																										
9.1 Review existing plans																										
9.2 Implementation Recommendations																										
9.3 Exhibits (Zoning Map)																										
Task Ten: Economic Development (Pat)																										
10.1 Goals and Policies																										
10.2 Draft Chapter																										
Task Eleven: Natural Resources/Resiliency (Chris)																										
11.1 Goals and Policies																										
11.2Draft Chapter																										
Task Twelve: Met Council Coordination (Tim)																										
12.1 Draft Full Plan																										
12.2Adjacent Community Review																										
12.3 Meeting with Met Council and Submit																										
12.4 Complete Comp Plan Submittal Form																										

CC Regular Session **7. 3.**

Meeting Date: 03/14/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Stone Brook Children's Academy & Childcare Center Purchase Agreement [Portions May be Closed to the Public]

Purpose/Background:

Purpose

Consider the attached purchase agreement (PA) with Stone Brook Academy for 1-acre of land located near the center of The COR for a children's academy and childcare center.

City Review process

This case is being addressed in several separate steps:

Step 1: Site Location/ Site Concept
The purpose of this case is to provide direction from a master developer perspective (site location, concept project layout).

Step 2*:* Real Estate transaction (current case)
The purpose of this step will be to consider a formal purchase agreement (i.e. deal terms).

Step 3: Entitlement
The purpose of this step is to review Plat and Site Plan applications (i.e. site plan/ zoning/ land use regulations).

Review Notes

This case was reviewed by the EDA on 12/08/16, 01/12/17, and 03/09/17. This case was reviewed by the Planning Commission on 01/05/17, 02/02/17, and 03/02/17. This case was reviewed by the Council on 01/24/17, 02/14/17, and 03/14/17 (this case). All parties are generally very supportive of the use/ proposed project.

Originally, site location had been the focal point of conversations RE this project. In February, staff received support from the EDA, Planning Commission, and Council to move forward with a purchase agreement for Site #1. Please see attached Site Location log for details.

Now, the focal point of discussion RE this case is the attached purchase agreement. In March, both the EDA and Planning Commission provided general direction to move forward with the attached purchase agreement.

Notification:

NA

Observations/Alternatives:

The attached purchase agreement was modeled after the City's template purchase agreement and policy for selling city owned land. Staff believes the attached purchase agreement doesn't have any major red flags/ issues. Below is a summary of major deal points (often times called a term sheet). The attached agreement was drafted by the City Attorney.

(A) Purchase Price: $3.30 psf, $143,748

CBRE Asking Price: $5.00 psf, $217,800
CBRE Deal Range High: $4.50 psf, $196,020
CBRE Deal Range Low: $2.25 psf, $98,010
City Purchase Price: $2.44 psf, $106,286

Stone Brook Offer #1: $0 psf, $0
Staff Counter #1: $4.00 psf, $174,240
Stone Brook Offer #2: $2.50 psf, $108,900
EDA Counter #1: $3.50 psf, $152,460
Stone Brook Offer #3: $3.00 psf, $130,680
EDA Counter #2: $3.30 psf, $143,748

(B) Earnest Money: $7,500, non-refundable after Notice-to-Proceed.
(C) Term: Inspection Period 08/01/2017.

Closing 14 days after Notice-to-Proceed.
Can extend for two 60-day terms via non-refundable $2,500 earnest money deposits

(D) Construction Deadline: 09/01/2018, includes right-of-re-entry agreement clause/ or fine.

(E) Platting/ Development Agreement: must obtain plat, development agreement, site plan, and approved visual renderings before closing on purchase.

(F) Road Connection: if public 80:20 split, if private 50:50 split. The agreement allows for this item to be resolved after the PA is signed (provides for two options). The attached Site #1 Log discusses this item (see staff section).

Public Road Connection: $285K estimate (see attached). The informal policy historically implemented in The COR for cost-sharing public roads is a 60-40 split (60% city). It should be noted, public roads are typically designed at a much higher level than private drives (width, load capacity, landscaping, utilities, etc.). Stone Brook is proposing that the 60/40 cost share be used on this public road project. Stone Brook has indicated that the 40% "developer" share should be split between Stone Brook and the other property that will have direct access of Sunwood Drive. Therefore, effectively, Stone Brook is proposing a 20% share of costs. This item will be resolved

Private Road Connection: $225-$275K estimate (verbal). Staff has ordered a second WSB Feasibility Report for a private drive (pending).

Funding Source:

NA

Recommendation:

Staff Comments

Staff is generally comfortable with the terms and conditions laid out in the attached purchase agreement. They appear to meet our land sale policies/ fit within the CBRE adopted "deal ranges"/ and meet the intent of our template purchase agreement. Staff does not have a need to go into closed session for this case--as Stone Brook has agreed to the EDA's last counter offer on price. This project appears to have several benefits for the City, and The COR:

(1) Generate trips to The COR, which will help drive retail interest--140 students, 100+ trips in the AM, and 100+ trips in the PM. Also, estimated 20 Stone Brook employees will patronize businesses in The COR. Stone Brook believes they are a destination user.

(2) Provide a high-end facility, with good architecture, in The COR. Building will be pushed up against Sunwood. Will be a transition from apartments to traditional retail.

(3) Provide high-end childcare and academic services for Ramsey Residents--an amenity for the community.

(4) Will create about 20 jobs, and will generate about $45K in total property taxes per year. Will contribute to the City's COR TIF District (which is needed for many other COR development related obligations).

(5) Will generate $143,748 in land proceeds (gross), and will continue important "positive-real-estate-momentum" for The COR. Will result in an estimated $60K in development fees (park, trails, water, sewer, storm).

(6) Will establish a north-south connection mid-block between Sunwood and Veterans.

(7) Project meets COR Master Plan and City Zoning Standards--and generally appears to meet the vision of The COR (there has been mixed discussion and opinions on this item).

EDA Purchase Agreement Review

- EDA passed a 4-0 motion to recommend the Council adopt the motion outlined in the "Action" section of this case on 03/09/17. The EDA had very little discussion on this case on 03/09--as the EDA didn't feel discussion was needed. Little has changed with the case, from the perspective of the EDA (i.e. the land transaction), since it was introduced. The EDA recommended moving forward with the attached PA on Site #1 in January of 2017. The EDA maintains their position outlined in previous cases, in the attached Site #1 Log, and outlined above by staff.
- Based on previous EDA discussion--the EDA remains open to either a private drive or public road north-to-south connection for this project. The EDA remains generally supportive of an approach that incorporates this 1-acre project into the larger master site plan for the block (i.e. that could include a east-to-west internal connection).

Planning Commission Purchase Agreement Review

- The Planning Commission was generally in support of the attached PA (1 member remains opposed). The Planning Commission did not discuss the PA in great detail. The Planning Commission did focus on reviewing the proposed preliminary site layout concept. Below is preliminary feedback provided by the Planning Commission.
- The Planning Commission believes the proposed north-south road connection needs to be made. The Planning Commission is open to either a private drive or a public road. The Planning Commission's preliminary feedback was to lean towards a public road (rather than private). The Planning Commission believed a public road provides a better, and more "public" road and pedestrian connection on this block--which are more welcoming, and fit the vision of The COR. The Planning Commission had preliminary concerns about maintenance, should the road become a private drive. The Planning Commission commented that a private drive connection may allow the city to pick up more width on the narrow remnant city-owend parcel. The Planning Commission was generally concerned with the lack of public road connections along this larger block. The Planning Commission needs more information on this item before they can provide formal direction.
- The Planning Commission was in general support of an internal east-to-west private drive connection through the Stone Brook site. They believe the connection will help ensure the "master planned" and "downtown style" vision for the larger block comes to fruition. The Planning Commission supported the notion of placing proper easements to protect said connection for public access. The Planning Commission was open to allowing the buyer to decide exactly where that east-to-west connection be made. The Planning Commission respected the fact that the location of that connection could have an effect on the safety/ functionality of Stone Brook.
- The Planning Commissino was generally comfortable with the orientation of the Stone Brook facility as

shown on the concept site plan (portions setback from Sunwood Drive). The Planning Commission mentioned they would like to see proper landscaping/ retaining walls/ etc. for the areas set back from Sunwood Drive.

Action:

Motion to recommend the City Council:

Approve the attached purchase agreement (PA) with Stone Brook Academy for 1-acre of land located near the center of The COR for a children's academy and childcare center.

Sidebar: any preliminary feedback on the discussion for a required north-to-south connection between Sunwood and Veterans (i.e. Yolite) would be helpful--i.e. public versus private. Also, preliminary feedback on the proposed east-to-west internal site connection would be appreciated (master plan concept "B"). Finally, any preliminary feedback on the proposed building orientation would also be helpful (i.e. partially setback from Sunwood Drive).

Attachments

Purchase Agreement

Site 1 Feedback Log

Four Master Planned Sites COR 2 Zoning Background

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:55 PM
Form Started By: Patrick Brama		Started On: 03/07/2017 08:24 AM
Final Approval Date: 03/09/2017		

PURCHASE AGREEMENT

This Agreement is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **Michael & Kristen Johnson**, ("Buyer").

In consideration of the Earnest Money, the mutual covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

1. **EFFECTIVE DATE.** The effective date of this Agreement is March 15, 2017 (the "Effective Date").

2. **SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, roughly one acre of the Property, legally described as follows:

   Outlot B, COR ONE PLAT, City of Ramsey, County of Anoka

   and further identified by Anoka County by the following property identification number(s):

   28-32-25-23-0010

3. **PURCHASE PRICE.** The purchase price for the Property is $3.30 per square foot (the "Purchase Price"). Buyer intends to purchase roughly 1-acre of land. Buyer is responsible for subdividing property, providing the City of Ramsey with a legal description of the new parcel, and an official parcel size.

4. **EARNEST MONEY.** By March 22, 2017 Buyer must deposit the sum of $7,500 (the "Earnest Money") with Commercial Partners Title Company, 200 South 6th Street, #1300, Minneapolis, MN 55402 ("Escrow Agent"), via wire transfer or delivery of a certified check payable to Escrow Agent.

   a. If Buyer does not deposit the Earnest Money with Escrow Agent as required above, then Seller may terminate this Agreement by written notice to Buyer; provided, however, if Buyer deposits the Earnest Money with Escrow Agent before Seller exercises Seller's right to terminate, Seller's right to terminate is extinguished.

   b. Unless Buyer has previously terminated this Agreement pursuant to Section 9, $7,500 of the Earnest Money (the "Initial Disbursement") becomes non-refundable to Buyer (except in accordance with Section 23 as a result of a default by Seller) 120 business days after the Effective Date, and on that date Escrow Agent must disburse the Initial Disbursement to Seller.

   c. Upon Seller's receipt of a Notice to Proceed from Buyer in accordance with Section 9(b), all of the Earnest Money becomes non-refundable (except in accordance with Section 23 as a result of a default by Seller).

d. If Buyer does not provide a Notice to Proceed to Seller in accordance with Section 9(b), this Agreement automatically terminates and Escrow Agent must disburse all Earnest Money Escrow Agent holds to Buyer, other than Earnest Money Escrow Agent is obligated to disburse to Seller pursuant to Sections 4(b) and (c).

e. At Closing, Escrow Agent shall disburse to Seller any Earnest Money not previously disbursed to Seller, and Buyer shall receive a credit against the Purchase Price owing at Closing in an amount equal to the amount of the Earnest Money.

5. SURVEY. Seller shall, at Seller's expense, obtain an ALTA/NSPS 2016 survey (Table A, items 1-4 and 6, 8, and 11) (the "Survey") from a duly licensed surveyor and deliver it to Buyer within thirty (30) days after the Effective Date. Buyer may arrange with the surveyor to include additional information on the Survey at Buyer's expense.

6. TITLE COMMITMENT.

a. Seller makes no representations or warranties with respect to the status of title to the Property. Within thirty (30) business days after the Effective Date, Seller shall, at Seller's expense, obtain a commitment from Escrow Agent to issue an owner's policy of title insurance insuring Buyer's title to the Property (the "Title Commitment") and deliver the Title Commitment and copies of or internet access to copies of all recorded documents referenced in the Title Commitment to Buyer.

b. Buyer shall have until the date ten business days after the receipt of the Title Commitment and the Survey (collectively, "**Title/Survey**") to review Title/Survey and to give Seller written notice of (i) any defects in the marketability of Seller title to the Property or any encumbrances on Seller's title to the Property that are objectionable to Buyer, and (ii) the specific actions Buyer requests that Seller take with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Seller's title that Buyer does not identify in a timely Title Objection Notice are each a "**Permitted Exception**." Within three (3) business days after Seller's receipt of a Title Objection Notice from Buyer, Seller will notify Buyer, in writing, of the actions, if any, that Seller is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Seller will take those actions ("**Seller's Title Notice**"). If Seller's Title Notice indicates that Seller unconditionally agrees to make Seller's title to the Property marketable on or before the closing date established pursuant to Section 10, the parties shall proceed to closing pursuant to the terms of this Agreement. If Seller's Title Notice indicates that Seller does not unconditionally agree to make Seller's Title to the Property marketable on or before the closing date established in Section 10, Buyer may, at any time with three (3) business days after Buyer's receipt of Seller's Title Notice, terminate this Agreement by written notice to Buyer in

which case this Agreement is terminated and Escrow Agent must disburse any Earnest Money (other than Earnest Money that Escrow Agent has disbursed to Seller pursuant to Sections 4(b) and (c)) ("**Buyer's Title Termination Notice**"). If Buyer does not deliver a Buyer's Title Termination Notice to Seller within the three (3) business days after Buyer's receipt of Seller's Title Notice, than Seller must perform in accordance with Seller's Title Notice, Buyer shall be deemed to have waived Buyer's objections to the extent Seller has not agreed to address them in Seller's Title Notice, the matters to which Buyer objected and Seller did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Seller's Title Notice.

7. **RIGHT OF ENTRY.** At all times after Buyer has deposited the Earnest Money with Seller and before the expiration of the Inspection Period (as defined in Section 9), Buyer (and its employees, agents, and contractors) may enter the Property for the purpose of conducting soil tests, environmental tests and additional survey work, subject to the following conditions:

   a. Upon the earlier of the date one week after Buyer's completion of its activities on the Property or the date one week after the termination of this Agreement, if either Seller or Buyer terminate this Agreement in accordance with the provisions hereof prior to Closing, Buyer must repair and or restore any damage Buyer or its employees, agents or contractors cause to the Property and remove any personal property, refuse or debris Buyer or its employees, agents or contractors brought onto or authorized third parties to bring onto the Property.

   b. Buyer must defend and indemnify Seller from and against and hold Seller harmless Seller from all "Claims," as defined in Section 10, arising out of, resulting from or relating to any loss of or damage to any property or business or out of any injury to or death of any person, if the loss, damage, injury, or death arises or is alleged to arise either directly or indirectly and either wholly or in part from: (a) any action or omission of Buyer or its employees, agents, or contractors, while on the Property pursuant to this Section; or (b) actions or omissions of Buyer or Buyer's employees, agents, or contractors that cause or result in the release of any Hazardous Substance onto the Property or onto other property.

   c. Buyer must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.

   d. Buyer may not commence any environmental testing on the Property until Buyer submits a work plan for such testing to Seller and Seller approves the work plan, in writing. Seller may not unreasonably withhold, condition or delay Seller's approval of a work plan.

   e. Buyer must, promptly and without demand from Seller, provide Seller with true and complete copies of all draft and final reports relating to Buyer's geotechnical

and environmental investigations and testing of the Property including, without limitation, any reports relating to any Phase I Environmental Site Assessment of the Property.

f. The cost of any test or additional survey work will be borne solely by Buyer.

8. PROPERTY SOLD AS IS. Subject to Buyer's right to terminate this Agreement pursuant to Section 9, Buyer agrees to accept the Property in its current condition, including, without limitation, its current environmental and geological condition, and in an "AS-IS" and with "ALL FAULTS" condition. Buyer's payment of the Purchase Price at Closing constitutes Buyer's acknowledgment and agreement that:

a. Seller has not made any written or oral representations or warranties of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose);

b. Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property;

c. Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing; and

d. The condition of the Property is fit for Buyer's intended use.

e. Buyer accepts all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

9. INSPECTION PERIOD.

a. Except as otherwise provided in Section 6, Buyer shall have from the date that Buyer deposits the Earnest Money with Escrow Agent to August 01, 2017 (the "**Inspection Period**") to investigate the Property and determine, in Buyer's sole judgment, whether (i) the condition of the Property is suitable to Buyer's intended use; and (ii) Buyer will be able to obtain all governmental approvals and utilities necessary for Buyer's intended use of the Property. Buyer acknowledges and agrees that Seller has not made any covenants, representations or warranties regarding Buyer's ability to obtain governmental approvals from the City of

Ramsey or any other governmental entity. The City of Ramsey will review, consider and act on any applications Buyer submits to the City for governmental approvals in accordance with City Code.

b. Buyer may, at any time on or before 5:00 p.m. on the last day of the Inspection Period, terminate the Agreement by written notice to Seller based on Buyer's determination, in Buyer's sole and absolute discretion, that the condition of the Property is not suitable for Buyer's intended use or that Buyer may not be able to obtain all governmental approvals and utilities necessary for Buyer's intended use of the Property. In addition, this Agreement automatically terminates at 5:00 p.m. on the last day of the Inspection Period unless, prior to that time Buyer delivers a written notice of Buyer's intention to proceed (a "**Notice to Proceed**") to Seller.

c. If, pursuant to Section 9(b) either Buyer terminates this Agreement or this Agreement is automatically terminated, the Escrow Agent must disburse to Buyer any Earnest Money Escrow Agent holds, other than Earnest Money Escrow Agent is obligated to disburse to Seller pursuant to Sections 4(b) and (c).

10. DEFINITIONS. As used in this Agreement:

"**Claim**" or "**Claims**" means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgments, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney's fees, consultant's fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

"**Environmental Law**" means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

"**Hazardous Substance**" or "**Hazardous Substances**" means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

11. RELEASE. Buyer, for itself, its directors, officers, stockholders, divisions, agents, affiliates, subsidiaries, predecessors, successors, and assigns and anyone acting on its behalf or their behalf hereby fully releases and forever discharges Seller from any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute,

rule or regulation), past, present and future, known and unknown, existing and contingent, arising out of, resulting from, or relating to the condition of the Property, and Buyer hereby waives any and all causes of action (including without limitation any right of contribution) Buyer had, has or may have against Seller and anyone acting on its behalf with respect to the condition of the Property, whether arising at common law, in equity or under a federal, state or local statute, rule or regulation. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

12. INDEMNITY. Buyer agrees to indemnify, hold harmless and defend Seller or anyone acting on its behalf for, from and against any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) past, present and future, existing and contingent, known and unknown arising out of, resulting from, or relating to the condition of the Property. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property, regardless of whether the foregoing condition of the Property was caused in whole or in part by the Seller's actions or inactions.

13. NOTICES. Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail, fax or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if delivered in any other manner, when the party to whom the notice is directed actually receives the notice. If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Seller: City Administrator
City of Ramsey
7550 Sunwood Drive N.W.
Ramsey, MN 55303

Buyer: Stone Brook Academy
Michael & Kristen Johnson
XXXXXXXXXX
XXXXXXXXXX

Notices not given in the manner or within the time limits set forth in this Agreement are of no effect and may be disregarded by the party to whom they are directed.

14. CLOSING. This transaction shall close within 14 days after Buyer delivers a Notice to Proceed to Seller or on such earlier date as Seller and Buyer may establish by mutual, written agreement. The Closing shall take place at the offices of the Escrow Agent, or at some other place as the parties may mutually agree prior to such date. At the option of either Party, the executed closing documents, Purchase Price and closing costs may be deposited with the Escrow Agent and disbursed by the Escrow Agent pursuant to avoid the necessity for a Closing at which the Parties are present.

a. **Seller's Obligations at Closing.** At Closing, Seller must deliver to Escrow Agent, for delivery to Buyer:

i. A quit claim deed, duly executed and acknowledged on behalf of the City and with the City's seal affixed, conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable and any installments of special assessments certified for payment therewith; (B) Building, Subdivision and Zoning Ordinances; (C) Matters that would be disclosed by an accurate survey of the Property; and (D) matters that constitute Permitted Exceptions pursuant to Section 6;

ii. A certified copy of a duly adopted City Ordinance and Resolution authorizing Seller's sale of the Property to Buyer; and

iii. Seller's affidavits, well disclosure certificate (if required), settlement statement approved by Seller and Buyer, and any other documents required by the Escrow Agent.

b. **Buyer's Obligations at Closing.** At Closing, Buyer must:

i. Wire Transfer (or deliver a certified check in) an amount equal to the amount of the Purchase Price adjusted for to reflect Buyer's prior payment of the Earnest Money and to reflect amounts Buyer must pay or will receive pursuant to Section 14(c), to Escrow Agent for disbursement to Seller and others pursuant to this Agreement and the Settlement Statement; and

ii. File or cause Escrow Agent to file an Electronic Certificate of Real Estate Value.

c. **Closing Costs.**

i. At Closing, the following Seller closing costs and expenses must be paid from the Purchaser Price or, if the Purchase Price is not sufficient, paid by Seller:

1. Seller's portion of the prorated property taxes.
2. Seller's own attorney's fees.

3. One-half the cost of any closing fees.
4. The cost of providing Title Commitment as prescribed in Section 6
5. The cost of real estate broker commission fees as prescribed in Section 15.

ii. At Closing Buyer must pay the Purchase Price to Seller and the following costs and expenses:

1. Buyer's portion of prorated property taxes.
2. Buyer's own attorney's fees.
3. One-half the cost of any closing fees.
4. Documentary and recording fees for the deed(s).
5. The cost of the owner's title insurance policy if Buyer elects to purchase an Owner's title insurance policy.
6. State deed tax

d. **Possession.** Seller must deliver possession of the Property to Buyer at Closing.

15. REAL ESTATE BROKERS. Seller and Buyer represent and warrant to each other that they have dealt with no brokers, real estate agents, finders or the like in connection with this transaction, other than CBRE, Inc. ("Seller's Broker"), which represents Seller. Seller shall pay Seller's Broker as required by their agreement (5% of final sale price). Seller and Buyer agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting for their actions or agreements regarding the execution or performance of this Agreement, other than the fees payable to Seller's Broker, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

16. ASSIGNMENT. This Agreement may not be assigned without the written consent of the non-assigning Party. The City recognizes the Buyer intends to bring a future request to reassign this Agreement to Stone Brook Academy LLC, a company that will be registered officially with the State of Minnesota.

17. THIRD PARTY BENEFICIARY. There are no third party beneficiaries of this Agreement, intended or otherwise.

18. JOINT VENTURE. Seller and Buyer, by entering into this Agreement and completing the transactions described herein, shall not be considered joint venturers or partners.

19. CAPTIONS. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

20. ENTIRE AGREEMENT / MODIFICATION. This written Agreement, and the related Development Agreement, if any, constitutes the complete agreement between the parties

and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver or modification of any of its terms will be effective unless in writing executed by the parties. In the event the terms of this Agreement conflict with the terms of the Development Agreement, the latter shall control.

21. BINDING EFFECT. This Agreement binds and benefits the Parties and their successors and assigns.

22. CONTROLLING LAW. This Agreement is made under the laws of the State of Minnesota and such laws will control its interpretation.

23. REMEDIES.

a. If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may declare this Agreement terminated pursuant to Minnesota Statutes section 559.21. Seller's sole remedy in the event of Buyer's default is retention of the Earnest Money, unless Buyer defaults under Section 7 or 12 of this Agreement, in which case Seller may retain the Earnest money or suspend the performance of its obligations under this Agreement and commence an action in Anoka County District Court to recover its actual damages arising from the default.

b. If Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may, as its sole remedy, declare this Agreement terminated in which case Escrow Agent and, if applicable, Seller, shall refund the Earnest Money (both the Initial Disbursement and the Remaining Earnest Money) to Buyer, or, in the alternative, Buyer may have this Agreement specifically enforced. Buyer waives all claims for consequential damages against Seller based on Seller's breach or alleged default hereunder.

24. WAIVER. Failure of Seller or Buyer to insist upon the performance of any of the covenants, agreements and/or conditions of this Agreement or to exercise any right or privilege herein shall not be deemed a waiver of any such covenant, condition or right.

25. SURVIVAL OF TERMS AND CONDITIONS. The terms and conditions of this Agreement shall survive and be in full force and effect after the delivery of the deed, and shall not be deemed to have merged therein.

26. SEVERABILITY. Each provision of this Agreement shall apply to the extent permitted by applicable law and is intended to be severable. If any provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of the Agreement.

27. CONSTRUCTION. The Parties acknowledge that this Agreement was initially prepared by Seller solely as a convenience and that all Parties and their counsel hereto

have read and full negotiated all the language used in this Agreement. The Parties acknowledge that because all Parties and their counsel participated in negotiating and drafting this Agreement, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any Party.

28. **COUNTERPARTS; DIGITAL COPIES.** This Agreement may be executed in any number of counterparts and the signature pages of the separate counterparts combined into a single copy of this Agreement which will then constitute a fully executed version of this Agreement. A facsimile, .pdf file or digital copy of a signed counterpart or of an assemblage of counterparts of this Agreement shall be deemed to be an original thereof.

29. **OPTION TO EXTEND.** In the event Buyer requests a 60-day extension of the Inspection Period or Closing Date, and the extension is agreed to in writing by Seller, Buyer must deposit an additional $2,500 Earnest Money with the Escrow Agent. The additional Earnest Money is nonrefundable immediately, and will comply with terms outlined in Section 4 of this Agreement. Buyer is granted a maximum two extensions.

30. **CONSTRUCTION DEADLINE.** Buyer shall obtain a certificate of occupancy from the City of Ramsey for the construction of a roughly 10,000 square foot commercial building, by September 1, 2018. At Closing, a "Right of Re-Entry Agreement" must be executed and recorded to the Property providing that, in the event the above deadline is not met, Seller has the right to reclaim title to the parcels for which a certificate of occupancy was not obtained, or in the alternative, and at Seller's sole discretion, Buyer shall pay Seller $20,000.

31. **PLATTING & DEVELOPMENT AGREEMENT.** Buyer must obtain an approved final plat, development agreement, and building exterior visual renderings with the City of Ramsey for a roughly 1-acre, 10,000 square foot commercial building before Closing. Development Agreement and Site Plan must comply with all local zoning ordinances and design standards, including The COR Design Standards.

32. **ROAD CONNECTION.** Both the Buyer and Seller understand that a road connection must be constructed between Sunwood Drive and Veteran's Drive as part of this proposed development project. If the road connection is required to be a public road, the Buyer will be assigned 20% of total projects costs. If the road connection is required to be a private road connection, the Buyer will be assigned 50% of total project costs. This item will be discussed and finalized during the City of Ramsey's official Site Plan Review process.

SELLER: The City of Ramsey, Minnesota

By: _____ Dated: March 15, 2017
Sarah Strommen, Mayor

By: _____
Kurt Ulrich, City Administrator

BUYER: Kristen & Michael Johnson

By: _____ Dated: _____, 2017

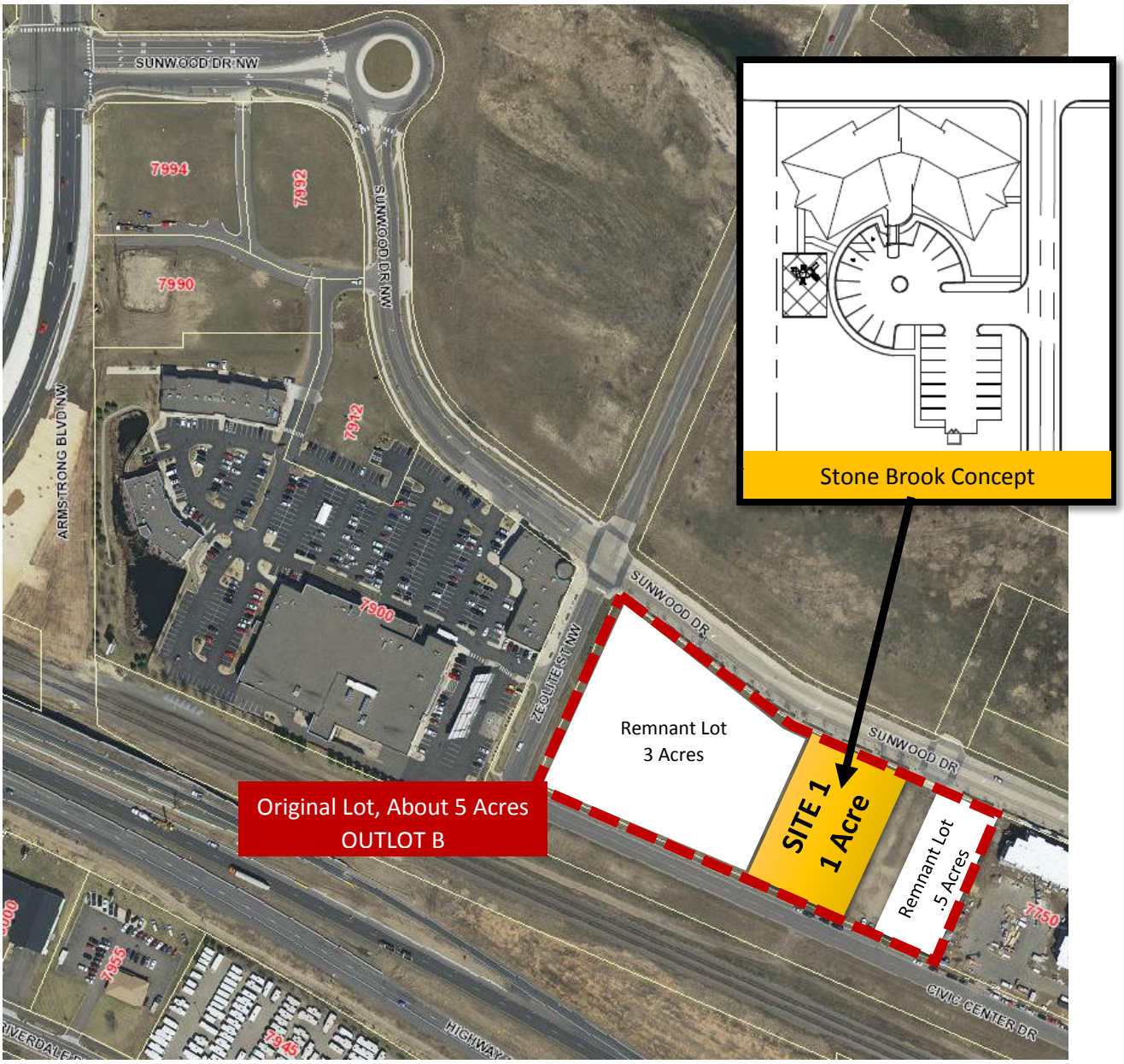
By: _____

Stone Brook Academy
(previously known as Prestmore Academy)
Site Selection Log

SITE 1

02/20/2017

SITE 1



Outlot B is a roughly 4.95-acre parcel. The user, Stone Brook Academy, would like to utilize a roughly 1-acre portion of the property. This site is located in the COR-2 Retail district, on the boarder of the COR-1 Mixed district.

The shape/ dimensions of this site is ideal for development (rectangular). This site will require fill (is low), which will increase project costs for Stone Brook. Infrastructure generally is in place, and surrounds this site. The one question mark RE infrastructure is the potential Yolite Street connection. The other item worth noting, is this project will solidify the two remnant lots.

(1) Stone Brook Feedback

A. Why does Stone Brook think they need to be located on this site?

1. For the reasons outlined below, Stone Brook is confused why this question is being discussed—as it appears the City is providing mixed and conflicting direction/ messages on The COR.

    - The City's adopted COR Master Plan specifically shows a childcare center on this site.
    - The City's adopted COR Master Plan shows three individual projects on this site, including a very small project (not one single large project as many have discussed recently).
    - The City's adopted COR-2 Zoning District allows for this use.
    - The City is formally marketing this parcel for sale. Stone Brook is willing to purchase at a reasonable price—and is not asking for a formal business subsidy.
    - Stone Brook is proposing a quality project, a quality service, and a destination use for The COR.

2. Stone Brook has reviewed all available site locations in The COR on multiple occasions, over the past six months. This includes reviewing sites with developers, architects, banks, and walking sites. Stone Brook wants to purchase this property now (purchase agreement). They have been saving for the past two plus years—and are very interested in this specific site. They desire to begin construction in early summer 2017.

3. Look/ feel/ vision are very important to Stone Brook. This site (near center of The COR) meets the vision of Stone Brook. They want a high-class, high-tech, high-amenity, well-respected, nice looking academy/ childcare center, that fronts Sunwood Drive, and fits in *WELL* with the surrounding area—which they believe is near the center of The COR. This facility will be much more of a state-of-the-art children's academy, rather than simply just a childcare center. This will be an asset/ destination for this community.

4. Stone Brook believes in the City's vision of The COR—and they are drawn to this specific site. They believe near the heart of The COR is where family oriented uses/ destination uses are best located—like academy's, community centers, theaters, train stations, municipal, parks, etc. (details in location section below).

5. Being located near the center of The COR, versus on one extreme end or the other, provides better ability for Stone Brook to evenly pull from Ramsey's major population areas (north and east of Ramsey Boulevard), and also to pull from future developable areas (west of new Armstrong interchange).

6. Being located near the center of The COR allows Stone Brook to draw from nearby dense housing—including apartments, townhomes, and other residential developments within The COR—as a result, in many cases, this location may be walkable. Being located near the center of The COR may also attract people using the Northstar Commuter Rail.

7. This site (Site #1) allows for a nice transition of uses, from multiple apartment users (i.e. COR-1 zoning district) to a traditional retail area (COR-2 retail district). Naturally, this site is a transition site. A transition user, like Stone Brook, makes sense.

8. Stone Brook believes being located on Sunwood Drive, near the center of The COR, is important for fit/ feel/ safety of the academy. Traffic flow (ease of access, congestion) and nearby users impact the perceived safety/ security/ fit of their facility. Stone Brook believes being located on either end of The COR detracts from these principles (i.e. convenience retail areas).

9. The Mcdonald's sites are 25%-35% bigger than what Stone Brook needs, and will result in wasted space/ remnant lots (which the City will be unhappy with). The Casey's sites on the east end of The COR have several more "development issues" than Site #1. PSD is not willing to sell their site for less that $12.00 psf. The Northgate site is too small. Not only is this their #1 desired site, Stone Brook believes other options in The COR don't work well.

10. This type of business, a high-end children's academy, is not commonly seen in Anoka County, if at all (however, is common in Hennepin County for example). It is critically important, to the owners, that they are able to *deliver* top-notch services in a high-class facility. They will not open a facility in Ramsey if they cannot achieve that goal. Stone Brook believes their pricing structure is very sensitive/ risky in Ramsey (unproven market for this product). They need to do everything they can to keep user costs as low as possible in Ramsey (Site #1 works for their budget).

B. Is this a daycare or a pre-school?

1. Stone Brook is a center based childcare. Stone Brook is not a daycare. [Based on State regulations,] daycares are centers located inside peoples' homes. A center based childcare, under MN Dept of Human Services guidelines, has specific requirements for number of children, as well as, staff qualifications. Stone Brook will be applying for a childcare license [though the State]. This license will enable Stone Brook to service children ages 6 weeks-preschool.

2. [With the above in mind,] Stone Brook is not just opening up a childcare center just to open up a childcare center. Childcare centers are a very tough and regulated business. Therefore, to spend time and energy and personal assets just for a business would be foolish. Stone Brook has been in contact with many people and [childcare] centers for two years now, trying to gather information and to produce a quality product. First and foremost for the children, but second of all, for the community.

   Stone Brook will be regulated by the MN Dept of Human Services. Requirements, see website pages. Supporting a childcare center in the community is vital to the growth of the community. Yes, the family is a powerful influence on a child's ability to succeed, but Stone Brook's goal is to also work collaboratively in a process that is fun, educational, and have a beneficial social impact. Therefore, Stone Brook will be [include] special events for families, a large multi-purpose room for events and learning, computer-smart boards for learning, and the privilege to share the stages of growth and development with the families. Just remember that when a center for childcare exists and successful, the community in which they serve will also show success and a positive influence.

(2) Staff Feedback

A. YOLITE STREET CONNECTION

- Development of this site *could* trigger the construction of a 275' public roadway connection (known as Yolite Street)--which would connect Sunwood Drive with Veterans Drive. Yolite Street is the only potential public mid-block connection between Zeolite and Sapphire Street in The COR (which are a half mile apart). Requiring the construction of Yolite Street is a policy question for the City to answer—and is very important to this proposed development. Direction is needed in order to move this project forward on this particular site.

- Stone Brook Academy is proposing to pay for 20% of costs related to Yolite Street (if the City requires this road). Stone Brook would like to use the City's previously utilized cost share arrangement on public roads located in commercial areas in The COR--which is a 60/40 split (60% City, 40% developer). Stone Brook is proposing to pay 20%, as they are only utilizing one side of the road. They are proposing the user on the other side of Yolite Street pay for the remaining share of the 40% developer portion (i.e. 20%).

- Another option to consider is a private drive/ road connection (much like Casey's). It appears, based on initial comments from the EDA/ PC/ CC, this is an option worth pursuing. In this case, Stone Brook would propose a 50:50 cost share.

- The current COR Master Plan (left) does *NOT* call for a public road connection at Yolite Street. The original COR Master Plan (right) *DOES*.

- Yolite has *NOT* been platted (ROW has not been secured) on the south side of Sunwood Drive (property currently being considered by Stone Brook). Yolite *HAS* been platted (ROW has been secured) on the north side of Sunwood Drive (to service a potential parking ramp).

- Sunwood Drive and Veteran's Drive were constructed ahead of development, based on the original COR Master Plan. Yolite Street was stubbed in on both Sunwood and Veteran's Drive. An intersection has been constructed on Sunwood (for the anticipated Yolite Street).

- There is an existing stormwater line that runs through the proposed Yolite Street connection (between Sunwood and Veteran's Drive). Therefore, even if the Yolite Street connection is not made, this storm water line will effect where buildings can be constructed (i.e. cannot be built over the stormwater line).

- From a traffic flow/public safety perspective, staff recommends the City make the proposed connection of Yolite Street between Sunwood Drive and Veterans Drive. At this point, there is no road connection for about a half mile. In the event of an emergency or heavy traffic in The COR, having this connection, to allow for detours/ alternative routes, will be very important.

    i. Furthermore, if the Yolite Street connection is not made, and one of the two existing connections is blocked (in the case of an emergency/ major event/ construction), the next available connection will be more than a half mile away (which is a great distance in a dense/ walkable/ transit oriented development).

    ii. Staff is also concerned that existing private driveways (such as Residents at The COR) will continue to experience significant public through traffic, due to the lack of public road connections. As The COR develops, this problem is expected to worsen—especially if connections like Yolite are not made.

B. REMNANT PARCELS

- If Stone Brook was allowed to move forward with this proposed 1-acre site, it would create two remnant lots.

- The **first remnant lot** is roughly 1/2 acre, rectangular shaped, remnant parcel, located just east of the proposed 1-acre Stone Brook Academy site (just east of the potential Yolite Street connection). The lot would be roughly 85' wide and 275' deep.

This size of lot is not ideal/ and is not something the City should be seeking (staff would not recommend for standard practice). This size of lot will reduce the pool of potential projects/ users. This risk factor should be known.

However, considering it's location (within The COR), this remnant site still carries merit/ marketable value. The COR allows for zero setbacks/ green spaces, significant lot coverages, on-street parking, and does not require storm water on-site. In fact, density is strongly encouraged in this development. These COR development characteristics allow for this particular remnant site to be viable and usable.

Staff anticipates a 4,000-8,000 sf "foot-print" building could be placed on this site (could be two stories). Water/ sewer stubs are available to this site. Furthermore, staff would like to note, this type sized lot/ building foot-print is not uncommon for downtowns/ urban developments in cities across the country.

In many ways, the 1/2 remnant parcel is the result of two previous decisions: (1) the Common Bond project, not extending their site to Yolite Street created the 1/2 parcel, and (2) the location of pre-installed/ pre-determined infrastructure on Sunwood and Veterans. These issues will need to be addressed, now or in the future (by the City as current master developer, or by a future master developer).

- The **<u>second remnant lot</u>** is roughly 3-acres, located just west of the proposed Stone Brook Academy 1-acre lot, and is generally rectangular shaped.

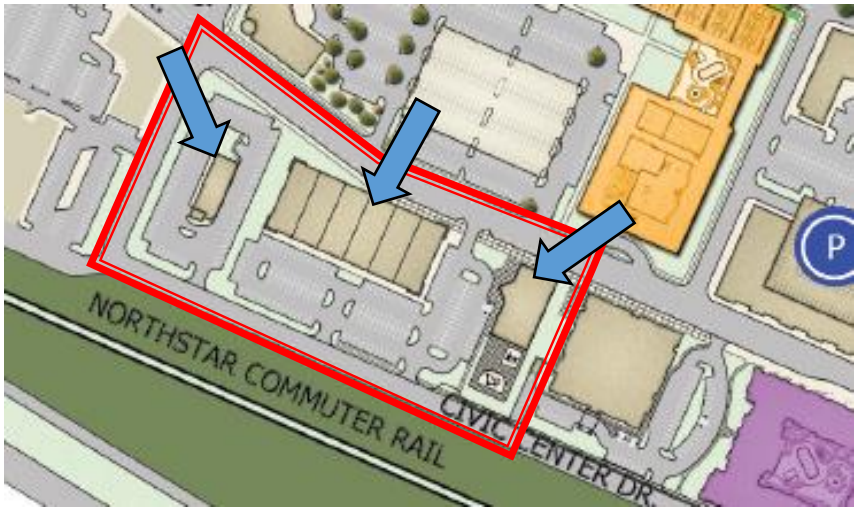
Although this lot is smaller than the original larger 5-acre lot, this remnant 3-acre parcel is still of considerable size, and holds strong merit to be marketed/ developed. Sewer/ water stubs exist. Good access points exist. Location is good.

C. PROPOSED USE/ SITE LOCATION

- The COR master plan coincidentally shows a childcare center in this general location. The COR master plan generally shows three buildings on this site, pushed up against Sunwood Drive, at the following estimated sizes: 20-40K sf, 3-5k sf, and 4-8K sf. Stone Brook is proposing a 10K sf building, pushed up against Sunwood Drive. Therefore, the proposed project appears to generally fit The COR master plan.

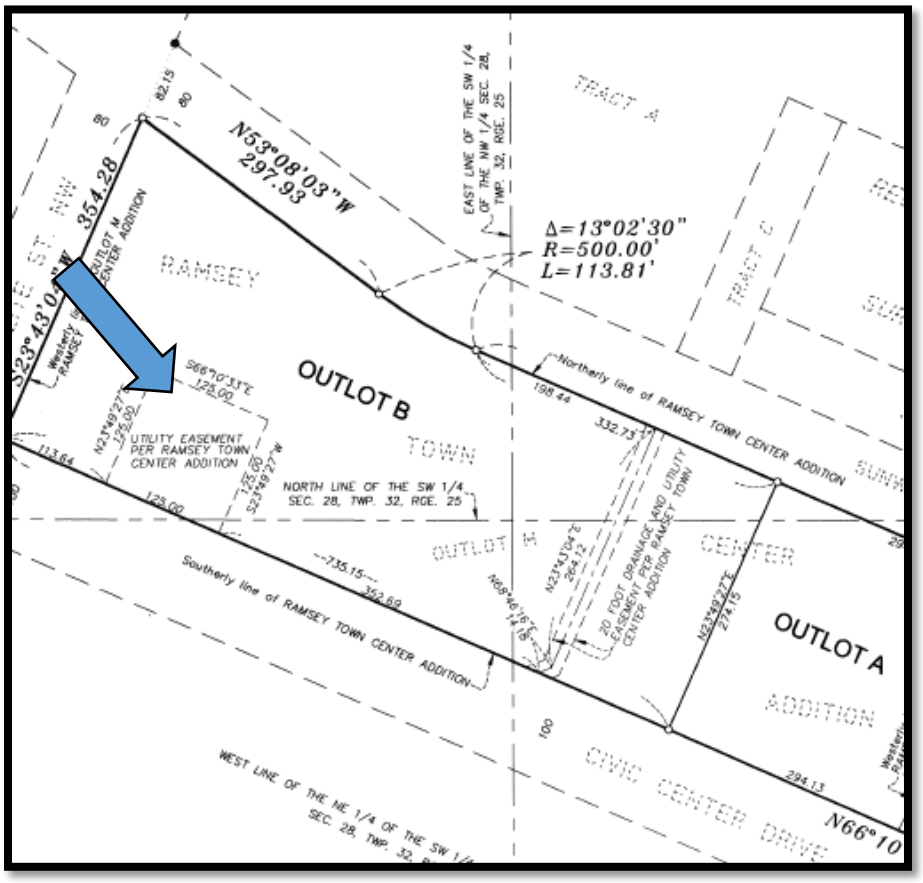
- This proposed use (childcare center) generally appears to be an allowed use in the The COR-2 zoning district. This site is located in The COR-2 zoning district.

- From an objective perspective, this project appears to be in an acceptable location, and an acceptable use (based on zoning and master plan). However, the City retains ultimate discretion as property owner/ master developer to pick and choose which projects they want, or don't want; and how property should be developed.



D. WELL, WELL EASEMENT

- There is a public well in the SW corner of the larger 5-acre site. This well includes a125' easement. The well/ easement is *NOT* located on the proposed Stone Brook site. However, it will affect the 3-acre remnant lot (located west of the 1-acre Stone Brook lot). Generally speaking, when the 3-acre remnant site is developed, the well easement it will restrict potential building layouts. Buildings can't be constructed over the easement—however, parking and greenspace may be allowed. Staff wanted to simply note this item. This will be an issue to deal with, regardless of Stone Brook.



(3) EDA Feedback

- The EDA reviewed this case 12/08/2016 and 01/12/2017. The EDA is generally supportive of moving forward with Site #1.

12/08/2016 NOTES

- The EDA is very interested in this project, and would like to welcome Stone Brook to Ramsey (and The COR). The EDA wants this deal to happen, and is excited to work with Stone Brook to find a solution. The EDA understands the many benefits this project can bring to Ramsey.

- The EDA was generally interested in obtaining more information from staff (RE the Yolite Street discussion/ the remnant lots), and hearing back from Stone Brook (on other potential site locations), before making a final recommendation on this particular site.

- The EDA was generally concerned about this specific site location/ site layout. The EDA is most interested in a comprehensive approach to developing this larger site (nearly 5 acres). The EDA generally believes a master developer can most effectively/ efficiently plan around the current site limitations/ challenges (listed below). The EDA would rather have Stone Brook located on another site, to avoid solidifying the development challenges for this site (listed below).

    - Yolite intersection/ connection.
      The EDA was concerned this connection is un-needed, and a waste of public dollars (originally $394K total cost, now about $284K). The COR master plan no longer calls for the Yolite connection. The EDA was generally open to discussing a private connection/ and or private stub road solution.

    - Remnant Parcels
      The EDA was concerned with the relatively fixed location of existing public infrastructure. These items create development layout/ lot size limitations—which restrict future development options. Please see "Staff Feedback Section" for details/ background.

      This proposed Stone Brook 1-acre site will solidify two remnant parcels. The EDA is generally concerned about the potential affects these remnant parcels will have on future development projects. Please see "Staff Feedback Section" for details/ background.

01/12/2017 NOTES

- EDA supported moving forward with this site, with a 5-1 vote. The EDA felt that this project was a real project. Stone Brook is here today. It appears to be an acceptable use of Site #1. The user appears to be quality, and the proposed building should fit The COR. This site can be sold to Stone Brook without providing a formal business subsidy.

- The EDA supported making a counter offer to Stone Brook (@ $3.30 psf). The EDA supported the Planning Commission's request, that if a project was to move forward on this particular site, that a connection be made from Sunwood to Veterans Drive. The EDA understood the significant traffic Stone Brook will create, and wants to avoid the drop off/pick up taking place on Sunwood. The EDA does not think a public road connection should be required, the EDA does support a private drive connection (like Residence at The COR). Generally, the EDA understood Stone Brook would likely desire to split the cost of a private drive with the City (50:50).

- The EDA did have a robust discussion. Many topics were covered. In most situations, the EDA acknowledged there was no single clear/ correct/ easy way to move forward with this project, and address all individual concerns. This was a very challenging discussion for the EDA.

- Some EDA members felt that this use was a good fit for this site—considering it's proximity to apartments, and the Northstar Rail. Some EDA members felt this use was a good transition user, from the apartments to traditional retail. Some EDA members believe that having a master developer/ large 1-time project for this site is ideal—however, were concerned that alternative has never occurred in reality, and will likely take a long time before it ever does (if at all). Some EDA members were concerned that, to make the project work on other sites, the level of subsidy needed could not be justified. Some EDA members indicated that getting this project moving forward will result in land proceeds, jobs, tax base, will provide a good service to the community, and will generate traffic in The COR. Some EDA members believe that the several development issues with Site #1 (remnant lots, Yolite, the well, etc.) are the result of previous decisions, and at some level are now a moot point—those issues are not Stone Brook issues.

- Some EDA members were concerned with allowing Stone Brook on this site. This action will confirm/ solidify many development issues: remnant lots, Yolite, the well, etc. These issues limit the City's ability to market sell remaining lots (specifically, the remnant half acre lot), and will eliminate the option for a master developer to take the entire site (and deploy creative solutions to address the issues of this site). One EDA member formally opposed Site #1 for this reason.

- Generally, the EDA was unclear what the City's vision was for this property. Below is their concern.

  <u>What is the vision for this parcel?</u>
  1. Is the vision traditional retail, as the adopted zoning district indicates?
  2. Is the vision apartments/ COR-1 density, to be consistent with the block?
  3. Is the vision a large, mixed-use, master planned, significant project(s), as the Planning Commission suggests?
  4. Is the vision large, multi-tenant retail/ commercial buildings, master planned, as the EDA has contemplated?
  5. Is the vision the current COR Master Plan, which shows three individual buildings/projects, one being a daycare center.
  6. Is the vision the old COR Master Plan, which shows 3-4 commercial (potentially mixed use) buildings?

(4) Planning Commission Feedback

01/05/2017 NOTES

- By consensus, the Planning Commission was opposed to the project being located on this site (Site #1).
    - The Planning Commission is uncomfortable with the many development issues that encumber this site (remnant lots, storm sewer, well, Yolite, etc.). The Planning Commission is uncomfortable with Stone Brook etching out a 1-acre parcel on this site, and further solidifying the various encumbrances on this site.
    - The Planning Commission believes great opportunity exists for the City on this site, and this project may remove the ability to make a large project(s) happen. The Planning Commission believes this site is better suited for a larger project(s), and/ or a master developer to take down the site all at once. The Planning Commission discussed several better-suited options for development on this site (including many larger destination users). One option discussed included destination type attractions, such as a ferris wheel. Another option included building a skyway/ or building over the Yolite connection. Another option included a mixed use building (living above and commercial below.
    - The Planning Commission does not agree with Stone Brook, that this project is best fit on this particular site (Site #1). The Planning Commission believes Stone Brook is best suited on other sites: (i.e. #2, #3, #4, #6, #7, #8).
- The Planning Commission indicated that, if this project moved forward on this site, they would recommend a connection be made between Sunwood and Veteran's drives. The Planning Commission was concerned about the large amount of traffic this user will generate, and that having direct access to Sunwood Drive would be problematic. The Planning Commission appeared to be open to discussing an private or public connection.
- Assuming this project is classified as a "daycare" user specifically (and academy as a secondary use), the Planning Commission believes this site generally works form a zoning/ COR master plan perspective.
    - Staff did check into this item (classification of user). Stone Brook will have a daycare/ childcare license through the State of Minnesota (Department of Human Resources). They are technically considered a childcare center. Daycares are technically a home based business (per the State of Minnesota).
    - The City of Ramsey uses the terms "childcare" and "daycare" interchangeably throughout zoning code.
    - To have a childcare center, Stone Brook must develop a written child care program plan, along with a plan for daily access for interest activities, plan for naps and rest, behavior guidance plan, proper furnishings/ equipment/ materials/ supplies for each age group, have a program for special needs, drop in programs/ supervision, sick child program, food/ snack program, parent information, emergency and accident policy, protective personal records program, health records, facility inspection (floor plan, occupancy, fire inspection, hazards, hygiene).
    - With the above in mind, Stone Brook will also be providing/ specializing in early childhood education services. They want to be more than simply a childcare center—education is very important to their brand/ strategy.

02/02/2017 NOTES

- By a 5-1 vote, the Planning Commission was in support of the project being located on this site (Site #1). The PC made a motion to move this project to the next step, which is negotiating a purchase agreement.

    - The PC was in support of this project being located on Site #1 for the reasons outlined below.
        - The COR-2 Zoning District allows for this use (permitted use). Site #1 is located in the COR-2 zoning district.
        - The COR Master Plan shows a childcare center in a similar location as Site #1.
        - The COR Master Plan shows site layouts similar to what is being proposed by Stone Brook.
        - The reasons Stone Brook is requesting Site #1 generally appear to be reasonable, and Site #1 appears to work for the user.
        - The PC still feels this project is *ideally* located elsewhere in The COR--for the reasons outlined in the 01/05/2017 meeting notes (above). However, the PC felt it would be unreasonable for the City to allow this project via our adopted Master Plan and Zoning Code, and then choose not move it forward now, because it's not the City's current #1 ideal location.

    - RE the four site layouts, the PC liked Master Site Layout "B" the most (attached to this case), and was the focus of their discussion. They liked Master Site Layout "B" for the following reasons:
        - Allowed for internal traffic flow, and multiple access points to Stone Brook site, which will be important during the peak drop-off and pick-up hours of this business.
        - Separation of drop-off area from parking area is likely safer with this design.
        - PC preferred site layouts that covered Sunwood Drive with buildings as much as possible (on the remnant lots).

    - The PC remains in favor of the road connection (Yotlie). They are open to either a public or private road, for the reasons previously stated in the 01/05/2017 PC Notes.

    - One PC member opposed the project. They were in support of the attached Master Site Layout "B". However, they couldn't support the Stone Brook project on Site #1, if the remaining portion of the larger parcel/ development was not guaranteed. In other words, the is nothing requiring the remaining portion of the larger site to be developed as proposed in Master Site Layout "B". And, therefore, would result in too many future development challenges.

    - Some PC members stated that the .5-acre remnant lot and the well issue are both moot points. They are issues created by the City that are not going to go away, and will affect *any* master site layout for this larger site. They are not Stone Brook issues. Also, the 3-acre remnant lot is large enough to do many things with, and lots of options still exist.

    - Most PC members felt this use was a destination user, and would drive traffic to The COR, which will benefit The COR overall. One PC member wanted more information on Stone-Brook's demographic model, and where specifically will Stone Brook be pulling their customer base—is this business truly going to pull users from outside of Ramsey?

    - One PC member made a note, that this use is technically not an academy or early childhood learning center, based how they are licensed through the State of Minnesota. Stone Brook is seeking a childcare center license (primary use). They will be providing educational services as an added benefit.

(5) City Council Feedback

01/24/2017 NOTES

- The City Council has indicated more information is needed before a final decision can be made (RE site location). The Council was concerned about the ramifications this single project (about 1 acre) would have on the development of the larger parcel/ block (about 5 acres). The Council desires to know more about how the various development challenges associated with this site will play out in various development scenarios (i.e. Stone Brook proposal vs. single developer master planned site).

- Per Council direction, various professional development scenarios were drafted for consideration/ discussion. The Council requested this case be reviewed one more time by the Planning Commission before the Council made a final decision. The Council would like to receive feedback from the Planning Commission on the attached four concepts.

- The Council was generally very supportive of the use/ proposed project. The Council would like to explore options on how to make this project work on Site #1. However, the Council remains undecided about site location.

02/14/2017 NOTES

- By consensus, the Council is generally supportive of Site location #1, and has invited Stone Brook to bring forward a purchase agreement.

- The Council generally supports a road connection (Sunwood to Veterans). Some Councilmembers were in support of a public road connection specifically. The Council didn't have enough information to provide final direction on this item (public or private).

- The Council believes the internal road connection, as shown in master plan B, from east to west, is important to the Council. Also, proper easements are important to allow the site to function as a single master-planned block.

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016

LEGEND

- 55,000 SF
- 243 Parking Stalls
- Open Space

0 15 30 60

N

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

A

CONCEPT

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016

LEGEND

- 53,100 SF
- 223 Parking Stalls
- Open Space

0 15 30 60

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

B

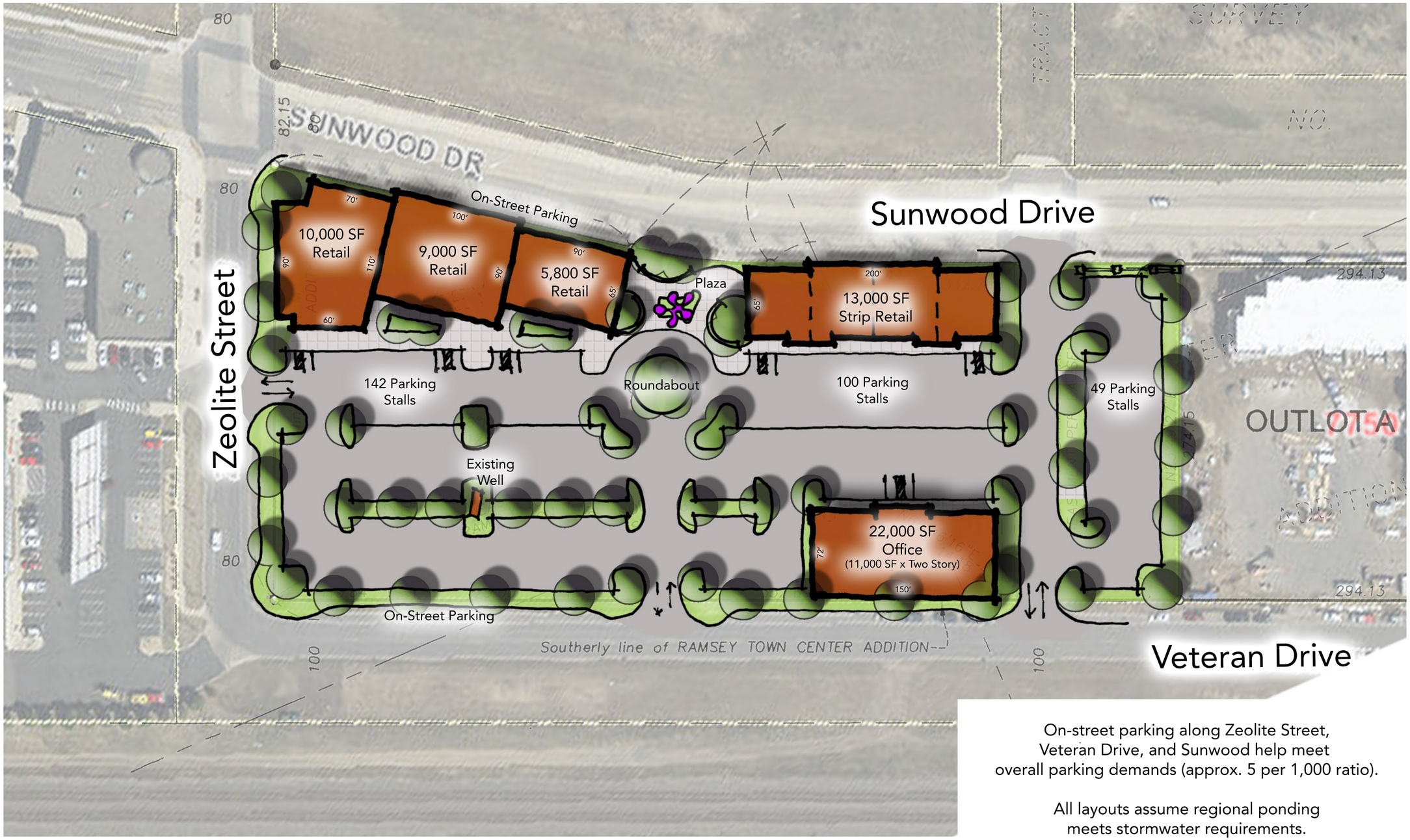
CONCEPT

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016



LEGEND

- 59,800 SF
- 291 Parking Stalls
- Open Space

0 15 30 60

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

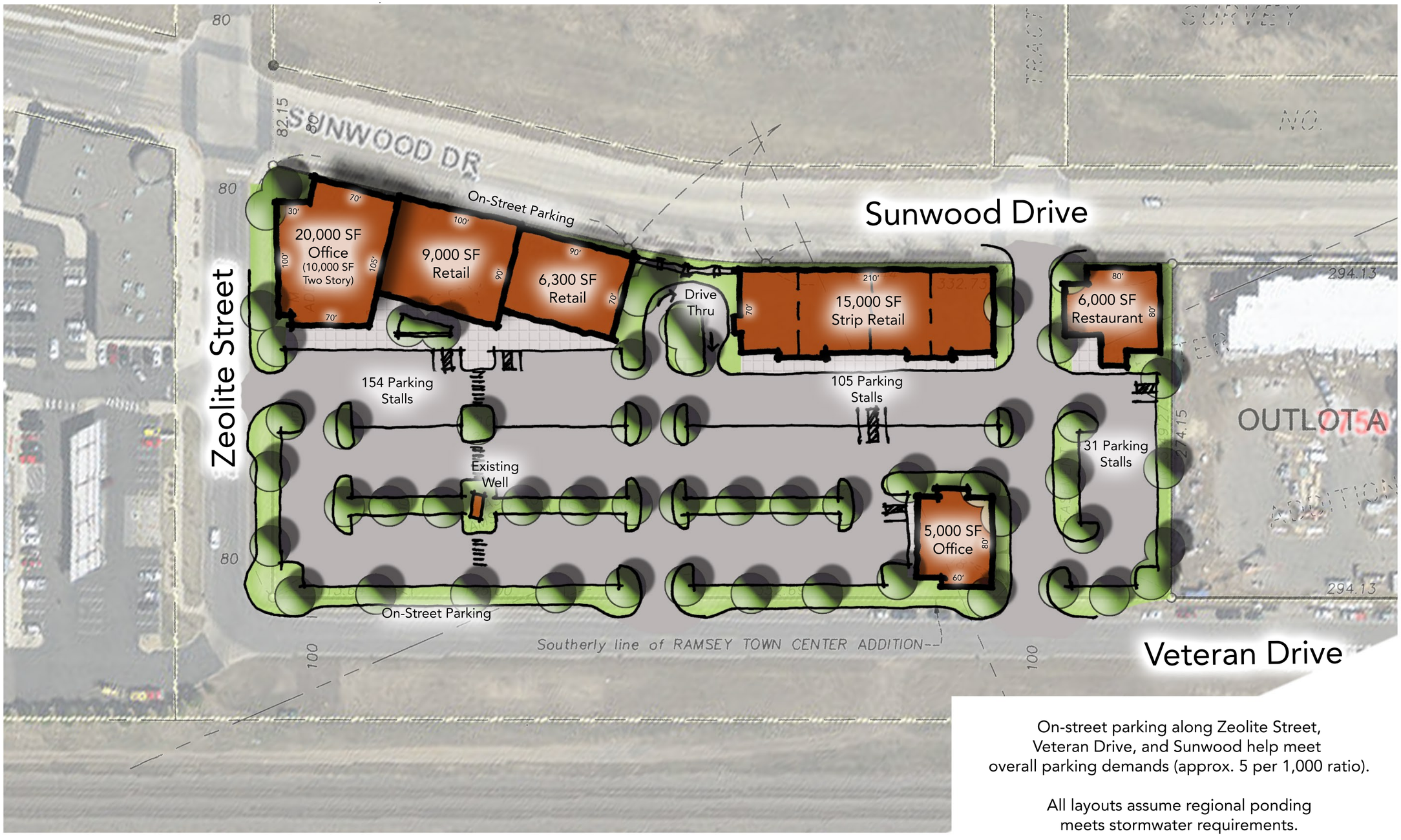
CONCEPT

COR DEVELOPMENT

RAMSEY, MN

LOUCKS

JANUARY 30, 2016



LEGEND

- 61,300 SF
- 290 Parking Stalls
- Open Space

0 15 30 60

On-street parking along Zeolite Street, Veteran Drive, and Sunwood help meet overall parking demands (approx. 5 per 1,000 ratio).

All layouts assume regional ponding meets stormwater requirements.

D

CONCEPT

Project Background

Project-

The proposed 10,000 sf, 1-story, Stone Brook Academy & Daycare facility will include seven class rooms, a gym, kitchen, offices, reception area, and a playground. The academy will be staffed by 15-20 employees (including State certified instructors), and will serve 140 children. Mr. and Ms. Johnson have indicated they intend to construct a very nice looking building (including brick/ glass) and they generally understand design standards for The COR. Also, they want to create a facility that becomes an asset for the community, interacts with residents, and draws people to The COR.

Mr. and Ms. Johnson reviewed sites in Ramsey and neighboring cities (Coon Rapids, Andover, Elk River, Otsego, Rogers, etc.). The central part of The COR is their ideal location, and where they are proposing their new facility. They looked at multiple site locations within The COR. Site #1 is their most desired location. At this point, they estimate a need for 0.9-1-acres of land.

Site Location-

Stone Brook wants to be located in Ramsey. Furthermore, Stone Brook continues to indicate Site #1 is their ideal location. Site location is very important to Stone Brook.

Owners-

This is a project they've been researching and planning for over two years. They have reviewed the project with two developers, an architect, and with two banks. At this point, they are ready to make their dream a reality--they have their equity lined up--financing arranged--they are ready to apply for State Licensing--they are ready to go through the real estate entitlement process--they are ready to begin hiring/ training employees--and they are ready to enter into a purchase agreement with the City. Their goal is to begin construction in early summer 2017.

The new children's academy will be called Stone Brook. This startup company has an advantage in that Mrs. Johnson's father started a children's academy franchise in Florida called Prestmore Academy, therefore, Mr. and Mrs. Johnson will have the support of an experienced operator to assist with planning, preparation, and operation of the project. Here is a link to the Prestmore Academy website http://www.prestmoreacademy.com/. Please see "about" page for details. To begin, Mrs. Johnson will quit her current practice to operate Stone Brook. Mr. Johnson will continue his practice, until the businesses is self sustaining.

Mr. and Mrs. Johnson, Stone Brook Academy have described this venture as *much more than a business idea*. They believe this project is the accumulation of several personal and professional goals, that fulfills a deep-rooted passion to give back to the world--through the education and development of children. To them, this is their *dream*.

Mr. and Mrs. Johnson have also said it is very important for them to make strong connections to other users in The COR (and the community), to have a high-quality/ high-tech/ high-security facility, and to provide high-quality service offerings (academy). They have indicated they hope to be more than a childcare center, they are also an educational institution and asset to the community, and should not be compared to a purely traditional daycare center Horizon.

Both Mr. and Mrs. Johnson strongly believe in the vision of The COR-- especially the center of The COR. They believe in the principles of a walkable development, with close proximity to residential, close proximity to rail, high-quality architecture, and density. They believe their project is best located in (or near) the center of The COR, as a destination (140 kids, 20 employees). This is the main reason they want to be on Site #1.

CC Regular Session **7. 4.**

Meeting Date: 03/14/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Approve Request from Ramsey Business for Use of EDA Revolving Loan Fund; Case of American Print & Digital - This case was moved from Consent 4.10 to the Regular Agenda Case 7.4.

Purpose/Background:

*****IMPORTANT UPDATE*****

This case was reviewed by the EDA and Council in January and February. This loan request was approved by the EDA and Council in February, contingent upon staff obtaining sufficient collateral (a second mortgage on personal residence was specifically identified at the time). The purpose of this case is to update the collateral source. American Print & Digital is suggesting the City take a first lien on the attached existing equipment list, rather than a second mortgage on their personal residence. Staff has verified sufficient value exists in the attached equipment list to collateralize the EDA loan. Please see Mike Mulrooney's MEMO and recommendation on this change. With this in mind, staff believes this change is administrative in nature, and still meets the intent of Ramsey's policies and prudent lending standards. Staff recommends the EDA re-approve this loan request with the updated collateral requirement.

*****ORIGINAL CASE MEMO*****

PURPOSE

Consider Request from Ramsey Business for use of EDA Revolving Loan Fund (RLF). $72,500 EDA loan amount, 5% of project costs ($1.44M), 10-year term, 3% interest. Please see attached draft loan agreement.

NOTE: this case came to the EDA/ Council for the first time in January. At the time, the EDA/ Council, provided the following direction to American Print & Digital: (1) an exception to the City's minimum owner equity would be allowed for American Print & Digital, from 10% to 5%, and (2) authorization to formally apply for the use of the EDA Revolving Loan Fund.

BACKGROUND

The intent of the EDA RLF program is to provide gap financing in situations in which conventional/ normal financing is not available for small/ medium sized businesses, to make good projects "GO." Please see attached EDA RLF guidelines for details.

APPLICANT/ BUSINESS

The business considering the EDA RLF is American Print & Digital. They are located of Radium Street in eastern Ramsey, just south of Bunker Lake Boulevard. They currently lease about 5,000 sf in a multi-tenant spec building. They are a "broker" style printing firm. Meaning, they don't work with end-user customers directly--they only work with brokers. Brokers sign contracts with American Print & Digital for work. They have 7 full-time employees. The business started in 2009 and has steadily grown year-after-year.

American Print & Digital needs room to grow, at least 10,000 sf total. They recently placed an order for a very expensive piece of equipment, which they already have enough orders to run for a minimum 6-hours per week, and expect at least 20-hours per week immediately when it's installed. The new piece of equipment allows them to expand their production capacity to larger runs, on physically larger pieces of material, and to produce product

quicker/ cheaper.

Please see attached cover letter from American Print & Digital for details.

THE PROJECT

American Print & Digital has a purchase agreement in place for the former "All-Brite Printing" building located between Do-All Printing and Lano Equipment on US Highway 10 (6320 Highway 10). This building is just less than 15,000 sf, and is set up ideally for their operations. Some renovations are needed. This purchase will allow for expansion of their business, placement of their new machine, and room for small future expansion. Additionally, in the short term, American Print & Digital plans to sub-lease a small portion of the property until they need it (about 3,000 sf).

The project is about $1.4M total--in which American Print & Digital is seeking financing, with about $600,000 of the total project costs are the new machine. The Bank of Elk River has tentatively indicated they would fund 50%, the SBA (via the development corporation) has tentatively indicated they would fund 40%, and the owner has indicated they would like the EDA RLF to cover 5%, and for owner equity to be 5% (20 year term, Bank lien 1, SBA lien 2, City lien 3).

The owner is requesting 5% EDA RLF financing to allow equity dollars to be dedicated to ongoing business working capital needs. The printing industry requires a significant level of working capital to upgrade machines, repair machines, and purchase ever-changing software. It is not uncommon for these unexpected costs related to machines to cost several hundred thousand dollars. American Print & Digital can physically make the deal happen without without the EDA RLF. However, they want to be prudent/ smart about how they are growing their business planning--and they want to make sure they can digest their growth.

> NOTE: a common pit-fall for quickly growing small businesses is to not have enough money available in working capital, and outstrip their ability to digest their growth (i.e. they don't have enough working capital to pay for short term expenses incurred as a result of their quick growth). This can happen by putting too much equity into the upfront project, and not leaving dollars for working capital. American Print & Digital is attempting to avoid this potential problem via this request to the City.

Notification:

Observations/Alternatives:

Credit analysis/ underwriting was completed by Mike Mulrooney of the Central Minnesota Development Corporation (CMDC). Mr. Mulrooney presented that report in detail to the EDA in February.

If Councilmembers have specific questions/ concerns regarding the credit analysis, please email staff before the meeting (we would like to avoid discussing personal financial information in an open meeting as much as possible). Also, if you would like to personally review American Print & Digital's detailed financials, please contact staff--we will arrange for you to meet with CMDC before the EDA meeting. NOTE: staff does not possess detailed financial statements in-house (intentionally).

In summary, Mr. Mulrooney was satisfied with the credit-worthiness of American Print & Digital. Mr. Mulrooney recommends the City collateralize the loan with a third lien position on the primary project (building and equipment) and a first lien on the businesses' existing equipment (see attached equipment list).

Funding Source:

EDA RLF: about $300,000 balance.

Recommendation:

The EDA reviewed this case again on 03/09. Below is a summary of EDA direction. The EDA did pass a 4-0 motion to support the direction outlined in the "Action" section of this case.

- The EDA spent very little time reviewing this case on 03/09/17--as little has changed with the case since the EDA/ Council approved the loan in February. The EDA felt comfortable with the recommendation provided in the attached MEMO from Mike Mulrooney.

Action:

Motion to:

Approve the attached 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 borrower providing a first lien to the City on the attached "Equipment List"
- the borrower receiving approval of the project loan by the Bank of Elk River and the SBA
- final drafting, review, and approval of the loan agreement by the City Attorney and the CMDC

Attachments

CMDC MEMO

DRAFT LOAN AGREEMENT

APD Equipment List

APD Cover Letter

EDA RLF Guidlines

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/09/2017 01:52 PM
Form Started By: Patrick Brama		Started On: 03/07/2017 08:22 AM
Final Approval Date: 04/18/2017		

BUSINESS FINANCING

SBA Loans | Financial Packaging | Federal, State and Local Financing | Incentive Financing | Revolving Loan Funds

March 5, 2017

Patrick Brama
Assistant City Administrator
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: AMERICAN PRINT AND DIGITAL LOAN REQUEST FOLLOWUP

Dear Patrick:

The Ramsey EDA and City Council have approved a request for financial assistance from American Print and Digital to assist with the purchase of an existing building, make improvements to the building and purchase equipment. The approved loan amount is $72,500 payable over a 10 year period at a rate of 3%. The loan approval was conditioned on securing a second mortgage on the residence of the owner as well as the owner's personal and corporate guarantees.

After additional discussion with the borrower and their primary lender, the borrower requested that the EDA and the City Council reconsider securing the loan with his personal residence. Instead, the borrower requested that the loan be secured by the real estate and the new and used equipment to be purchased along with the personal guarantee.

A prudent lender looks for more than one source of repayment for commercial loans. The reason for this is that if, for some reason, a delay or a problem occurs, the repayment commitment can still be honored. In the case of American Print and Digital, we identified 3 sources of repayment. They include the following:

Repayment Sources

- Primary: Cash Flow from Operations
- Secondary Liquidation of Collateral
- Tertiary: Personal and Corporate Guarantees

1885 Station Parkway NW Andover, MN 55304

763.784. 3337 | f: 763.784.3338 | www.cmdcbusinessloans.com

I want to emphasize that the primary source of repayment for a business loan is the cash flow generated by the operations of the business. When the request is for an owner-occupied commercial mortgage or equipment loan from a local revolving loan fund, it is important to analyze the company's tax returns and financial statements to determine if the cash flow is sufficient to support the additional monthly payments. This step in the analytical process has been completed. Historical global cash flow for the American Print and Digital loan request is sufficient for the business to service the debt associated with the proposed project with a ratio of 1.77 for FYE 2015. Trends are positive with global cash flow improving for each of the last three fiscal years.

Collateral

As discussed earlier, commercial lenders know that that it is important to identify a "secondary source of repayment" and obtain all the collateral you can. Most lenders believe that there should be more than one source of repayment so that should there be a delay or a problem the repayment commitment can still be kept.

The collateral that has been proposed for the Ramsey RLF loan related to the American Print and Digital project is real estate and equipment. The loan would be secured by a lien position junior to The Bank of Elk River, Minnesota Business Finance and the US Small Business Administration. Commercial real estate appraisals for this project have now been completed. A collateral analysis has been completed and is attached for your review. Based on the collateral analysis the collateral is insufficient to achieve the EDA approved 95% "loan to value" ratio when all loans are taken into account. To help mitigate this deficiency Ramsey requested that additional collateral be offered. Based on the initial credit analysis collateral existed in the personal residence of the borrower. The borrower has since rejected this condition and has subsequently offered additional equipment to secure the loan. A list of the equipment and the corresponding estimated market value is attached. A secured position in this collateral will require a release by The Bank of Elk River. Staff has been informed that The Bank of Elk River has agreed to do so. Assuming that the estimated market values are correct and that the Bank of Elk River agrees to the release, collateral should be more than sufficient to provide support for the loan from the Ramsey RLF as Ramsey will have a first lien position on the collateral.

When it comes to community based lending it is important that everyone understand what should happen before you get to the stage of using collateral as a "secondary source of repayment." You only seize collateral and pursue the guarantees once you get to the default stage.

Very few borrowers drop from "repaying as expected" to "default" overnight. Repaying in an orderly fashion through strong cash flow is always the "primary source of repayment". Before arriving at the default stage there is usually a progression in the borrower's deterioration. All along that path, alternative sources of repayment are usually available, such as refinancing, the sale of non critical assets, additional cash injection or restructuring the loan. In summary the point I want to make is that there are more choices than simply getting repaid by the cash flow of a borrower or by the liquidation of collateral.

Experience has taught me that when it comes to community based revolving loan funds you should regard collateral less as a source of repayment and more as a loss mitigation tool. By the time you seize the collateral, you are usually going to take a loss. More often than not, as a borrower's financial health weakens, the value of both the collateral and the guarantees diminish as well. If circumstances warrant a collateral sale, the EDA may face steep discounts and significant expenses related to the sale.

In the end it is very important that you focus on cash flow which is the single most important element in determining whether a business has the ability to repay debt. In our judgment American Print and Digital has sufficient historical cash flow to repay the proposed debt.

Recommendation

CMDC recommends approval of the loan request based on the information provided subject to

- Loan approval of The Bank of Elk River
- Loan approval from Minnesota Business Finance
- Loan Approval from the US Small Business Administration
- Corporate guarantee of American Print and Digital and Zap Properties LLC
- Personal guarantee of Jason H. Farrell

Best regards,

Michael Mulrooney
President

AMERICAN PRINT AND DIGITAL COLLATERAL ANALYSIS	Project Collateral Value	Orderly Liquidation Value	SBA 504 Collateral Analysis
Real Estate Appraisal	$ 790,000	$ 790,000	$ 790,000
New Equipment			
Demo Cron ECRM CTP	$ 70,000	$ 45,500	$ 70,000
Software	$ 41,995	$ 27,297	$ 41,995
Used Equipment			
Ryobi Press (Purchase Price)	$ 344,000	$ 225,000	$ 344,000
Spiral Docupunch (Appraised Value)	$ 20,000	$ 13,000	$ 20,000
Installation Cost on Equipment			$ 146,000.00
Total Collateral	$ 1,265,995	$ 1,100,797	$ 1,411,995
Less TBER 1st Lien	$ 722,000	$ 722,000	$ 722,000
Less MBFC/SBA 2nd Lien	$ 577,000	$ 577,000	$ 577,000
Net collateral available to Ramsey RLF	$ (33,005)	$ (198,203)	$ 112,995
Ramsey RLF	$ 72,500	$ 72,500	$ 72,500
Total Combined Debt	$ 1,371,500	$ 1,371,500	$ 1,371,500
CLTV	1.08		**0.97**
LLTV		1.25	

2016

APD Equipment List

Owned Equipment		Value	Serial
Presses	Heidelberg QM-46	$ 4,000	965212
	Heidelberg QM-46	$ 4,000	964154
	Heidelberg QM-46	$ 4,000	963029
	Heidelberg Windmill	$ 2,000	
	Konica 1051	$ 5,000	
	Epson wide format	$ 1,000	
	Oki ProColor 900	$ 5,000	
	Ryobi 3200	$ 500	9191
	Envelope feeders	$ 1,500	4671
Prepress	DPX CTP	$ 2,000	44040656
Bindery	Polar 40 inch cutter	$ 15,000	
	Polar 28 inch cutter	$ 4,000	5351106
	Stahl Folder	$ 10,000	
	table top folder	$ 1,500	85D126
	table top folder	$ 1,500	14x20
	Quad Carts x 4	$ 1,000	
	Jog Tables x 3	$ 500	81161
	Rosback scoring	$ 3,000	
	Shrink Tunnel	$ 5,000	15541608TLMB, 13881622TPP
	Challenge drill	$ 3,000	
	Graphic Whizard	$ 5,000	2004358
	Graphic Whizard 6000	$ 4,000	
	Creasemaster Pro	$ 5,000	
	Duplo 5000	$ 45,000	
	RhinoTuff spiral equipment	$ 3,000	
	Uline strapping machine	$ 500	
	ARL 2700 Laminator	$ 1,000	56269-1207
	Corner Rounding	$ 2,000	
	Business Card slitter	$ 4,000	Sun HS-3000-GC
TOTAL		$ 143,000	

APD New Equipment

LOAN AGREEMENT

American Print and Digital, LLC and Zap Properties, LLC as Co-Borrowers

LOAN: $72,500.00 TERM LOAN

PART 1. PARTIES, DATE, TERM AND PURPOSE

1.1 **Parties.** The parties to this Agreement (this "Agreement") are as follows:

The City of Ramsey, Minnesota, a public body corporate and politic under the laws of Minnesota whose business address is 7550 Sunwood Dr NW, Ramsey, MN 55303, (hereinafter referred to as "Lender");

Lender administers a loan program to facilitate development and redevelopment in Ramsey, Minnesota.

Zap Properties LLC LLC, a Minnesota limited liability company, whose registered address is 13950 Radium St NW, Suite 400 Ramsey, MN 55303, (the "Borrower").

American Print and Digital LLC, a Minnesota Limited Liability Company, whose registered address is 13950 Radium St NW, Suite 400 Ramsey, MN 55303, (the "Co-Borrower");

Jason Farrell, whose address is _____ (the "Personal Guarantor"); and

Guarantors, the personal Guarantor may hereinafter be referred to collectively as (the "Guarantor").

1.2 **Date of this Agreement.** The date of this Agreement is _____, 2017 and said date is the date of closing on the loan ("the Date of Closing").

1.3 **Term of this Agreement.** The term of this Agreement shall be from the date of this Agreement set forth above and continue thereafter until all indebtedness has been paid in full.

1.4 **Purpose of this Agreement.** Borrower has requested credit accommodations from Lender, to which Lender has agreed. Lender has granted to Borrower the following credit accommodations, on the conditions set forth herein:

a. **Term Loan** of Seventy Two Thousand Five Hundred Dollars ($72,500.00) (the "Loan") to be used for the purchase of real estate and minor renovations which real estate is commonly known as 6320 Highway 10, Ramsey, MN, 55303 and having Anoka County, Minnesota PID 35-32-25-32-0037 (the "Property").

PART 2. LOAN TERMS AND REPAYMENT

2.1 **Promissory Note.** In consideration of the receipt of the ("Loan"), Borrower shall repay to the Lender the Loan pursuant to the terms of the Promissory Note of even date (the "Note"), the form of which is attached hereto as Exhibit A and which terms include the following: interest at a rate of 3.0 %per annum (the "Rate"); Principal and Interest payments of _____ per month beginning _____, 2017 and continuing on the first day of each month thereafter, until _____, 2027, (the "Loan Maturity Date"). Borrower shall pay the principal of and interest rate then in effect over the term of the Note. Said payments to continue each month thereafter until the Loan Maturity Date on which date the entire remaining principal balance plus accrued interest shall be due and payable in full.

2.2 **Interest From Date of Closing**. Interest at the Initial Rate on the Note principal shall commence to accrue on the Date of Closing and all accrued interest from said date through _____, 2017 shall be paid in advance to Lender in full on the Date of Closing. Said amount is calculated to be $_____.

PART 3. LOAN DISBURSEMENT OF LOAN PROCEEDS

3. **Disbursement of Loan Proceeds**. The Loan proceeds shall be disbursed to Borrower upon satisfaction of the following conditions:

a. Borrower having executed and delivered to Lender, without expense to Lender:

(1) executed copies of the following documents:

i. this Loan Agreement;
ii. the Note;
iii. Combination Mortgage, Security Agreement and Fixture Financing Statement granting Lender a Third priority Mortgage on the Property subject only to Permitted Encumbrances as set forth on Exhibit B attached hereto; (the "Mortgage");
iv. Potential mention of the Mtg on Residential RE if they plan on doing that set forth on Exhibit C attached hereto; (the "Mortgage");
v. The Guarantee executed by the Guarantor.

The Note, the Loan Agreement, the Mortgage and the Guarantee executed by the Guarantor are collectively herein after referred to as the "Loan Documents."

b. The Borrower having acquired marketable title to the Property in accordance with the terms of this Agreement, and Borrower having provided evidence satisfactory to Lender that Borrower has incurred costs in at least the amount of the Loan so disbursed, which evidence shall include closing statements, paid invoices or comparable evidence of expenditures;

c. Borrower having paid the Lender an origination fee of $_____; and

d. Borrower having delivered evidence to the Lender that Borrower has contributed a minimum cash equity for the acquisition of the Property in at least the amount of $72,500.00.

e. Borrower having closed on a loan from The Bank of Elk River in an amount not to exceed $722,000.00.

f. Borrower having closed on a loan from US Small Business Administration c/o MBFC in an amount not to exceed $577,000.00.

g. Borrower having delivered to Lender articles of organization/incorporation and operating agreements/bylaws for the Borrower and the Corporate Guarantor.

h. Borrower having delivered evidence satisfactory to Lender that there has been no materially adverse change to the financial condition of the Borrower, Co-Borrower or the Personal Guarantor prior to the Date of Closing.

i. Borrower having paid to or reimbursed the Lender for any and all costs and expenses, including, without limitation, attorneys' fees, paid or incurred by the Lender in connection with (i) review, negotiation, preparation, and approval of the Loan Documents and any other document or agreement related thereto or the transactions contemplated hereby; (ii) the review, negotiation, preparation, and approval of any amendments, modifications or extensions to any of the foregoing documents, instruments or agreements, and the preparation and consummation of any and all documents necessary or desirable to effect such amendments, modifications or extensions; (iii) any appraisals, environmental assessments or other reports relating to the Property which the Lender is authorized to seek, order or prepare pursuant to the Loan Documents or any other instrument evidencing or securing the Loan or is required to seek, order or prepare pursuant either to applicable laws or regulations or the Lender's policies or procedures generally applicable to commercial mortgage loans by the Lender; (iv) any reasonable fees or costs charged to the Lender by an architect or other design professional engaged by the Lender to, among other things, inspect the construction of any approved improvements to the Property, or verify compliance thereof with applicable building and zoning laws; (v) all title insurance premiums, filing and recording fees and mortgage registration tax paid or payable in connection with the consummation of the transaction contemplated hereby; and (vi) the enforcement by the Lender during the term hereof or thereafter of any of the rights or remedies of the Lender under any of the foregoing documents, instruments or agreements or under applicable law, whether or not suit is filed with respect thereto (attorneys fees and costs are limited to reasonable fees and costs).

PART 4. LOAN SECURITY AND GUARANTY

4.1 **Secured Collateral.** Collateral securing all advances made on all loan accommodations described in this Agreement shall be as follows:

a. **Third Mortgage.** The Borrower grants Lender a Third priority mortgage on the Property. The legal description of the Property is:

THAT PRT OF LOTS 4 & 5 AUD SUB NO 96 DESC AS FOL: COM AT MEAN COR ON W LINE OF SEC 35 SD COR BEING 620.5 FT S OF W1/4 COR OF SD SEC (SD W LINE TO BE CONSIDERED TO BE A TRUE MERIDAN), TH S 55 DEG 12MIN E 375.4 FT, TH S 68 DEG 17 MIN E 106 FT, TH N PRLL/W W LINE OF SD SEC 560.6 FT TO POB, TH CONT N ON SD PRLL LINE 169.4 FT, TH N 24 DEG 21 MIN E 105.6 FT TO S LINE OF ST HWY NO 10, TH NWLY ALG SD S LINE TO A PT 394 FT SELY OF INTER OF SD S LINE WITH W LINE OF SD SEC AS MEAS ALG SD S LINE (SD PT BEING HEREAFTER REFERRED TO AS PT A), TH SWLY AT AN ANG OF 60 DEG 20 MIN FROM A LINE DRAWN PRLL/W NLINE OF GOVT LOT I & PASSING THROUGH PT A 123 FT +/- TO A PT 308.5 FT E OF W LINE OF SD SEC (AS MEAS PRLL/W N LINE OF SD GOVT LOT), TH S PRLL/W SD W LINE TO INTER/W A LINE DRAWN W AT RT ANG TO SD PRLL LINE FROM POB, TH E TO POB EX RDS, SUBJ TO EASE OF REC

b. **The Collateral**. The Property and the Third Mortgage proceeds are hereinafter referred to collectively as (the "Collateral".)

4.2 **Ownership and care of Collateral.** Borrower and Guarantor covenant that this Agreement and any security agreement/mortgage taken in connection with this Agreement will vest in Lender a second priority security interest/mortgage upon the Collateral named, and that the Collateral is free from all liens, security interests and encumbrances except those listed on Exhibit B attached hereto and made a part hereof (the "Permitted Encumbrances"). Borrower warrants it has good marketable title to the Collateral subject to no security interest or lien except as described herein.

4.3 **Documentation required to maintain valid lien.** Borrower and Guarantors covenant that upon request of Lender they will execute such financing statements, security agreements, lien documents, and other perfection and security instrumentation as will ensure that Lender creates and maintains a valid and perfected second security interest/mortgage lien on the Collateral.

4.4 **Flood and Hazard Insurance Coverage**. During the term of the Loan, Borrower shall maintain the following insurance coverages:

a. **Flood Insurance**. Based on the Standard Flood Hazard Determination (FEMA Form 81-93): If any portion of a building that is collateral for the Loan is located in a special flood hazard area, Borrower must obtain flood insurance for the building under the NFIP. Insurance coverage must contain a MORTGAGEE CLAUSE (or substantial equivalent) in favor of Lender and CMDC. This clause must provide that any action or failure to act by Borrower, the mortgagor or owner of the insured Property will not invalidate the interest of Lender and CMDC. The policy or endorsements must provide for at least 10 days prior written notice to Lender and CMDC of policy cancellation.

b. **Real Estate Hazard Insurance** coverage on all real estate that is collateral for the Loan in the amount of the full replacement cost. If full replacement cost insurance in

not available, coverage must be for the maximum insurable value. Insurance coverage must contain a MORTGAGEE CLAUSE (or substantial equivalent) in favor of the City of Ramsey. This clause must provide that any action or failure to act by Borrower, the mortgagor or owner of the insured Property will not invalidate the interest of the City of Ramsey. The policy or endorsements must provide for at least 10 days prior written notice to the City of Ramsey of policy cancellation.

4.5 **Guaranty.** Guarantors herein covenant that they guaranty payment of all loan accommodations referred to in this Agreement and repayment of all advances made thereunder, together with interest and costs of collection, if any, including reasonable attorney fees not prohibited by law. Said guaranty is of payment and is a continuing, absolute, and unconditional guaranty.

4.6 **Use of Proceeds.** Borrower warrants that it will use the proceeds of the Loan made by Lender solely for costs of the purchase and renovation of the Property.

PART 5. DOCUMENTS FURNISHED PERIODICALLY BY BORROWER AND GUARANTORS AND INSPECTIONS ALLOWED BY BORROWER

5.1 **Documents to be furnished periodically.** Borrower and Guarantors will furnish to Lender the following documents at the times indicated throughout the term of this Agreement:

a. As a condition precedent to closing of this Agreement and upon request of Lender thereafter, evidence satisfactory to Lender that Borrower and the Corporate Guarantor are able and authorized to enter into and consummate the credit transactions referred to in this Agreement shall be provided. Such evidence shall include, but is not necessarily limited to, the following: Borrower's and Corporate Guarantor's articles of organization; certificate of good standing from the state; company authorization resolutions; company minutes; and if Lender requests in a separate writing, an opinion of Borrower's and Corporate Guarantor's counsel to the foregoing effect.

b. As a condition precedent to closing of the Loan and upon request of the Lender thereafter, appropriate loan documents to support the credit accommodations in this Agreement, including, as appropriate, promissory notes, mortgages, lease assignments, subordination agreements, other perfection documents, insurance and other Collateral assignments, insurance certificates identifying Lender as loss payee, setoff disclosures, and any and all other documents and instruments which in the opinion of Lender are necessary to validate and consummate the credit transactions referred to in this Agreement will be received by Lender.

c. Income Tax returns of Borrower and Corporate Guarantor certified by each respective entity, to be received by Lender within 120 days after each fiscal year end.

d. Annual personal financial statement of each Individual Guarantor, to be submitted concurrently with the Borrower's statement required above.

e. Annual personal income tax returns (including all schedules and K-l's) of the Individual Guarantors, to be submitted concurrently with the Borrower's statement required above.

5.2 **Borrower and Co-Borrower record keeping and Lender inspection of Collateral and records**. Borrower and Co-Borrower will keep true and accurate books and records of its business operations, accounts, and Borrower and Co-Borrower will permit Lender at any reasonable time and during regular business hours to inspect the Property, and to examine Borrower's and Co-Borrower books, records, and files, and make copies thereof, and to discuss the affairs of Borrower and/or Co-Borrower with their members/shareholders, officers, directors, and employees. In addition, the Borrower shall provide (i) annual financial statements, annual debt schedules and tax returns of the Borrower not later than 120 days after each fiscal year end of the Borrower (ii) annual personal financial statements and personal tax returns for the Personal Guarantor not later than October 15 of each year, and (iii) compiled annual financial statements, annual debt schedules and tax returns of the Co-Borrower not later than 120 days after each fiscal year end of the Co-Borrower.

PART 6. FINANCIAL COVENANTS AND LIMITATION ON CETAIN ACTIVITIES OF BORROWER

6.1 **Indebtedness, liens, and disposition of assets**. Borrower shall not, without the prior written consent of Lender, which approval shall not be unreasonably withheld, do any of the following: except debt incurred in the ordinary course of business and indebtedness to Lender contemplated by this Agreement and indebtedness to _____; incur indebtedness for borrowed money; sell, transfer, assign, pledge, lease, grant a security interest in, or otherwise encumber any of Borrower's and Co-Borrower's assets, except to Lender and except to those identified on Exhibit B, the Permitted Encumbrances.

6.2 **Ownership stability of Borrower**. Borrower covenants that unless prior written approval has been provided by Lender, which approval shall not be unreasonably withheld, Borrower's majority limited liability company membership interest holders in control of Borrower at the time of this Agreement shall not sell or otherwise relinquish majority ownership control of Borrower.

6.3 **Ownership stability of Co-Borrower**. The Co-Borrower covenants that unless prior written approval has been provided by Lender, the owners of a majority of the outstanding membership units of the Co-Borrower at the time of this Agreement shall not sell or otherwise relinquish their majority ownership control of the Co-Borrower.

6.4 **Change of business form or identity.** Borrower and Co-Borrower will not, without the prior written approval of Lender, which approval shall not be unreasonably withheld, change their business forms, business names or trade names, change location, or acquire or merge or consolidate with any other entity.

6.5.1 Until the Loan is paid in full, Borrower shall maintain the Property in commercial use in accordance with all City ordinances. The Property shall be considered in commercial use if: Borrower operates a business in the Property; Borrower leases the Property or portions thereof

to an entity that operates a business; or Borrower is actively marketing the lease of the Property or portions thereof to one or more businesses.

6.5 **Business taxes and insurance.** Borrower and Co-Borrower covenant to pay all taxes associated with their business, including but not limited to income taxes, sales taxes, employee taxes, and all other business related taxes, whether federal, state, county, municipal, or imposed by any other governmental unit. Borrower and the Corporate Guarantor Co-Borrower further covenant to maintain liability, hazard insurance policies in coverages and with such endorsements as are reasonably satisfactory to Lender, and to pay all worker's compensation and unemployment premiums or charges, when due, to maintain all insurance policies and employment-related coverages in full force and effect throughout the term of this Agreement.

PART 7. DEFAULT

7.1 **Default defined.** Default under this Agreement shall consist of anyone or more of the following events:

a. Failure to pay when due any amount required of Borrower, Co-Borrower or any Guarantor under this Agreement or under the Note, security agreement, or other loan instrument or document executed in connection with this Agreement.

b. Failure to perform any act or deed required of Borrower, Co-Borrower or any Guarantor or failure to refrain from any act prohibited, under this Agreement or under any related instrument or document executed in connection with this Agreement.

c. Failure of majority limited liability company membership interest holders of Borrower and Co-Borrower to maintain their status as majority owners of Borrower.

d. Any warranty, representation, or statement made or furnished to Lender by or on behalf of Borrower, Co-Borrower or any Guarantor which is false or misleading in any material respect, either now or at the time made or furnished.

e. The dissolution or termination of Borrower's or Co-Borrower's existence as a going business, insolvency, appointment of a receiver for any part of Borrower's, Co-Borrower's or any Guarantor's property, any assignment for the benefit of creditors, any type of creditor workout, or the commencement of any proceeding under any bankruptcy or insolvency laws by or against Borrower, Co-Borrower or by or against any Guarantor.

f. Failure to discharge taxes or other liens, other mortgages or charges levied or assessed against the Collateral other than the lien (the second Mortgage) created under this Agreement by the parties.

g. Any other event defined as an event of default in any separate promissory note, security agreement, mortgage or other instrument or document executed in connection with this Agreement.

h. Death of an Individual Guarantor to the extent life insurance assigned or pledged to the Lender, or other sources of funds or security, are unavailable to reasonably substitute for the financial security which the deceased Individual Guarantor had provided to the Lender with his/her Guaranty during his/her life.

i. Any attempt by any Guarantor to revoke the guaranty or impair its enforceability.

7.2 **Remedies**. In the event default occurs, Lender may exercise anyone or more of the following rights and remedies:

a. Declare the entire balance of the Loan referred to in this Agreement or any or all loans governed by this Agreement as immediately due and payable.

b. Take possession of the Collateral by self help or judicial action, foreclosure, or other procedures and dispose of the Collateral pursuant to applicable laws of the State or Federal Governments.

c. Commence and prosecute an action to collect the debt from Borrower or any Guarantor, or any or all of them.

d. Refuse to make any further advances under this Agreement or under any instrument or document executed in connection with this Agreement.

e. Exercise such additional or alternative remedies as are available to Lender under the terms of this Agreement, under any instrument or document executed in connection with this Agreement, or under applicable law.

PART 8. INDEMNIFICATION

8.1 **Indemnification**.

(a) Borrower shall and does hereby agree to indemnify and to hold Lender, and its officers, agents, and employees, harmless for any and all liability, loss, or damage that it may incur under or by reason of this Agreement, and of and from any and all claims and demands whatsoever that may be asserted against Lender by reason of any alleged obligations or undertakings on its part to perform or discharge any of the terms, covenants, or agreements contained herein.

(b) Should Lender, or its officers, agents, or employees incur any such liability or be required to defend against any claims or demands pursuant to this Section, or should a judgment be entered against Lender, the amount thereof, including costs, expenses, and attorneys fees, shall bear interest thereon at the rate then in effect on the Note, shall be secured hereby, shall be added to the Loan, and Borrower shall reimburse Lender for the same immediately upon demand, and upon the failure of Borrower to do so, Lender may declare the Loan immediately due and payable.

(c) This indemnification and hold harmless provision shall survive the execution, delivery, and performance of this Agreement and the creation and payment of any

indebtedness to Lender. Borrower waives notice of the acceptance of this Agreement by Lender.

(d) Nothing in this Agreement shall constitute a waiver of or limitation on any immunity from or limitation on liability to which Borrower is entitled under law.

PART 9. MISCELLANEOUS PROVISIONS

9.1 **Limited Liability Company status and authority of Borrower.** Borrower herein covenants that it is a limited liability company duly organized and existing and in good standing under the laws of the State of Minnesota and has the appropriate power and authority to own its property and carry on its business as it is being conducted at the time of this Agreement; Borrower has full power, authority, and proper authorization to enter into this Agreement and the loan and security transactions attendant thereto.

9.2 **Limited Liability Company status and authority of Co-Borrower.** Co-Borrower herein covenants that it is a limited liability company duly organized and existing and in good standing under the laws of the State of Minnesota and has the appropriate power and authority to own its property and carry on its business as it is being conducted at the time of this Agreement; Co-Borrower has full power, authority, and proper authorization to enter into this Agreement and the loan and security transactions attendant thereto.

9.3 **No waiver.** No delay or failure by Lender in the exercise of any right or remedy under this Agreement or under law shall constitute a waiver thereof, and no single or partial exercise by Lender of any right or remedy shall preclude other or further exercise thereof or the exercise of any other right or remedy.

9.4 **Agreements upheld despite invalidity of any clause.** If a court of competent jurisdiction determines any clause or provision of this Agreement to be invalid or void for any reason, such findings will not affect the validity and enforceability of the balance of this Agreement.

9.5 **Collection costs and expenses.** Borrower, Co-Borrower and Guarantor agree to pay upon demand all of Lender's court costs and disbursements, including attorney's fees, and other expenses allowed by law or the court, if incurred in reasonable connection with this Agreement and the enforcement thereof or in connection with the loan or the collection thereof.

9.6 **Modifications in writing only.** Any modification of this Agreement must be in writing and signed by all parties hereto to be valid.

9.7 **Applicable law**. The loan documents discussed herein shall be governed by and construed in accordance with the laws of the State of Minnesota. The Lender may, in its discretion, utilize the laws of other states where property of the Borrower or any Guarantor is located to enforce this Agreement and collect the indebtedness. Lender may also in its sole discretion utilize any applicable federal laws of the United States of America to enforce this Agreement and the Lender's rights in the Collateral pledged in this Agreement and collect the indebtedness described herein.

9.8 **Notice of litigation.** Borrower, Co-Borrower and Guarantor shall promptly inform Lender in writing of all material adverse changes in Borrower's, Co-Borrower's or any Guarantor's financial condition, and all litigation and claims and all threatened litigation and claims affecting the Borrower, Co-Borrower or any Guarantor that could materially affect the financial condition of the Borrower, Co-Borrower or any Guarantor.

9.9 **Notices.** All notices required to be given under this Agreement shall be given in writing and shall be effective when actually delivered or when deposited in the United States mail, first class, postage prepaid, addressed to the party to whom the notice is to be given at the address on the cover page of this Agreement. Any party may change its address for notices under this Agreement by giving formal written notice to the other parties, specifying the purpose of the notice is to change the party's address.

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

LENDER:

City of Ramsey

By: _____
_____, Its_____

Dated: _____

BORROWER:

Zap Properties, LLC, a
Minnesota Limited Liability Company

By:_____
Jason Farrell, Its _____

CO-BORROWER:

American Print and Digital, LLC, a
Minnesota Limited Liability Company

By:_____
Jason Farrell, Its _____

INDIVIDUAL GUARANTOR:

_____

Jason Farrell

Dated: _____

Draft

APD Equipment List 2016

Owned Equipment

		Value	Serial
Presses	Heidelberg QM-46	$ 4,000	965212
	Heidelberg QM-46	$ 4,000	964154
	Heidelberg QM-46	$ 4,000	963029
	Heidelberg Windmill	$ 2,000	
	Konica 1051	$ 5,000	
	Epson wide format	$ 1,000	
	Oki ProColor 900	$ 5,000	
	Ryobi 3200	$ 500	9191
	Envelope feeders	$ 1,500	4671
Prepress	DPX CTP	$ 2,000	44040656
Bindery	Polar 40 inch cutter	$ 15,000	
	Polar 28 inch cutter	$ 4,000	5351106
	Stahl Folder	$ 10,000	
	table top folder	$ 1,500	85D126
	table top folder	$ 1,500	14x20
	Quad Carts x 4	$ 1,000	
	Jog Tables x 3	$ 500	81161
	Rosback scoring	$ 3,000	
	Shrink Tunnel	$ 5,000	15541608TLMB, 13881622TPP
	Challenge drill	$ 3,000	
	Graphic Whizard	$ 5,000	2004358
	Graphic Whizard 6000	$ 4,000	
	Creasemaster Pro	$ 5,000	
	Duplo 5000	$ 45,000	
	RhinoTuff spiral equipment	$ 3,000	
	Uline strapping machine	$ 500	
	ARL 2700 Laminator	$ 1,000	56269-1207
	Corner Rounding	$ 2,000	
	Business Card slitter	$ 4,000	Sun HS-3000-GC

Desktop Verification of Values

1. Oki ProColor 900 ($5K) http://www.okidata.com/procolor/pro900dp-905dp

2. Polar 40" cutter ($15K) http://cyceromachines.com/guillotine-polar-115-em/

3. Stahl Folder ($10K) http://www.a-1enterprises.com/list_by_make_a2.php?make=STAHL%20&type=FOLDER%20

4. Shrink Tunnel ($5K) http://www.ebay.com/itm/like/252597761008?lpid=82&chn=ps&ul_noapp=true

5. Graphic Wizard ($5K+$4K) http://www.ebay.com/itm/Graphic-Whizard-12000-/232196039268?hash=item360ff66264:g:n4MAAOSw6n5XvJ-5
https://www.mybinding.com/brands/graphic-whizard/paper-joggers.html
http://www.ebay.com/itm/Graphic-Whizard-GW-6000-Number-Perf-/122348810337

6. Creasemaster Pro ($5K) http://northernmachine.com/graphic-whizard-creasemaster-pro.html

7. Duplo 5000 ($45K) http://www.lcegraphics.com/id6.html

American PRINT & DIGITAL

1/5/2017

City of Ramsey
Patrick Brama
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Mr. Brama,

American Print & Digital is a wholesale printing company that was founded in 2009 and is based solely in Ramsey. Our core products are marketing materials, stationery, books, and business forms and we sell these to printing brokers and sales people around the country. Due to steady growth, we have decided to expand our business with new equipment and more space.

In early 2016 we began searching for and found equipment that will allow us to add tremendous capacity to our current production. In addition, this equipment will allow us to expand our product offerings and increase our competitiveness in other areas. As part of this expansion we are also in need of additional space. We currently occupy 5000 square feet and have discussed adding on another 5000. During this process, however, the building at 6320 Highway 10 became available.

6320 Highway 10 was previously occupied by a printing company. It already has all of the power capacity and distribution that we need for our equipment. The building is large enough for our business now and for growth in the future. We are planning to buy this property, make some upgrades inside and out, and begin operations there by April 2017.

I am applying for SBA financing for the equipment and building. This financing requires 10% equity and it is my hope that the City of Ramsey will help with a 5% loan. Partnering with the City of Ramsey will help ensure the success of our expansion by allowing us to retain some of our cash reserves for moving expenses and the additional costs that come with this type of expansion (inventory, support equipment, marketing, etc.). While our numbers aren't quite final, the whole package will be close to $1,400,000. $800,000 for the building and improvements. $600,000 for equipment.

Thank you for your consideration. Our company has been successful in Ramsey for over 7 years and we are very excited for this opportunity to stay and continue to grow here.

Sincerely,

Jason Farrell
President

13950 Radium St NW, Suite 400 • Ramsey, MN 55303
763-421-0611 • 877-364-4545 • Fax 763-712-9107

City of Ramsey

Economic Development Revolving Loan Fund Guidelines

As Amended February 2005

City of Ramsey
Community Development Division
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

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Economic Development Revolving Loan Guidelines

I. Purpose.

The purpose of these guidelines is to establish policies and procedures to regulate, coordinate, and facilitate the workflow for underwriting new financing requests, servicing revolving loans, and ensuring borrower compliance with loan terms and conditions.

II. Authorization and Funding Sources.

Chapter 469 of the Minnesota State Statutes, as amended, authorizes the City of Ramsey to make loans to prospective private businesses. The revolving loan fund was capitalized through funds made available by the City of Ramsey and the Minnesota Department of Employment and Economic Development.

III. Mission.

The mission of the revolving loan fund is to increase the City's tax base, create and retain permanent private sector jobs and improve economic opportunity and living standards for the citizens of Ramsey by promoting local business development and expansion, by attracting out-of-state business expansion, leveraging private sector funds, and assisting with the development of new technologies.

IV. Program Objective.

The objective of the revolving loan fund is to fill the financing gap between project costs and private debt financing and private equity by making direct low-interest rate loans for certain approved activities to businesses within the Ramsey city limits.

V. Eligible Activities.

A. Loan funds may be used to assist small businesses primarily by providing financial assistance for the following types of activities, including but not limited to: growth and expansion, rehabilitation, code compliance, employee recruitment and retention through housing initiatives, and facade enhancement.

B. Eligible costs. Eligible costs may include the following:

1. Land improvements. Improvements to the land which are a portion of the project cost including but not limited to: grading, new streets or street improvements, parking lots, utilities, and landscaping.

2. Purchase or renovation of building. Purchase and, if necessary, renovation of an existing industrial or commercial facility is permitted.

3. Purchase machinery or equipment. Purchase of major items of machinery and equipment independent of land and buildings. These items must be defined to have a useful life of at least *5* years.

4. Building construction. Construction of a new building and/or a major addition to an existing building.

5. Leasehold improvements. Revolving loan funds may be used for certain leasehold improvements provided the lease is equal to or greater than the term of the loan and the City secures a lien on the land or building, and improvements.

VI. Ineligible Activities. Certain applicants, projects, activities, and costs are ineligible for revolving loan funds.

A. Ineligible activities. Funds may not be used for nonprofit institutions, retail businesses, gambling organizations, lending or investment organizations, land speculation, or any activity deemed illegal by federal, state, or local law or ordinance.

B. Ineligible costs. Ineligible costs include but are not limited to: management fees, financing costs, franchise fees, debt repayment or consolidation, moving costs, refinancing, and operating costs or working capital.

VII. Loan Terms and Conditions

The City shall make available to eligible applicants direct low-interest loans for the purpose of encouraging economic development, job creation and job retention to meet business needs, and preservation of business districts in the City of

Ramsey.

A. Loan amount. There are maximum and minimum loan amounts for eligible projects.

1. Maximum loan amount. The maximum loan available from the revolving loan fund for each eligible project is limited to $300,000.00 or 40% of total project cost, whichever is less.

2. Minimum loan amount. The minimum loan amount available from the revolving loan fund for each eligible project is $25,000.00.

B. Interest rate. The interest rate shall be a fixed-rate and will be equal to the 10-year Treasury bond rate at the date of funding but shall not be less than 3.0%.

C. Term. The term of the loan will be tied to the useful life of the assets being financed. The following general terms apply:

1. Machinery/equipment. The term of the loan for machinery/equipment shall not exceed 7 years.

2. Land/building acquisition. The term of the loan for land/building shall not exceed 15 years.

3. New construction/renovation. The term of the loan for new construction/renovation shall not exceed 15 years.

4. Balance due. All balances will be due and payable if and when the loan recipient sells or otherwise transfers any or part or his/her interest in the property or fails to meet any of the guidelines established within this document before the maturity date of the loan or relocates any part or all of the business outside the City of Ramsey.

D. Wage and job goals.

1. Wage and Job goals shall be established for all loans in excess of $75,000. The wage and job goals will be identified in the Loan Agreement between the City of Ramsey and the borrower. The loan

agreement, must include: (1) the number of jobs created, which may include separate goals for the number of part-time or full-time jobs, or, in cases where job loss is specific and demonstrable, goals for the number of jobs retained; (2) wage goals for any jobs created or retained; and (3) wage goals for any jobs to be enhanced through increased wages. If the creation or retention of jobs is determined not to be a goal after a public hearing, the wage and job goals may be set at zero.

2. A business that receives revolving loan funds must agree to list any vacant or new position with the Minnesota Department of Employment and Economic Development.

E. Equity participation. There shall be a minimum 10% owner equity investment of total project costs required of all applicants.

F. Collateral requirements. All loan agreements will be secured by one or more of the following; promissory note, mortgage, or security agreement as required by the City; and

1. The revolving fund may take a subordinate position to the primary lender on the assets financed; and

2. Surety deposits shall be required for certain construction contracts as set forth in Minnesota Statutes 290.9705.

G. Letters of Commitment. Letters of commitment from all funding sources must be submitted for the application to be deemed complete.

H. Personal guaranty. Personal guarantees of persons with ownership interest of 20% or greater are required. Personal guarantees of persons with ownership interest between 5% to 19% may be required by the City but are discretionary.

I. Loan repayments. Loan payments must begin within one month of receipt of the Revolving Loan. The City of Ramsey may make exceptions to this rule on a case-by-case basis.

J. Loan prepayment. Prepayments are permitted where the Borrower makes the EDA whole for any losses or costs associated with the prepayment.

K. Notice of award or denial. Applicants will be notified in writing not more than fourteen (14) days after final action has been taken on their revolving loan fund application by the City.

L. Loan closing documents. The City will close the loan within sixty (60) days of final City approval of the loan application. At that time, the City will deliver to the Borrower all closing documents and a final debt service schedule. In exchange, the Borrower will deliver to the City its loan obligation which is defined as a bond, note, or other evidence of obligation issued by the Borrower to evidence it indebtedness under the loan agreement.

M. Post closing amendments and modifications. Requests for amendments and modifications following award, closing or disbursement of funds to the underwriting of the original request require City approval and shall be presented at the next scheduled meeting of the EDA.

N. Loan declination. The City will not make a loan if it determines the loan amount would place an undue burden on the financial resources of the Borrower or the Borrower cannot demonstrate adequate financial capacity to repay the loan or the City determines that making the loan is not in the best interest of the City.

O. Appeal. There will be a complaint and appeal procedure for aggrieved applicants:

1. Written notice. Applicants will receive written notice of denial of the loan and the reasons(s) for the determination within fourteen (14) days of the determination.

2. Petition. The aggrieved applicant may petition the EDA in writing for reconsideration within fourteen (14) days from date of the written notice of denial. Any request to appear before the EDA must be in writing and must be submit least seven (7) days prior to the EDA's scheduled meeting. Upon receipt of the written petition for reconsideration, the EDA shall consider the petition at it's next scheduled meeting and advise the petitioner in writing of its decision within fourteen (14) days of that meeting. The EDA's decision will be final.

3. Re-application. Applicants aggrieved by the EDA's final decision may re-apply for revolving loan funds after ninety (90) days if the concerns in the

preceding application are adequately and appropriately addressed.

VIII. Administration.

A. Loan review committee. The Ramsey EDA will serve as the loan review committee. The final determination on all revolving loan applications rests with the City Council.

B. Conflict of Interest. All city officials and employees shall comply with the applicable conflict of interest regulations set forth in the City Code.

C. Staff responsibility. Community development staff shall have the general responsibility for coordinating the application process, reviewing loan application, preparing applications and recommendations for review by the EDA, and coordinating the loan approval and service process as set forth in Subsections D -- G of this section.

D. Pre-application process. All parties seeking revolving loan funds must file a pre-application. Pre-application forms may be obtained from the Community Development Department.

1. There will be a pre-application form that must be completed and submitted to the Community Development Department for review and approval.

2. The pre-application form will request information regarding the applicant, project scope, and project costs.

3. Upon Community Development Department approval, the applicant will be forwarded a revolving loan fund application.

4. Pre-application forms may be submitted on an open basis throughout the year.

E. Application process. All parties seeking revolving loan funds must file an application. Application forms may be obtained from the Community Development Department.

1. Components of application. Only completed applications will be reviewed for consideration by community development staff. A completed application is one that satisfies the checklist provided below:

a. Business plan describing the scope of the project, including site plans, building plans, renderings, or blueprints;
b. Project budget;
c. Private financing commitment;
d. Equity investment commitment;
e. Proposed security;
f. Company financial statements (3 years);
g. Personal financial statements (2 years);
h. Credit check release;
i. Mortgage or lease of property to be improved;
j. Proof of insurance of property to be improved;
k. Number of jobs to be created or retained;
I. Wage information;
m. Amount of loan request; and
n. Other documentation as requested.

2. Incomplete applications. Community development staff, in its sole discretion, will determine if the application is complete and actionable. Incomplete applications will be assigned *pending* status and the applicant will be informed in writing of the missing documentation.

3. Transmittal. Applications transmitted by oral, telegraphic, facsimile, or e-mail will not be accepted.

4. Determination of eligibility. Applicant eligibility will be determined by community development staff using criteria enumerated in subsection D (1) of this section.

5. Site inspection. As part of the eligibility determination process, the city will inspect the property or building designated for improvements for compliance with the city administrative ordinances and zoning codes.

6. Credit check. A credit check for the company and each of its principal owners shall be conducted by community development staff.

F. Loan approval process. Community development staff will prepare loan app1ications and make recommendations to the EDA.

1. EDA agenda. Upon determining the eligibility of the completed application

and reviewing for credit worthiness and soundness of plan, community development staff will place loan application the on the agenda for the EDA's next scheduled meeting.

2. Criteria. The EDA will base their decision on the economic benefit to the City of Ramsey, credit underwriting typical to the lending community including the borrower's ability to repay the loan and the collateral offered to secure the loan, the number of jobs to be created or retained, wage rates of jobs created or retained, and increase in the local tax base.

3. EDA action. Upon placement on the agenda, the EDA shall approve, deny, or postpone for consideration at a future meeting the loan application request.

4. Notification of EDA action. The applicant shall be notified in writing within fourteen (14) days of the EDA's decision in accordance with the requirements set forth in Section VII, Subsection M of these guidelines.

5. Approval. If approved, the applicant will be sent a written commitment letter that will outline the terms and conditions of the loan approval. A copy of the commitment letter will be signed by the Borrowers and Guarantors signifying acceptance of the terms and conditions of the loan proposal and the conditions for funding. Upon the return of the executed commitment letter, community development staff will begin the loan closing process with the City Attorney.

6. Closing. The City Attorney will prepare documentation and coordinate the closing with the Borrower or the Borrower's counsel.

G. Loan servicing. Community development staff will coordinate loan servicing activities.

1. Monitoring. Community development staff will monitor loans for compliance with the accepted terms and conditions including job creation statistics and wage and benefit levels.

2. Reports. Community development staff and finance staff are responsible for ensuring that all required reports are filed in a timely manner.

3. Records. Computer files and conventional paper files will be maintained for the purpose of documenting, tracking, and monitoring program and project

activities. Program records will be maintained by the Community Development staff and financial records will be maintained primarily by the Finance Division. Where applicable, the following records will be maintained:

a. Program records. The following program information will be maintained in the program project file, including but not limited to:

i. Environmental report;
ii. Eligibility determination records as set forth in Section VIII, Subsection E (1) (a-n);
iii. Property inspection report;
iv. Progress reports;
v. EDA Resolutions;
vi. Correspondence;
vii. Loan documents; and
viii. Executed loan agreement.

b. Financial records. The following financial information will be maintained in the financial project file, including but not limited to:

i. Copy of the executed loan agreement;
ii. Disbursement data;
iii. Progress reports;
iv. Repayment data; and
v. Amortization tables.

4. Record retention. All program and financial records, supporting documents, statistical records, environmental review records and other records pertinent to the revolving loan program shall be maintained for a period of at least three (3) years from the final project report and project closeout date.

IX. Delinquency. There shall be a notification procedure for delinquent loans.

A. The finance officer is responsible for the timely posting and of all loan repayments.

B. Thirty day notice. Upon thirty (30) days delinquency, the finance officer will notify the Finance Director (FD) of the delinquency and the Director shall send the borrower a delinquency notice requesting payment within fifteen

(15) days. A copy of the letter shall be forwarded to the City Administrator (CA).

C. Forty-five day notice. If payment has not been received by the 45th day a second delinquency notice will be sent to the Borrower by the FD requesting payment within fifteen (15) days. A copy of the letter shall be forwarded to the CA.

D. Sixty day notice. If payment has not been received by the 60th day, the FD will attempt to contact the Borrower by telephone to the delinquency. The FD shall also send a notice of default to borrower via certified mail requesting immediate payment and advising the borrower the delinquency will be placed on the EDA agenda for discussion at the next scheduled meeting.

E. Ninety day notice. If no repayment plan is submitted by the Borrower, or if there is no attempt by the Borrower to negotiate the amount due, the FD will contact the CA and the City Attorney to sending a 90 day letter calling due the loan in full.

F. Negotiation. Throughout this process, every attempt will be made to preserve the company, the jobs, and the loan funds.

X. Default. If the EDA determines a loan to be in default it will pass a resolution declaring the entity in default and convey the matter to the City Attorney for disposition.

XI. Recaptured funds. The Ramsey Economic Development Revolving Loan Fund will serve as the repository for all loan repayments. These recaptured funds are available to other applicants for utilization as gap financing for certain approved economic development projects. The revolving loan fund shall be administered by a financial management system in compliance with all state and federal requirements.

XII. Funding acknowledgement. For projects financially supported by revolving loan funds the Borrower shall:

A. Acknowledge revolving loan fund support in certain written materials

including company brochures, reports, newsletters, and press releases; and

B. On the building or expansion construction site post a sign acknowledging financial support from the State of Minnesota and the City of Ramsey.

XIII. Guidelines for the regulation of State Economic Development Revolving Loan Funds.

A. General. The following rules, regulations, policies, and procedures govern state economic development revolving loan funds.

B. Incorporation by Reference. The dissemination, use, and regulation of state economic development revolving loan funds shall be generally governed by guidelines including:

1. The Minnesota Investment Fund (MS.116J.8731).