City of Ramsey
Agenda
Regular City Council
Tuesday, April 25, 2017
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

1. 2016 - 2017 Winter Maintenance Update, Grant Riemer, Public Works Superintendent

3. Citizen Input

4. Consent Agenda

1. Receive March 2017 Financial Reports - General Fund and Enterprise Funds

2. Note the Following Boards and Commissions Meeting Minutes:
- Planning Commission Meeting Minutes Dated March 2, 2017
- Economic Development Authority Meeting Minutes Dated March 9, 2017
- Park and Recreation Commission Meeting Minutes Dated March 9, 2017
- Environmental Policy Board Meeting Minutes Dated March 20, 2017

3. Approve the Following Meeting Minutes:
1. City Council Work Session dated 04/11//17
2. City Council Regular dated 04/11/17

4. Approve Aeon Purchase Agreement Amendment to Extend Closing Deadline

5. Approve Second Amendment to GS Land Purchase Agreement to Extend Closing Deadline

6. Adopt Resolution # 17-04-093 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 6, 2017 through April 19, 2017

7. Adopt Resolution 17-04-099 to Hire a Part-time Community Service Officer

8. Adopt Resolution #17-04-094 Authorizing Final Payment to Kuechle Underground, Inc. for IP 13-10 Garnet St - 168th Avenue Improvements

9. Adopt Resolution #17-04-092 Approving an Easement Encroachment Agreement for a Detached Accessory Building at 15359 Zuni Ct NW; Case of Steve and Christine Roeder

10. Adopt Resolution #17-04-095 Granting Final Plat Approval for Station 2nd Addition; Case of D.R. Horton (Project #17-121)

5. Approve Agenda

6. Public Hearing

7. Council Business

1. Consider Approvals Related to Plat Known as Covenant Meadows (Project #17-102); Case of Eric Thomsen.

1. Introduce Ordinance #17-05 Approving Zoning Amendment to Planned Unit Development
2. Adopt Resolution #17-04-053 Approving Preliminary Plat

2. Adopt Resolution #17-04-079 Granting Preliminary Plat Approval of Homestead Road Subdivision Located at 7131 166th Ave NW(Project #16-32); Case of CTW Group, Inc.

3. Approve the Installation of Underground Power at Riverdale Drive in Preparation for the Mississippi Skyway Project

4. Adopt Resolution #17-04-098 Supporting Anoka County's Mississippi West Regional Park, Master Plan Amendment

5. Adopt Resolution #17-04-097 Approving Joint Powers Agreement with Anoka County for Conveying Park Property and Constructing Riverdale Drive Extension

6. MOU: Arterial Infrastructure to Serve Ramsey's Future Business Park & Capstone Homes Development

7. Adopt Resolution #17-04-100 Authorizing Plans and Specifications for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension

8. PSD LLC Business Park Proposal: Accept Business Subsidy Request Application and Call for Public Hearing

9. Approve Strategic Plan

10. Introduce Ordinance #17-04 Amending Irrigation Requirements (Project #17-104)

11. Adopt Resolution #17-04-096 Approving Contract for National Heritage Information System (NHIS) GIS Database

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 04/25/2017

Information

Title:

2016 - 2017 Winter Maintenance Update, Grant Riemer, Public Works Superintendent

Purpose/Background:

Purpose: To provide the Mayor and Council an overview of the winter maintenance for 2016-2017 season.

Background: Each year in April/May, Public Works Superintendent Grant Riemer presents an update regarding Public Works and the maintenance performed during the winter season.

Attachments

No file(s) attached.

Form Review

Form Started By: Jo Thieling Started On: 04/20/2017 01:35 PM

Final Approval Date: 04/20/2017

CC Regular Session **4. 1.**

Meeting Date: 04/25/2017

By: Diana Lund, Finance

Information

Title

Receive March 2017 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Action:

No action required. Informational only.

Attachments

March 2017 General Fund Financial Report - Budget to Actual

March 2017 Enterprise Funds Financial Reports - Budget to Actual

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Diana Lund	04/18/2017 10:44 AM
Diana Lund (Originator)	Diana Lund	04/18/2017 10:45 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:17 PM
Form Started By: Diana Lund		Started On: 04/17/2017 01:43 PM
Final Approval Date: 04/20/2017		

CITY OF RAMSEY
FINANCIAL STATEMENT

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

GENERAL FUND EXPENDITURES - BY DEPARTMENT -

Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	1,977,847.00	411,711.90
Com Dev	806,971.00	160,276.00
Contingency	180,448.00	-
Council	127,259.00	34,770.58
Finance	477,560.00	111,391.15
Fire	895,212.00	216,990.67
Legal	128,600.00	21,730.42
Police	3,453,477.00	802,652.78
Public Works	3,081,385.00	569,825.06
Grand Total	**11,128,759.00**	**2,329,348.56**

GENERAL FUND EXPENDITURES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	302,406.00	110,549.00
Debt Service	120,412.00	-
Other Services & Charges	2,631,607.00	283,024.00
Personal Services	7,249,034.00	1,748,715.94
Supplies	825,300.00	187,059.62
Grand Total	**11,128,759.00**	**2,329,348.56**

GENERAL FUND REVENUES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	8,685,635.00	-
Charges for Services	619,462.00	109,212.90
Business Licenses/Permits	49,300.00	3,313.62
Fines and Forfeits	66,000.00	10,696.25
Federal Intergovernmental	7,500.00	-
State Intergovernmental	336,550.00	71,900.00
Interest	100,000.00	-
Local Intergovernmental	8,000.00	-
Miscellaneous	31,000.00	6,539.35
Non-Business Licenses/Permits	462,500.00	90,150.80
Transfers in	762,812.00	-
Grand Total	**11,128,759.00**	**291,812.92**

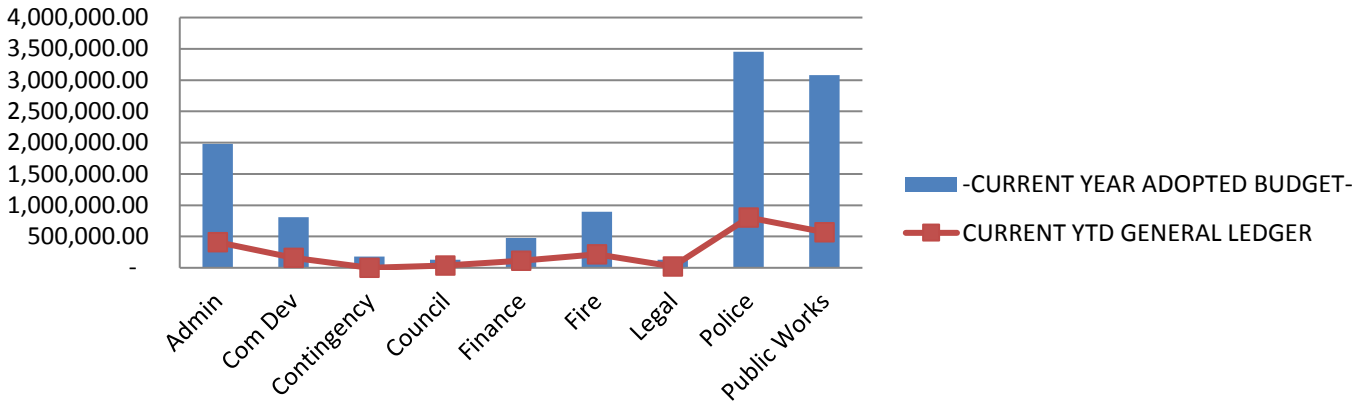
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

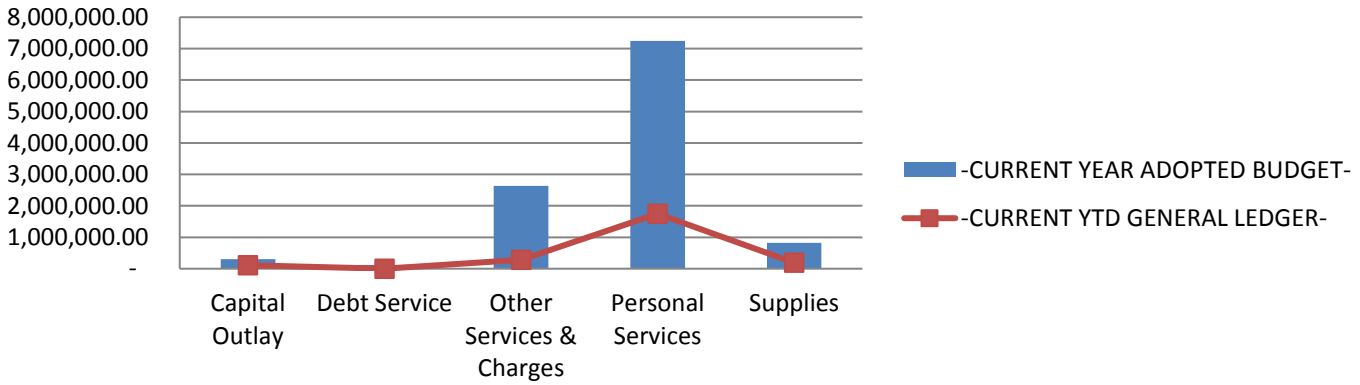
CITY OF RAMSEY
FINANCIAL STATEMENT

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

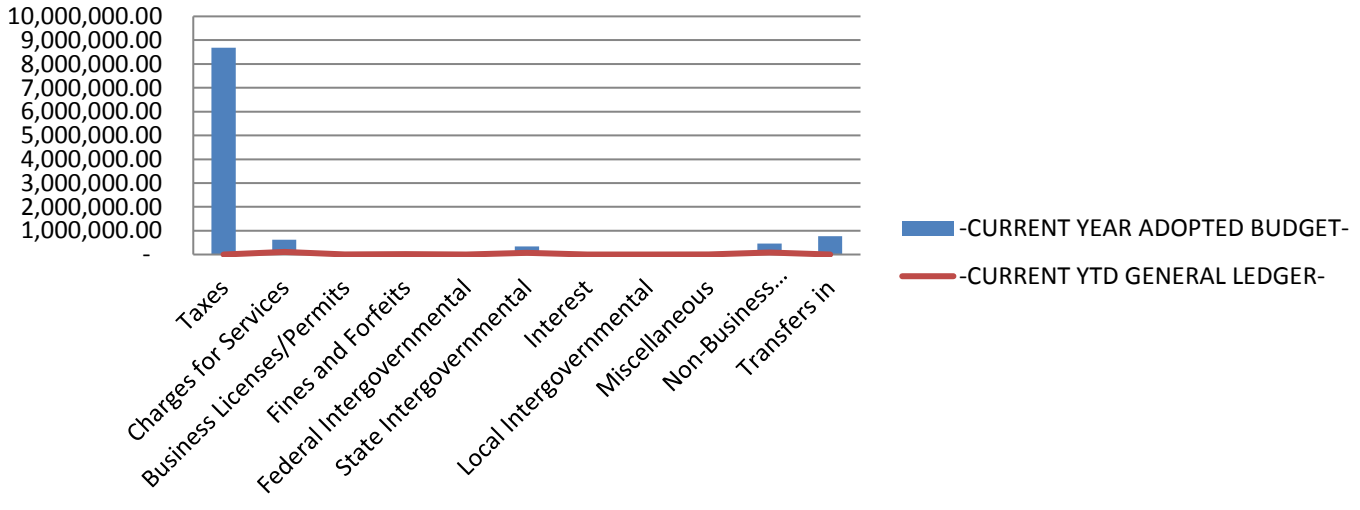
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



This report reflects year to date revenue and expenditures as compared to annual budget.
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PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(12,000.00)	(1,937.10)	16.14%
4609	OTHER MISCELLANEOUS REVENUES	62,000.00	2,151.87	3.47%
4652	WATER SALES - RESIDENTIAL	1,098,237.00	653.23	0.06%
4653	WATER SALES-COMMERCIAL	859,824.00	-	0.00%
4654	WATER PENALTIES	37,995.00	5,457.07	14.36%
4655	WATER METER INSTALLATION	10,000.00	2,800.00	28.00%
4656	WATER METERS	25,000.00	6,299.28	25.20%
4657	CONNECTION/RECONNECTION FEES	500.00	-	0.00%
4701	INTEREST ON INVESTMENTS	120,000.00	-	0.00%
4606	DEVELOPER FEES (WAC)	-	17,304.00	0.00%
Grand Total		**2,201,556.00**	**32,728.35**	

EXPENSES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	223,557.00	44,332.51	19.83%
6103	FULL TIME-REGULAR-OVERTIME	13,500.00	2,902.78	21.50%
6105	TEMPORARY-WAGES & SALARIES	17,066.00	-	0.00%
6121	PERA CONTRIBUTIONS	17,779.00	3,820.03	21.49%
6122	FICA/MEDICARE CONTRIBUTIONS	19,574.00	4,129.63	21.10%
6131	GROUP INSURANCE	28,356.00	6,410.25	22.61%
6133	WORKERS COMP INSURANCE PREMIUM	8,914.00	-	0.00%
6208	MISCELLANEOUS OFFICE SUPPLIES	600.00	20.13	3.36%
6223	GASOLINE	3,500.00	490.30	14.01%
6225	DIESEL FUEL	4,500.00	651.00	14.47%
6229	SHOP MATERIALS	500.00	588.85	117.77%
6231	UNIFORMS & TURN-OUT GEAR	2,800.00	1,725.00	61.61%
6249	MISCELLANEOUS OPERATING SUPPLY	18,000.00	6,353.39	35.30%
6257	OTHER VEHICLE PARTS	7,000.00	554.95	7.93%
6273	UTILITY SYSTEM MAINT SUPPLIES	75,000.00	3,718.28	4.96%
6281	SMALL TOOLS & MINOR EQUIPMENT	6,000.00	188.03	3.13%
6292	WATER METERS FOR RESALE	40,000.00	23,954.15	59.89%
6315	MISCELLANEOUS PROFESSIONAL SER	190,000.00	6.45	0.00%
6322	POSTAGE	1,000.00	52.39	5.24%
6323	CELLULAR PHONES	3,000.00	630.09	21.00%
6335	TRAINING	1,500.00	690.00	46.00%
6352	GENERAL NOTICE & PUBLIC INFOR	700.00	-	0.00%
6361	GENERAL LIABILITY/PROPERTY INS	30,554.00	-	0.00%
6371	ELECTRIC UTILITIES	120,000.00	13,529.57	11.27%
6373	GAS	4,000.00	651.20	16.28%
6374	REFUSE/RECYCLING	700.00	122.40	17.49%
6381	BUILDING & STRUCTURE REPAIR	2,000.00	-	0.00%
6439	OTHER MISCELLANEOUS	53,000.00	50.00	0.09%
6451	MEMBERSHIP DUES	800.00	-	0.00%
6489	OTHER CONTRACTED SERVICES	72,000.00	4,002.70	5.56%
6722	DEPRECIATION	705,629.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	40,000.00	-	0.00%
Grand Total		**1,711,529.00**	**119,574.08**	

This report reflects year to date revenue and expenditures as compared to annual budget.
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CITY OF RAMSEY
FINANCIAL STATEMENT

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

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

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2016 THROUGH PERIOD ENDING: **March 31, 2017**

REVENUES

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

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(11,000.00)	(2,141.30)	19.47%
4273	OTHER STATE GRANTS & AIDS		27,180.81	0.00%
4356	SEWER AVAILABILITY CHARGE-ADM	2,000.00	447.30	22.37%
4609	OTHER MISCELLANEOUS REVENUES	15,000.00	2,096.47	13.98%
4661	RESIDENTIAL-SEWER CHARGES	1,138,447.00	1,331.44	0.12%
4662	COMMERCIAL-SEWER CHARGES	350,745.00	(65.41)	-0.02%
4663	SEWER PENALTIES	40,152.00	7,320.91	18.23%
4701	INTEREST ON INVESTMENTS	70,000.00	-	0.00%
4702	MISCELLANEOUS INTEREST	15,276.00	-	0.00%
Grand Total		**1,620,620.00**	**36,170.22**	

EXPENSES

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

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	147,861.00	11,431.36	7.73%
6121	PERA CONTRIBUTIONS	11,090.00	893.28	8.05%
6122	FICA/MEDICARE CONTRIBUTIONS	11,404.00	916.73	8.04%
6131	GROUP INSURANCE	7,821.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	4,799.00	-	0.00%
6223	GASOLINE	3,500.00	369.93	10.57%
6225	DIESEL FUEL	2,500.00	87.75	3.51%
6249	MISCELLANEOUS OPERATING SUPPLY	11,500.00	4,917.52	42.76%
6275	OTHER EQUIPMENT PARTS	7,000.00	-	0.00%
6315	MISCELLANEOUS PROFESSIONAL SER	81,000.00	-	0.00%
6335	TRAINING	1,500.00	745.00	49.67%
6361	GENERAL LIABILITY/PROPERTY INS	18,540.00	-	0.00%
6371	ELECTRIC UTILITIES	15,000.00	1,859.19	12.39%
6373	GAS	3,000.00	467.54	15.58%
6374	REFUSE/RECYCLING	700.00	122.40	17.49%
6377	SEWER SERVICE CHARGE	755,600.00	251,866.60	33.33%
6489	OTHER CONTRACTED SERVICES	22,000.00	2,662.73	12.10%
6722	DEPRECIATION	498,397.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	34,000.00	-	0.00%
Grand Total		**1,637,212.00**	**276,340.03**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(2,500.00)	(339.17)	13.57%
4681 CHARGES FOR STREET LIGHTS	145,000.00	157.27	0.11%
4683 STREET LIGHTING PENALTIES	5,300.00	1,140.56	21.52%
4701 INTEREST ON INVESTMENTS	12,000.00	-	0.00%
4684 PRIORITY STREET LIGHT	45,000.00	33.55	0.07%
Grand Total	**204,800.00**	**992.21**	

EXPENSES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6371 ELECTRIC UTILITIES	130,000.00	19,394.44	14.92%
6489 OTHER CONTRACTED SERVICES	12,000.00	2,662.73	22.19%
6722 DEPRECIATION	43,800.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	19,000.00	-	0.00%
Grand Total	**204,800.00**	**22,057.17**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2016 THROUGH PERIOD ENDING: **March 31, 2017**

REVENUES

BUSINESS UNIT	9604	RECYCLING UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(2,100.00)	(431.65)	20.55%
4287 OTHER LOCAL GOVERNMENT GRANTS	66,000.00	-	0.00%
4609 OTHER MISCELLANEOUS REVENUES	-	354.20	0.00%
4671 RECYCLING CHARGES	302,000.00	215.81	0.07%
4672 RECYCLING PENALTIES	8,000.00	1,682.68	21.03%
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%
Grand Total	**375,900.00**	**1,821.04**	

EXPENSES

BUSINESS UNIT	9604	RECYCLING UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	20,288.00	2,539.90	12.52%
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%
6121 PERA CONTRIBUTIONS	1,981.00	198.63	10.03%
6122 FICA/MEDICARE CONTRIBUTIONS	2,117.00	177.18	8.37%
6131 GROUP INSURANCE	2,110.00	-	0.00%
6133 WORKERS COMP INSURANCE PREMIUM	209.00	-	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	15,500.00	248.75	1.60%
6322 POSTAGE	400.00	35.09	8.77%
6489 OTHER CONTRACTED SERVICES	315,000.00	78,735.28	25.00%
6820 OPERATING TRANSFERS TO OTHER F	11,000.00	-	0.00%
Grand Total	**375,885.00**	**81,934.83**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2016 THROUGH PERIOD ENDING: **March 31, 2017**

REVENUES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(3,500.00)	(774.25)	22.12%
4693 STORM WATER-RESIDENTIAL	474,000.00	342.03	0.07%
4694 STORM WATER-COMMERCIAL	465,800.00	(1,359.85)	-0.29%
4695 STORM WATER-PENALTIES	18,102.00	3,234.88	17.87%
4701 INTEREST ON INVESTMENTS	10,000.00	-	0.00%
Grand Total	**964,402.00**	**1,442.81**	

EXPENSES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	126,773.00	6,392.29	5.04%
6121 PERA CONTRIBUTIONS	9,508.00	491.38	5.17%
6122 FICA/MEDICARE CONTRIBUTIONS	9,724.00	480.37	4.94%
6131 GROUP INSURANCE	14,993.00	-	0.00%
6133 WORKERS COMP INSURANCE PREMIUM	3,516.00	-	0.00%
6223 GASOLINE	1,000.00	-	0.00%
6225 DIESEL FUEL	4,000.00	692.52	17.31%
6249 MISCELLANEOUS OPERATING SUPPLY	10,000.00	88.69	0.89%
6257 OTHER VEHICLE PARTS	8,000.00	1,550.18	19.38%
6315 MISCELLANEOUS PROFESSIONAL SER	60,000.00	-	0.00%
6361 GENERAL LIABILITY/PROPERTY INS	8,000.00	-	0.00%
6371 ELECTRIC UTILITIES	2,800.00	498.83	17.82%
6373 GAS	3,000.00	467.55	15.59%
6374 REFUSE/RECYCLING	700.00	122.40	17.49%
6451 MEMBERSHIP DUES	21,000.00	-	0.00%
6489 OTHER CONTRACTED SERVICES	20,000.00	2,662.73	13.31%
6722 DEPRECIATION	270,000.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	29,000.00	-	0.00%
Grand Total	**602,014.00**	**13,446.94**	

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

CC Regular Session **4. 2.**

Meeting Date: 04/25/2017

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

- Planning Commission Meeting Minutes Dated March 2, 2017
- Economic Development Authority Meeting Minutes Dated March 9, 2017
- Park and Recreation Commission Meeting Minutes Dated March 9, 2017
- Environmental Policy Board Meeting Minutes Dated March 20, 2017

Attachments

Planning 3.2.17

EDA 3.9.17

Park 3.9.17

EPB 3.20.17

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:50 PM
Form Started By: JoAnn Shaw		Started On: 04/19/2017 11:31 AM
Final Approval Date: 04/20/2017		

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 2, 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 City Planner Chris Anderson

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 Meeting Minutes Dated February 2, 2017

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to approve the following minutes with corrections: Planning Commission Meeting Minutes dated February 2, 2017.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Preliminary plat and Zoning Amendment for Covenant Meadows (Project #17-102); Case of Eric Thomsen.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:01 p.m.

Presentation

City Planner Anderson presented the staff report stating 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. Staff reviewed the request in further detail along with the alternatives available to the Commission.

Citizen Input

Chairperson Bauer requested further clarification on where the pedestrian pathway was located and asked if it would connect to Trott Brook.

City Planner Anderson described the location of the trail easement that would be deeded to the City within the proposed development. He explained the steep slopes would not allow for an ADA trail. It was noted the trail would have a dead-end. Further discussion ensued regarding the specific standards for ADA trails.

Chairperson Bauer questioned if the cul-de-sac could be altered in any way to assist with better fire access.

Community Development Director Gladhill reported this was not the case and noted there was a broader neighborhood issue given the fact it only had a single access point.

Commissioner VanScoy inquired what the status was of the east/west cul-de-sac.

City Planner Anderson indicated the east/west cul-de-sac would be signed as a potential thru street but would be designed to meet full cul-de-sac standards.

Commissioner Anderson expressed concern that this neighborhood would have a single-point of entry.

Eric Thomsen, 6210 Green Valley Road, stated he has tried to make this development neighborhood friendly. He appreciated the assistance he has received from staff and thanked them for the thorough report.

Dan McShane, 17310 Geranium Street, reported he has lived at his address for the past 20 years and he appreciated the wildlife and trees. He feared how the new development would impact the wildlife population.

Terry McShane, 17310 Geranium Street, expressed concern with how the new development would impact the turkeys and deer behind her home. She did not approve of the tranquility being destroyed behind her property. She requested a sanctuary or buffer area be preserved for the wildlife.

Mr. McShane stated he would support the developer constructing nine houses instead of twelve. He asked how many of the lots were a single acre.

City Planner Anderson reviewed the lot sizes for the proposed development, along with the lot sizes of the adjacent properties.

Commissioner VanScoy discussed the purpose of a PUD noting the City would be receiving 15 acres from the developer. He explained the developer could be constructing 15 homes and was proposing 12.

Mr. McShane further commented on how the additional homes would impact the single point of entry to the neighborhood. He asked if any of the proposed homes would be low-income.

Community Development Director Gladhill stated this was not the intent of this project and explained the City does not determine housing prices. He understood the developer had not applied for any funding assistance. He clarified that the developer was proposing single-family homes and not duplexes.

Mark Ladean, 17330 Germanium Street, expressed concern with the added traffic that would be added to his neighborhood with only a single point of entry. He was also concerned with how water would drain off the new homes onto his property given the grade differences between the parcels. He understood new wells would be installed and feared how the water table would be impacted. He stated he moved to this neighborhood for the peace and quiet and it was his hope the trees, wildlife, deer and turkeys would remain.

Julie Ladean, 17330 Germanium Street, stated she was concerned with how difficult it was to access the creek in the spring and during large rain events. She believed it was a complete waste of tax dollars to construct a trail that would need constant repairs. She questioned if it was the developer's idea to provide land to the City. She explained that the 15 acres that would be turned over to the City were not buildable and could not be used as a park. While she understood these 38 acres would eventually be built on, it was her hope that her view of the creek would be maintained and that strangers would not be walking through her property in order to get to the creek.

Chairperson Bauer questioned how the width of Trott Brook varied during heavy rain events or wet springs.

Ms. Ladean explained Trott Brook was normally 12 to 20 feet in width but could reach up to 500 feet in width during the spring.

Len Simon, 17349 St. Francis Boulevard, stated he owns 40 acres directly west of this proposed property. He commented on the history of his property and noted he had a natural amphitheater. He explained he purchased his property to preserve the amphitheater, which required the combining of four lots. He recommended the City maintain the 2.5-acre minimum for the lots sizes to ensure septic waste does not seep from one property to another. He believed this property was a gift from God and should be preserved.

Juliann Simon, 17349 St. Francis Boulevard, shared the sentiments of the others who spoke previously. She expressed concern with the amount of traffic that would have to be accessing Highway 47 from a single access point. She understood the concerns that were raised by the Fire Department and cautioned the future homeowners on this. She encouraged the City to further investigate this development prior to approval.

Diane Weber, 5450 173rd Avenue NW, stated she appreciated her secluded neighborhood and appreciated the 2.5 to 3-acre lot size minimum. She requested the City hold the proposed development to these standards. She questioned who would be using the proposed trail. She worried about the number of new wells and septic systems that would be installed given the small lot size. She asked that the neighbors be made aware if low-income housing was being constructed. Lastly, she expressed concern with the water runoff from the new development and feared how it would impact the creek and river.

Chairperson Bauer discussed the approval process for this Planning Case and noted it was in proposal phase and the final approval would rest with the City Council.

Mr. Simon suggested this piece of property be preserved and that a monumental act be taken.

David Magnuson, 13907 Bluebird Street in Andover, stated he was interested in building in Covenant Meadows. He discussed the history of the proposed development and explained the dream was for several friends to be able to build homes and live among their friends. He loved the nature surrounding this property. He reported the land would not be clear cut or stripped.

His goal would be to do life with friends while allowing the natural beauty of the land to remain. He stated if the City did not approve this proposal, he would have to pursue another parcel of land.

Chairperson Bauer thanked Mr. Magnuson for this information.

Tim O'Shaughnessy, 17201 St. Francis Boulevard, stated he owns 37 acres along the south side of the proposed development. He reported he was new to the City of Ramsey. He suggested the development allow seven homes and not eight. He recommended that the 15 acres not become a public park.

Don Qveton, 5750 177th Avenue NW, discussed the flooding on this property and explained that during wet springs and winters, he has to move his cattle. He agreed that it would be a waste of money to put in a trail as it would routinely flood. He understood this was a beautiful piece of property and appreciated the sentiment behind the development. He understood the property would develop someday. However, he offered to purchase the 15 acre outlot, after receiving an appraisal, and indicated he could donate it back to the City if he ever sells his property. He explained that he bought his land so that he could live in the country, same as all the other neighbors.

Dave Jones, 17331 Germanium Street, commented on the cliffs surrounding his house and stated he would never allow a path in this area. He expressed concern with the water runoff in his neighborhood because of the steep slopes and cliffs. He stated if this development were to proceed the water runoff would have to be addressed. He noted he has lived at his home for the past 17 years.

Chairperson Bauer discussed the PUD that would allow lots less than two acres in size. He asked how several of the lots to the east were approved at less than 2.5 acres.

City Planner Anderson anticipated these lots were developed prior to this standard being put in place and were now lawful non-conforming lots.

Mr. Thomsen explained the entire development would be privately financed and all single-family homes were being proposed. He stated he was not an engineer but noted the property would be engineered properly for water runoff and infiltration.

Community Development Director Gladhill understood the neighbors were very concerned with the protection of the natural resources. This led the City to propose protecting 15 acres of land surrounding Trott Brook through a PUD. He stated his primary intent was to lock the property into its natural state. He explained if the trail was not seen as a benefit, the City would not have to pursue it. He reported the 15 acres would have to be deeded over to the City in order for the PUD process to be considered. He provided further comment on how the engineering of this site was reviewed and addressed by City staff. He discussed how traffic would enter and exit the neighborhood noting only 120 extra trips per day would be generated by the new homes. Staff

provided further comment on the financing plan for the project and noted the City would be securing sureties from the developer.

Commissioner Anderson understood this was a property with solitude. He discussed the cliffs within the neighborhood and questioned what the City would do with the 15 acre outlot.

Commissioner VanScoy questioned how the wildlife would be impacted through the proposed development.

Mr. Thomsen commented on the protection of the 15 acres stated this was being done to assist with preservation. He explained he was 56 years old and has lived in Ramsey the majority of his life. He discussed the proposed site plan further and stated a natural corridor would be maintained for the wildlife. He indicated his goal was to maintain as many trees as possible and noted new trees would be planted.

Commissioner VanScoy asked if any if the new homeowners would be installing fences.

Mr. Thomsen stated he was uncertain if fences would be installed.

Chairperson Bauer discussed the PUD approval process and noted the plans, once approved, could not be altered.

Mr. McShane questioned how far a home within the new development would be from his.

City Planner Anderson estimated a new home would be roughly 250 feet from Mr. McShane's home.

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 8:28 p.m.

Commission Business

Commissioner VanScoy requested further information from staff regarding the City's septic system regulations.

Community Development Director Gladhill discussed the MPCA and City's septic system requirements.

Commissioner VanScoy questioned what the City's minimum lots size standards were.

Community Development Director Gladhill explained lots with septic systems were to have enough room for a primary and secondary septic. This allows for a system to fail on a residential lot and still be replaced.

Commissioner Nosan believed there was no purpose in putting in a trail as this area frequently floods. She discussed the single access point to this neighborhood and requested further information.

Community Development Director Gladhill discussed the single access point and stated staff would be conducting additional study on a potential second access point.

Commissioner Brauer questioned if an EAW should be completed.

City Planner Anderson explained the proposed development would not trigger this requirement. He discussed how the neighbors could petition for an EAW. He indicated the development would have to meet all Rum River Watershed District requirements with regard to stormwater runoff.

Commissioner Nosan asked if this property could have any endangered species, such as turtles.

Community Development Director Gladhill understood the City could order an animal species database from the DNR. He explained a blanding turtle might exist in the general area of Ramsey but stated this had not stopped other projects in the area.

Ms. McShane questioned how an EAW process could be started.

Community Development Director Gladhill discussed the citizen petition process for an EAW. He commented further on the eight step requirements within the EAW. He stated he could email all of this information to Ms. McShane.

Commissioner Surma thanked all of the residents for being in attendance this evening. He appreciated their input and Mr. Simon's passion for this property. He stated he supported property rights and wanted to see all lots within the development be 2.5 acres in size. He supported the land surrounding Trott Brook being preserved.

Community Development Director Gladhill appreciated all of the comments received this evening as well. He recommended action on this development be delayed to allow several issues to be worked through with the developer that do not include an EAW. He stated Mr. Thomsen has been excellent to work with and staff would like the Commission to table action on Covenant Meadows to April.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to table action on Covenant Meadows to the April 6, 2017 Planning Commission meeting.

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

5.02: Stone Brook Children's Academy & Childcare Center Purchase Agreement

Presentation

Assistant City Administrator/Economic Development Manager Brama presented the staff report stating The EDA and City Council are considering 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. It is customary for the City to allow the Planning Commission to comment on purchase agreements for City-owned land before they are executed. Specifically, the City Council is seeking preliminary comments on the proposed land use/ concept site layout.

Staff suggests three major talking points for the Planning Commission:

(1) The proposed Stone Brook project has sparked the discussion of the Yolite Street connection. At this point, the EDA, Planning Commission, and City Council have all generally agreed, a connection is needed. However, the "type" of connection is an outstanding item. Should the City require Yolite to be a formal public roadway, designed to public road standards (much like Sapphire Street in The COR). Or, can the Yolite Street connection be constructed as a private drive connection (much like Residence at The COR or Casey's). Stone Brook would prefer a private drive connection. Staff is open to either option.

(2) The proposed Stone Brook building orientation does include portions of the building set-back from Sunwood Drive (much like the City's Municipal Center Building). Generally speaking, The COR Design Standards require the building to be pushed up against Sunwood Drive. Staff believes this project meets the general intent of The COR Design Standards. However, the proposed Stone Brook building orientation, partially set-back from Sunwood, will likely require some sort of deviation (or variance) from the City's COR Design Standards. Staff would like to know if the Planning Commission is open to the proposed building orientation on Sunwood Drive? From a preliminary perspective, Staff is generally comfortable with the proposed building orientation.

(3) The Planning Commission reviewed the attached four master plan options in February. At the time, the Planning Commission showed general support for layout "B" due to the internal east-to-west road connection. Staff would like to confirm the Planning Commission's position on that item.

Assistant City Administrator/Economic Development Manager Brama explained it should be noted, this case is not an "official/ formal review" of the site plan by the Planning Commission. That will occur formally in the future, during the entitlement process (i.e. official site plan/ plat). The purpose of this case is to gather "preliminary" input on the site layout for the benefit of the Council and Stone Brook, as they negotiate the attached purchase agreement. The site layout of

any project drastically effects project costs, and therefore has a direct effect on the purchase agreement negotiation. Additionally, this feedback will help Stone Brook with providing direction to their architects/ engineers that will formally design the project (and prepare for official applications). Therefore, any preliminary

Commission Business

Chairperson Bauer understood the sentiments of each group that has reviewed this request was that Yolite Street should be connected and that Mr. Johnson supported shared financing. He requested further information from staff on the benefits of this connection being public or private.

Assistant City Administrator/Economic Development Manager Brama offered a definition for a public road and explained sidewalks and lights would be required, which would be more costly. He indicated a private drive option would be less costly and noted the standards would be negotiable. He reported the City would pay 60% and the developer would pay 40% for a public roadway. If the road were to develop in a private manner, the expense would be negotiable and staff anticipated this could be split 50/50. He explained that if the road were developed as a private drive, it would remain open to the public.

Chairperson Bauer questioned if a private road made more sense for the remnant lot.

Assistant City Administrator/Economic Development Manager Brama stated this would make more sense for the remnant lot as this would allow for additional width.

Commissioner VanScoy asked if the future sale of the remnant lot would be improved if the roadway were public versus private.

Assistant City Administrator/Economic Development Manager Brama believed this issue would have to be further vetted. He anticipated that a private drive would reduce the entry costs for a future developer, while also maintaining more of the land.

Commissioner VanScoy discussed the importance of the Yolite connection for users of the train. For this reason, he supported a public street.

Commissioner Nosan questioned who would maintain the roadway if it were private.

Assistant City Administrator/Economic Development Manager Brama stated the maintenance would be negotiable.

Commissioner Anderson expressed concern with a private road and recommended the connection be public to allow for proper access.

Michael Johnson, Stone Brook Children's Academy, introduced himself to the Commission and stated he would be one of the owners of Stone Brook.

Chairperson Bauer understood Mr. Johnson's father-in-law owned two daycare academies.

Mr. Johnson reported this was the case. He explained that he has been doing research over the past two years which led him to deciding to choose Ramsey for his academy. He indicated he recently received his director certification.

Chairperson Bauer asked what the difference was between a daycare and an academy.

Mr. Johnson stated a daycare was an in-home service run by the County, while a childcare center was run by human services and the State of Minnesota. He reported all building requirements would be governed by the State. He elected to add the word academy after Stone Brook to set his facility apart and to show it was focused on preschool education.

Community Development Director Gladhill encouraged the Commission to not get wrapped up on this issue and noted this was a State licensing issue. He explained Stone Brook was proposing to have a commercial childcare facility.

Commissioner VanScoy commented on the building design. He asked if any brick could be put on the building.

Mr. Johnson indicated his plans architectural plans were preliminary and had yet to be finalized.

Commissioner Anderson questioned if the developer had looked over the four site plan options.

Mr. Johnson stated he had reviewed these options.

Commissioner Anderson understood the Commission supported Plan B and asked if the developer had any comments on this plan.

Mr. Johnson had no concerns but recommended the east/west drive be further south for safety purposes.

Chairperson Bauer questioned how drop-off and pick-up would be managed by Stone Brook.

Mr. Johnson reported a receptionist would be hired to assist with this process and noted the center would be open from 6:00 a.m. to 6:00 p.m.

Commissioner Nosan inquired how many parking stalls the academy would have.

Mr. Johnson indicated Stone Brook would have 27 parking stalls and he anticipated he would have 18 staff members.

Commissioner VanScoy questioned if the building would have access from Sunwood.

Mr. Johnson stated the building would only have one main entrance point, via the parking lot for safety purposes.

Commissioner Anderson inquired if the property would be fenced.

Mr. Johnson indicated only the playground area on the southwest corner would be fenced.

Commissioner Surma expressed concern with the lack of parking that would be available for pick-up and drop-off. He believed the Coburn's parking lot did not have adequate parking, especially during peak times and that businesses there were negatively impacted.

Mr. Johnson stated the proposed parking was all that would be allowed on the one acre lot.

Commissioner VanScoy believed the proposed project was much needed and would greatly benefit the City of Ramsey and The COR.

Chairperson Bauer was pleased that both parties were able to reach an agreement on the purchase agreement.

Assistant City Administrator/Economic Development Manager Brama summarized the feedback provided by the Planning Commission. He understood a public road connection was preferred.

5.03: Consider Draft Ordinance Amendment Addressing Irrigation Requirements (Discussion Purposes Only)

Presentation

City Planner Anderson presented the staff report stating over the past two months, the Environmental Policy Board (EPB) has discussed a potential ordinance amendment regarding irrigation requirements for multi-family and commercial/industrial developments. The intention originally was simply to eliminate the City Code requirement that in-ground irrigation systems shall be installed in all multi-family and commercial/industrial projects. However, based on information received at their January meeting from a guest speaker, the EPB directed Staff to revise the DRAFT Ordinance so that it also stipulates that if an irrigation system is installed (including single family parcels), it shall be equipped with a rain sensor (per state statute) as well as one or more water efficient technologies. This could include, but would not be limited to, a smart controller, soil moisture sensor(s), and/or an evapotranspiration (ET) sensor(s). This provides enough flexibility so that as future advances in water efficient irrigation technologies are developed, it will not require additional ordinance amendments.

City Planner Anderson explained the cost of these 'smart', water efficient technologies has come down as they have become more commonplace. Again, based on input from a guest speaker from Conserva Irrigation, including a smart controller, for example, to a new irrigation system, only adds about $250 to $350 to the overall cost. It is more expensive to retrofit existing systems with the more water efficient technologies, approximately $650 to $750. However, the Return on

Investment (ROI) for a standard residential system could be realized relatively quickly, maybe in as few as two to four years (and would be even quicker on larger, commercial systems).

City Planner Anderson reported as water supply continues to be a prominent concern for the City and as the 'smart' technologies become more commonplace (and therefore with prices coming down), the EPB believes that requiring water efficient technologies is appropriate. However, the EPB has also noted that they want to ensure that this is enforceable. Thus, staff is still assessing how the water efficient requirement could be verified in the field. At this time, it does not appear that it could be addressed through any existing inspection. Additional review is still needed on this aspect.

Commission Business

Chairperson Bauer supported the City being proactive on the City's water usage and its proper management.

Commissioner Anderson agreed.

Commissioner VanScoy also supported the City addressing this issue and asked if the proposed plan went far enough. He questioned if something other than sod should be considered in order to reduce the City's dependence on water.

City Planner Anderson stated this was an excellent point. He discussed a portion of City Code regarding the use of native plantings and how the City was working to address landscaping that required less chemicals and water. He indicated the EPB was hoping to get something in place prior to the 2017 construction season.

Chairperson Bauer thanked City Planner Anderson for the update on this item.

5.04: Discussion Regarding Two Story Accessory Buildings; City Code Section 117-349.

Presentation

City Planner Anderson presented the staff report stating Recently, City Staff received an application for a two-story accessory building, which has brought about lengthy discussions about the standards that apply to such structures. While City Code allows for two-story accessory buildings, either by right (on parcels two [2] acres or larger and outside the MUSA) or through the issuance of a conditional use permit, there is no provision for such structures to deviate from the height limitation for accessory buildings (either sixteen [16] or twenty-two [22] feet), without the issuance of a variance. He explained a two-story accessory structure being approved through a conditional use permit was originally put into place due to oversized attics that contained enough room between the floor and the ceiling that Building Code deemed the attic space a second story even though from the exterior the structure did not appear to have a full two (2) levels. This is the reason for the height limitation remaining at sixteen (16) feet for two story

accessory buildings on parcels less than two (2) acres rather than allowing for additional height allowances at this time.

City Planner Anderson reported staff would like to have a discussion on this topic to determine if a text amendment that would allow for an increase in accessory building height for a two-story accessory building is warranted. Note, City Staff is not advocating for or recommending that an amendment is needed. There are several items to consider:

1. What does the Planning Commission feel was the intention of allowing a two (2) story accessory buildings: to accommodate a 'bonus room' or if it was to truly allow for two (2) full stories?

2. Would allowing a deviation from height standards by Conditional Use Permit rather than by Variance be a more appropriate tool to address accessory building height (similar to how deviations to sign standards are addressed)?

City Planner Anderson explained addressing the two above points will indicate whether a text amendment should be contemplated. However, staff also wanted to raise a potential concern related to two (2) story accessory buildings being converted to an accessory dwelling unit (complete independent living facilities entirely isolated from the primary dwelling unit). If the intention is to allow a true, two (2) story building, Staff would need to work with the City Attorney to develop proper and enforceable language prohibiting converting these into accessory dwelling units. That is, unless that is something the Planning Commission believes is worth exploring as well.

Commission Business

Chairperson Bauer asked if staff was aware of the intended use for the second story of the proposed accessory structure.

City Planner Anderson stated the second story was labeled storage/shop.

Chairperson Bauer feared that by allowing second stories on accessory structures they would be converted over time to living quarters. He recalled that this was never the City's intent to allow living quarters above a garage.

City Planner Anderson believed that the proposed language was strong enough that the City's requirements would be clear.

Commissioner Nosan questioned why the City had this restriction in place.

Community Development Director Gladhill stated the Commission could review this policy. It was his understanding that the City Council was not interested in allowing an accessory structure to become an accessory dwelling.

Commissioner Nosan supported a homeowner having a two-story accessory structure.

Commission Surma also supported this, so long as the surrounding neighbors offered their support.

Commissioner VanScoy recommended the current requirements remain in place.

Commissioner Anderson asked if an existing barn could be converted to allow for a second story.

City Planner Anderson reported this would only be allowed through a conditional use permit on a lot smaller two acres inside the MUSA.

The consensus of the Planning Commission was for the City to not allow a two-story accessory structure.

6. COMPREHENSIVE PLAN UPDATE ITEMS

Community Development Director Gladhill provided the Commission with an update on the recent Comprehensive Plan workshop. He discussed the upcoming Comprehensive Plan workshops and encouraged the public to participate.

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

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

The regular meeting of the Planning Commission adjourned at 10:08 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, March 9, 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

Members Absent: Member Wayne Skaff

Also Present: Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator
Tim Gladhill, Community Development Director
Kurt Ulrich, City Administrator

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated February 9, 2017

Motion by Member Riley, seconded by Member Hardin, to approve the February 9, 2017, minutes as presented.

Chairperson Steffen asked Members Riley and Hardin to accept the following friendly amendment: There was one change on page 9, last paragraph - the sentence is incorrect and should be changed to reflect the following: "IAG Commercial is <u>not</u> a non-profit".

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

4. EDA BUSINESS

4.01: Informational Interview Oppidan Development

Economic Dev. Mgr/Assistant City Administrator Brama stated this case is a follow up to the EDA's ongoing discussion regarding marketing strategies for The COR, and the sale of City-owned land. He presented the staff report.

Mr. Drew Johnson, Manager of Commercial Development for Oppidan Development, reviewed his background and gave a history of previous projects Oppidan Development has done with the Board. He stated Oppidan Development is mainly merchant developers; they sell ninety percent of the projects they do, they do not have a portfolio.

Mr. Johnson reviewed a six-acre site they are developing in Minneapolis.

Chairperson Steffen asked if Oppidan Development owns the site on the current project they are working on in Minneapolis.

Mr. Johnson stated they do own the site but they usually do not own a site until they are ready to break ground. He stated this project is A-typical in the nature of it.

Chairperson Steffen asked what the general perception is of The COR and what are the strengths and weaknesses.

Mr. Johnson stated mixed use is difficult and expensive to do and he felt that Ramsey is doing pretty well with what they have accomplished so far. He commented on how expensive market rate housing is to build. He added that Ramsey is fairly far out from the center of where the money is flowing; suburban housing is challenging and other big projects have had fairly large subsidies and free land, TIF assistance and anything else that can make a project happen. He felt that even with some large barriers, Ramsey is doing quite well with The COR. He noted there are a lot of communities in the same predicament – they want to remake an area and/or build a downtown.

Member Riley asked what Mr. Johnson thought of vertically integrated buildings, which he thought Ramsey had a little of already but there is more in the plan.

Mr. Johnson thought they are costly but do well on a large scale format. For example, if you have a footprint that is going to handle 100 residential units and you have enough underground parking. If the expectation is that the ground floor will be a lot of retail, for a less dense area like Ramsey, that would be a huge challenge. He thought a reasonable expectation may be the best corner could support some style of retail uses.

Chairperson Steffen asked which strategies would be recommended and which ones would Oppidan Development help them out with.

Mr. Johnson stated he would be as flexible as possible. He stated a firm like CBRE has a strong international and national reach and he would choose CBRE's path if just starting out. Secondly to that and as it would relate to engaging a developer, their interest in land anywhere is very tenant driven. He stated they could have a project built within twelve to twenty-four months.

Chairperson Steffen stated the City has about 150 acres of available retail land located within/adjacent to The COR today. He asked if it was realistic for Ramsey to absorb that much retail land.

Mr. Johnson thought right now there was too much land here for retail. He did not think it needed to be rezoned right away but they should look at the next step of retail development after the grocery. He thought better retail would be larger box stores such as Michaels, JoAnn Fabrics, Maurice's, TJ/MAXX, etc., which from a real estate risk profile, would be more difficult for a developer to do. He did not think there was the population or critical mass to pull that off. He would advise the big power centers to be built such as Home Depot, Menards, Lowe's, Fleet Farm, etc.

Mr. Johnson stated, in closing, the best strategy would not be doing just another convenience store, the question is how do they grow the tax base. CBRE is already aware of this. He stated there is shovel ready, utility stubbed, soil corrected, large parcels of land in Minneapolis and there are very few of those left. People will be coming out further to surrounding communities. He stated Ramsey was probably in the position to respond to a larger land owner such as a manufacturing business use.

The EDA thanked Mr. Johnson for his attendance at the meeting.

4.02: Anoka County Open-to-Business Program Update

Economic Dev. Mgr/Assistant City Administrator Brama stated Kathleen DuChene with the Anoka County Open-to-Business Program was present to provide an update.

Ms. DuChene updated the Board on the Open-to-Business Program in Anoka County and customers they have helped get financing and start, and grow their businesses.

Ms. DuChene stated the trends she has seen in the last few years are very little brick and mortar businesses. A lot of new businesses are inside the home and online women's boutique businesses. She stated she has helped a business owner put together an online business in the travel industry for women who want to travel but travel alone. She stated another trend is micro-breweries and organic home to table micro greens businesses. She noted the pet industry is growing and specialty foods, mostly ethnic foods, and pastries and baked goods are also growing.

Ms. DuChene thought there was a lot going on in different industries and retail is changing rapidly. She stated big box stores are having difficulties and closing stores and there are more global markets and more online shopping is happening. She thought there were some implications for economic development in cities and economic development brings in business

and hiring and creates tax base. She felt trends would change drastically in the next fifteen years.

Chairperson Steffen asked, besides financing, what are businesses looking for.

Ms. DuChene stated existing businesses are struggling with cash flow. Because of some of the changes she is witnessing, businesses are not reacting quickly enough on how to market differently, or how to find different customers; they are struggling. Some of them have gone into business without putting together a good plan. She stated she has sent some businesses back to the drawing board, telling them they need some financial projections. She stated the businesses they have made loans to have a well thought-out plan; are second stage businesses that are going to grow. They know what they are doing and are expanding and they need financing for that. She stated she brainstorms with people to find out what they need to do. She noted she does get a lot of calls from Ramsey and encourages the businesses to advertise in the newsletter.

4.03: EDA RLF Request, American Print & Digital

Economic Dev. Mgr/Assistant City Administrator Brama stated this case was reviewed by the EDA in January and February. This loan request was approved by the EDA and Council in February, contingent upon staff obtaining sufficient collateral. The purpose of this case is to update the collateral source. American Print & Digital is suggesting the City take a first lien on the existing equipment listed in the case, rather than a second mortgage on their personal residence. Staff has verified sufficient value exists in the equipment list to collateralize the EDA loan. 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 with the updated collateral requirement.

Member Hardin recused himself from discussion and voting due to conflict of interest.

Motion by Member Burandt, seconded by Member Brunt, to recommend the City Council approve the attached draft loan agreement with American Print & Digital and approve an EDA RLF loan in an amount of 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 "Equipment List"
- The borrower receiving approval of the project loan by the Bank of Elk River and the SBA
- Final review and approval of the loan agreement by the City Attorney and the CMDC.

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

4.04: Arterial Infrastructure Discussion for Bunker/Puma & Capstone Homes

Economic Dev. Mgr/Assistant City Administrator Brama stated this case is being reviewed by the EDA because the project is proposed to utilize two economic development funding sources. Since the proposed arterial infrastructure will serve the City's future business park, potential

funding source for the arterial infrastructure includes both the EDA Fund and Anoka County EDA/HRA accounts.

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report. He reviewed the three alternatives with the Board.

Economic Dev. Mgr/Assistant City Administrator Brama stated the benefits of Alternative A is that it appears it can work for all parties and is an agreeable deal. This would trigger a 300 to 350-unit residential development which would help drive traffic and consumers to The COR and would help to push their demographics to bring in retail restaurants. This would also help to trigger development of the new Itasca Park and modifications to Alpine along with allowing for new pedestrian connections within their community.

Economic Dev. Mgr/Assistant City Administrator Brama stated Alternative B would minimize the City's exposure to risk and Alternative C is to hold tight. They are able to meet their primary goal of getting their business park ready to go and have land available. He stated Capstone is at the meeting to discuss and answer any questions the EDA may have.

Chairperson Steffen asked if 60/40 is past policy. Economic Dev. Mgr/Assistant City Administrator Brama stated this is not past policy but it is what happened for Legacy Christian Academy, Sunwood Drive and Rhinestone. The City does not have a formal policy so is usually negotiated.

Economic Dev. Mgr/Assistant City Administrator Brama stated the proposal that stands today is typically assessments are going to be over a ten to fifteen-year term. Capstone Homes has requested that the assessment be paid back at the time the property is sold. He thought the City would not want to sit on the assessments for any length of time so he feels a five-year sunset clause for when assessments would be due is appropriate. That would state that if the lots are not sold within five years, those assessments will come due. He noted this is sort of a hybrid approach. He stated Capstone Homes and staff have not had a lot of time to review this MOU in detail.

Member Williams asked to revisit the past practice statement. She asked if the 60/40 split is the basis for other residential developments in the City.

Economic Dev. Mgr/Assistant City Administrator Brama stated from a residential perspective, typically residential projects do not get involved with arterial infrastructure. Usually they will locate a development off a County Road or an existing city collector street. He added the City of Ramsey typically does not get involved with infrastructure for residential projects, especially interior to a site. In this project, there is going to be a lot of interior residential roads and the City of Ramsey would not pay for any of that. What is less clear is arterial infrastructure collector roads; he would have to do some more research to determine what has been the practice in the past. He stated it was his understanding that those roads are typically City responsibility. He stated in this scenario they are extending those roads ahead of development and he did not know if that has been done that in the past.

Member Riley asked if they should be considering this as two different phases. He thought it made sense to push it a little further when they know another phase is waiting.

Community Development Director Gladhill stated this does increase the cost of the project. What is unique here is that there is a specific phasing line. In this circumstance, they are only plating up to phase two which will give them a cleaner break. From a street maintenance perspective, they would prefer to do this all at once because then they do not have a sequential street maintenance program.

Member Williams asked if the gross and net numbers are different because there are already contributions from the City for the extension. She wondered why they are not calculating that difference as part of the 60/40 split proposal.

Economic Dev. Mgr/Assistant City Administrator Brama stated that is a perspective they can take on this project. Those dollars are preprogramed for those arterial trunk lines. This development, along with any development, pays trunk/sewer fees for every single development to help pay for that system. He stated to that point an argument could be made both ways that they are making a contribution through standard development fees just like any other developer would.

Mr. Steve Bona, Capstone Homes, stated they are really excited for this project and feel it would be wonderful for the City and great for Capstone Home. He thought there may be more of a benefit to The COR then to the business park. He thought the business park would be an added bonus if they can pave the road on the south side adjacent along Puma along the west side of the business park, but The COR needs rooftops and this project would provide that. He thought that was the biggest benefit they could provide to the City. They don't really have any frontage onto Bunker Lake Boulevard as it dead ends into their site but if the road needs to be extended they would like to contribute to help that happen. They did come up with a dollar amount in order to assist with that and when it came to Puma and the 60/40 split, they looked at past practice. The business park is on one side so it is not all residential. That seems to align with past practice and is why they included it that way in their proposal.

Mr. Bona stated they are offering funds along Bunker Lake Boulevard, even without any frontage on it in order to pull it towards their property. Right now one of the things they are fighting in regards to residential is there is still quite a few bank-owned properties out there in those areas and they can only pay for so much offsite improvements before they get into the neighborhood. The bank-owned land in Elk River and Otsego is their competition as well as being closer to the cities. They are building in both of those areas and they know what those values are and what would be competitive on this property. It is very important that they watch the numbers. He stated he understood the City's view. He thought that the long-term vision for The COR is something they should be focusing on.

Mr. Bona stated they have revised their neighborhood plan. He thought this revised plan was much better than the first plan they presented to the City. He stated there is open space, curvature in the roads and they have created more ponding and amenities on the site.

Chairperson Steffen asked how long it will take to build out phase one.

Mr. Bona stated they are trying to determine what size phase one will be. Assuming they will have fifty or so lots, they anticipate that will happen in a twelve to eighteen-month period once they gain some momentum. He stated they have a different product type of homes that will be in the project. He noted they have removed the townhomes on the far south side and left them on the north side of the project.

Mr. Bona stated they have not gotten into the details about the assessment and how it would be paid back. In past practice, they have had a five-year term on assessments like this but they would divide out the total assessment by units that are envisioned to pay it back. He noted that phase one is not all of the units and it would have to be based on phase two as well but the minimum assessment payment could be made each year versus waiting until year five. He stated the benefit to them is it spreads out their cost and they would not need it to be pushed out to year five because as they are selling houses they will be paying back assessments.

Chairperson Steffen asked if they planned on preselling the lots.

Mr. Bona stated they will have permanent sales centers for each type of product. They will presell as much as possible. They are seeing a really good market in the Twin Cities right now.

Chairperson Steffen asked if Capstone has ever done a three hundred home project.

Mr. Bona indicated Capstone has not but Capstone has completed projects in multiple phases. He noted he has experience in this type of master planned communities' project.

Chairperson Steffen asked how many homes Capstone built in 2016.

Mr. Bona indicated they built approximately 175 and closed around 150 and the target this year is to close 220 homes.

Community Development Director Gladhill stated, from a planning perspective, Capstone has done a good job of managing the Brookfield project and staff is excited about this project because it is something different.

Member Riley stated the Board has the MOU and alternative A of the 60/40 split. There is also alternative B which is a 50/50 split and he wondered how Mr. Bona felt about that alternative.

Mr. Bona stated with their contribution that they are making to Bunker Lake Boulevard, with no frontage on Bunker Lake Boulevard, they feel like they are contributing more than their fair share to that. They have business parks on both sides of Bunker Lake Boulevard and they will achieve that value that will be built for the road and the arterial infrastructure at some point in the future. Even if they are not paying now or are paying a small share now, Capstone is not going to see any of that for their contribution made to Bunker Lake Boulevard. Those property owners will, and they need to remember that. He stated that is where they are making a contribution that

is over and above what would normally be done but they do see a benefit for it because they need the utilities to get to the property.

Mr. Bona stated on Puma, the 60/40 split there with the business park being on the east side and the residential being on the west side, they feel it is fair for the City to look at the same approach that was taken the first time. He stated this is needed for the business park and this has been done in the past and they would like to see that continue here as well. Moving forward, north of this phase, that is different because there will not be a business park involved anymore and 50/50 split is what they anticipate with that phase once they get there.

Member Brunt left the meeting at 9:00 a.m.

Chairperson Steffen asked what their preferred timing is for closing.

Mr. Bona stated they would like to get this going as soon as possible but realistically they are probably looking at a fall completion for streets. They need to have this site under construction in July/August to have that happen. He stated the public project with Puma and Bunker Lake Boulevard will have to go through the 429 process which takes time.

Member Hardin asked on the fifty-five acres if it was shovel ready.

Economic Dev. Mgr/Assistant City Administrator Brama stated the shovel ready process they engaged WSB for was the entire south side of Bunker Lake Boulevard.

Member Hardin asked if the City has put a number to the two-business park parcel. If the City completed this project based on Alternative B, what would the cost per square foot be for the infrastructure on those business park parcels.

Economic Dev. Mgr/Assistant City Administrator Brama stated the study breaks the cost down per acre but it can be broken down per square foot. He stated he could find that out and let them know. He thought they would be looking at twenty-thirty thousand dollars per acre.

Chairperson Steffen thought the EDA was in concurrence that they would not be in favor of Alternative C.

Member Hardin stated he was not opposed to the residential project but was concerned with leapfrogging and how long it is going to take to develop the business parks. He stated he had reservations on this. He stated if they do move forward he would like to see the timeline for the assessments moved up.

Member Williams left the meeting at 9:10 a.m.

Chairperson Steffen thought Alternative A was Capstone Homes only offer for this.

Member Riley stated if the EDA approved what Capstone Homes was asking for he wondered if they would be ready to close and move forward.

Mr. Bona stated Capstone is ready to close and move forward with this project and this project is good and sound.

Member Riley thought that was important, along with the leap frogging to have an end user that will utilize this. He stated he was in favor of this.

Chairperson Steffen asked if Capstone has new plans and drawings they will be showing to the City Council.

Mr. Bona indicated they did and he has discussed this with Mr. Gladhill.

Chairperson Steffen stated this is a great project and he would like to see this move forward.

4.05: Stone Brook Academy PA

Economic Dev. Mgr/Assistant City Administrator Brama stated the EDA is asked to consider the purchase agreement with Stone Brook Academy for one acre of land located near the center of The COR for a children's academy and childcare center.

Economic Dev. Mgr/Assistant City Administrator Brama stated this case was reviewed by the EDA, Planning Commission and City Council. All parties are generally very supportive of the use/proposed project. However, the site location has been the focal point of conversations to-date. The EDA is in general support of Stone Brook's proposed site location, Site #1. The Planning Commission is in general support of Stone Brook's proposed site location, Site #1. The Council is in general support of Stone Brook's proposed site location, Site #1. It appears all boards/commissions have indicated support for a north-to-south road construction (Veteran's to Sunwood). It appears there is not consensus on whether that road connection be a private drive or a public road. Additionally, it appears there is general support for Master Plan B which shows an east-to-west internal connection through the proposed Stone Brook site.

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

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council approval of the attached purchase agreement (PA) with Stone Brook Academy for one acre of land located near the center of The COR for a children's academy and childcare center.

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

4.06: Lifestyle Property PA Reassignment

Economic Dev. Mgr/Assistant City Administrator Brama stated Bill Gleason of Lifestyle Construction, desires to reassign the attached purchase agreement (PA) to Morning Sun Homes, Inc. 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.

Economic Dev. Mgr/Assistant City Administrator Brama stated staff considers this case to be administrative. The City needs to make sure they have proper documentation/final form agreements, ready to go, to allow the City to close on the sale of this property. As a result of this proposed change of ownership, the Board needs to update the Purchase Agreement, Resolution for Anoka County Recorder's Office and Right-of-Re-Entry Agreement.

Economic Dev. Mgr/Assistant City Administrator Brama stated the City entered into a purchase agreement for the sale of roughly three acres of city owned land to Lifestyle Construction 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 16, 2016, 10 days after the September 16th 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.

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

Mr. Bill Gleason, Lifestyle Construction, stated he originally looked at the property and was very excited about it. His position was always to be a part of this transaction to the finish. He stated Mr. Meuleners was a builder he worked with previously. He thought this would be a good benefit to the City.

Mr. Mark Meuleners, Owner of the property, stated this is a tough project as far as the size and quite a bit of design work that needed to be done. He reviewed with the EDA what the homes will look like.

Member Riley asked if the closing next week is ready to happen.

Mr. Gleason stated it was.

Chairperson Steffen asked what will happen after the closing.

Mr. Meuleners stated they plan on building two houses to begin with.

Motion by Member Burandt, seconded by Member Hardin, to recommend to City Council to:

1. Approve the attached Purchase Agreement Amendment #3; reassigning the agreement 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-Entry" Agreement with Morning Sun Homes, Inc.

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

5. MEMBER / STAFF UPDATE

The EDA reviewed the Staff Update.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 9:30 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 March 9, 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
Commission Members Absent:	Commissioner David Troy
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 Sis, seconded by Commissioner Fyten, to approve the Park and Recreation Commission meeting agenda as presented.

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

1) Park and Recreation Commission Regular Meeting Minutes dated February 9, 2017.

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

5. COMMISSION BUSINESS

5.01: Nominate Chair and Vice-Chair of the Park and Recreation Commission

Parks & Assistant Public Works Superintendent Riverblood suggested this item be tabled until the April 2017 meeting after the full commission is appointed by the Council after interviews are held for the openings.

Motion by Commissioner Sis, seconded by Commissioner Bayer, to table nomination of Chair and Vice Chair until the April 2017 meeting.

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

5.02: Recommend Park Dedication for Covenant Meadows; a Planned Unit Development

Parks & Assistant Public Works Superintendent Riverblood reviewed that the Park and Recreation Commission is requested to recommend to City Council the appropriate resolution of the Park Dedication and Trail Fees dues for this proposed Planned Unit Development (PUD). The site is generally located south of Trott Brook and west of Geranium Street. The location of the parcel was highlighted in red on the site location map.

The Applicant has proposed to subdivide the approximately thirty-eight (38) acre Subject Property into twelve (12) single family homes that be serviced by individual private utilities. The Preliminary Plat proposes deeding approximately fifteen (15) of the thirty- eight (38) 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 considered to be high quality natural open space. Securing this land is also consistent with the goal of a near continuous preservation of natural resources along Trott Brook in the city. Property owners within a 700-foot radius of the subject property were notified of the public hearing held at the March 2, 2017 Planning Commission meeting. Protection of the natural resources surrounding Trott Brook is a goal of the City.

Mr. Riverblood noted properties surrounding all sides of the Subject Property are currently zoned R-1 Residential (Rural Developing). While the applicant is requesting reduced lot sizes than what would normally be required, the proposed parcel sizes are similar in size and nature to the existing surrounding parcels. In exchange for the reduced lot size, the applicant is proposing to deed to the City approximately fifteen acres of land as permitted with the PUD process. The land being proposed is high quality natural resources, and will also provide buffers to the brook and serve to provide connectivity between other natural areas along Trott Brook. The Applicant has agreed 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 larger neighborhood with access to this public amenity.

Upon review of the contours of the steep slopes, Staff has identified that an ADA compliant trail to, or parallel to the stream is not feasible. Staff has identified that a 20-foot trail easement should be included between lots 5 and 6 of block 1 and that an 8-foot bituminous trail be constructed within that easement and that the trail terminate within a 15-foot bituminous bulb within Outlot A as part of the Stage 1 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 storm water, so a culvert will be necessary to allow for the free flowing of runoff as well as elevate the trail connection to the roadway.

Reflective of the dedication of land by the PUD process, Park Dedication should be a cash contribution per lot platted (12 lots @ the 2017 residential unit rate of $2,800 = $33,600). The new municipal connecting trail (from Iodine Street to Outlot A) would be eligible for credit against the $800 Trail Fee per lot platted. (12 lots @ the 2017 residential Trail Fee of $800 = $9,600). As part of the Development Agreement, the construction cost of the new trail segment will be identified. If it can be demonstrated that actual cost of the trail would exceed the Trail Fees, the balance may be deducted from the cash Park Dedication owed.

Staff recommends Park Dedication be satisfied by a cash contribution at the time of platting; that the trail segment from Iodine Street to Outlot A be constructed as a Stage I improvement – and the trail construction costs would be eligible for credit against the Trail Fees due per lot platted.

Commissioner Sis asked if there are any developed amenities near Trott Brook.

Mr. Riverblood stated there are no amenities near Trott Brook. A trail will be developed along the Brook as properties are acquired.

Motion by Commissioner Logan, seconded by Commissioner Sis, to recommend to City Council that Park Dedication be satisfied by a cash contribution at the time of platting, and that the trail segment from Iodine Street to Outlot A be constructed as a Stage I improvement – with the trail construction costs eligible for credit against the Trail Fees due.

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

Chair Bennett noted at the Comprehensive Plan Meeting the public consistently mentioned preserving the natural resources and protecting the open space areas within the City.

Motion by Commissioner Trappen, seconded by Commissioner Bayer, to recommend to City Council to secure the proposed 15 acre Outlot, representing the maximum natural and ecological resource protection alternative available to the City Council in addition to standard Park Dedication requirements.

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

5.3 Recommend Work Plan for the Park System of the Comprehensive Plan, and City-wide Parks Master Plan

Parks & Assistant Public Works Superintendent Riverblood reviewed the Commission is requested to approve a 2017 work plan and budget for the Parks Recreation and Open Space Chapter of the Comprehensive plan and City-wide Parks Master Plan.

Mr. Riverblood referred the Commission to the January Progress Report to the Planning Commission for important detail and background on the Comprehensive Plan processes that was provided. Public notifications are on-going throughout the 2017 City-wide Comp. Plan process. Various meetings will be held to gain resident feedback as well as during city-wide events.

The work plan and budget that was developed at the request of staff was also provided to the Commission for their review. The work plan and budget combined the resources of Landscape Architect Bruce Jacobson and LHB Inc. The Commission is asked to recommend to City Council consideration of the work plan and budget. Mr. Riverblood reviewed the various planning work that is being done concurrent with the Comp. Plan and the consultants who will be working with Staff and the Boards and Commissions in the endeavors. The $50,000 will come out of the Park General Fund for 2017. This will be reviewed by Council at their March 28, 2017 meeting.

The proposed 2017 work plan and budget were provided for Commission review along with the existing Chapter Parks Recreation and Open Space.

Commissioner Trappen asked if Bruce Jacobson and LHB have been used in the past.

Mr. Riverblood stated they have been used in the City in the past. LHB is well known for their Master Plan work. Mr. Riverblood has worked with Bruce Jacobson in the past and he has a good track record in delivering what was promised.

Chair Bennett reviewed the motion.

Motion by Commissioner Sis, seconded by Commissioner Logan, to recommend to City Council authorize approval of the 2017 work plan utilizing the consulting services of Bruce Jacobson and LHB at a not-to-exceed amount of $50,000.

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

5.4 Consider the Establishment of a Youth Liaison to the Park and Recreation Commission

Parks & Assistant Public Works Superintendent Riverblood provided a proposal for consideration for the establishment of a Youth Liaison to the Park and Recreation Commission. This would be a Ramsey resident, 16 to 18 years of age, he/she would participate in all affairs and discussion of the Commission, but be a non-voting member (and without a per diem). There

would seem to be many advantages to this new position, and with little or no costs. Among the benefits would be a broader representation of the community to this advisory board and thereby by extension, also to the Council. Mr. Riverblood the youth liaison would expand civic engagement and participation, as well as improve upon the diversity of opinions, ideas, issue identification, and perspectives as the City sets priorities for the development of the park and trail system for the future.

Candidates for the position would submit an essay to the Commission to be considered, then interviewed and selected to move forward by the Commission Chair, Staff Liaison, and an HR representative or appointee. Council approval process will be determined. The Youth Liaison would have an assigned "term" but would time-out when they reached their 19th birthday, at which time they may be an ideal candidate to serve as an appointed Board or Commission member as part of the usual process. This would expand civic engagement and participation, as well as improve upon the diversity of opinions, ideas, issue identification, and perspectives as the City sets priorities for the development of the park and trail system for the future.

Chair Bennett stated he is in favor of the idea and it would be a great opportunity from a leadership perspective for a young person to get involved in the community.

Commissioner Sis suggested it be advertised to the local high schools and other youth groups within the City.

Commissioner Bayer asked if any other City has such a liaison.

Mr. Riverblood stated he is not aware of any "official" youth liaisons. Mr. Riverblood stated the communication coming from the youth would be beneficial and they would become aware of how government works.

Motion by Commissioner Trappen, seconded by Commissioner Sis, to recommend to the City Council the establishment of a Youth Liaison to the Park and Recreation Commission.

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

5.5 Recommend the Pursuit of a MN DNR Grant from the Local Trail Connections Program

Parks & Assistant Public Works Superintendent Riverblood provided background on the Trott Brook Trail Connection – Proposed Boardwalk. The recommendation to satisfy Park Dedication for the Brookfield 4th Addition in 2013, was to accept approximately $46,000 in cash, with the intention to construct a boardwalk connection from the existing trail in Brookfield to Variolite Street – if additional funding could be secured by a grant. The Minnesota Department of Natural Resources Local Trail Connections Program is accepting proposals in March 2017, for projects like the Trott Brook trail connection. Mr. Riverblood gave a summary of the DNR's Local Trail Connection Program. This is a very competitive grant that many communities will be applying for. This will come before the Council at their March 28, 2017 meeting.

The DNR competitive grant program matches 75% of project costs up to $150,000. The project's anticipated construction cost is estimated at >$267,000 of which $150,000 may be reimbursable by the DNR if the grant is awarded. The grant was applied for in the past but was not awarded. Mr. Riverblood stated he spoke with the program grant administrator and has made a few modifications to the grant request. A grant was received in 2014.

Commissioner Sis asked if the grant is not received will the trail still go through.

Mr. Riverblood stated the Commission can recommend any project in any year. A grant award should be known by mid-July.

Commissioner Sis asked what upkeep is needed for a boardwalk.

Mr. Riverblood stated there is not a formal policy on winter trail maintenance however when streets and parking lots are completed, then the high traffic trails are maintained. Snowblowers have been used in the past on boardwalks as time permitted.

The City's Priority Trail Map was provided with the project area circled in a dotted line. The proposed trail and boardwalk extension was shown in a red and yellow dotted line in relation to the Brookfield plat.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to recommend to the City Council authorize a grant submittal for the Local Trail Connection Program.

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

6. COMMISSION/STAFF INPUT

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

Rec Programming – The Park and Rec Intern provided an executive summary report on rec programming within the City. Mr. Riverblood reviewed some of the highlights of completed activities such as Art in the Park and Yoga Flow.

Mr. Riverblood announced upcoming events within the City including Starwatch, Thursday 23, 2017; Mosaic Bee House Monday, March 27, 2017; Wine and Canvas Night, Friday April 21, 2017; Introduction to Birding, Thursday April 6 and 20 and Saturday April 29, 2017; Movie in the Park, Friday May 5 and September 8, 2017; Learn to Garden Thursday May 11, 2017; Introduction to Kayaking Wednesday May 17, 2017; Learn to Kayak Saturday June 3, 2017; Sunrise Yoga Flow, Saturdays June 3 – August 26, 2017; Basics of Stand up Paddle Boarding Thursday June 22, Friday July 7, and Monday August 28, 2017; Performing in the Parks Monday June 26 – Wednesday June 28, Monday July 10 – Thursday July 13; Monday August 8 – Thursday August 17, 2017; and BubbleBall Tournament Saturday July 22, 2017. All programming is described on the City's website as well as on Facebook.

Joint Powers Meeting with Athletic Associations – The meeting was held last Tuesday and scheduling, forecasts, trends were discussed with the various associations within the City. Mr. Riverblood reviewed the highlights from the meeting.

Chair Bennett thanked Vice Chair Logan for his time and work on the Park and Recreation Commission.

7. ADJOURNMENT

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

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

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

Respectfully submitted,

_____

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver off Site Secretarial, Inc.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, March 20, 2017, the Environmental Policy Board (EPB) met in the Lake Itasca Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:	Chairperson Thomas Stodola 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 City Councilmember John LeTourneau

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Valentine and seconded by Board Member Trossen to approve the agenda as submitted.

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated February 22, 2017

Motion by Board Member Covart and seconded by Board Member Anderson to approve the regular meeting minutes dated February 22, 2017.

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

5. POLICY BOARD BUSINESS

5.01: Consider Natural Resources Elements of Homestead Road Subdivision

City Planner Anderson presented the staff report. He reported that the City has received an application for a three-lot subdivision known as Homestead Road. He stated that the application includes review of a Preliminary Plat and a Variance to lot depth. He noted that no new roads are proposed with the development and the site already has municipal utilities stubbed in as a result of a previous road improvement project. He stated that the development site is located at 7131 166th Avenue NW and noted that a significant portion of the subject property is encumbered with wetland and floodway. He recommended approval of the Tree Preservation Plan and the Variance request contingent upon compliance with the Staff Review Letter.

Chairperson Stodola commented that the staff report was well thought out and informative.

City Councilmember LeTourneau asked if rain gardens are used widely throughout the City in this purpose.

City Planner Anderson stated that the City is not commonly using them throughout the City. He stated that a few of the multi-family townhome developments have used rain gardens as part of their stormwater management but he was not aware of a single-family home development that currently uses that method. He provided additional details on rain gardens. He stated that rain gardens are becoming more popular throughout the metro area and noted that there are other opportunities in the City where rain gardens could be used.

Board Member Valentine stated that rain gardens are becoming more popular in single family home settings. He stated that he created three rain gardens on one of his properties which work very well and are very efficient. He was confident that the rain gardens would be a good fit but noted that the long-term maintenance would need to be identified to ensure peak performance.

City Councilmember LeTourneau stated that he does love the idea but just wanted to learn more information on the topic to ensure that it would be a good fit.

Board Member Valentine noted that the rain garden would need to be designed to the right size to ensure it would work correctly.

City Planner Anderson stated that the engineering staff will review the plans to ensure the rates and volumes are met. He stated that education is a part of the long-term maintenance to ensure those conducting the maintenance know which items remain and which need to be removed. He explained that water is intended to filter through the rain garden and not hold water for long periods of time.

Motion by Board Member Valentine and seconded by Chairperson Stodola to recommend approval of the Tree Preservation Plan and the Variance request contingent upon compliance with the Staff Review Letter.

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

5.02: Receive Update on Covenant Meadows and Consider Environmental Review Options (Project #17-102): Case of Eric Thomson

City Planner Anderson presented the staff report. He stated that the purpose of the case is to review an application for a rezoning of the subject property from R-1 Rural Developing to Planned Unit Development (PUD) and Preliminary Plat. He stated that the site is generally located south of Trott Brook and west of Germanium Street. He stated that the applicant has proposed to subdivide the approximately 38-acre subject property into 12 single family homes that would be serviced by individual private utilities. The Preliminary Plat proposes deeding approximately 15 of 38 acres to the City as the public benefit in relation to the PUD application. He stated that the proposed 15 acres straddles Trott Brook, has steep slopes, and is also considered to be high quality natural open space. He noted that this is simply an update and formal action is not required.

City Councilmember LeTourneau stated that there was a proposal for some trail right-of-way but that does not seem appropriate because of the slope.

City Planner Anderson stated that staff believes that it still has merit to look at a trail corridor from the edge of the cul-de-sac to the land that would be deeded to the City. He stated that a trail to the brook would not be provided because of the steep slope. He provided additional details on possible locations for a walking trail through that area.

Board Member Valentine asked how likely it would be to require or request an EAW.

City Planner Anderson explained the triggers for an EAW, noting that the mandatory threshold is 250 units, while this proposed development is only 12 units. He stated that staff believes that 12 additional units will not have an impact on the aquifer that these homes would draw from and provided additional details.

5.03: Consider Draft 2017-2018 Work Plan

City Planner Anderson presented the staff report. He stated that the purpose of this case is to consider the Draft 2017-2018 Work Plan for the Environmental Policy Board. He stated that the EPB had identified four elements in February for inclusion in a Work Plan and those items were presented to the City Council at a joint meeting in February. He stated that the Draft Work Plan has been formatted to mirror that of the City Council's Strategic Plan as well as the Work Plan of the Planning Commission.

Board Member Valentine stated that City Planner Anderson did a great job compiling the information.

Chairperson Stodola stated that he also likes this format for the Work Plan.

City Planner Anderson stated that this is the template used by the City Council.

City Councilmember LeTourneau stated that the previous year the Board created the Statement of Purpose and thought the development of the Work Plan was a great logical next step. He noted the staff time that is shown and asked if this list of items might be too big of a commitment for staff to accomplish in the next year.

City Planner Anderson noted that there are members of staff that could work on the items on the list and advised that there may also be interns coming on board soon that could assist with some of the items. He stated that this Work Plan is designed for 2017 and 2018 and rather than remove items, he would prefer for the Board to prioritize the items on the Work Plan. He noted that the items on the Work Plan are not in any particular order and therefore could be prioritized.

Chairperson Stodola asked if the Work Plan could be for the next two years, noting that some items would be ongoing.

City Planner Anderson noted that the Work Plan can be designed for multiple years. He stated that the City Council works off a three-year Strategic Plan and the Planning Commission recently developed a three-year Work Plan. He recognized that there are challenges with the limited number of times a Board or Commission meets and the regular business items the groups must also consider.

Board Member Anderson commented that the items on the Work Plan do not appear to be things that can be accomplished quickly. The example was given that even if an organics recycling program is developed, there would still need to be follow-up to ensure that the program is working and to review the results.

City Planner Anderson stated that the Work Plan can be 2017-2019 with the intention that the document can be revisited and amended as time goes on.

City Councilmember LeTourneau appreciated the comments made tonight and noted that he will share the discussion with the City Council when the Council reviews the Work Plan. He stated that he likes the focus of having only four items and the idea that this is a living document with items that will take time to accomplish, rather than a hard start and stop date over the course of one year.

Motion by Chairperson Stodola and seconded by Board Member Anderson to recommend forwarding the Draft Work Plan to the City Council for approval, changing the date of the Work Plan from 2017-2018 to 2017-2019.

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

City Planner Anderson stated that he will inform the Board when this item is scheduled to appear before the City Council. He encouraged Board Members to attend.

City Councilmember LeTourneau asked if the Board would review the plan annually even though it is marked for 2017-2019.

City Planner Anderson stated that the Board will review the document at least one time per year and could make changes to the document as necessary.

6. BOARD / STAFF INPUT

- **Comprehensive Plan Update Workshop on Natural Resources Chapter – June 12, 2017**

City Planner Anderson stated that there will be a workshop on June 12th for the Comprehensive Plan update which will focus on natural resources and strongly encouraged the Board Members to be present and participate in the discussions.

City Councilmember LeTourneau stated that he attended the first workshop and there were a lot of residents that came to participate. He stated that he finds it helpful to listen at those meetings to ensure that the work he is doing on the Council is in line with the desires of the community at large. He stated that it would also be helpful for the EPB to be present to listen to the input from residents on natural resources. He stated that the people attending the meetings are very open minded and it is refreshing to hear the different opinions and that those same people can also listen and appreciate the other opinions.

Chairperson Stodola stated that Board Member Covart's term on the Board was expiring and the Council recently reappointed her to the Board.

7. ADJOURNMENT

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

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

_____
Chris Anderson
City Planner

ATTEST:

_____
JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 3.**

Meeting Date: 04/25/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 04/11//17
2. City Council Regular dated 04/11/17

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 04/11/17
2. City Council Regular dated 04/11/17

Attachments

CCWS Mts

CC Mts

Form Review

Form Started By: Jo Thieling Started On: 04/19/2017 02:56 PM

Final Approval Date: 04/19/2017

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, April 11, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

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

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Review of Updated Strategic Plan

City Administrator Ulrich reviewed the staff report.

Mayor Strommen referenced the needs analysis that was discussed for a possible community center and was not certain that the language used regarding programming was the proper translation.

Parks and Assistant Public Works Superintendent Riverblood stated that he believed feasibility study would be a good term to use. He explained that the Resilient Communities would be a good fit to collect data for this process. He explained that this would simply be a process to gather information.

City Administrator Ulrich noted that the language would be changed to reflect a needs assessment or feasibility study. He continued to review the Strategic Plan details that had been

amended based on the previous Council direction. He referenced a position that is listed that has had an amended description regarding code enforcement.

Councilmember Riley stated that it appears the position has been morphed but wanted to ensure that the position will still fulfill the desired needs.

Community Development Director Gladhill stated that the goal has not been watered down, but the language and approach was changed from traditional code enforcement to more of an incentivized and advocacy approach.

Mayor Strommen noted that the outcome remains the same, the tool has simply changed that would be used to achieve the desired outcome.

Councilmember Kuzma noted that he would want to ensure that discussion occurs during the upcoming budget season regarding events such as the concerts in the park.

Mayor Strommen noted that the concerts in the park could either fit into the recreation item, connection to the parks, or community events.

Councilmember Kuzma stated that he while he acknowledges the need for a new public works garage, he feels that there are serious budget discussions that need to occur as he is unsure how that could be funded without raising taxes.

City Administrator Ulrich stated that staff would like to have more detailed plans and costs. He noted that the item has been included in the five and ten-year budget forecasts. He agreed that it is a big item that will require additional discussion, noting that this will just be considered step by step.

Mayor Strommen stated that the Council will need to move forward with a decision this year and believed that the financial analysis will be necessary for the Council to make that decision and should be listed as a key outcome.

It was the consensus of the Council not to include the SWOT or the Environmental Policy Board Work Plan with the Strategic Plan.

City Administrator Ulrich stated that staff will make the adjustments discussed and the Strategic Plan will come back before the Council at the April 25th meeting for formal adoption.

2.02: Review RFP Process for Towing Contract

Police Chief Katers reviewed the staff report.

Councilmember Kuzma asked if the prices would be held at the same price for three years, if the contract term is three years.

Police Chief Katers replied that the contract is typically locked in for the same rate for the term of the contract and does not include rate increases within the contract term. He clarified that his recommendation would be to go out for an RFP this year and then sign a three-year term contract.

Councilmember Riley stated that staff should make every attempt possible to tighten up the language and clarify the definitions within the RFP to ensure that there is not confusion by the bidders.

Mayor Strommen referenced the performance standard section, noting that it appears to be based upon price.

City Administrator Ulrich noted that perhaps alternate language could be used, noting that the cost is not the only element as some companies do not provide all of the services directly and contract out for certain services.

Councilmember LeTourneau stated that he does not understand how the ranking is done. He was not sure how it would be determined that a bidder would receive a one or a three. He stated that perhaps a range of prices could be listed for each assigned number.

Police Chief Katers explained that there is a process used to assign rank and noted that the process could be spelled out a bit more.

Councilmember Riley stated that he believes that it should be made clear that the City is looking for quality of service and cost will be an element of that review, not the sole element.

Police Chief Katers noted that he will make the revisions as discussed and bring the item back before the Council.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich noted that a joint session with the Planning Commission will occur on April 25th and a session with the Anoka Ramsey Athletic Association will occur at the first worksession in May.

Parks and Assistant Public Works Superintendent Riverblood provided additional details on some concepts that are being considered for development features within The COR. It was noted that perhaps it would be helpful for the Council to tour some of those features already in existence in other cities to gain additional perspective.

Councilmember Shryock noted that perhaps a written tour could also be made available to members involved in the Comprehensive Plan Steering Committee, should they want to take the tour on their own.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:40 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, April 11, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

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

1. CALL TO ORDER

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:01 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

2.01: Oath of Office for New Commission Members

Mayor Strommen ceremonially administered the Oath of Office to newly appointed Commissioners; Park Commissioner Jennifer Leistico and Planning Commissioner Cheri Gengler. She stated that the Council recently conducted interviews for the Boards and Commissions, noting that there was an outstanding pool of applicants. She appreciated the sincerity and willingness to serve the community that each applicant brought with them. She also thanked the currently appointed Board and Commission members for their continued efforts and contributions.

2.02 Proclamation Declaring April 28, 2017 as Arbor Day and the Month of May as Arbor Month

Mayor Strommen stated that Ramsey was awarded the Tree City status again for 2016 and this is one of the activities that helps the City achieve that status. She stated that trees are important in the City and play a role in the natural environment of the community. She read aloud the proclamation declaring April 28, 2017 as Arbor Day and the month of May as Arbor Month.

3. CITIZEN INPUT

City Administrator Ulrich stated that the City received a sign petition from resident Matt Bosterhoff, 16078 Uranimite Street NW, that contained 57 signatures requesting increased traffic safety features for the intersection of 161st and Variolite Street. He noted that the Public Works Committee will consider the request at their next meeting.

4. CONSENT AGENDA

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

4.01: Receive Cash and Investments for Period Ending March 31, 2017

4.02: Note the Following Boards and Commissions Meeting Minutes:

- Planning Commission Meeting Minutes dated February 2, 2017
- Economic Development Authority Meeting Minutes dated February 9, 2017
- Park and Recreation Commission Meeting Minutes dated February 9, 2017
- Environmental Policy Board Meeting Minutes dated February 22, 2017

4.03: Approve Licenses:

Transient Merchant

Brito's Tacos El Sombrero/11221 Wren St NW DBA 6360 Highway 10 NW

Temporary Wine

Northern Starz Theatre Company/5300 Alpine Drive #140

Solicitor

Zachary Turnide Graden for Chris Fritch Team and Keller Williams/4870 154th Lane NW

4.04: Approve the following Meeting Minutes:

1) City Council Work Session dated March 28, 2017
2) City Council Regular dated March 28, 2017

4.05: Adopt Resolution #17-04-084 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 23, 2017 through April 5, 2017

4.06: Adopt Resolution #17-04-085 Proclaiming April 28, 2017 as Arbor Day and the Month of May as Arbor Month

4.07: Adopt Resolution #17-04-087 to Hire Seasonal Public Works Maintenance Workers and an Engineering Intern

4.08: Adopt Resolution #17-04-088 Authorizing Speed Zone Study for Sunfish Lake Boulevard between Bunker Lake Boulevard and Nowthen Boulevard

4.09: Adopt Resolution #17-04-090 Approving Final Plat and Development Agreement for Vistas at North Commons; Case of Morning Sun Homes (Project No. 16-90)

4.10: Report from the Public Works Committee Meeting dated March 21, 2017:

1) Nominate Chair and Vice-Chair of the Public Works Committee – *Ratify the recommendation of the Public Works Committee to approve the nomination of Chris Riley for the Committee Chair and Mark Kuzma for the Committee Vice Chair*.
2) Consider Recommending Council Approval of City Cost Participation for Looped Watermain Connection through Brookfield 8th Addition – *Ratify the recommendation of the Public Works Committee to approve the City cost participation to connect the watermain from Brookfield 8th Addition to the existing trunk watermain at 166th Avenue at a not to exceed amount of $50,000.*
3) Review of Municipal Water System Control and Alarm Systems – *Informational*
4) Authorize Professional Services for Design and Installation of Emergency Generator at Well House #3 – *Ratify the recommendation of the Public Works Committee to accept staff recommendation to enter into a contract with Bolton and Menk Inc. to provide design and construction management for the installation of an emergency back-up natural gas generator for Well #3 for a not to exceed amount of $11,310.*
5) Consider Recommending City Council Approval for Speed Zone Study on Sunfish Lake Boulevard – *Ratify the recommendation of the Public Works Committee to approve a request to MnDOT for a Speed Zone Study on Sunfish Lake Boulevard between Bunker Lake Boulevard/CSAH 116 and Nowthen Boulevard/CSAH 5.*

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

None.

7. COUNCIL BUSINESS

7.01: Consider Adopting Resolution #17-04-086 Approving a Beekeeping License for the Property Located at 5805 148th Lane NW (Project #17-117); Case of Michael St. Clair and Sarah Mattison

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-04-086 approving a Beekeeping License for the subject property. He noted that this request appears to comply with all standards outlined in City Code Section 10-

1(f). He stated that the applicants have provided supporting documentation including certifications of completion of a beekeeping course through the University of Minnesota.

Councilmember Kuzma asked if the applicants planned to sell the honey.

Michael St. Clair, the applicant, replied that the plan does not includes sales at this time but perhaps that could be an option in the future.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to Adopt Resolution #17-04-086 Approving a Beekeeping License on a Residential Property Generally Known as 5805 148th Lane NW.

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

7.02: Consider Adoption of Resolution #17-04-089 Approving Riverstone Environmental Assessment Worksheet (EAW) for Distribution; Case of Capstone Homes (Project No. 17-106)

Community Development Director Gladhill reviewed the staff report and recommendation to authorize the distribution of the EAW for Riverstone Addition.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to Adopt Resolution #17-04-089 Authorizing the Distribution of the Riverstone Addition Environmental Assessment Worksheet.

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

7.03: Consider Adoption of Resolution #17-04-080 Authorizing the City of Ramsey to Purchase Real Property and Submit a RALF Program Application to the Metropolitan Council

Assistant City Administrator/Economic Development Manager Brama reviewed the staff report and noted that staff is comfortable moving forward with formally applying to the Metropolitan RALF program. He stated that staff has had several conversations with MnDOT and the Metropolitan Council regarding this project and both groups have expressed preliminary support for the application.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to Adopt Resolution #17-04-080 Authorizing the City of Ramsey to Purchase Real Property and Submit a RALF Program Application to the Metropolitan Council.

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

8. MAYOR, COUNCIL AND STAFF INPUT

Mayor Strommen ceremonially administered the Oath of Office to newly appointed Park Commissioner Charles Tchuinkwa.

Community Development Director Gladhill noted that the second workshop, in a series of workshops, for the Comprehensive Plan update occurred the previous night. He stated that about 25 residents attended and there was great input provided. He noted that key themes were again identified and will continue to be discussed as the process moves forward. He advised that there is a workshop upcoming in June.

Mayor Strommen stated that it is exciting to see the number of residents participating and the excitement around the process. She commended Community Development Director Gladhill for his efforts.

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Kuzma reported that the business expo was very well attended and thanked those that participated.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:26 p.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 4.**

Meeting Date: 04/25/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title

Approve Aeon Purchase Agreement Amendment to Extend Closing Deadline

Purpose/Background:

Approve the attached amendment to the existing purchase agreement (PA) between the City of Ramsey and Aeon. In summary, this amendment extends the existing PA by two months (from September 29, 2017 to November 29, 2017).

This Amendment formalizes two items: (1) the existing $9,150 of Aeon earnest money becomes non-refundable, and (2) Aeon must pay $2,500 of additional non-refundable earnest money for the requested two month extension.

Aeon is asking for this extension to be "safe." At this point, they are planning on being ready to close on the PA by September 29, 2017 (the original closing date). However, the timing will be close. And, they don't want to bring a last second request to the Council to extend. They would rather be pro-active on this matter. Staff recently met with the Aeon development team, and it appears they are trending forward appropriately to meet their suggested timeline.

Attached to this case is the staff memo from May 2016, when this PA was originally approved. Please reference that case for detailed background information.

This type of request is not uncommon for the City to process. Staff is relying on past practice (informal policy) of requiring that existing earnest money becomes non-refundable, and new earnest money be placed down, and also becomes non-refundable.

Notification:

NA

Observations/Alternatives:

NA

Funding Source:

NA

Recommendation:

NA

Action:

Motion to:

Approve the attached amendment to extend the purchase agreement between the City of Ramsey and Aeon.

Attachments

PA Amendment 1

Old Concept Layout
Original PA
MEMO 2016
Aeon Background

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:11 PM
Form Started By: Patrick Brama		Started On: 04/10/2017 04:30 PM
Final Approval Date: 04/20/2017		

PURCHASE AGREEMENT
FIRST AMENDMENT

This is the First Amendment to the Purchase Agreement by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **Aeon Portfolio II LLC**, a Minnesota nonprofit corporation, its successors and/or assigns ("Buyer"), dated May 24, 2016.

Recitals

1. Pursuant to the terms of the Purchase Agreement, the Closing Date is to be no later than September 29, 2017.
2. Buyer seeks an additional two months to close on the transaction.
3. Buyer completed its inspection during the Inspection Period, which is expired, and Buyer also completed its examination of title.
4. Seller is willing to extend the Closing Date in exchange for making the existing escrow non-refundable and receiving additional non-refundable escrow, in accordance with the terms set forth below.

Agreement

In consideration for the mutual promises set forth below, the parties agree as follows:

1. The above recitals are incorporated into the Agreement.
2. The Closing Date is hereby amended to be 30 days after the expiration of the contingencies but no later than November 29, 2017.
3. Buyer acknowledges that the Inspection Period expired on December 24, 2016.
4. Buyer acknowledges that its title examination pursuant to section 5 of the Purchase Agreement is completed.
5. Buyer acknowledges that its contingencies under paragraphs 6.2 (Title), 6.3 (Access and Inspection), 6.4 (Document Review), and 6.6 (Financing) of the Purchase Agreement have been satisfied.
6. Notwithstanding section 3 or any other provisions in the Purchase Agreement:
    a. The Earnest Money of $9,150.00 deposited by Buyer with the Title Company is hereby non-refundable.

b. Within ten (10) business days of execution of this Amendment, Buyer shall deposit an additional $2,500.00 of Earnest Money with the Title Company, and said $2,500 is immediately non-refundable.

c. In the event Buyer desires to extend the Closing Date deadline an additional two months (to January 29, 2018), Buyer is required to provide written notice of the extension prior to November 15, 2017, and must deposit an additional $2,500.00 with the Title Company at the time of providing the notice of extension. The additional Earnest Money will be immediately non-refundable. No additional extensions to the Closing Date are permitted absent a written agreement executed by both parties.

7. All other terms of the Purchase Agreement remain unchanged except to the extent inconsistent with this First Amendment.

The City of Ramsey, Minnesota

By: _____ Dated: _____, 2017
Sarah Strommen, Mayor

By: _____ Dated: _____, 2017
Kurtis G. Ulrich
City Administrator

Aeon Portfolio II, LLC

By: _____ Dated: _____, 2017

URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

SITE AERIAL

DRAFT

URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

LEVEL 1 CONCEPT PLAN

DRAFT

URBANWORKS ARCHITECTURE

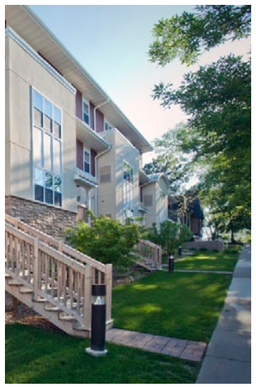
aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

LEVEL 2 -3 CONCEPT PLAN

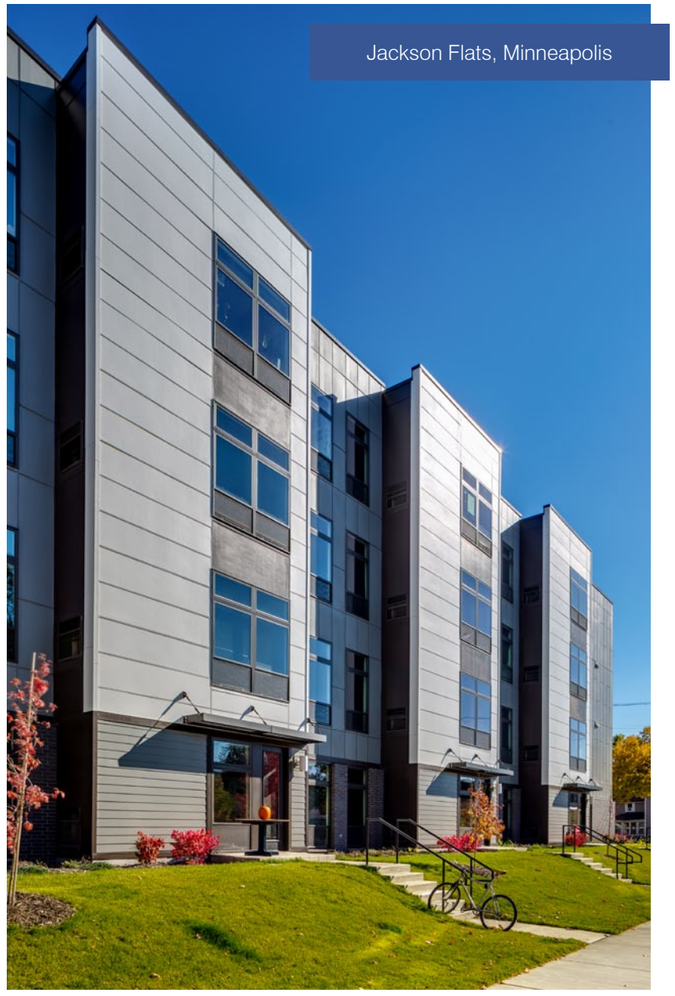
Creekside Commons, Minneapolis



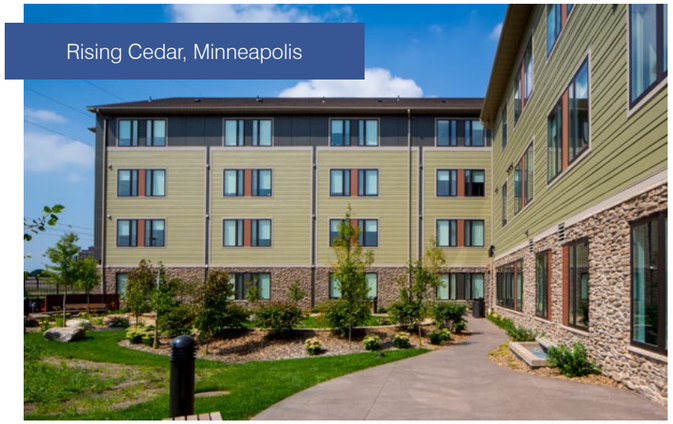
Fort Road Flats, St. Paul

The Jourdain, Minneapolis

Jackson Flats, Minneapolis



Rising Cedar, Minneapolis



URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

BIRD'S EYE VIEW LOOKING EAST

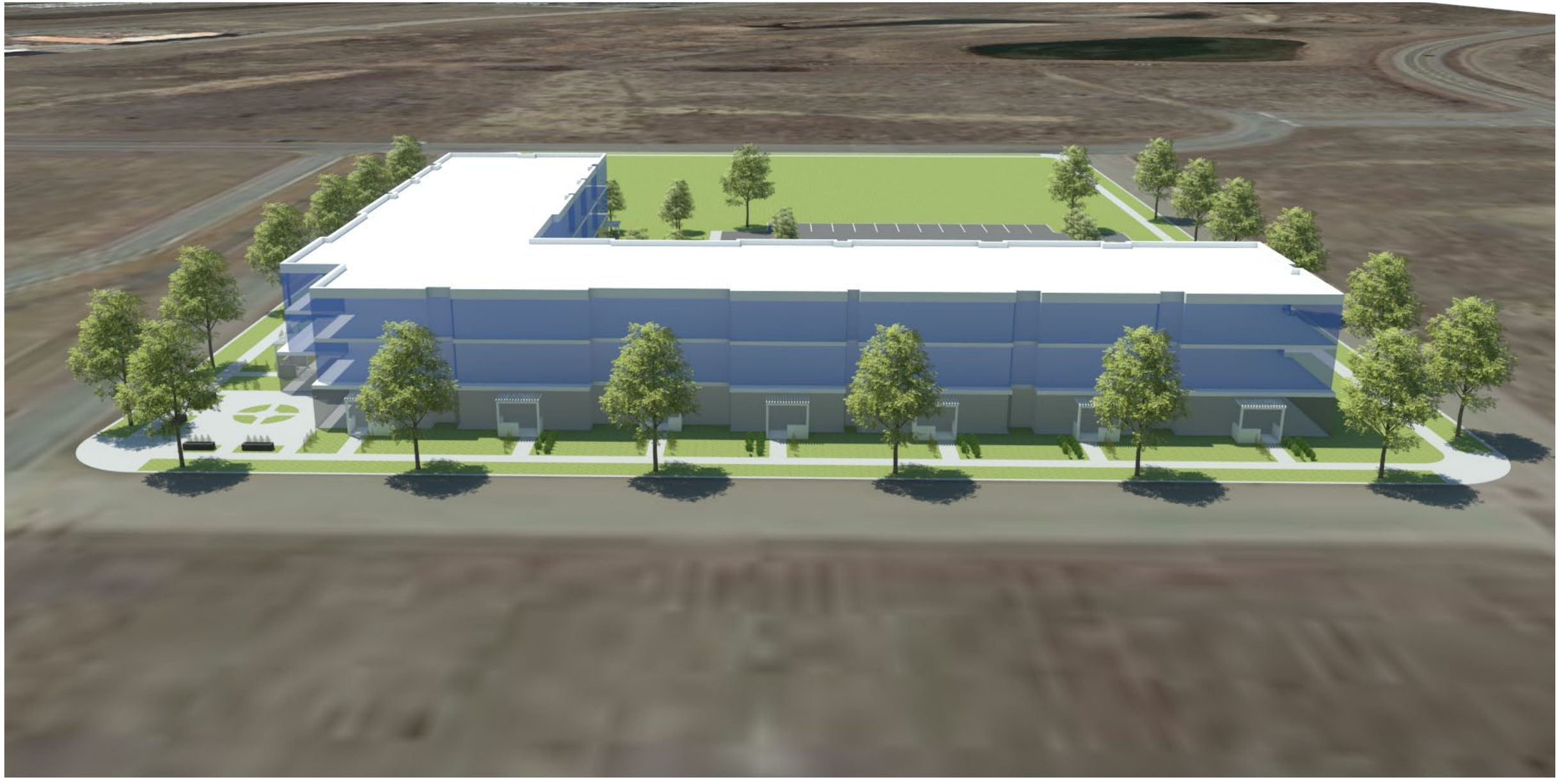
URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

BIRD'S EYE VIEW LOOKING SOUTH



URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

BIRD'S EYE VIEW LOOKING WEST

URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

BIRD'S EYE VIEW LOOKING NORTH

URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

VIEW ALONG EAST RAMSEY PKWY

URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

SIDEWALK VIEW
ALONG 145TH AVE NW

URBANWORKS ARCHITECTURE

aeon Homes for Generations

Ramsey Apartments

RAMSEY, MN | 05.03.2016 | 16-0011

SIDEWALK VIEW ADJACENT TO SURFACE PARKING

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT ("Agreement") is made and entered into effective as of May 24, 2016 (the "Effective Date") by and between AEON PORTFOLIO II LLC, a Minnesota nonprofit corporation, its successors and/or assigns ("Buyer"), and the CITY OF RAMSEY, MINNESOTA, a Minnesota municipal corporation ("Seller").

In consideration of the Earnest Money, the mutual covenants set forth in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

1. Capitalized Terms and Other Key Terms. Capitalized terms used in this Agreement that are not otherwise defined herein shall have the meanings assigned to such terms as set forth on Exhibit A hereto, which is hereby incorporated by reference.

2. Sale of Property. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the Property, upon and subject to the terms, conditions, and limitations herein contained.

3. Purchase Price and Manner of Payment. The Purchase Price shall be payable by Buyer to Seller as follows:

   3.1 Earnest Money Deposit. Within two (2) business days following the Effective Date, Buyer shall deposit the Earnest Money in the form of cash with the Title Company and such funds shall be held and disbursed pursuant to the Escrow Agreement and this Agreement; provided, however, that if there are any inconsistent terms between the Escrow Agreement and this Agreement, the terms of this Agreement shall control. Except as otherwise provided herein, the Earnest Money shall be credited against the Purchase Price at the Closing.

   3.2 Balance of Purchase Price. The balance of the Purchase Price, as increased or decreased by any and all other adjustments set forth in this Agreement, shall be paid by wire transfer of immediately available funds at the Closing.

4. Inspection Period.

   4.1 Within ten (10) days after the Effective Date, Seller shall deliver to Buyer copies of all of the documents set forth in Exhibit C hereto in the possession or reasonable control of Seller. During the Inspection Period, Buyer shall have the right, at Buyer's sole cost, expense, and risk, to enter upon and examine and inspect the Property to conduct environmental reviews, soil condition testing, survey, engineering studies, and appraisals of the Property.

   4.2 Upon the completion of its activities on the Property, Buyer shall remove any debris resulting from such activities and shall restore the Property to the condition it was in prior to the commencement of such activities.

   4.3 Buyer shall indemnify, hold harmless and defend the Seller from and against all Claims arising out of, resulting from or relating to any loss of (or damage to) any

property or business or any injury to (or death of) any person, where such loss, damage, injury, or death actually or allegedly arises (whether directly or indirectly, 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) the exercise by buyer (or its employees, agents, or contractors) of the permission granted by this Section; or (c) the release of any Hazardous Substance (as defined below) resulting (directly or indirectly, wholly or in part) from any action or omission of Buyer (or its employees, agents, or contractors) while on the Property.

4.4 Buyer (and its employees, agents, and contractors) shall comply with all applicable laws while on the Property.

4.5 Buyer will not commence any environmental testing until its work plan for such testing has been approved in writing by Seller, which approval shall not be unreasonably withheld, conditioned or delayed. Buyer will provide Seller with complete copies of the test data and test reports as soon as they are available to Buyer.

4.6 The cost of any test or additional survey work will be borne solely by Buyer.

4.7 Seller agrees not to negotiate with any third parties for the sale of the Property unless Buyer and Seller in writing terminate this Agreement.

5. Title Examination.

5.1 Unless otherwise agreed to by the Parties, the Escrow Agent shall be the Title Company for this transaction. Within 10 business days after the Effective Date Seller shall, at Seller's expense, deliver a title commitment covering the Property. The cost of an owner's policy and the cost of deleting of any exceptions in the Title Commitment, other than those deleted by providing the Title Company with an ALTA survey, shall be at Buyer's sole expense. Buyer shall be responsible for the cost of any endorsements required by Buyer.

5.2 Buyer, at Buyer's expense shall within 30 days of the Effective Date obtain an ALTA Survey from a licensed surveyor in Minnesota.

5.3 Buyer shall have until the later of: (i) the expiration of the Inspection Period; or (ii) ten business days after the receipt of the Survey and the Title Commitment (collectively, "**Title/Survey**") to review Title/Survey and to deliver in writing to Seller such objections as Buyer may have to anything contained therein. Any such item to which Buyer does not object shall be deemed a "**Permitted Encumbrance**." If Buyer's notice to Seller contains any objections to matters contained in Title/Survey, Seller shall notify Buyer within five days from receipt of Buyer's notice to notify Buyer in writing which items Seller will correct or remove from Title/Survey prior to the Closing ("**Seller's Title Notice**"). If Buyer notifies Seller within five days from receipt of Seller's Title Notice that Buyer accepts the matters contained in Seller's Title Notice, then such Title/Survey matters that Seller has not agreed to cure or remove from Title/Survey will be

additional Permitted Exceptions. If Buyer fails to respond to Seller's Title Notice within five days from receipt thereof, then this Agreement shall automatically terminate and the Earnest Money shall be promptly paid to Buyer. Seller shall cure or remove from Title/Survey those matters Seller has agreed to cure or remove to the reasonable satisfaction of Buyer and cause the Title Company to revise the Title Commitment accordingly to insure against such matters prior to the Closing (the "**Cure Period**"). If Seller fails to resolve any such objections to Buyer's satisfaction within the Cure Period (or it becomes reasonably ascertainable that Seller will be unable or unwilling to resolve any such objections to Buyer's satisfaction within the Cure Period), or if, for any reason, Seller is unable to convey title in accordance with the provisions set forth in this Section 2, then Buyer may at its option elect to: (A) waive such objections and accept such title as Seller is able to convey; (B) terminate this Agreement as to any or all of the Property by written notice to Seller; or (C) withhold from the Purchase Price an amount within the reasonable opinion of the Title Company is sufficient to correct the uncured objections.

6. Buyer's Contingencies. The obligations of Buyer under this Agreement are contingent upon each of the following:

6.1 Representations, Warranties, and Covenants. The representations, warranties, and covenants of Seller contained in this Agreement must be true as of the Effective Date and on the Closing Date as if made on the Closing Date.

6.2 Title. Title to the Property shall have been found acceptable, or been made acceptable, in accordance with the requirements and terms of Section 5 of this Agreement.

6.3 Access and Inspection. Seller shall have allowed Buyer, and Buyer's agents, immediate access to the Property during the Inspection Period without charge and at all reasonable times for the purpose of Buyer's investigation and testing the same in accordance with Section 4 of this Agreement, and Buyer shall have been satisfied in its sole discretion with the results of such investigation and testing before the expiration of the Inspection Period.

6.4 Document Review. Buyer shall have determined, on or before the expiration of the Inspection Period, that it is satisfied with its review and analysis of any contracts related to the Property.

6.5 Government Approvals. Buyer shall have obtained on or before the Closing Date all final approvals from all Governmental Authorities necessary in Buyer's judgment to make the use of the Property which Buyer intends.

6.6 Financing. Buyer shall have received, on or before the Closing Date, the proceeds of financing necessary and sufficient, in Buyer's sole discretion, to complete the purchase of the Property and to implement Buyer's planned use of the Property, including, but not limited to, an award of Low Income Housing Tax Credits and gap funding from the Minnesota Housing Finance Agency in an amount and under

terms acceptable to Buyer to facilitate the development of the Property as intended by Buyer.

Buyer shall inform Seller when the contingencies have been satisfied.

Buyer may terminate this Agreement by written notice to Seller on or before the last day of the applicable periods as specified above, but no later than August 29, 2017. Upon termination of this Agreement for failure to satisfy one of Buyer's contingencies set forth in this Section 6, neither party will have any further rights or obligations regarding this Agreement or the Property and if the termination occurs prior to the Inspection Period, the Earnest Money shall be returned to Buyer. If this Agreement is terminated by Buyer after the Inspection Period, other than as a result of Seller's default, Seller shall retain the Earnest Money. All the contingencies are specifically for the benefit of Buyer, and Buyer shall have the right to waive any contingency by written notice to Seller.

7. Seller's Contingency. The obligations of Seller under this Agreement are contingent upon the representations, warranties, and covenants of Buyer contained in this Agreement being true as of the Effective Date and as of the Closing Date.

8. Closing. The Closing shall occur on the Closing Date. The Closing shall take place at a location mutually agreeable to Seller and Buyer. Seller agrees to deliver possession of the Property to Buyer on the Closing Date.

8.1 Seller's Closing Documents. On the Closing Date, Seller shall execute and deliver to Buyer the following documents (collectively, the "Seller's Closing Documents"), all in form and content reasonably satisfactory to Buyer:

8.1.1 The Deed.

8.1.2 The Closing Statement.

8.1.3 A non-foreign affidavit, properly executed, containing such information as is required by Code Section 1445(b)(2) and the regulations promulgated thereunder.

8.1.4 Any executed documents that may be required in the State or other jurisdiction where the Property is located in order for the Deed to be recorded properly on the Closing Date.

8.1.5 All other documents determined by Buyer or the Title Company to be necessary to transfer the Property to Buyer free and clear of all encumbrances other than the Permitted Encumbrances.

8.2 Buyer's Closing Documents. On the Closing Date, Buyer will execute and deliver to Seller the following (collectively, the "Buyer's Closing Documents"):

8.2.1 The funds representing the remaining portion of the Purchase Price due hereunder, subject to any adjustments and/or prorations required hereunder.

8.2.2 The Closing Statement.

9. Prorations. Seller and Buyer agree to the following prorations and allocation of costs regarding this Agreement:

9.1 Title Insurance and Closing Fee. Seller will pay all costs of the issuance of the Title Commitment and the fees charged by the Title Company for any escrow required regarding Buyer's Title Objections. Buyer will pay all additional premiums required for the issuance of any lender's and owner's Title Policies and any endorsements requested by Buyer that are not necessary to cure Title Objections as provided in Section 5 of this Agreement. Seller and Buyer will each pay one-half (1/2) of any closing fee or charge imposed by any closing agent or by the Title Company.

9.2 Real Estate Taxes and Special Assessments. All real estate taxes payable in the years prior to the year in which the Closing occurs, any deferred taxes, and any and all and pending special assessments (regardless of when such assessments are due) shall be paid by Seller at the Closing. Real estate taxes payable in the year in which Closing occurs shall be prorated between Buyer and Seller based upon the Closing Date.

9.3 Recording Fees. Seller will pay any recording fees in connection with the release of all mortgages, liens and encumbrances and security interests against the Property that are not being assumed by Buyer. Seller shall also pay any deed tax due in connection with the sale of the Property pursuant to applicable State statutes. Buyer shall pay the recording fee in connection with the recording of the Deed.

9.4 Funds. Any account balances or other funds connected to the Property shall be retained by Seller.

9.5 Other Costs. All other operating costs of the Property shall be prorated between Seller and Buyer as of the Closing Date so that Seller pays that portion of operating costs payable before the Closing Date, and Buyer pays that part of operating costs payable from and after the Closing Date.

9.6 Attorneys' Fees. Each of the parties will pay its own attorney's fees, except that a party defaulting under this Agreement or any document referenced in this Agreement will pay the reasonable attorneys' fees and court costs incurred by the nondefaulting party to enforce its rights hereunder.

10. Seller's Covenants During Executory Period. During the Executory Period, Seller covenants to comply with the following conditions:

10.1 Seller shall maintain the Property in the ordinary course of business in accordance with prudent, reasonable business standards, including the maintenance of adequate liability insurance.

10.2 Without obtaining the Consent of Buyer, Seller shall refrain (i) from creating any mortgage, easement, lien, pledge or any other encumbrance in any way affecting the Property, (ii) from conveying any interest in the Property, (iii) from entering into any other contracts or agreements pertaining to the Property, except contracts or agreements which are consistent with Buyer's rights hereunder and that may be terminated on or prior to the Closing Date, and/or (iv) agreeing to any change in the property tax status of the Property or deferring any property taxes.

10.3 Seller shall refrain from committing any waste or nuisance upon the Property.

10.4 Seller shall not market the Property for sale and/or to negotiate with any third parties for the sale of the Property unless Buyer and Seller in writing terminate this Agreement.

10.5 Left blank intentionally.

10.6 Without the Consent of Buyer, Seller shall not allow any labor to be performed on the Property that could give rise to the filing of a mechanic's lien against any portion of the Property if the costs of such labor are not timely paid.

11. Representations and Warranties of Seller. Seller represents and warrants to Buyer as of the Effective Date and the Closing Date as follows:

11.1 Title to Property. Seller has good and marketable, fee simple title to the Property, subject only to the Permitted Encumbrances. The Property constitutes a separate tax parcel eligible for development in accordance with the Regulations without need for further subdivision.

11.2 Authority; Consents. Seller represents and warrants to and covenants with Buyer that: (i) Seller is duly organized and has received all requisite authority to transact business in the State in which the Property is located; (ii) Seller has the power and authority to enter into this Agreement and all of the Seller's Closing Documents signed or to be signed by it; (iii) the execution, delivery and performance of Seller of the Seller's Closing Documents do not conflict with or result in violation of Seller's organizational documents, any judgment, order or decree of any court or arbiter to which Seller is a party, or any local ordinance, or statute, rule, or law of the State; (iv) upon execution, the Seller's Closing Documents will be valid and binding obligations of Seller, and are enforceable in accordance with their terms, subject to applicable bankruptcy, insolvency, reorganization, moratorium, creditor's rights and other similar laws; and (v) the consents of no other parties are required as a condition to the Closing.

11.3 Unrecorded Agreements. There are no unrecorded agreements, undertakings or restrictions which affect the Property.

11.4 Leases. There are no leases or possessory rights of others regarding the Property.

11.5 No Default Notice. Seller has not received notice of a default or breach of any agreement to which Seller is a patty, and is not aware of any facts that would result in Seller being in default or breach of any agreement to which it is a party.

11.6 Reports. The Reports delivered or to be delivered to Buyer hereunder are correct and complete and, to Seller's actual knowledge, do not contain any false information.

11.7 Operations. Seller has received no notice of actual or threatened cancellation or suspension of any utility services at or on the Property, nor has Seller received any notice of any violation of any Regulations. Except as disclosed in the Title Commitment, Seller has received no notice of actual or threatened special assessments or reassessments, condemnation, or eminent domain proceedings with respect to the Property.

11.8 Environmental Laws. To Seller's actual knowledge, no Hazardous Substances have been generated, treated, stored, transferred from, released or disposed of, or otherwise placed, deposited in or located on the Property, nor has any activity been undertaken on the Property that would cause or contribute to the Property becoming a treatment, storage or disposal facility within the meaning of, or otherwise bring the Property within the ambit of, any Regulations relating to the protection of the environment. To Seller's actual knowledge, there are no Hazardous Substances in or on the Property that may support a claim or cause of action under any Regulations relating to the protection of the environment. To Seller's actual knowledge, the Property is not now, and never has been, listed on any list of sites contaminated with Hazardous Substances, nor used as landfill, dump, disposal or storage site for Hazardous Substances.

11.9 FIRPTA. Seller is not a "foreign person," "foreign partnership," "foreign trust," or "foreign estate," as those terms are defined in Code Section 1445 and the regulations promulgated thereunder.

11.10 No Proceedings. No legal or administrative proceeding is pending or, to Seller's actual knowledge, threatened (i) against Seller or any of its affiliates which would adversely affect its right to convey the Property to Buyer as contemplated in this Agreement, or (ii) affecting the Property. There are no condemnation or eminent domain proceedings pending or, to Seller's knowledge, threatened with respect to the Property.

11.11 Additional Interests. There are no property interests or other improvements that are owned by Seller and which are necessary or useful for the use and operation of the Property that are not being conveyed pursuant to this Agreement.

11.12 Private Sewage Systems; Wells. There are no private sewage systems or wells located on the Property.

11.13 Use of Property. To the best of Seller's knowledge, no methamphetamine production has occurred on the Property.

11.14 Unpaid Labor and Materials. Neither Seller nor any other party is indebted for labor or material that might give rise to the filing of notice of mechanic's lien against any portion of the Property.

11.15 No Broker. Seller has not engaged the services of any broker in connection with the sale and purchase contemplated by this Agreement except CBRE, to whom Seller will pay all real estate commissions due and owning no later than the Closing Date.

11.16 Property Notice / No Redemption Rights. There exist no outstanding redemption rights in any third parties with respect to all or any portion of the Property and the Seller has given all proper notices and obtained all requisite approvals necessary to sell and convey the Property to the Buyer pursuant to the terms of this Agreement.

Seller will indemnify the Indemnified Parties, against, and will hold each of the Indemnified Parties harmless from, any expenses or damages, including reasonable attorneys' fees, that the Indemnified Parties incur because of the breach of any of the above representations and warranties. Each of the foregoing representations and warranties shall be deemed remade as of the Closing Date with respect to the Property.

12. Representations and Warranties of Buyer. Buyer represents and warrants to Seller as of the Effective Date and the Closing Date as follows:

12.1 Buyer is duly organized or incorporated under the laws of the State of its formation and has received all requisite authority to transact business in the State in which the Property is located.

12.2 Buyer has the power and authority to enter into this Agreement and all of the Buyer's Closing Documents signed or to be signed by it.

12.3 Buyer's execution, delivery and performance this Agreement and of the Buyer's Closing Documents do not conflict with or result in violation of Buyer's organizational documents or any judgment, order or decree of any court or arbiter to which Buyer is a party

12.4 Upon execution, the Buyer's Closing Documents will be valid and binding obligations of Buyer, and are enforceable in accordance with their terms, subject to applicable bankruptcy, insolvency, reorganization, moratorium, creditor's rights and other similar laws.

12.5 No consents or approvals from any third parties are required for Buyer to perform its obligations under this Agreement.

12.6 Buyer has not engaged the services of any broker in connection with the sale and purchase contemplated by this Agreement. Buyer is purchasing the Property for an investment with the intent of making a profit.

13. Casualty; Condemnation. If all or any part of the Property is substantially damaged by fire, casualty, the elements, or any other cause, Seller immediately shall give written notice to Buyer, and Buyer shall have the right to terminate this Agreement by giving written notice within thirty (30) days after Buyer receives written notice from Seller of the same. If Buyer shall fail to give notice of termination, then the parties shall proceed to Closing and Seller shall assign to Buyer all rights to insurance proceeds resulting from such event. If eminent domain proceedings are threatened or commenced against all or any portion of the Property, Seller immediately shall give written notice to Buyer, and Buyer shall have the right to terminate this Agreement by giving written notice within thirty (30) days after Buyer receives written notice from Seller of the same. If Buyer shall fail to give notice of termination, then the parties shall proceed to Closing and Seller shall assign to Buyer all rights to appear in and receive any award from such proceedings.

14. Remedies.

14.1 If Buyer defaults in its obligation to proceed to the Closing in accordance with the terms of this Agreement and fails to cure such default within ten (10) days after being notified in writing thereof, Seller shall be entitled, as its sole and exclusive remedy, to terminate this Agreement and to retain the Earnest Money as liquidated damages. The parties agree that in the event of default by Buyer, subject to the expiration of the cure period above, Seller's damages will be difficult or impractical to ascertain and the Earnest Money will be deemed to constitute a reasonable estimate of Seller's damages and shall not be deemed to constitute a forfeiture or penalty. Seller shall not have the right to recover any other damages of any kind from Buyer or to obtain other equitable adjustment to the terms of the sale of the Property.

14.2 If Seller defaults on any of its material obligations under this Agreement and fails to cure such default within ten (10) days after receiving written notice thereof, Buyer shall be entitled to exercise any remedies available to Buyer at law or equity for a default by Seller hereunder including, without limitation, (i) the immediate return of the Earnest Money, (ii) to apply for and to receive from a court of competent jurisdiction equitable relief by way of specific performance to enforce Seller's performance of the terms of this Agreement, and/or (iii) to seek and recover from Seller damages for nonperformance of this Agreement for all of Buyer's out-of-pocket costs and fees, including without limitation, reasonable attorneys' fees, accountants' fees and other consultants' fees incurred by Buyer in preparing and negotiating this Agreement, preparing for the Closing, obtaining financing commitments, investigating the status, title and condition of the Property, and other similar and reasonable costs and expenses.

14.3 If either party hereto shall bring suit against the other to enforce the terms of this Agreement, the losing party shall pay to the prevailing party the prevailing party's cost and expenses (including, without limitation, reasonable attorneys' fees and costs) incurred in enforcing such prevailing party's rights under this Agreement.

15. Miscellaneous.

15.1 Construction. This Agreement shall not be construed more strictly against one party than against the other, merely by virtue of the fact that it may have been prepared primarily by counsel for one of the parties, it being recognized that both Buyer and Seller have contributed substantially and materially to the preparation of this Agreement.

15.2 Headings. The headings preceding the text of the paragraphs and subparagraphs hereof are inserted solely for convenience of reference and shall not constitute a part of this Agreement, nor shall they affect its meaning, construction or effect.

15.3 Further Acts. Each party hereto agrees to do such further acts and execute, deliver, file and record such further documents and instruments as may be reasonably necessary to effectuate, evidence, and record the transactions contemplated by this Agreement.

15.4 Severability. The invalidity or unenforceability of any term or terms of this Agreement shall not invalidate, make unenforceable or otherwise affect any other term of this Agreement, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision were omitted, and in such event, the remaining terms of this Agreement shall remain in full force and effect.

15.5 Governing Law; Parties in Interest. This Agreement shall be governed by and be construed in accordance with the laws of the State.

15.6 Computation of Time. In computing any period of time pursuant to this Agreement, the day of the act or event from which the designated period of time begins to run will not be included. The last day of the period so computed will be included, unless it is a Saturday, Sunday or legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday or such legal holiday.

15.7 Time of the Essence. All times, wherever specified herein for the performance by Seller or Buyer of their respective obligations hereunder, are of the essence of this Agreement.

15.8 Assignment. Neither party shall be entitled to assign or convey any interest in this Agreement to any third party, without first obtaining the prior written consent of the other party. Notwithstanding the foregoing, Buyer shall have the right to assign its interest in this Agreement to an entity affiliated with, or controlled by Buyer, without the consent of Seller; provided, however, that Buyer shall provide Seller with a copy of any such assignment promptly after it has been executed. The parties' rights and obligations under tills Agreement shall inure to the benefit of and shall be binding on successors and assigns.

15.9 Notices. All notices and other communications in respect to this Agreement shall be deemed to have been duly given, if in writing and delivered personally or if mailed in a sealed wrapper by United Sates registered or certified mail, return receipt requested, postage prepaid, or via facsimile, properly addressed to the parties as provided in Exhibit A attached hereto.

15.10 Complete Agreement. This instrument and any exhibits, schedules or addendums attached hereto contain the entire Agreement of the parties, and supersedes all prior negotiations, agreements or understandings, whether oral or in writing. This Agreement may not be changed orally but only by an Agreement in writing signed by the party against whom enforcement of any such waiver, change, modification, extension or discharge is sought.

15.11 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute an original but all of which, taken together, shall constitute but one and the same instrument.

16. Building and Site Design.

The Development Agreement required for development of the Land shall include, as exhibits, the site design and the front, side and rear elevations of the proposed structure(s). In light of the location of the Land and the importance of the COR to Seller's comprehensive planning, Seller expressly reserves the right to approve the site design and elevations to be utilized on this Property.

17. Option to Purchase.

17.1 Option Property. The property legally described in Exhibit B as Outlot A, Ramsey Town Center 7th Addition, Anoka County, Minnesota, will be subdivided prior to Closing. The portion being purchased by Buyer pursuant to this Agreement is the Land. The remaining property (approximately 1.36 acres) is subject to this Section 17 (the Option Property).

17.2 Option to Purchase. Seller grants Buyer the exclusive option to purchase the Option Property under the following terms:

17.2.1 Option Period. Buyer's option to purchase the Option Property shall remain available to Buyer for a period of five years from the Effective Date of this Agreement (the Option Period), provided Buyer fulfills its obligations under this Section 17. In the event the option to purchase is not exercised by the end of the Option Period, the option shall be deemed null and void without notice or action by either party.

17.2.2 Purchase Price. The purchase price for the Option Property is $2.08 per square foot for a total of $123,368. The Option Cost, as described below, is in addition to, and not part of, the Purchase Price.

17.2.3 Option Cost. In consideration for Seller providing Buyer with the exclusive option to purchase the Option Property, Buyer shall pay Seller $10,000.00 per year for each year Buyer chooses in its sole discretion to retain the option, up to five years. The first two years of option payments ($20,000.00) are due at Closing. In order to retain the right to purchase the Option Property, the subsequent option payments (beginning two years after the Closing) are due annually on the anniversary of the Closing

unless Buyer closes on the purchase of the Option Property. In the event an option payment is not received prior to or on the anniversary date of the Closing, and Buyer has not closed on the Option Property, this Option to Purchase shall be deemed null and void without notice or action by either party.

17.2.4 Exercising the Option. In the event Buyer chooses to exercise its option to purchase the Option Property, and the Option Period has not terminated and all option payments are current, the parties shall enter into a separate purchase agreement reflecting the purchase price set forth in this Section. Buyer will be subject to all City Codes in existence at the time the new purchase agreement is executed. A Development Agreement will be required for development of the Option Property and will be subject to the terms of Section 16, above. The Development Agreement will include deadlines for construction of improvements on the Option Property.

17.3 Survival. This Section 17 shall survive the Closing and continue to be fully enforceable by its terms.

{THE REMAINDER OF THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY.}

IN WITNESS WHEREOF, Seller and Buyer have executed this Purchase Agreement effective as of the Effective Date.

SELLER:

CITY OF RAMSEY, MINNESOTA,
a Minnesota municipal corporation

By: _____
Name: Sarah Strommen
Title: MAYOR

By: _____
Name: Kurtis G. Ulrich
Title: City Administrator

BUYER:

AEON PORTFOLIO II LLC,
a Minnesota limited liability company

By: _____
Name: Caroline Horton
Title: Secretary-Treasurer

ESCROW RECEIPT

The undersigned, Commercial Partners Title, LLC ("Escrow Agent"), acknowledges receipt of Nine Thousand One Hundred Fifty and No/100 Dollars ($9,150.00) (the "Initial Deposit") to be held by it pursuant to the Purchase Agreement to which this Escrow Receipt is attached. Additional deposits may be made with Escrow Agent (collectively with the Initial Deposit, the "Deposit") pursuant to the Purchase Agreement. Escrow Agent agrees to hold the Deposit in accordance with the terms of the Purchase Agreement and disburse the same strictly in accordance with such terms. Escrow Agent shall invest the Deposit in such interest-bearing accounts or instruments as shall be approved by both Buyer and Seller. Interest shall accrue for the benefit of Buyer.

Seller and Buyer represent that their respective Tax I.D. Numbers are as follows: Seller, _____; Buyer, 45-2430948.

Escrow Agent shall have no responsibility for any decision concerning performance or effectiveness of the Purchase Agreement or to resolve any disputes concerning the Purchase Agreement. Escrow Agent shall be responsible only to act in accordance with the joint and mutual direction of both Seller and Buyer, or in lieu thereof, the direction of a court of competent jurisdiction. Seller and Buyer undertake to hold Escrow Agent harmless from all claims for damages arising out of this Escrow Receipt and do hereby agree to indemnify Escrow Agent for any costs and expenses in connection with this escrow, including court costs and attorneys' fees, except for Escrow Agent's failure to account for the funds held hereunder, or acting in conflict with the terms hereof.

The fees and charges of the Escrow Agent shall be paid by Buyer.

ESCROW AGENT:

Commercial Partners Title, LLC

By:_____
Its: _____

[Signatures continued on following page]

[Signatures continued]

SELLER:

CITY OF RAMSEY, MINNESOTA,
a Minnesota municipal corporation

By: _____
Name: SARAH STRONEN
Title: MAYOR

By: _____
Name: Kurtis G. Ulrich
Title: City Administrator

BUYER:

AEON PORTFOLIO II LLC,
a Minnesota limited liability company

By: _____
Name: Caroline Horton
Title: Secretary - Treasurer

EXHIBIT A

Key Terms and Definitions

A. Definitions. For purposes of this Agreement, the following capitalized terms shall have the following meanings:

1. "Agreement" shall mean the Purchase Agreement between Buyer and Seller to which this Exhibit is attached.

2. "Buyer" shall have the meaning assigned to such term in the opening paragraph of this Agreement.

3. "Buyer's Closing Documents" shall have the meaning assigned to such term in Section 8.2 of the Agreement.

4. "Closing" shall mean the closing of the purchase and sale of the Property contemplated by this Agreement.

5. "Closing Date" shall mean thirty (30) days after the expiration of the contingencies but no later than September 29, 2017.

6. "Closing Statement" means a closing statement prepared by the Title Company to be executed by Seller, Buyer, and the Title Company at the Closing that accurately describes the economic terms of transaction described this Agreement

7. "Code" shall mean the Internal Revenue Code of 1986, as amended.

8. "Consent" means the prior written consent of Buyer, which consent may be withheld in Buyer's sole discretion unless otherwise stated in this Agreement.

9. "Cure Period" has the meaning set forth in Section 5.3.

10. "Deed" shall mean a Limited Warranty Deed conveying the Property to Buyer, free and clear of all encumbrances, except the Permitted Encumbrances, at the Closing.

11. "Earnest Money" means Nine Thousand One Hundred Fifty Dollars ($9,150.00), along with any interest or earnings accrued thereon while such funds are held by the Title Company.

12. "Effective Date" shall be as defined in the opening paragraph of this Agreement.

13. "Escrow Agreement" shall mean any form of acknowledgement of escrow deposit in the form required by the Title Company upon its receipt of the Earnest Money.

14. "Executory Period" shall mean the period of time from the Effective Date through and including the Closing Date.

15. "Extended Closing Date" means the date which is 60 days after the Initial Closing Date.

16. "Governmental Authority" means any state, federal, local, municipal or other governmental authority, agency, or licensing authority of any kind having jurisdiction over the Property or Seller.

17. "Hazardous Substances" shall mean toxic or hazardous substances or wastes, pollutants or contaminants (including, without limitation, asbestos, urea formaldehyde, the group of organic compounds known as polychlorinated biphenyls, petroleum products including gasoline, fuel oil, crude oil and various constituents of such products, and any hazardous substance as defined in any state, local or federal Regulations relating to the protection of the environment.

18. "Indemnified Parties" means collectively, Buyer, its officers, directors, members, partners, governors, managers, and employees and their respective successors and assigns

19. "Inspection Period" shall mean the period of time from the Effective Date through and including the date that is seven (7) months after the Effective Date.

20. "Land" shall mean 88,000 square feet of the parcel legally described on Exhibit B to this Agreement. The parcel legally described on Exhibit B shall be subdivided prior to Closing and the legal description for the new 88,000 square foot parcel shall constitute the Land for purposes of this Agreement.

21. "Permitted Encumbrances" means any defects or encumbrances on the Property to which Buyer does not submit a written Title Objection during the Inspection Period, or any defect or encumbrance that is waived by Buyer in accordance with the terms of this Agreement.

22. "Property" shall mean collectively the Land and all rights related thereto, including easements and adjacent street and alleys.

23. "Purchase Price" means One Hundred Eighty Three Thousand and No/100 Dollars ($183,000.00), as the same may be adjusted pursuant to the terms and conditions of this Agreement.

24. "Regulations" means the rules and regulations applicable to the Property or Seller of any Governmental Authority having jurisdiction.

25. "Reports" means all feasibility studies, soil reports, environmental reports, permits, licenses, service contracts, title policies, surveys, and other appraisals, inspections, tests, reports, or studies in the possession or reasonable control of Seller with respect to the Property.

26. "Seller" shall have the meaning assigned to such term in the opening paragraph of this Agreement.

27. "Seller's Closing Documents" shall have the meaning assigned to such term in Section 8.1 of the Agreement.

28. "Seller's Title Notice" shall have the meaning set forth in Section 5.1.

29. "State" shall mean the State of Minnesota.

30. "Survey" means an updated ALTA/ACSM survey of the Property prepared by a surveyor acceptable to Buyer in its sole discretion.

31. "Title Commitment" means a commitment for an ALTA Owner's Policy of Title Insurance insuring fee simple title to the Property in the amount of the Purchase Price, which shall (i) commit the Title Company to insure fee simple title to the Property subject only to the Permitted Encumbrances, (ii) so long as Buyer obtains the Survey, affirmatively insure Buyer against any and all encroachments or mechanic's liens not of record, (iii) provide that the Title Company will increase its coverage at any time to reflect increase in the property values and /or improvements being made to the Property, upon payment to the Title Company of a standard policy premium for the amount of the increased insurance coverage; and (iv) provide that the Property is zoned properly for Buyer's intended use of the Property and that the Property is in compliance with all applicable zoning requirements.

32. "Title Company" shall mean Commercial Partners Title LLC, 200 South Sixth Street, Suite 1300, Minneapolis, MN 55402, or such other title insurance company as Buyer may select in its reasonable discretion.

33. "Title Evidence" shall mean the Title Commitment and the Survey, together.

34. "Title Objections" shall have the meaning assigned to such term in Section 5.2 of this Agreement.

B. **Notices**. Notices, as provided in this Agreement, shall be given to the parties at the following addresses, or such other address as any of the parties may reasonably notify the other parties of in accordance with this Agreement:

If to Buyer:	Aeon Portfolio II LLC 901 North Third Street, #150 Minneapolis, MN 55401 Attention: James Lehnhoff email: jlehnhoff@aeonmn.org Phone Number: (612) 746-0528
With a copy to:	Faegre Baker Daniels LLP 90 South Seventh Street, Suite 2200 Minneapolis, Minnesota 55402 Attention: Angela Christy email: angela.christy@faegrebd.com Phone Number: (612) 766-7000
If to Seller:	City of Ramsey 7550 Sunwood Drive NW Ramsey, Minnesota 55303 Attention: Patrick Brama

Email: pbrama@ci.ramsey.mn.us
Phone Number: (763) 433-9868

With a copy to:

Ratwik, Roszak & Maloney, P.A.
730 Second Ave. South, Suite 300
Minneapolis, MN 55402
Attention: Joseph J. Langel
Email: jjl@ratwiklaw.com
Phone Number: (612) 339-0060
Facsimile Number: (612) 339-0038

EXHIBIT B

Legal Description

Outlot A, Ramsey Town Center 7th Addition, Anoka County, Minnesota.

EXHIBIT C

List of Required Documents

Copies of the following:

- Existing title policies, title commitments and survey, if any;
- Real estate tax statements and other tax bills (including special assessments) affecting the Property for the last two calendar years;
- All inspections, reports, clearances and other documentation issued by any Governmental Authority having jurisdiction of the Property in the last three calendar years;
- Any environmental reports in connection with the Property in Seller's possession;
- Copy of the plat for the Property; and
- All Reports.

CC Regular Session **7. 3.**

Meeting Date: 05/10/2016

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Aeon Purchase Agreement [PORTIONS OF CASE MAY BE CLOSED TO THE PUBLIC]

Purpose/Background:

PURPOSE

Consider attached offer to purchase City-owned land (Purchase Agreement, PA). Provide a recommendation to the City Council.

OVERVIEW

Attached to this case is a purchase agreement from Aeon, a Twin Cities housing developer. Aeon is interested in purchasing 3.38 acres of City-owned land located within The COR, on the northeast corner of Ramsey Parkway and Center Street (just north of The Draw). Aeon is proposing a 40-60 unit, 3-story, income restricted, apartment complex. In many ways, this proposed project will be structured much like the Common Bond project currently under construction in The COR.

Aeon plans to fund their $12.4M project by utilizing low income housing tax credits (LIHTC), Metropolitan Council grants, Anoka County Homes Funds, and owner equity. At this point, Aeon is not requesting any funding from the City of Ramsey, nor are they asking for a discount on land. Although Aeon is a non-profit organization, they will be paying property taxes on this project. With limited information available, staff currently estimates property taxes for this project will range from $40K-60K annually.

After discussing the project with staff, Aeon is aware of the high architectural standards/ expectations for projects located within The COR, and has indicated no concerns with delivering a quality project (similar to Common Bond). Aeon has indicated they will own and operate this project.

As proposed by Aeon, the 3.38 parcel will be developed in phases. Phase 1 is described above (2.02 acres). Phase 2 (1.36 acres) will occur when market demand is present, and will likely mirror Phase 1. Aeon is proposing to purchase Phase 1 now, and place an "Option" to purchase Phase 2 (see observations section of this case for details).

BACKGROUND

City Purchase of OUTLOT A

The City of Ramsey purchased The COR (formerly Ramsey Town Center) in 2009 for $6.8M, consisting of 119.26 acres of developable property. As part of the purchase, the City pulled back assessments on all City-owned property, totaling $5.9M. The total cost of the land purchase, including the assessments is $12.7M, which breaks down to $2.44 per square foot. The City purchased The COR with an intent to resurrect the development project and preserve the community's original vision and master plan. The subject property is a 3.38 acre portion of the larger 119.26 acre purchase.

Site Information

The subject property is roughly 3.38 acres in size and is zoned COR 4(C) Neighborhood District (Residential). The COR Master Plan contemplates an apartment complex for this parcel. This site is located in the north central portion end of The COR, and is rectangular in shape.

Property Listing

The City has officially listed this property with a broker (listing #52). The City has established an official asking price for this property ($2.08 psf, $90,725 per acre, $450,000). Aeon is not offering to purchase the entire listing (4.96 acres), they are offering to purchase 2.02 acres; which can be prorated to ($183,000). Staff believes this parcel is attractive and marketable (unlike the recently reviewed "triangle piece"). Staff believes the sale and development of this property is not a matter of "if" but rather "when."

Aeon (project proposal)
Attached to this case is detailed background information on Aeon, the proposed project (including a project budget), example projects Aeon has completed in the past, and background information on what income restricted projects really mean. Also attached is a site concept layout and concept design (both are very preliminary).

Notification:

NA

Observations/Alternatives:

PA SUMMARY

(1) Policy Compliance
The attached PA is a hybrid version of the City's adopted "template PA" and the previously reviewed "Common Bond PA." It appears to be in compliance with City's Land Sale Policies. Staff and the City Attorney are currently making final suggested edits to the PA (which will be ready for Council review)--at this point staff has no major concerns/ edits. The proposed offer is considered market rate, and therefore eliminates any discussion of a business/ housing subsidy.

(2) Offer Price
$183,000 ($183,000 asking price).

(3) Earnest Money
$9,000 to become non-refundable after inspection period (5% of offer price).

(4) Inspection Period
7 months, 12/24/2016.

(5) Agreement Term (Closing Date)
No later than 09/29/2017. NOTE: the term of this agreement is long, much like Common Bond, due to the many funding partners contemplated, and subsequent application processes.

(6) Architectural Review
Staff will be adding a clause that requires city approval of the architectural design and layout of the proposed project. This will add a layer, above and beyond our standard zoning process, to ensure a quality project.

(7) Construction Deadline
The EDA did ask for a construction deadline provision be included in this PA on 05/05/2016. Staff was asked to work with Aeon to find a reasonable solution. Please see below.

> The property Aeon is considering purchasing is 3.38 acres in size. They only need 88,000 sf for Phase 1 of their proposed development (about 2.02 acres). Phase 2 of their development will occur at an unknown time in the future. Therefore, Aeon is proposing to place an option for the purchase of Phase 2. Aeon is offering $10K per year, for five years. $20K would be paid for upfront (become nonrefundable when the inspection period in the PA expires). The remaining payments would be made annually. As a result of this request, the original land sale price of $300,000, and $15,000 earnest money, were be pro-rated ($183,000 sale price, $9,000 earnest money).

CONSIDERATIONS

(1) Development Fees (54 units/ phase 1 only)
Parks-$126,290, Trails-$39,150, Water-$90,612, Sewer-$65,664, Storm-$24,786. Does not include SAC/WAC or building permit fees. This is an informal estimation, changes will occur.

(2) Tax Base (54 units)
40-60K annually in total property taxes. This project is located within TIF District 14, which is a benefit to the City, as it will generate dollars for TIF 14, which can be used for various public improvements contemplated for The COR. NOTE: the city is able to pull about 60% of total property taxes for TIF. This is an informal estimation, changes will occur.

(3) Workforce Housing
Over the past two years, staff has received strong and consistent feedback from local employers help is needed to address shortages in workforce. Anecdotally, local businesses have suggested the City consider affordable housing options to help retain and attract workforce.

(4) City Transaction Costs
In order to close this transaction, the City will need to pay CBRE a commission (5% on $300K or $15,000). Additionally, the City will need to pay 1/2 of closing costs, state DEED tax, and the cost for a title work (estimated between $2,000-$4,000). NOTE: these transaction costs are all consistent with past projects and in compliance with city policies.

(5) Concentration of Workforce Housing Projects
When considering the *Seasons of Ramsey* townhome project (2013), the *Common Bond* apartment project (2016), and now potential *Aeon* apartment project (2017 or 2018), it could be perceived that a concentration of workforce housing may be occurring in The COR. Staff has no concerns with workforce housing in Ramsey, as a whole. However, because the City is the property owner in this case, discretion exists for selecting buyers/ users. The policy question here is not IF the community generally supports workforce housing, but when is workforce housing becoming too concentrated in one geographic area (i.e. The COR).

(6) Land Sale Proceeds
Staff estimates roughly $280K of land proceeds from this transaction, which will help pay down debt associated with The COR.

(7) Retail/ Restaurants
Although this project doesn't deliver much desired and anticipated restaurants/ retail to The COR, it does move Ramsey closer to this goal. Staff is repeatedly told by prospects, developers, and brokers, the two biggest things we can do (control) to get retail and restaurants in Ramsey, is continue improving U.S. Highway 10, and continue improving demographics (i.e. butts-in-seats). As our policy makers well know, Ramsey's experienced positive momentum in both arenas over the past two years.

(8) Term of Agreement
This agreement, and the proposed funding structure, does require a longer than normal due-diligence period (i.e. closing is far out). There is a chance this agreement never closes; and in the meantime, the city passes up on other prospects. NOTE: Aeon desires to construct their project in 2017. However, 2018 construction would not be unrealistic.

STAFF NOTE
The deal structure proposed by Aeon includes a Metropolitan LCDA Grant. LCDA grants require cities to sponsor applications (technically be the applicant). Additionally, LCDA grants require two application rounds (one conceptual/ preliminary, and one formal). The preliminary/ conceptual application does not cost the City anything, nor does it commit the City to a project. The deadline for 2016 LCDA grants, preliminary/ conceptual applications, was on 05/02/2016. Staff did work with Aeon to get a conceptual application into the Metropolitan Council. If the City decides not to move forward with this project, staff will pull said application

Funding Source:

NA

Recommendation:

Outside of consideration #5 outlined in this case, which requires policy direction, staff has no concerns with this project. To-date, Aeon staff has been great to work with. Generally, this project meets all applicable city policies, and helps the City achieve it's goals for The COR, and assists with addressing community workforce shortages.

The attached PA was amended to include an architectural review provision, and a construction deadline provision.

EDA Review

The EDA did review this case on 05/05/2016. Draft/ un-edited minutes are attached to this case. The EDA recommended moving forward with the attached Purchase Agreement, subject to adding a construction deadline provision. The EDA believes its important for the City to require a quality project from Aeon (i.e. an architectural review provision in the PA).

Action:

Motion to recommend the City Council:

[approve/ amend/ deny] the attached purchase agreement between Aeon Portfolio II LLC and the City of Ramsey; subject to changes by the City Attorney.

Attachments

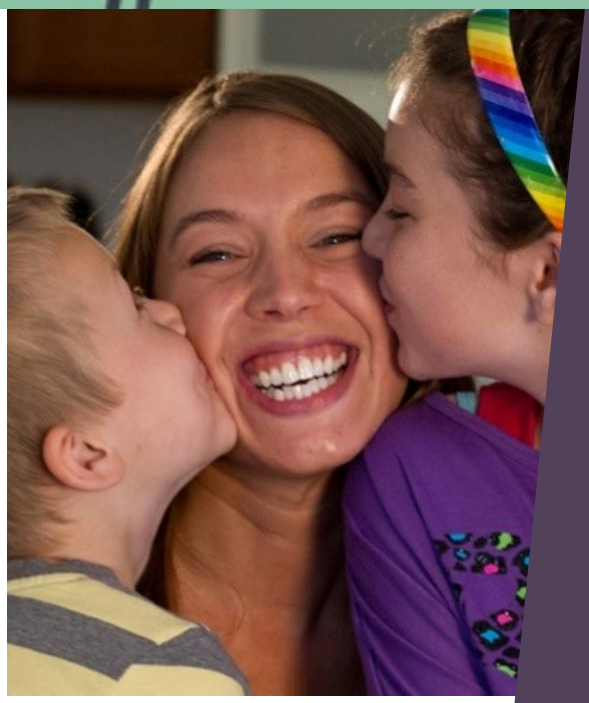
Site Layout and Design
Cover Letter (Aeon Proposal)
Background (Aeon)
Example Projects
Income Restrictions Detail
Sources and Uses (draft)
Property Listing
Aeon Purchase Agreement

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	05/05/2016 02:13 PM
Form Started By: Patrick Brama		Started On: 05/04/2016 04:58 PM
Final Approval Date: 05/05/2016		

Home Changes Everything

For 30 years, Aeon has served families and individuals who face the greatest barriers to stable housing.



Aeon celebrates 30 years of creating Home in 2016.

Every day, more than 14,000 people are homeless in our community, and many more are on the verge. One of the greatest barriers to finding safe, stable housing is economic.

- Families in Aeon's affordable apartment homes have an average income of $15,849.
- 22% of our households have experienced homelessness.

Aeon is a nonprofit developer, owner and manager of high-quality affordable homes. As an award-winning nonprofit we have built or renovated 2,500 apartments and townhomes, which provide stability to more than 4,500 people each year.

Out mission is to create and sustain quality affordable homes that strengthen lives and communities. That every person has a home and is interconnected within community.

Aeon was originally founded in 1986 to replace 350 units of housing that were demolished to build the Minneapolis Convention Center.

Stable, affordable housing is good for residents and our communities.

Our high-quality developments help increase neighborhood property values, boost local economies, and support residents' health.

Stable, affordable homes also allow residents to focus resources and energy on building more vibrant, healthy lives.

Learn how Aeon uses innovative ways to provide quality affordable homes for individuals and families. Attend Building Dreams, a one-hour informative session about the need for affordable housing in the Twin Cities.

Visit aeonmn.org/connect/events for upcoming dates of Building Dreams. Register online: aeonmn.org/buildingdreams.

The Rose, Minneapolis

More than a home—a place to gain stability

Aeon supports successful residency and creates thriving communities through its Resident Connections Program. Staff members help residents increase their stability by connecting them to community resources such as mental health or chemical dependency treatment, job training, after-school programs and community –building activities.

(Continued on page 2)

Long after properties are developed, Aeon's property management team ensures that buildings operate as assets to residents and the greater community.

Renaissance Box, St. Paul

Sustainable for generations

From the air quality inside to the green spaces outside, Aeon has become an industry leader by increasingly using green building practices and healthy materials. Restoring and reusing existing structures keeps them out of landfills. We are committed to minimizing the negative effects on the environment and maximizing the positive impact on residents' lives.

Local and National recognition

Aeon's emphasis on quality, community revitalization and sustainability has been recognized locally and nationally. These three examples of awards illustrate Aeon's significant impact on our community:

- Minnesota Preservation Adaptive Reuse Award for Renaissance Box, St. Paul, from Preservation Alliance of Minnesota
- National Award of Excellence for Sustainable community Design for Ripley Gardens, Minneapolis, from The Home Depot Foundation
- National Green Building of America Award for The Wellstone, Minneapolis from Real Estate & Construction Review
- 2016 "Local Public Health Hero Award" for the Rose (for achievement in supporting a Healthy Place to Live) from the City of Minneapolis Health Department

Ways to get involved

Support Aeon in fulfilling its vision that every person has a home.

Volunteer

Volunteer your time and effort to make a lasting impact on someone's life and our community. Opportunities include food drives, painting parties, share a meal and donation drives.

Network

Join Connect, a dynamic group of young professionals committed to the cause of affordable housing or advocate on behalf of affordable housing to help create a public policy environment that supports this important cause.

Donate

Change a life. Your financial support provides homes from which 4,500 people connect to the community every year. Goods donations, such as clothes or household items, are also appreciated.

Invest in Aeon

Aeon has created lasting relationships with state and local governments, neighborhood groups and funders to create long-term solutions to the shortage of quality, affordable housing. Learn how you can invest in Aeon today to make a real difference in our communities.

Learn more visit aeonmn.org/connect

Resident at The Rose, Minneapolis

Like Share Follow @AeonMN

901 North 3rd Street, Suite 150, Minneapolis, MN 55401 • 612-341-3148 • aeonmn.org

Aeon | COR Affordable Housing Development

Design:

Aeon is committed to producing quality affordable housing. Because of this, we have enlisted the help of UrbanWorks Architecture. They have experience working with the City of Ramsey's design standards and have the same commitment to quality as we do. UrbanWorks has provided some precedent images for review and comment.

In addition, Aeon has a 30 year history with many cities throughout the metropolitan area. We have worked in partnership with them to design a project that will be cohesive to the existing properties and an asset to the community for years to come. During the design process, Aeon will continue to work with City staff to ensure the architectural design standards are being met and the proposed project fits within the community.

30 YEARS Aeon

Home Changes Everything

901 N. 3rd Street, Suite 150 | Minneapolis MN 55401

Home Changes Everything

Fact Sheet

Recognition

Aeon emphasizes quality, community connection and sustainability in all of its developments. The following sample of awards illustrates Aeon's significant impact in the community. For a complete list of all Aeon awards, visit www.aeonmn.org/awards.

The Rose

2016 "Local Public Health Hero Award" for the Rose from the City of Minneapolis Health Department

This award is for achievement in supporting a Healthy Place to Live.

Renaissance Box

2013 "Affordable Housing Design Award" AIA Minnesota/McKnight Foundation for Renaissance Box

This architectural design award's goal is to recognize and encourage innovative, high-quality design for affordable housing.

2012 "Outstanding/Innovative Resident Service: Continuous" MADACS Award from Minnesota Multi Housing Association for Aeon's Connect Share-a-Meal Program

The purpose of the MADACS awards is to recognize owners and associates who have made significant contributions to multi housing marketing and management through exemplary achievements.

2011 "Adaptive Reuse Award" from Preservation Alliance of Minnesota for Renaissance Box

This award recognizes Aeon for saving the Renaissance Box from vacancy and deterioration, restoring the building's original aesthetic with additional energy-saving features and reclaiming a neighborhood asset for needed affordable housing opportunities.

Alliance – exterior entry

2010 "Top Project of 2010 Award" from Finance & Commerce for Alliance Addition

Award-winning developments were judged for their degree of difficulty, creativity in design, innovative construction techniques, cooperation among contractors and management, and green/sustainability efforts. Aeon created 61 new and sustainable affordable apartment homes for formerly homeless adults in a sober living environment.

Alliance – interior entry

2010 "Best Multi-Family Rental Development Award" from Minneapolis/St. Paul Business Journal for Alliance Addition

This award recognizes Aeon for creating an additional 61 units of new, sustainable apartment homes for formerly homeless adults in a sober living environment. The development's new construction was the first in Minnesota to become LEED Platinum certified through the LEED for Homes™ mid-rise pilot program.

Ripley Gardens

2009 "National Award of Excellence for Sustainable Community Development," from The Home Depot Foundation for Ripley Gardens

This award, given to both Aeon and the City of Minneapolis, recognized Ripley Gardens as a national model of sustainable affordable housing. The public/private partnership addressed the city's financial, social and environmental issues through thoughtful design and land use.

2008 "Merit Award" from American Institute of Architects Minnesota for Ripley Gardens

The Merit Award is given to developments that tell a story of excellence beyond design, including technical innovation, environmental responsibility, community impact and architectural innovation.

The Wellstone

2009 "Top Project" from Finance & Commerce for The Wellstone.

Minnesota's finest construction developments receive this award based on a variety of criteria, including innovative construction techniques, creativity in design and overall complexity.

2009 "Green Building of America Award" from Real Estate & Construction Review for The Wellstone

This award honors The Wellstone's sustainable features, including its advanced design, construction and technology. The Wellstone has Minnesota's largest solar hot water system in a residential building.

St. Barnabas Apartments

2008 National "Maxwell Award of Excellence" Honorable Mention from the Fannie Mae Foundation for St. Barnabas Apartments

This national award acknowledges nonprofits that develop and maintain housing for individuals with low incomes. St. Barnabas Apartments was recognized for providing supportive homes for homeless youth

2005 "Children's Leadership Award" from The Sheltering Arms Foundation for St. Barnabas Apartments

This award acknowledges organizations who serve as outstanding advocates and role models for children within their communities. St. Barnabas Apartments received this recognition for providing homes as well as on site support services for homeless youth, in partnership with YouthLink.

Crane Ordway

2007 "Outstanding Adaptive Reuse of a Historic Building Award" from the St. Paul Heritage Preservation Commission for Crane Ordway

Crane Ordway, the historical preservation of a 1904 building on the National Register of Historic Places, was honored for preserving and enhancing the historic character of downtown St. Paul.

Clover Field Marketplace

2007 "Best Multi-Family Rental Development Award" from Minneapolis/St. Paul Business Journal for Clover Field Marketplace

This award recognizes Aeon's first suburban development for creating an economically diverse neighborhood that strengthens and enhances the Chaska community.

The Jourdain

2006 "Best Community Impact Award" from Minneapolis/St. Paul Business Journal for The Jourdain

Being part of a four-corner development, The Jourdain offers housing, safety and a sense of community. It received this award from the Best in Real Estate Awards series

The Lamoreaux

2004 "Project of the Year" from the Minnesota Construction Association for the Lamoreaux Expansion

The Lamoreaux expanded the 1912 building with a three story vertical addition, providing 39 additional affordable apartments for formerly homeless adults.

East Village

2003 "Smart Growth Design Award" from 1000 Friends of Minnesota for East Village

East Village received the Smart Growth Design Award for reflecting a positive vision of the future, including protection of the environment, principles of social equity and a commitment to sustainable growth

1822 Park Avenue Apartments

2002 "Quality of Life" award from the Minneapolis Regional Chamber of Commerce for 1822 Park Avenue Apartments

Aeon was recognized for re-developing a building with 400 code violations into quality homes and creating a stronger community.

Phillips ReDesign

2000 National "Maxwell Award of Excellence" Honorable Mention from the Fannie Mae Foundation for Phillips ReDesign

The Phillips ReDesign received this award by demonstrating leadership in supportive housing by preserving affordable homes for individuals with low incomes.

Housing Development Team

The **Housing Development Team** is responsible for managing all of Aeon's work related to new construction, adaptive reuse, and acquisition projects to both expand and preserve the supply of high-quality affordable apartment homes in the community.

Bryant Au, Project Manager
Bryant joined Aeon in June 2013 after graduating from Bradley University with a B.A. in Economics and Political Science. As a Project manager his responsibilities include conducting financial and feasibility studies for potential development projects, researching market trends and general project oversight and management. Bryant previously interned with the Congress for the New Urbanism, a Chicago-based advocate for traditional mixed-use/mixed-income walkable neighborhoods and

Aubrie Gould, Project Manager
Aubrie rejoined Aeon in the fall of 2015 as a Project Manager in the Housing Development department after attending graduate school at University College London in the United Kingdom. Aubrie currently manages various projects, with specific responsibilities for overseeing design schedule, city applications and community engagement. Other duties included conducting financial and feasibility studies for potential development projects, including site analysis and researching market trends. Aubrie holds a Master's Degree in Building and Urban Design.

Blake Hopkins, Senior Project Manager
Blake joined Aeon in 2015 as a Senior Project Manager and brings seven years of experience working in affordable housing and community development. Blake's responsibilities at Aeon include managing the housing development process from site acquisition through permanent financing conversion. Blake holds a B.S. in Political Science from the University of Oregon and a Master's Degree in Urban Planning from the University of Southern California.

James Lehnhoff, Vice President, Housing Development
James first came to Aeon in August 2010 and now serves as the Vice President of Housing Development. In that role he oversees the development team and focuses on new construction, adaptive reuse, and acquisition projects to expand and preserve the supply of high-quality affordable apartment homes in the community. James has a breadth of experience working with local governments includes preparing comprehensive plans and ordinances; evaluating development proposals; and, engaging the community in development projects. James earned a B.A. in urban geography from the University of Minnesota Duluth and a Master's in Urban and Regional Planning from the Hubert H. Humphrey Institute of Public Affairs at the University of Minnesota.

Housing Development Team

Malika Phelps, Executive Assistant

Malika joined Aeon in January 2016. She supports the James Lehnhoff the Vice President of Housing Development and the Development Team by developing of metrics and measures, designing of market materials and presentations, preparing of grant applications, and furnishing selections for new developments. Malika has a B.A. in Fine Art from the University of South Florida in Tampa, FL and coursework toward a Masters in Architecture from Rensselaer Polytechnic Institute in Troy, NY.

Leslie Roering, Project Manager

Leslie joined Aeon in July 2011 as an assistant site manager, where she helped manage ten properties within Aeon's portfolio. In October 2012, Leslie transitioned to the compliance department and spent the next few years as a compliance specialist. Most recently, Leslie jointed the Housing Development team as a Project Manager, where she manages various projects, with specific responsibilities for overseeing design schedule, city applications and community engagement. Leslie holds a Bachelors of Design in Architecture with a minor in Landscape Architecture from the University of Minnesota - Twin Cities.

Miranda Walker, Senior Project Manager

Miranda joined Aeon in 2012, her responsibilities as a Senior Project Manager include managing the housing development process from site acquisition through permanent financing conversion. Miranda has a range of professional and volunteer experiences that include work with Hands On Twin Cities and Habitat for Humanity. She earned a B.A. in cinema and media culture and a Master's in Urban and Regional Planning from the Humphrey School of Public Affairs at the University of Minnesota.

Leadership Team

Alan Arthur, President and CEO

Alan has served as the president/chief executive officer of Aeon since 1988. Alan oversees the organization's 2,200 affordable apartment homes in the Twin Cities metropolitan area and brings more than 45 years of experience in housing and real estate development, including construction, project development, lending, code enforcement and city planning. He earned a B.A. in political science from Benedictine College in Atchison, Kansas. Alan teaches affordable housing development, financing and organizational governance issues to a variety of organizations, and serves on numerous local and national housing boards and task forces.

Andrea Bork, Interim Vice President of Resource Development

Andrea has more than 20 years of fund development experience and is a specialist at working with resource development teams during leadership transition and strategic transition. Andrea's most recent interim positions include Minnesota Opera, where she served as department head from November 2014 to September 2015, and CaringBridge, where she served as an Interim Major Gifts Officer several times – most recently in 2013. Andrea served as interim department head for the development offices at Children's Theater Company, The Ordway, Children's Museum of Minnesota, and Humane Society for Companion Animals (now Animal Humane Society). Her most recent capital campaign experience was as campaign counsel for Gilda's Club Twin Cities, which successfully concluded its campaign in 2014. Andrea has held the professional credential of Certified Fund Raising Executive (CFRE) since 2002.

Angela Emmrich, Director of Human Resources & Administration

Angela joined Aeon in 2008 and brings more than 14 years of Human Resource Management experience. Prior to joining Aeon, Angela worked as an Associate and Director of Human Resources of Property Solutions and Services, LLC. She directs the day-to-day operations of the organization's human resources and administration team including IT, employee relations, benefits, performance management, training and development, compensation, recruitment and staffing, leave administration and worker's compensation. Angela is a certified Professional in Human Resources through HR Certification Institute.

Scott Redd, Interim Director of Supportive Services and Resident Connections

Scott Redd joined Aeon in April of 2015. He has over 15 years of leadership experience in the public sector. Prior to joining Aeon, Scott served as the Executive Director of Community and Family Engagement for Minneapolis Public Schools. In this role Scott established an infrastructure that supported family, student and community engagement efforts that led to a welcoming, engaging and capacity building school district. Scott's practice and research interests focus on the complexities of self-advocacy and community engagement as a transformative pathway for societal change. Scott earned his Bachelor's degree in Urban Studies from the University of Minnesota and master's work in Education Administration at St. Cloud State University.

Caroline Horton, Chief Financial Officer

Caroline is responsible for Aeon's real estate asset management, finance and accounting functions. She has expertise in developing management systems that ensure the long-term viability of assets and monitor organizational risk factors. Since 2007, Caroline has been a member of the STRENGTH MATTERS™ CFO Working Group which has developed a series of white papers on external reporting best practices for the nonprofit affordable housing industry. Caroline earned her BSBA in accounting from Boston University School of Management, and is a CPA (inactive). She was recognized as one of the 2013 Top Women in Finance by Finance & Commerce. She has been with Aeon since 1998.

James Lehnhoff, Vice President of Housing Development

James first came to Aeon in August 2010 and now serves as the Vice President of Housing Development. In that role he oversees the development team and focuses on new construction, adaptive reuse, and acquisition projects to expand and preserve the supply of high-quality affordable apartment homes in the community. James has a breadth of experience working with local governments includes preparing comprehensive plans and ordinances; evaluating development proposals; and, engaging the community in development projects. James earned a B.A. in urban geography from the University of Minnesota Duluth and a Master's in Urban and Regional Planning from the Hubert H. Humphrey Institute of Public Affairs at the University of Minnesota.

Chris Nimmer, Vice President of Property Operations

Chris Nimmer has been a member of Aeon's property management team since September 2011. He has more than 20 years of property management experience with all types of real estate. Most recently, Chris served as a portfolio director at Aeon. Prior to working at Aeon, he was CEO of LaSalle Management Group, a third party property management firm with a diverse portfolio of properties that included project based section 8, tax credit and home owner association structures. He also has experience managing class A high-rise properties for Carlson Real Estate Company and Zeller Management Group. Chris received his Bachelor's degree from the University of Minnesota in economics and math and is a previous Board Chair for St. Paul Building Owners and Managers Association.

Eric Schnell, Chief Operations Officer

Eric joined Aeon as its operations leader in January 2013. He oversees Aeon's organizational strategies and implementation that ensure effective and efficient operations. He served the University of Minnesota Twin Cities' Office for Equity and Diversity as its chief administrative officer for five years. He brings 16 years of management and administration experience from the University, where he developed long-range strategies that achieve the organization's mission and evaluated its progress toward achievement. Eric has a master's degree in education from Colorado State University.

CC Regular Session **4. 5.**

Meeting Date: 04/25/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title

Approve Second Amendment to GS Land Purchase Agreement to Extend Closing Deadline

Purpose/Background:

Approve the attached second amendment to the existing purchase agreement (PA) between the City of Ramsey and GS Land. In summary, this amendment extends the existing PA by twelve (12) months (from August 01, 2017 to August 01, 2018).

This Amendment formalizes two items: (1) it establishes a new GS Land $20,000 escrow/ earnest money, and (2) $5,000 of the new GS Land earnest money becomes immediately non-refundable.

GS Land is making this request to afford more time for their existing lots (in Phase 1) to be absorbed by the market. At this point, they are planning on being ready to close on the Phase 2 PA on or before August 01, 2018.

The Council reviewed this request originally in February of 2016, at which time it was brought forward in conjunction to the Development Agreement associated with this project. At the time, the Council adopted a formal resolution (16-02-042) supporting the 1-year extension request. With that in mind, GS Land didn't need to "act" on that request/ approval until now--the City is now supplying GS Land with the notice of completion--for the demolition project--which means they now need to decide how to proceed (they can no longer wait).

This type of request is not uncommon for the City to process. Staff is relying on past practice (informal policy) of requiring that existing earnest money becomes non-refundable, and new earnest money be placed down, and also becomes non-refundable.

Notification:

NA

Observations/Alternatives:

NA

Funding Source:

NA

Recommendation:

NA

Action:

Motion to:

Approve the attached Second Amendment to the Purchase Agreement between the City of Ramsey and GS Land LLC; subject to final review and amendment by the City Attorney.

Attachments

Original PA
Re Assignment to GS Land
Amendment 1
Amendment 2
Plan Set
Ref Map of Two Closings

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:12 PM
Form Started By: Patrick Brama		Started On: 04/10/2017 04:32 PM
Final Approval Date: 04/20/2017		

Original Agreement
Copy 2 of 3

REAL ESTATE PURCHASE AGREEMENT

This agreement is made by and between the City of Ramsey (the "Seller"), and NIK Management, Inc. a Minnesota corporation (the "Buyer"), its successors and/or assigns) effective as of the last date signed by all parties below (the "Effective Date").

In consideration of the parties' mutual covenants, undertakings and representations in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree as follows:

1. **Sale of Property.**

   a. Subject to paragraph 1(d) below, Seller agrees to sell to Buyer, and Buyer agrees to purchase from Seller, all of Seller's rights, title, and interest in the real property consisting of approximately 21.5 acres, located at 15240 Helium Street NW and 15153 Nowthen Boulevard NW, bearing PID Nos. 233225410035, 233225410019, 233225410018, the legal description of which is set forth in Exhibit 1 to this agreement (the "Property"), together with (a) all easements, privileges, and rights benefitting or appurtenant to the Property; and (b) without limiting the foregoing all water, mineral and all other rights held by Seller and/or which run with the land.

   b. The Property shall be conveyed from Seller to Buyer in two parcels, the approximate areas of which are illustrated in Exhibit 2. Parcel A is the southerly parcel of approximately 14 acres. Parcel B is the northerly parcel of approximately 7.5 acres. Within 60 days after the Effective Date of this Agreement, Buyer shall obtain a survey at its expense depicting Parcel A and Parcel B and setting forth the legal description for both. The survey and legal descriptions shall be attached to and made part of this Agreement.

   c. Parcel A and Parcel B shall be platted by Buyer at Buyer's expense as two separate plats. Buyer shall submit an application for preliminary plat approval of Parcel A within 60 days after receipt of the survey referenced above.

   d. The sale of Parcel B is contingent upon Seller approving the construction of a new fire station by April 30, 2015. In the event the City Council does not approve of the new fire station project by that date, the sale of Parcel B shall be deemed null and void and not part of this Agreement.

2. **Property Demolition.** As of the Effective Date, the former city hall, an existing fire station, access roads, associated parking facilities, and a mound septic system exist on Parcel B ("Existing Improvements"). The fire station will remain in use until a new fire station is completed on a new site in 2016. Upon completion of the new fire station and removal of all equipment from the existing fire station, the Seller shall demolish the Existing Improvements at its expense and remove the resulting debris. The Seller is not responsible for any changes to the existing grade on the site or any other site improvements.

3. **Purchase Price and Manner of Payment.** The total purchase price ("Purchase Price") Buyer will pay to Seller for the Property is Nine Hundred Twenty Nine Thousand and no/100 Dollars ($929,000.00) payable as follows:

a. **Earnest Money.** (Ten Thousand Dollars ($10,000.00) as earnest money (the "Earnest Money") to be paid into escrow to Title-1, 7535 Sunwood Drive, Ramsey, MN 55303 ("Title Company") by Buyer, upon execution of this Agreement by both parties, to be held by the Title Company and released to Seller at Closing in reduction of the Purchase Price, or as otherwise provided herein. The Earnest Money shall be returned to the Buyer if this Agreement is terminated by the Buyer during the course of the Buyer's due diligence investigations and inspection period, or if the parties do not reach a mutually acceptable developer's agreement timely, or if the Buyer's project does not receive final plat approval timely, or upon Seller's breach. Notwithstanding any other terms in this Agreement, $1,500 of the Earnest Money shall become non-refundable and released to the Seller by the Title Company 61 days after the Effective Date of this Agreement.

b. **Closing Payments.**

1. Buyer will purchase Parcel A for $581,000.00. Closing on Parcel A shall occur within 30 days after final plat approval of Parcel A and execution of a mutually acceptable developer's agreement, or by June 30, 2015, whichever is earlier. $3,000 of the Earnest Money remaining as of the date of closing shall be applied in reduction of the purchase price.

2. Buyer will purchase Parcel B for $326,250.00. Closing on Parcel B shall occur within 30 days after the Seller provides written notice to Buyer that demolition of Existing Improvements, as described in Section 2 above, is completed. The Earnest Money remaining as of the date of closing shall be applied in reduction of the purchase price.

(c) **Adjustment to the Purchase Price.** The Property is bordered on the west by Krypton Terrace N.W., which currently intersects with, and terminates at, the west driveway entrance to the existing city hall site. Seller intends to eliminate the west driveway entrance during demolition and construct an extension of Krypton Terrace N.W. so as to align it with the Nowthen Blvd. / 151st Lane N.W. intersection ("Street Option 1"). In the event that Street Option 1 cannot be constructed, as determined by Seller, Krypton Terrace will be extended by Buyer east/southeast into the Property and aligned with the right-of-way dedicated to Seller on Buyer's plat(s) ("Street Option 2"). If Street Option 2 is utilized, the Purchase Price shall be adjusted downward to reflect the cost of construction of the road and the loss of approximately one (1) acre of buildable land. Those costs are estimated to be One Hundred Forty Five Thousand Dollars ($145,000.00). The parties shall negotiate in good faith, using their best efforts, to reach agreement on the amount of the price adjustment. If the parties cannot reach agreement on this issue, they agree to submit the matter to binding arbitration.

4. Contingencies. Buyer's obligations under this Agreement are expressly contingent upon satisfaction or waiver of each of the following conditions:

a. **Title.** Title will have been found acceptable to Buyer, or been made acceptable, in accordance with this Agreement's requirements and terms.

b. **Performance of Seller's Obligations.** Seller will have performed all of its obligations required under this Agreement, as and when required by this Agreement.

c. **Representations and Warranties.** All of Seller's representations and warranties contained in this Agreement are true and correct as of the Closing Date.

d. **Inspections and Feasibility and Due Diligence Investigations.** Buyer's satisfaction with the results of and matters disclosed by such inspections, investigations and testing of the Property (the "Inspections"), including without limitation, surveys, soil tests, environmental reports, Phase I reports, and all other tests and inspections of the Property, which Buyer deems necessary or appropriate to determine the suitability and feasibility of the Property for Buyer's intended use of the Property (including without limitation, the successful application for rezoning and plat approval) and Buyer shall have determined, that the Property meets with Buyer's approval, including other assessments such as utilities and environmental suitability and riparian or other water rights. Seller shall allow Buyer, and Buyer's agents, physical access to the Property without charge at all reasonable times for the purpose of Buyer's Inspections. Buyer's Inspections will be conducted in a manner not unreasonably disruptive to the Property. Buyer shall further repair and restore any damage to the Property caused by or occurring during Buyer's Inspections and return the Property to substantially the same condition as existed prior to such entry.

e. **Due Diligence Documents.** Buyer shall be satisfied with Buyer's review and analysis of all of the following Due Diligence Documents previously provided by Seller and the information contained therein:

i) ALTA Survey by Kakanson Anderson dated December 19, 2012.

ii) Title Commitment from First American Title Insurance Company dated October 31, 2012, Commitment Number T12-11033.

iii) Phase I Environmental Assessment

iv) Phase II Environmental Assessment

v) Limited Site Investigation

vi) Response Action Plan

vii) MPCA Petroleum Tank Release Site File Closure

viii) Geotechnical Soils Evaluation

ix) Hazardous Materials Survey

x) Aerial Photo

xi) Lidar Contours Map

xii) Street Map

xiii) Sewer and Water Map

xiv) Official Zoning Map

xv) Development Concept Maps

xvi) Consumer Confidence Report (water)

f. **Inspection and Due Diligence Investigation Period.** Buyer shall be afforded a period of sixty (60) days from the Effective Date (the" Due Diligence Period") to complete its inspections and due diligence investigations. If Buyer's inspections and due diligence investigations are not completed within the Due Diligence Period for no fault of Buyer, Buyer may request and Seller shall grant one (1) thirty (30) day extension of the inspection and due diligence period.

g. **Financing.** The Buyer's obligations under this agreement are contingent upon the Buyer obtaining a reasonably satisfactory financing commitment within One Hundred Twenty (120) days after the signing of this agreement.

h. If any contingency has not been satisfied or waived by Buyer, in its sole discretion, on or before the Closing Date, then Buyer may at its option terminate this Agreement by written notice to the Seller at any time on or before the Closing Date. Upon termination of this Agreement pursuant to this Section 3 (and except as otherwise provided herein), all of the Earnest Money, and any interest accrued thereon, shall be immediately released to Buyer, and upon such return this Agreement shall terminate and neither party shall have any further rights or obligations regarding this Agreement or the Property. All of the contingencies set forth in this Agreement are specifically for Buyer's exclusive benefit, and Buyer shall have the right to unilaterally waive any of Buyer's contingencies contained in this Agreement. Notwithstanding the foregoing, nothing contained in this Section 3 will waive or diminish any right or remedy Buyer may have for Seller's default or breach of this Agreement.

5. **Seller's Cooperation.** Seller shall fully cooperate with Buyer's feasibility and due diligence investigations. Seller hereby authorizes Buyer and Buyer's representatives, agents, employees, contractors and experts to enter upon the Property during the Due Diligence

Period in order to complete Buyer's feasibility and due diligence investigations and thereafter until Closing to enable Buyer to prepare for taking possession as of Closing. This license to enter the Property excludes entry into any existing structures on the Property. Seller authorizes Buyer to apply for rezoning and final plat approval and for all other development approvals, rights and authorities, and Seller shall attend any meetings or communicate with such public officials and other third parties, as Buyer may reasonably request, in order to facilitate Buyers feasibility and due diligence investigations and Closing.

6. Title Examination. Except for the Permitted Encumbrances, Seller will satisfy all liens or encumbrances against the Property and Buyer will receive the Property free and clear of any and all liens or encumbrances. The title examination for the Property will be conducted as follows:

a. Seller's Title Evidence. Seller shall, as promptly as possible, and in any event within twenty (20) days after the Effective Date, furnish to Buyer all of the following title evidence (the "Title Evidence"):

(1) Title Commitment. A title commitment (the "Title Commitment") to issue an owner's title insurance policy (the "Title Policy") issued by Title Company or other mutually and reasonably acceptable title insurer. The Title Commitment will be issued on a current ALTA form, including complete and legible copies of all documents of record encumbering or affecting the Property and relevant tax lien, special assessment, judgment and bankruptcy searches, insuring title to the Property, deleting standard exceptions and in the full amount of the Purchase Price. The Title Commitment will commit the Title Company to insure that Buyer will have good and marketable title to the Property and its appurtenances on the Closing Date free and clear of all liens, mortgages and encumbrances, except the Permitted Encumbrances, and shall be updated prior to Closing and insuring the boundaries of the Property and of each parcel comprising the Property. The Title Commitment must include a contiguity endorsement for all parcels that make up the Property.

(2)

b. Title Objections. Within thirty (30) days after Buyer's receipt of the Title Commitment and the Survey, Buyer will make written objections ("Objections") to the form and/or contents of the Title Commitment and the Survey and the status of title as shown on the Title Commitment and the Survey. Buyer's failure to make Objections within such time period will constitute a waiver of objections. If an update to the Title Commitment reveals any encumbrance that did not appear in the original Title Commitment, Buyer shall have the right to make Objections to such encumbrance and the provisions of this Section 5 (b) shall again apply to such Objections. Seller shall use its best efforts to correct all Objections within 30 days after receiving the Objections (the "Cure Period"), during which period the Closing will be postponed as necessary. Seller further agrees to use all reasonable efforts and to expend such sums as may be reasonably necessary to make such title marketable in the event a defect is disclosed. To the

extent an Objection can be satisfied by the payment of money, Buyer will at its option have the right to apply a portion of the Purchase Price payable to Seller at the Closing to satisfy such Objections and the amount so applied will reduce the amount of the Purchase Price payable to Seller. If the Objections are not cured within the Cure Period, Buyer will have the option to do any of the following:

(1) Terminate this Agreement without any liability and receive a refund of all Earnest Money and accrued interest; or

(2) Withhold from the Purchase Price an amount which, in the Title Company's reasonable judgment, is sufficient to assure cure of the Objections. Any amount so withheld will be placed in escrow with the Title Company, pending such cure. If Seller does not cure such Objections within 30 days after such escrow is established, Buyer may then cure such Objections and charge the costs of such cure (including reasonable attorneys' fees) against the escrowed amount. If such escrow is established, the parties agree to execute and deliver such documents as may be reasonably required by the Title Company, and Seller agrees to pay the charges of the Title Company to create and administer the escrow; or

(3) Waive the Objections and proceed to close; provided that Buyer shall have the option, at Closing, to pay directly any liens, mortgages, charges or similar encumbrances against the Property that are liquidated in amount and to which an Objection has been made by Buyer, and Buyer may deduct the amount so paid from the Purchase Price. Waived Objections shall become "Permitted Encumbrances."

c. **Title Policy.** Buyer will obtain, at the Closing, a Title Policy issued by the Title Company, or a suitably marked up commitment initiated by the Title Company undertaking to issue such a Title Policy as approved by Buyer.

7. **Seller's Closing Documents.** On the Closing Date, Seller will execute and deliver to Buyer the following documents ("Seller's Closing Documents"):

(1) **Warranty Deed.** A Warranty Deed in a recordable form acceptable to Buyer conveying marketable fee title to the Property to Buyer free and clear of all encumbrances, except the Permitted Encumbrances (the "Deed").

(2) **Seller's Affidavit.** An Affidavit of Title by Seller indicating that on the Closing Date there are no outstanding, unsatisfied judgments, fixture filings, tax liens or bankruptcies against or involving Seller or the Property; that there has been no skill, labor or material furnished to the Property for which payment has not been made or for which mechanics' liens could be filed; and that there are no other known unrecorded interests in the Property, together with whatever standard owner's affidavit and/or, indemnity (ALTA Form) which may be reasonably required by the Title Company to issue the Title Policy.

(3) **Other Documents.** Any required federal income tax reporting forms, well certificates or septic system disclosures required by law or the Title Company, and all other documents required by the Title Company or Buyer which are reasonably necessary to transfer the Property to Buyer under this Agreement and record the Deed and other closing documents.

8. **Buyer's Closing Documents.** On the Closing Date, Buyer will execute and deliver to Seller the following ("Buyer's Closing Documents"):

(1) **Closing Payment.** The Closing Payment.

(2) **Title Documents.** Such affidavits of Buyer, Certificates of Value or other documents as may be reasonably required by the Title Company to record the Seller's Closing Documents and issue the Title Policy.

9. **Proration.** Seller and Buyer agree to the following proration and allocation of costs regarding this Agreement:

a. **Title Insurance, Closing Fee, Deed Tax, Recording Fees.** Seller will pay all costs of the Title Commitment. Buyer will pay all premiums required for the issuance of an Owner's Title Policy and any mortgagee's title insurance policy. Seller and Buyer will each pay one-half (½) of any reasonable and customary closing fee or charge imposed by the Title Company and any escrow fee charged by the Escrow Agent (except that to the extent Escrow Agent fees are required as a result of title defects or Seller's inability to close then Seller shall pay such costs). Seller will pay all transfer taxes and state deed tax regarding the Deed to be delivered by Seller under this Agreement. Buyer will pay the costs of recording all required documents related to this transaction.

b. **Real Estate Taxes and Special Assessments.** Seller and Buyer shall prorate as of the date of Closing all general real estate taxes, and installments of assessments and special assessments payable in the year of Closing. Seller shall pay all general real estate taxes and installments of special assessments payable therewith in all years prior to Closing. Seller will pay in full, on or before the Closing Date, all special assessments levied, pending, certified or constituting a lien against the Property as of the Closing Date, including without limitation any installments of special assessments including interest payable with general real estate taxes in the year of Closing. Seller shall pay all deferred real estate taxes or special assessments which may become payable as a result of the sale contemplated by this Agreement. Seller shall pay all delinquent real estate taxes and special assessments, together with all penalties, interest, and costs payable in the year of Closing and all prior years. Buyer shall pay all real estate taxes and special assessments payable therewith in all years after the Closing.

c. **Attorneys' Fees.** A party defaulting under this Agreement or any closing document will pay the reasonable attorneys' fees and court costs incurred by the non-defaulting party to enforce its rights regarding such default.

10. Operations Before Closing. During the period from the Effective Date to the Closing Date, Seller will not enter into or consent to any agreement or obligation regarding the Property which is not terminable before Closing without Buyer's prior written consent.

11. Seller's Representations and Warranties. Seller represents and warrants to Buyer now and as of the Closing Date as follows:

a. Title to Property. Seller owns the Property, and on the Closing Date,(which may be in connection with and as a result of the Closing) the Property will be free and clear of all liens and encumbrances, except the Permitted Encumbrances.

b. Roads and Utilities. The Property has full and complete legal access from an adjoining public road. Electric, water, sanitary sewer, and natural gas utilities are available to the improvements on the Property. Seller has no knowledge of and has received no notice of actual or threatened reduction or curtailment of any roadway access or utility service now supplied, or to be supplied, to the Property.

c. Assessments. Seller has no knowledge of and has not received any notice of actual or threatened special assessments or reassessments of the Property, or any hearing notice of a new public improvement project from any governmental assessing authority, the costs of which may be assessed against the Property. Seller will promptly provide Buyer with any notices it receives regarding any special assessments or other charges against the Property.

d. Rights of Others to Purchase Property. Seller has not entered into any other contracts for the sale of the Property, nor are there any rights of first refusal, options to purchase, rights to build, leases or any other agreements regarding the Property, or any other rights of others that might prevent this Agreement's consummation or Buyer's purchase of the Property in any way.

e. Construction Liens. No materials have been delivered nor any work or labor performed on the Property under contracts with Seller during the last 120 days which have not been fully paid for, and no person or entity presently has any lien, or right of lien, against the Property for labor or materials. Seller will indemnify Buyer for all amounts that Buyer may be compelled to pay in discharging or settling any mechanics lien filed for record against the Property and relating to such labor and/or materials.

f. Wells, Septic Systems, Tanks. There is a well located on the Property. Prior to Closing, Seller shall cap the well, at Seller's cost, and in compliance with all applicable ordinances and codes.

g. Compliance With Law. To Seller's best knowledge, the Property is in compliance with, and shall be in compliance with on the Closing Date, all applicable zoning ordinances and other applicable federal, state and local laws and regulations with respect to the Property.

h. **Proceedings.** There is no action, litigation, investigation, condemnation or proceeding of any kind pending or, to Seller's knowledge, threatened against Seller or any portion of the Property except as disclosed to Buyer in writing as of the date of this Agreement.

i. **Environmental Issues.** To Seller's best knowledge, the Property does not contain any hazardous waste or materials and is in compliance with all applicable environmental laws, and Seller has obtained all permits required under the federal state and local environmental laws in connection with the Property's ownership and operation. Seller has not received, nor is aware of, any notice of any past, present, or anticipated future events, conditions, activities, investigations, plans, studies or proposals, which: (a) would interfere with or prevent compliance by Seller with any environmental law; or (b) may give rise to any common law or statutory liability or otherwise form the basis of a claim, action, suit, proceeding, investigation or hearing, involving Seller or the Property and related in any way to hazardous substances or environmental laws. To Seller's knowledge, no investigation, administrative order, consent order and agreement or litigation and settlement with respect to solid waste or hazardous materials is in existence or threatened or anticipated with respect to the Property. Seller shall indemnify and hold Buyer harmless from and defend Buyer against any and all claims for violations of the federal, state or local environmental laws (including without limitation, claims arising out of any discharge of hazardous wastes) that occurred prior to the Closing. This indemnification shall include the right of the Buyer to recover and be paid any and all legal fees and costs incurred by Buyer (whether or not an action was started) in enforcing this indemnification or otherwise incurred as a result of Seller's breach. This duty of indemnification shall survive the Closing.

j. **Methamphetamine Disclosure.** Seller is not aware of any methamphetamine production that has occurred on the Property.

k. **Authorization.** Seller has the requisite power and authority to enter into this Agreement and the Seller's Closing Documents signed by Seller. Seller's execution, delivery and performance of this Agreement and Seller's Closing Documents does not conflict with or result in violation of any contract or agreement, or any judgment, order or decree of any court or arbiter to which Seller is a party. This Agreement and Seller's Closing Documents are Seller's valid and binding obligations, and are enforceable in accordance with their terms.

Except as specifically provided in this Agreement, Seller makes no other express or implied warranties or representations of any kind regarding the Property, including without limitation, the Property's condition, merchantability or fitness for a particular purpose. Seller will indemnify Buyer, its successors and assigns, against, and will hold Buyer, its successors and assigns, harmless from, any expenses or damages, including reasonable attorneys' fees, that Buyer incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after Closing. Each of the representations and warranties contained in this Agreement shall survive the Closing and delivery of the Deed. Consummation

of this Agreement by Buyer with knowledge of any such breach by Seller will not constitute a waiver or release by Buyer of any claims due to such breach. These warranties and the duty of indemnification shall survive Closing.

12. Buyer's Representations and Warranties. Buyer represents and warrants to Seller that Buyer has the requisite power and authority to enter into this Agreement and the Buyer's Closing Documents signed by Buyer. This Agreement and Buyer's Closing Documents will have been duly authorized by all necessary action on Buyer's part and will have been duly executed and delivered. Buyer's execution, delivery and performance of this Agreement and Buyer's Closing Documents does not conflict with or result in violation of any contract or agreement, or any judgment, order or decree of any court or arbiter to which Buyer is a party. This Agreement and Buyer's Closing Documents are Buyer's valid and binding obligations, and are enforceable in accordance with their terms. These warranties will survive Closing.

13. Condemnation. If, before the Closing Date, eminent domain proceedings are commenced against all or any part of the Property, Seller will immediately give notice to Buyer of such fact, together with a legal description of the property being taken, and Buyer shall have the right at its option to terminate this Agreement by giving notice to Seller within 30 days after receiving Seller's notice or to purchase any remaining part of the Property which has not been so taken by condemnation or eminent domain, with a pro rata reduction in the Purchase Price based on the number of square feet taken. Upon termination of this Agreement pursuant to this Section, the Earnest Money shall be returned to Buyer and neither party will have further obligations under this Agreement. If this Agreement is not terminated under this Section, any awards from such condemnation or eminent domain proceedings shall belong to Seller. Before the Closing Date, Seller will not designate counsel, appear in, or otherwise act with respect to the condemnation proceedings without Buyer's prior written consent, which shall not be unreasonably withheld.

14. Mutual Indemnification. To the extent allowed by law, Seller and Buyer agree to indemnify each other against, and hold each other harmless from, all liabilities (including reasonable attorneys' fees in defending against claims) arising out of the ownership, operation or maintenance of the Property for their respective periods of ownership. Such rights to indemnification will not arise to the extent that: (a) the party seeking indemnification actually receives insurance proceeds or other cash payments directly attributable to the liability in question (net of the cost of collection, including reasonable attorneys' fees); or (b) the claim for indemnification arises out of the act or neglect of the party seeking indemnification. If and to the extent that the indemnified party has insurance coverage, or the right to make claim against any third party for any amount to be indemnified against as set forth above, the indemnified party will, upon full performance by the indemnifying party of its indemnification obligations, assign such rights to the indemnifying party or, if such rights are not assignable, the indemnified party will diligently pursue such rights by appropriate legal action or proceeding and assign the recovery and/or right of recovery to the indemnifying party to the extent of the indemnification payment made by such party.

15. Broker's Commission. 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 specific agreement. To the extent allowed by law, Seller and Buyer agree to indemnify and hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting from their actions or agreements regarding the execution or performance of this Agreement, other than the fees payable to Seller's Broker as set forth above, 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. Notices. Any notice required or permitted to be given by any party upon the other is given in accordance with this Agreement when it is: (a) delivered personally to the party or an officer of a party; (b) deposited in a sealed wrapper in the United States mail, postage prepaid; (c) deposited cost paid with a nationally recognized, reputable overnight courier; or (d) faxed or emailed, provided an original is personally delivered or deposited as provided herein, properly addressed as follows:

If to Seller: Kurt Ulrich
City Administrator
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

If to Buyer: Neal Kzryzaniak
NIK Management, Inc.
11736 177th Street West
Lakeville, MN 55044
Email: nealkay@live.com

Notices will be deemed effective on the earlier of the date of receipt or the date of deposit as aforesaid; provided, however, that if notice is given by deposit the time for response to any notice by the other party will commence to run one business day after any such deposit. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified, five (5) days prior to the effective date of such change.

17. 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.

18. Entire Agreement; Modification. This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written Agreements between the parties regarding the Property. There are no oral or side agreements that change this Agreement and no waiver of any of its terms will be effective unless in writing executed by the parties.

19. Binding Effect. This Agreement binds and benefits the parties and their respective successors and assigns.

20. Controlling Law. Minnesota law will govern this Agreement.

21. Time of the Essence. Time is of the essence with respect to all matters in this Agreement.

22. Remedies. If Buyer defaults under this Agreement, Seller shall have the right to terminate this Agreement by giving 30 days written notice to Buyer. If Buyer fails to cure the default within 30 days of service of the notice, this Agreement will terminate, and upon the termination, Seller will retain the Earnest Money. Upon Seller's default, Buyer shall have the right to receive all Earnest Money. In addition to and not in limitation of the foregoing, if prior to Closing, Seller defaults on any of the warranties, covenants or agreements in this Agreement or if any representation shall be untrue, then Buyer may at its option terminate this Agreement without liability to Buyer and all Earnest Money shall be refunded to Buyer.

23. Counterparts. This Agreement may be executed in any number of counterparts, all of which together shall constitute the Agreement. Facsimile and emailed signatures shall be sufficient for all purposes.

SELLER:

City of Ramsey

Dated: 1/14, **2015**

98

MAYOR

CITY ADMINISTRATOR

BUYER:

NIK Management, Inc.

Dated: 1-23 **, 2015**

By: _____

Its: President

ASSIGNMENT

For valuable consideration the receipt and sufficiency of which is hereby acknowledged, NIK Management, Inc. (the "Assignor") hereby sells, transfers, conveys and assigns all of Assignor's rights and interests in that certain real estate purchase agreement with the City of Ramsey as Seller and the Assignor as buyer, dated January 23, 2015 provided for the purchase and sale of approximately 21.5 acres of real property located at 15240 Helium Street NW and 15153 Nowthen Blvd NW, City of Ramsey, Minnesota (the "purchase agreement") to GS Land, LLC (the "Assignee"). This assignment is made pursuant to, and in reliance upon the parties' letter of intent dated March 9, 2015. This assignment is made without recourse, and without representation or warranty, except that Assignor represents that it is the buyer under the purchase agreement and has the right, power, capacity and authority to assign the purchase agreement to Assignee. Assignor shall provide any additional documents and take any additional actions reasonably requested by Assignee to effectuate this assignment. Assignee accepts the assignment made by this instrument, assumes the obligations of the buyer under the purchase agreement and agrees to perform in accordance with the purchase agreement. Assignee agrees to indemnify Assignor, and to hold Assignor harmless and to defend Assignor against any claims of breach of the purchase agreement arising after the time of this assignment or otherwise as a result of any act or omission by Assignee.

In consideration for this assignment, Assignee shall pay Assignor the sum of Seventy-Five Thousand Dollars ($75,000.00) as follows: (1) Thirty Thousand Dollars ($30,000) on execution and delivery of this assignment; and (2) the remaining Forty-Five Thousand Dollars ($45,000.00) upon completion of development approvals and authority from the City of Ramsey

in accordance with the March 9, 2015 letter of intent. These payments shall be delivered by bank wire transfer of funds delivered to following bank coordinates:

Account Name:	NIK Management Inc.
Account Number:	5231841619
Bank:	Wells Fargo Bank
Bank Address:	17365 Kenyon Avenue; Lakeville MN 55044
ABA Routing Number:	121000248

NIK Management, Inc.

Dated: March 9th, 2015

By: _____

Its: President

GS Land, LLC

Dated: _____, 2015

By: _____

Its: _____

FIRST AMENDMENT
TO THE
REAL ESTATE PURCHASE AGREEMENT

This First Amendment amends the Real Estate Purchase Agreement by and between the **City of Ramsey** (the "Seller") and **G S Land, LLC** (assignee of NIK Management, Inc.) (the "Buyer"), dated January 23, 2015.

In consideration of the mutual covenants set forth below, Seller and Buyer agree to the following changes to the Real Estate Purchase Agreement:

1. **Sale of Property – Exclusion of Parcel.** Paragraph 1(a) and Exhibit 1 of the Agreement are amended so as to exclude from the Property the single parcel located at 15240 Helium Street N.W., PID No. 23-32-25-41-0035, legally described as Lot 21, Block 1, MEADOW, Anoka County, Minnesota.

2. **Purchase Price.**

   a. Buyer submitted a survey dated March 13, 2015, revising the area of the Property. Given the revised survey dimensions, the Purchase Price is modified as follows:

Parcel A: 14.86 acres x $41,500/acre =	$616,690
Parcel B: 6.42 acres x $43,500/acre =	$279,270
Total	$895,960

   b. The first sentence of Paragraph 3 is modified as follows:

   "The total purchase price ("Purchase Price") Buyer will pay to Seller for the Property is ~~Nine Hundred Twenty-Nine Thousand and no/100 Dollars ($929,000.00)~~ Eight Hundred Ninety-Five Thousand, Nine Hundred Sixty Dollars ($895,960.00) payable as follows:"

   c. Paragraph 3(b)(1) is modified as follows:

   "Buyer will purchase Parcel A for ~~$581,000.00~~$616,690.00.

   d. Paragraph 3(b)(2) is modified as follows:

   "Buyer will purchase Parcel B for ~~$326,250.00~~ $279,270.00."

3. **Remaining Agreement Unchanged.** The remainder of the Real Estate Purchase Agreement remains unchanged, including all original timelines and Earnest Money requirements.

4. **Counterparts.** This First Amendment may be executed in any number of counterparts, all of which together shall constitute the First Amendment. Facsimile and e-mailed signatures shall be sufficient for all purposes.

City of Ramsey

Dated: 4/28/15, **2015**

Sarah Strommen, Mayor

Kurt Ulrich, City Administrator

BUYER (Assignee):

G S Land, LLC

Dated: 4/14/2015, **2014**

By:

Its: Chief Manager

PURCHASE AGREEMENT
SECOND AMENDMENT

This is the Second Amendment to the Purchase Agreement by and between the **City of Ramsey**, a Minnesota municipal corporation ("Seller"), and **GS Land, LLC** (assignee of NIK Management, Inc.) (the "Buyer"), dated January 23, 2015.

Recitals

1. Pursuant to the terms of the Purchase Agreement, and Amendment 1 of the Purchase Agreement, the closing was to occur in two phases. Phase 1 closing has occurred. Phase 2 closing has not occurred.

2. The Closing Date for Phase 2 was to be no later than 30 days after the Seller delivers the Buyer a written notice of completion, for the demolition and cleanup of the subject property, pursuant to Section 3 of the Purchase Agreement.

3. The Seller intends to provide a written notice of completion to the Buyer on July 1, 2017. As a result, the Buyer will have until August 1, 2017, to close on the purchase of Phase 2.

4. Buyer seeks an additional twelve (12) months to close on the Phase 2 transaction (August 1, 2018).

5. The Seller originally reviewed this request in February of 2016; at which time, Resolution #16-02-042 was passed by the Ramsey City Council, providing general support of this extension request.

6. Buyer completed its inspection during the Inspection Period, which is expired, and Buyer also completed its examination of title.

7. Seller is willing to extend the Closing Date in exchange for obtaining new Earnest Dollars, with a portion of Earnest Dollars to become immediately non-refundable, in accordance with the terms set forth below.

Agreement

In consideration for the mutual promises set forth below, the parties agree as follows:

1. The above recitals are incorporated into the Agreement.

2. The Closing Date is hereby amended to no later than August 01, 2018.

3. Buyer acknowledges that the Contingencies, Inspection Period, and Title Examination pursuant to Section 4 and Section 6 of the Purchase Agreement have expired.

4. Notwithstanding Section 3 or any other provisions in the Purchase Agreement:

    a. Within ten (10) business days of execution of this Amendment, Buyer shall deposit an additional $20,000.00 of Earnest Money with the Title Company, and $5,000.00 of Earnest Money will immediately become non-refundable.

    b. Future Closing Date Extensions.

        i. In the event Buyer desires to extend the Closing Date deadline in the future, Buyer is required to provide written notice of the extension prior to the expiration of this agreement.

        ii. Each future extension to the Closing Date shall be two month terms.

        iii. Each future extension of the Closing Date will result in $5,000 of the Existing Earnest money becoming immediately non-refundable.

        iv. A maximum of three future extensions will be allowed (six months, $15,000 of Existing Earnest money becoming immediately non-refundable)

5. All other terms of the Purchase Agreement remain unchanged except to the extent inconsistent with this First Amendment.

The City of Ramsey, Minnesota

By: _____ Dated: _____, 2017
Sarah Strommen, Mayor

By: _____ Dated: _____, 2017
Kurtis G. Ulrich
City Administrator

GS Land, LLC

By: _____ Dated: _____, 2017

HARVEST ESTATES

City of Ramsey

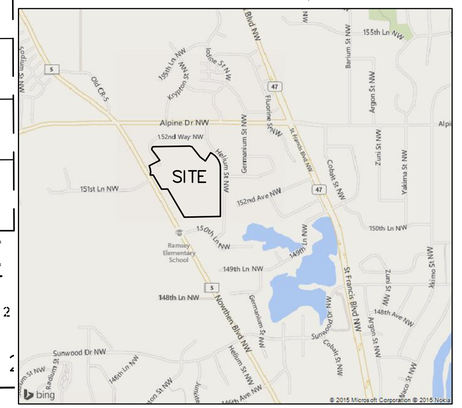
Anoka County, Minnesota

SITE DATA:

		SQ. FT.±	ACRES ±
Total Site Area	=	927,015	21.281
Right-of-Way Area	=	59,135	1.358
Net Area	=	867,880	19.924
Total Number of Lots	=	44	
Total No. Units	=	44	
Net Density	=	2.2 U/A	
Imperivious Surface	=	244,810	5.620

ZONING REGULATIONS:

Current zoning	=	Public/Quasi-Public District
Proposed zoning	=	R1 Residential (MUSA)
Front Yard	=	30 ft.
Rear Yard	=	30 ft.
Side Interior		
Living Space	=	10 ft.
Garage	=	6 ft.
Side Corner	=	30 ft.
Minimum Lot Width At Setback	=	80 ft.
Corner lot	=	90 ft.
Minimum Lot Area	=	10,800 Sf.



LOCATION MAP

No Scale

INDEX:

PRE PLAT:

C-1) COVERSHEET/SITE PLAN
C-2) PRELIMINARY PLAT
C-3) UTILITY PLAN
C-4) LANDSCAPE PLAN
C-5) TREE PRESERVATION PLAN

GRADING AND EROSION:

CG-1) GRADING PLAN
CE-1) EROSION CONTROL
CE-2) EROSION CONTROL DETAILS

PRELIMINARY
NOT FOR CONSTRUCTION

100 0 100 200 300

Scale 1" = 100'

Scale 1" = 30'

PROJECT NUMBER 141029

REVISIONS

REMARKS	DATE	BY
---	---	---

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.

Date: ---

Randall C. Hedlund MN. LIC. NO. 19576

PREPARED BY:

HEDLUND SURVEYING ENGINEERING PLANNING
2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405-6600
Fax: (651) 405-6606

SHEET TITLE: HARVEST STATES COVERSHEET/SITE PLAN

PREPARED FOR: NIK MANAGEMENT INC.
11736 177TH St. W.
Lakeville, MN 55044
Phone: (952) 236-9424

DRAWN	CHECKED	DESIGN
---	---	---

SHEET NUMBER C-1

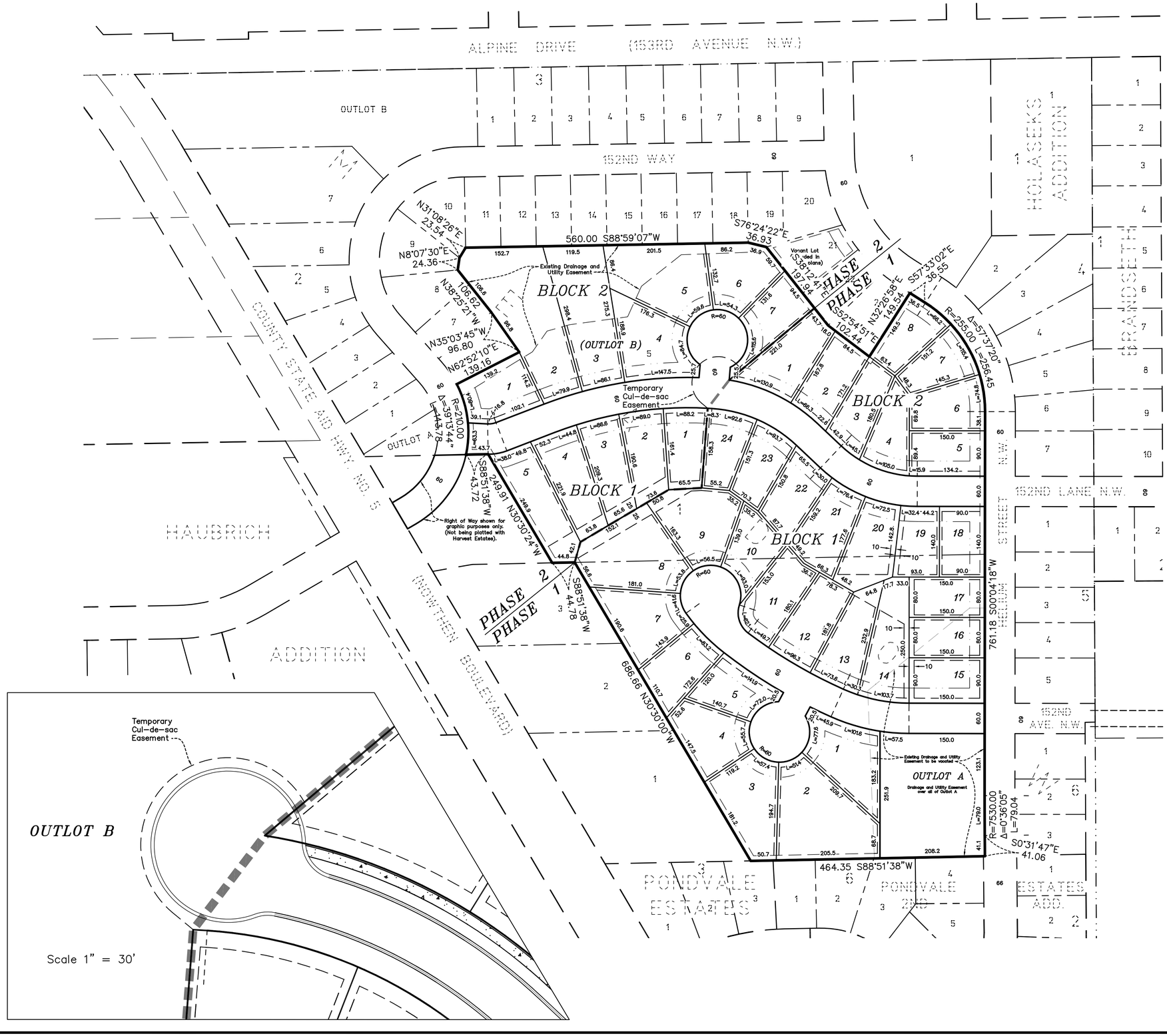
DATE 3/5/2015
REV. 00/00/00

Drawing:H:\2014 Projects\141029\Cadd\SubmittalShts\SiteSht.dwg
Layout:Prelim Site Plan
Date:Mar 05,2015,7:38am
X-Ref Dwg: 141029alt.dwg
X-Ref Dwg: 141029boun.dwg
X-Ref Dwg: 141029topo.dwg

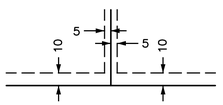
HARVEST ESTATES
City of Ramsey
Anoka County, Minnesota

LEGAL DESCRIPTION:

Lots 4 and 5, MEADOW, City of Ramsey, Anoka County, Minnesota.



Drainage and Utility Easements are shown thus:



Being 5 feet in width and adjoining lot lines, unless otherwise shown, and 10 feet in width and adjoining street lines as shown on the plat.

Bearings shown are based upon an assumed datum.

PRELIMINARY
NOT FOR CONSTRUCTION

PROJECT NUMBER
141029

REVISIONS			
REMARKS	DATE	BY
---	---	---

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

Date: ___
Jeffrey D. Lindgren — MN. LIC. NO. 14376

PREPARED BY:
HEDLUND SURVEYING
PLANNING ENGINEERING
2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405-6600
Fax: (651) 405-6606

SHEET TITLE: *HARVEST STATES PRELIMINARY PLAT*

PREPARED FOR: *NIK MANAGEMENT INC.*
11736 177TH St. W.
Lakeville, MN 55044
Phone: (952) 236-9424

DRAWN	CHECKED	DESIGN
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SHEET NUMBER
C-2

DATE 3/5/2015
REV. 00/00/00

Drawing:H:\2014 Projects\141029\Cadd\SubmittalSht's\PlatSht.dwg
Layout:PP Plot
Date:Mar 04, 2015,4:16pm
X-Ref Dwg:141029base.dwg

HARVEST ESTATES

City of Ramsey

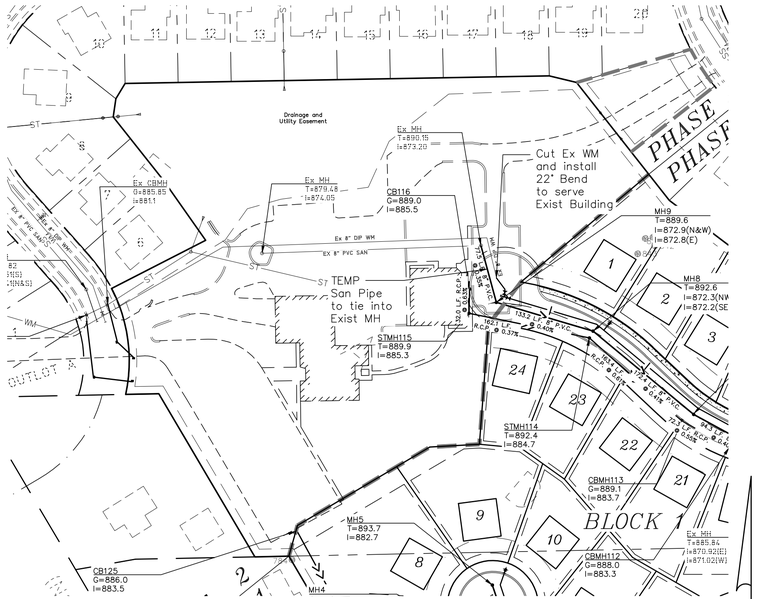
Anoka County, Minnesota

LEGEND:

- SS — SS — EXISTING SANITARY SEWER
- WM — WM — EXISTING WATERMAIN
- ST — ST — EXISTING STORM SEWER
- x — x — EXISTING FENCE
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER

GENERAL CONSTRUCTION NOTES:

1.) Existing Utility Locations As-Per As-Built Plans Provided By the _____ and Hedlund Engineering.
2.) All Existing Utilities or Improvements, Including Walks,Curbs Pavement and Parkways Damaged or Removed During Construction Shall be Promptly Restored to Their Respective Original Condition.
3.) The Contractor Shall Notify all Utility Companies Prior to Construction to Verify in the Field all Existing and Underground Utilities Adjacent to the Project, and be Responsible for Protection of the same.
4.) For on Site Location of all Under-ground Utilities Call Gopher State One Call System (651)454-0002
5.) The Contractor Shall Beware of Potential Conflicts with Existing Utilities as Indicated on the Plans The Contractor Shall Excavate Around Utilities to Determine Elev. Before Beginning Construction.
6.) The Contractor Shall Be Responsible To Lower Watermain During Install. Where Necessary To Avoid Service Conflicts.



PHASE 1 DETAIL

PRELIMINARY
NOT FOR CONSTRUCTION

100 0 100 200 300

Scale 1" = 100'

PROJECT NUMBER 141029

REVISIONS

REMARKS	DATE	BY
---	---	---

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.

Date: ---

Randall C. Hedlund MN. LIC. NO. 19576

PREPARED BY:

HEDLUND SURVEYING

ENGINEERING PLANNING
2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405-6600
Fax: (651) 405-6606

SHEET TITLE: *HARVEST ESTATES UTILITY PLAN*

PREPARED FOR: *NIK MANAGEMENT INC.*
11736 177TH ST W.
Lakeville, MN 55044
Phone: (952) 236-9424

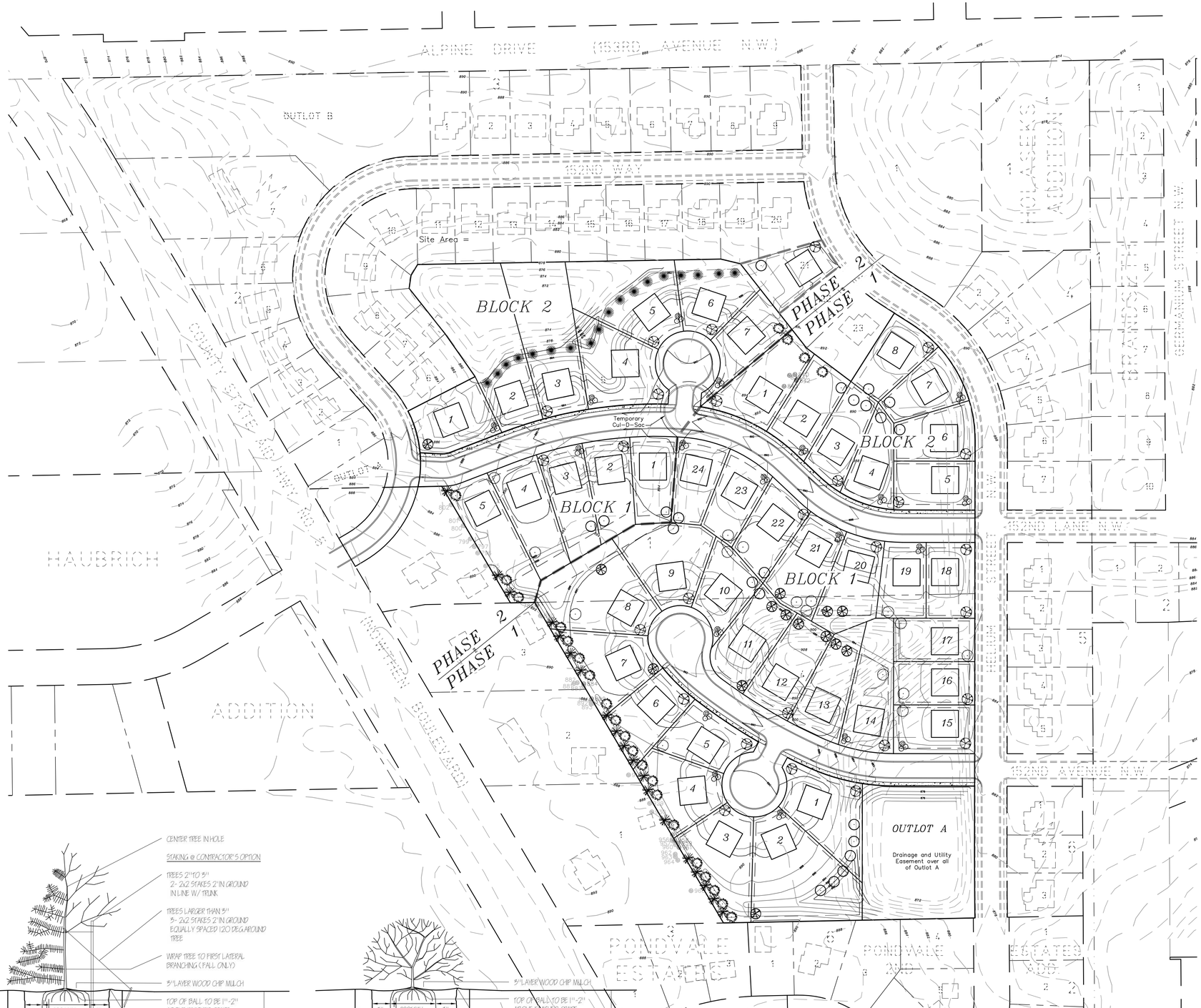
DRAWN	CHECKED	DESIGN
---	---	---

SHEET NUMBER *C-3*

DATE 3/5/2015
REV. ----

Drawing:H:\2014 Projects\141029\Cadd\Submittal\Shts\Util1Sht.dwg
Layout:PP_UTIL
Date:Mar 05,2015,9:52am
X-Ref Dwg:141029util.dwg
X-Ref Dwg:141029base.dwg

HARVEST ESTATES
City of Ramsey
Anoka County, Minnesota



PLANTING NOTES:

Contractor shall provide one year guarantee of all plant materials. The guarantee beains on the date of the Landscape Architect's written acceptance of the initial planting. Replacement plant materials shall also have a one year guarantee commencing upon planting.

All plants to be northern-grown and hardy.

Plants to be installed as per standard AAN planting practices.

Use minimum 12" loam planting soil on trees.

Contractor shall verify locations with all utilities prior to installation of plants.

Staking of trees optional; reposition if not plumb after one year.

Wrap all smooth-barked trees-fasten top and bottom. Remove by April 1.

Open top of burlap on BB materials; remove pot on potted plants; split and break apart peat pots.

Prune plants as necessary - per standard nursery practice.

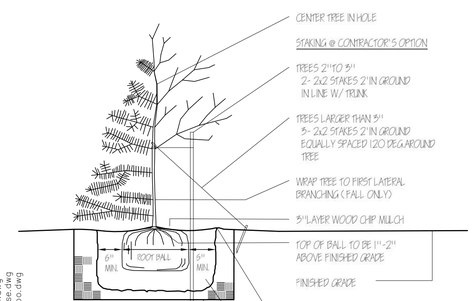
Owner shall be responsible for maintenance after acceptance of the work by the Owner.

Plants shall be immediately planted upon arrival at site. Properly heel-in materials if necessary; temporary only.

Shredded hardwood mulch (4"!! - 6"!! deep) shall be shall be placed around all new trees and shrub clusters. Diameter of mulched areas shrubs shall be a minimum of 4' from the trunk or stem of all trees and shrubs. Trench edging shall be used around all mulched areas.

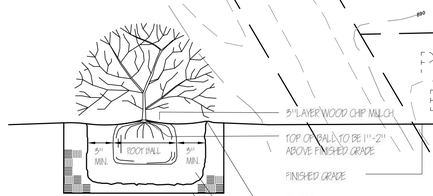
PLANT LIST:

QTY.	KEY	SYM	COMMON NAME	BOTANICAL NAME	SIZE / ROOT
19	AP		Austrian Pine	Pinus nigra	6' B&B
24	BHS		Black Hills Spruce	Picea glauca densata	6' B&B
18	BF		Balsam Fir	Abies balsamea	6' B&B
14	NM		Norway Maple	Acer platanoides	2.5"! B&B
16	LL		Legend Linden	Tilia americana	2.5"! B&B
19	RB		River Birch	Betula nigra	2.5"! B&B
27	PA		Patmore Ash	Fraxinus pennsylvanica	2.5"! B&B
25	SWO		Swamp White Oak	Quercus bicolor	2.5"! B&B



TREE PLANTING DETAIL

No Scale



SHRUB PLANTING DETAIL

No Scale

PRELIMINARY
NOT FOR CONSTRUCTION

100 0 100 200 300

Scale 1"! = 100'

Drawing:H:\2014 Projects\141029\Cadd\SubmittalShts\LandSht.dwg
Layout:Landscape Sheet
Date:Mar 05, 2015 - 10:27am
X-Ref Dwg:141029blk.dwg
X-Ref Dwg:141029base.dwg
X-Ref Dwg:141029topo.dwg

PROJECT NUMBER 141029

REVISIONS

REMARKS	DATE	BY
---	---	---

CERTIFICATION: I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the Laws of the State of Minnesota.

Randall C. Hedlund, Minn. No. 19576

PREPARED BY:

HEDLUND SURVEYING ENGINEERING

PLANNING
2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405-6600
Fax: (651) 405-6606

SHEET TITLE: *HARVEST ESTATES LANDSCAPE PLAN*

PREPARED FOR: *NIK MANAGEMENT INC.*
11736 177TH St. W.
Lakeville, MN 55044
Phone: (952) 236-9424

DRAWN	CHECKED	DESIGN
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SHEET NUMBER
C-4

DATE 3/5/2015
REV. 00/00/00

HARVEST ESTATES

City of Ramsey

Anoka County, Minnesota

Trees Saved

Tree #	Species	DBH	Condition	Stems
840	Juniper	6.0	Good	1
841	Juniper	7.0	Good	1
842	Juniper	7.0	Good	1
884	Spruce, white	7.0	Fair	1
890	Pine, red	10.0	Good	1
955	Pine, red	11.5	Good	1
958	Pine, red	6.0	Good	1
959	Pine, red	7.0	Good	1
961	Pine, red	13.0	Good	1

Trees Lost

Tree #	Species	DBH	Condition	Stems
702	Pine, red	7.0	Good	1
703	Pine, red	7.5	Good	1
704	Pine, red	7.0	Good	1
705	Pine, red	10.0	Good	1
708	Juniper	5.0	Good	1
709	Pine, red	7.5	Good	1
710	Juniper	15.0	Good	1
711	Juniper	14.0	Good	1
713	Juniper	12.0	Good	1
715	Pine, red	6.5	Good	1
727	Pine, red	7.0	Good	1
728	Pine, red	4.5	Good	1
729	Pine, red	7.5	Good	1
730	Pine, white	10.5	Good	1
731	Pine, red	7.0	Fair	1
732	Pine, red	6.0	Good	1
733	Pine, red	6.5	Good	1
734	Pine, red	8.0	Good	1
736	Spruce, white	4.0	Good	1
738	Pine, red	10.0	Fair	1
739	Pine, red	8.0	Good	1
748	Pine, red	9.0	Good	1
750	Juniper	7.5	Good	1
751	Juniper	8.0	Good	1
752	Pine, Scots	7.5	Good	1
753	Pine, Scots	8.0	Good	1
754	Pine, Scots	7.0	Good	1
757	Pine, Scots	9.5	Good	1
758	Pine, Scots	7.0	Good	1
759	Pine, Scots	13.0	Fair	1
760	Pine, Scots	8.5	Good	1
761	Pine, Scots	4.0	Fair	1
762	Spruce, blue	5.5	Good	1
763	Ash, green	8.5	Good	1
764	Maple, silver	16.5	Good	1
765	Ash, green	9.5	Good	1
766	Spruce, blue	4.0	Fair	1
767	Spruce, blue	4.5	Good	1
768	Spruce, blue	5.5	Good	1
769	Spruce, blue	7.5	Good	1
770	Spruce, blue	8.0	Good	1
771	Spruce, blue	5.0	Good	1
772	Spruce, blue	6.0	Good	1
773	Spruce, blue	7.0	Fair	2
775	Spruce, blue	4.5	Fair	1
776	Spruce, blue	6.0	Good	1
777	Spruce, blue	7.0	Good	1
778	Spruce, blue	5.0	Good	1
779	Pine, Scots	9.0	Good	1
780	Spruce, blue	4.0	Fair	1
781	Spruce, white	5.0	Good	1
782	Spruce, white	4.5	Good	1
786	Spruce, white	5.0	Good	1
787	Spruce, white	5.0	Good	1
788	Spruce, white	7.0	Good	1
789	Spruce, white	5.0	Good	1
790	Oak, red	7.5	Good	1
791	Ash, green	10.0	Good	1
792	Basswood	13.1	Fair	2
793	Basswood	9.0	Good	1
794	Basswood	8.0	Good	1
798	Maple, sugar	8.0	Good	1
803	Maple, Norway	8.5	Good	1
804	Maple, silver	28.0	Fair	4
805	Honeylocust	11.5	Good	1
806	Spruce, white	13.0	Good	1
807	Basswood	10.0	Good	1
808	Ash, green	11.5	Good	1
809	Ash, green	11.5	Good	1
810	Ash, green	12.0	Good	1
811	Maple, sugar	11.5	Fair	1
812	Hackberry	8.0	Good	1
813	Ash, green	11.5	Good	1

Trees Lost

Tree #	Species	DBH	Condition	Stems
814	Maple, silver	13.0	Good	1
815	Spruce, blue	12.0	Good	1
816	Ash, green	10.5	Good	1
817	Ash, green	8.0	Good	1
818	Ash, green	10.0	Fair	1
819	Ash, green	10.0	Good	1
820	Crabapple	8.0	Good	1
821	Hackberry	9.0	Good	1
822	Pine, Scots	14.0	Good	1
823	Pine, Scots	16.0	Good	1
824	Pine, Scots	16.5	Good	1
825	Ash, green	12.0	Good	1
826	Maple, Norway	10.5	Good	1
827	Maple, Norway	9.5	Good	1
828	Ash, green	11.0	Good	1
829	Maple, silver	18.0	Fair	2
830	Birch, paper	15.0	Good	3
834	Juniper	9.0	Good	1
845	Juniper	7.0	Good	1
846	Juniper	17.0	Fair	5
847	Juniper	7.0	Good	1
848	Juniper	11.0	Fair	1
849	Juniper	7.0	Good	1
851	Juniper	5.5	Good	1
855	Juniper	6.0	Good	1
865	Juniper	13.0	Fair	1
886	Pine, red	9.5	Good	1
887	Pine, red	8.0	Good	1
888	Pine, red	8.5	Fair	1
889	Pine, red	10.0	Good	1
894	Pine, red	6.0	Good	1
895	Pine, red	7.0	Good	1
896	Pine, red	6.0	Good	1
897	Pine, red	6.0	Good	1
898	Pine, red	7.0	Good	1
899	Pine, red	7.5	Good	1
900	Pine, red	8.0	Good	1
901	Pine, red	9.5	Good	1
908	Pine, red	7.0	Fair	1
909	Pine, red	7.0	Good	1
910	Pine, red	5.0	Fair	1
911	Pine, red	6.5	Good	1
912	Pine, red	7.0	Good	1
913	Pine, red	10.5	Good	1
914	Pine, red	10.0	Good	1
915	Pine, red	8.0	Good	1
924	Pine, red	13.1	Good	1
925	Pine, red	12.5	Good	1
926	Pine, red	10.5	Good	1
927	Pine, red	14.0	Good	1
928	Pine, red	12.5	Good	1
931	Pine, red	13.0	Good	1
932	Pine, red	12.5	Good	1
933	Pine, red	11.5	Good	1
934	Pine, red	10.5	Good	1
935	Pine, red	12.0	Good	1
936	Pine, red	10.5	Good	1
937	Pine, red	9.5	Good	1
938	Pine, red	9.5	Good	1
939	Pine, red	14.0	Fair	2
940	Pine, red	6.5	Fair	1
941	Pine, red	8.0	Good	1
942	Pine, red	5.5	Good	1
943	Pine, red	8.5	Good	1
944	Pine, red	6.5	Good	1
945	Pine, red	12.0	Good	1
946	Pine, red	9.0	Good	1
947	Pine, red	8.0	Fair	1
948	Pine, red	9.0	Good	1
949	Pine, red	9.5	Good	1
950	Pine, red	10.0	Good	1
951	Pine, red	11.5	Good	1
952	Pine, red	10.0	Good	1
953	Pine, red	10.5	Good	1
954	Pine, red	17.0	Fair	2
965	Pine, red	7.0	Good	1

Total DBH= 1434.7

DBH Saved= 74.5

DBH Lost= 1360.2

Allowable Removal=2545 X 60%= **861**

Excess removed= **499**

Required replanting = 499 in. x 1.25 = 624 in. = 250 trees @ 2.5 inches - 90 trees (2 per lot required per ordinance) = 160 Trees

Siberian Elms (Not included in calculations)

Tree #	Species	DBH	Condition	Stems
784	Elm, Siberian	16.0	Fair	2
839	Elm, Siberian	21.0	Fair	1
843	Elm, Siberian	25.0	Fair	1
701	Elm, Siberian	27.0	Fair	1
706	Elm, Siberian	12.5	Fair	1
707	Elm, Siberian	8.5	Fair	1
716	Elm, Siberian	17.0	Good	1
717	Elm, Siberian	12.0	Fair	1
718	Elm, Siberian	14.0	Good	1
719	Elm, Siberian	19.0	Good	1
720	Elm, Siberian	11.5	Fair	1
721	Elm, Siberian	12.0	Fair	1
722	Elm, Siberian	12.0	Fair	1
723	Elm, Siberian	12.0	Fair	1
724	Elm, Siberian	15.0	Fair	1
725	Elm, Siberian	15.0	Fair	1
726	Elm, Siberian	10.0	Fair	1
712	Elm, Siberian	10.0	Good	1
714	Elm, Siberian	9.5	Good	1
735	Elm, Siberian	17.0	Fair	1
737	Elm, Siberian	20.0	Fair	1
740	Elm, Siberian	13.5	Fair	1
741	Elm, Siberian	10.0	Fair	1
742	Elm, Siberian	8.0	Fair	1
743	Elm, Siberian	18.0	Fair	1
744	Elm, Siberian	13.0	Fair	1
745	Elm, Siberian	16.0	Fair	1
746	Elm, Siberian	15.0	Fair	1
747	Elm, Siberian	10.0	Fair	1
749	Elm, Siberian	16.0	Fair	1
755	Elm, Siberian	8.0	Good	1
756	Elm, Siberian	9.0	Fair	1
774	Elm, Siberian	16.0	Fair	2
788	Elm, Siberian	20.0	Fair	2
785	Elm, Siberian	11.0	Fair	2
831	Elm, Siberian	19.0	Fair	1
832	Elm, Siberian	34.0	Fair	1
833	Elm, Siberian	9.5	Fair	1
835	Elm, Siberian	15.0	Fair	2
836	Elm, Siberian	8.0	Fair	1
837	Elm, Siberian	16.0	Fair	1
838	Elm, Siberian	11.0	Fair	1
844	Elm, Siberian	11.0	Fair	2

Siberian Elms (Not included in calculations)

Tree #	Species	DBH	Condition	Stems
850	Elm, Siberian	11.0	Fair	1
852	Elm, Siberian	9.0	Good	1
853	Elm, Siberian	14.0	Fair	1
854	Elm, Siberian	14.0	Good	1
856	Elm, Siberian	9.0	Good	1
857	Elm, Siberian	13.0	Good	1
858	Elm, Siberian	14.0	Fair	1
859	Elm, Siberian	8.0	Good	1
860	Elm, Siberian	12.0	Fair	2
861	Elm, Siberian	9.0	Fair	1
862	Elm, Siberian	10.0	Fair	1
863	Elm, Siberian	8.0	Fair	1
864	Elm, Siberian	9.0	Fair	1
866	Elm, Siberian	16.0	Fair	2
867	Elm, Siberian	15.0	Fair	4
868	Elm, Siberian	15.0	Fair	4
869	Elm, Siberian	10.0	Fair	2
870	Elm, Siberian	13.0	Fair	1
871	Elm, Siberian	9.0	Fair	2
872	Elm, Siberian	14.0	Fair	1
873	Elm, Siberian	14.0	Fair	1
874	Elm, Siberian	9.0	Fair	2
875	Elm, Siberian	8.0	Fair	2
876	Elm, Siberian	9.0	Fair	1
877	Elm, Siberian	20.0	Fair	1
878	Elm, Siberian	20.0	Fair	1
879	Elm, Siberian	15.0	Fair	1
885	Elm, Siberian	9.0	Fair	1
902	Elm, Siberian	8.0	Fair	1
908	Elm, Siberian	9.0	Fair	1
904	Elm, Siberian	12.0	Fair	1
905	Elm, Siberian	9.0	Fair	1
906	Elm, Siberian	11.0	Fair	1
907	Elm, Siberian	11.0	Fair	2
916	Elm, Siberian	17.0	Fair	3
917	Elm, Siberian	16.0	Fair	1
919	Elm, Siberian	16.0	Fair	1
920	Elm, Siberian	10.0	Fair	1
921	Elm, Siberian	10.0	Fair	1
922	Elm, Siberian	10.0	Fair	1
923	Elm, Siberian	12.0	Fair	1

Elms DBH= 1110.0

Trees Removed from inventory (Not on property)

Tree #	Species	DBH	Condition	Stems
795	Maple, silver	27.0	Fair	1
796	Maple, silver	18.0	Fair	2
797	Maple, silver	9.5	Good	1
799	Maple, silver	26.0	Fair	4
800	Maple, silver	30.0	Fair	4
801	Maple, silver	31.0	Fair	3
802	Maple, silver	15.0	Fair	1
880	Elm, Siberian	30.0	Fair	1
881	Spruce, white	7.0	Fair	1
882	Spruce, white	11.0	Good	1
883	Elm, Siberian	9.5	Fair	1
891	Pine, red	10.0	Good	1

Tree #	Species	DBH	Condition	Stems
892	Pine, red	12.5	Good	1
893	Pine, red	6.0	Fair	1
918	Elm, Siber	21.0	Fair	1
929	Elm, Siber	10.0	Fair	1
930	Elm, Siber	22.0	Fair	1
956	Pine, red	6.5	Good	1
957	Pine, red	7.5	Good	1
960	Pine, red	5.5	Good	1
962	Pine, red	8.5	Good	1
963	Pine, red	4.0	Good	1
964	Pine, red	10.0	Good	1
966	Pine, red	5.5	Good	1

PRELIMINARY
NOT FOR CONSTRUCTION

100 0 100 200 300

Scale 1" = 100'

PROJECT NUMBER 141029

REVISIONS

REMARKS	DATE	BY
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CERTIFICATION: I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the Laws of the State of Minnesota.

Randall C. Hedlund, Minn. No. 19576

PREPARED BY:

HEDLUND SURVEYING ENGINEERING PLANNING

2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405-6600
Fax: (651) 405-6606

SHEET TITLE: *HARVEST ESTATES TREE PRESERVATION PLAN*

PREPARED FOR: *NIK MANAGEMENT INC.*
11736 177TH St W.
Lakeville, MN 55044
Phone: (952) 236-9424

DRAWN	CHECKED	DESIGN
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SHEET NUMBER *C-5*

DATE 3/5/2015
REV. 00/00/00

Drawing:H:\2014 Projects\141029\Cadd\Submittals\Shts\TreePresSht.dwg
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Date:Mar 05,2015,10:20am
X-Ref Dwg:141029util.dwg
X-Ref Dwg:141029base.dwg
X-Ref Dwg:141029topo.dwg

HARVEST ESTATES
City of Ramsey
Anoka County, Minnesota

LEGEND:

X = 920.8	EXISTING CONTOUR
	EXISTING GRADE ELEVATION
	EXISTING TREE LINE
	EXISTING TREE
ST ST	EXISTING STORM SEWER
x x	EXISTING FENCE
	PROPOSED CONTOUR
	PROPOSED STORM SEWER
920.8	PROPOSED GRADE
	RETAINING WALL
920.8	DENOTES AS-BUILT GRADE
	EMERGENCY OVERFLOW

GENERAL GRADING NOTES:

1.) UNDERLYING TOPOGRAPHY FROM INFORMATION PROVIDED BY ANOKA COUNTY AND FIELD SHOTS BY HEDLUND ENGINEERING.

2.) EXISTING UTILITY LOCATIONS AS-PER PLANS PROVIDED BY THE CITY OF RAMSEY AND FIELD SHOTS BY HEDLUND ENGINEERING.

3.) SEE GRADING AND EROSION CONTROL DETAIL SHEET FOR DETAILED INFORMATION.

LOT BY LOT TABULATION

LOT	BLOCK	HOUSE TYPE	GARAGE FLOOR ELE	DRIVEWAY GRADE (%)	LOWEST FLOOR ELE	LOWEST OPENING ELE	100 YEAR FLOOD ELE	EMERGENCY OVERFLOW ELE	HIGHEST ANTICIPATED WATER TABLE OR MOTTLED SOIL
PHASE 1									
1	1	FBLO	893.5	7.1	886.0	889.2	879.6	879.6	
2	1	FBLO	894.0	5.8	886.5	889.7	879.6	879.6	
3	1	FBLO	894.0	6.0	886.5	889.7	879.6	879.6	
4	1	FBLO	894.0	5.8	886.5	889.7	N/A	880.0	
5	1	FBLO	894.0	8.7	886.5	889.7	N/A	880.0	
6	1	FBLO	895.0	6.4	887.5	890.7	N/A	880.0	
7	1	FBLO	897.0	7.3	889.5	892.7	N/A	880.0	
8	1	FBLO	897.0	6.7	889.5	892.7	N/A	889.0	
9	1	FBLO	897.0	6.2	889.5	892.7	N/A	889.0	
10	1	FBLO	897.0	6.7	889.5	892.7	N/A	884.0	
11	1	FBLO	895.0	6.7	887.5	890.7	N/A	884.0	
12	1	FBLO	894.0	5.1	886.5	889.7	N/A	884.0	
13	1	FBLO	893.0	7.8	885.5	888.7	N/A	884.0	
14	1	FB	887.0	6.7	879.5	887.0	N/A	884.0	
15	1	FB	886.5	5.8	879.0	886.5	N/A	N/A	
16	1	FB	886.5	4.0	879.0	886.5	N/A	N/A	
17	1	FB	887.5	4.2	880.0	887.5	N/A	884.0	
18	1	FB	888.5	1.3	881.0	888.5	N/A	884.0	
19	1	FB	889.5	5.1	882.5	889.5	N/A	884.0	
20	1	FBLO	891.0	6.9	883.5	886.7	N/A	884.0	
21	1	FBLO	892.5	5.8	885.0	888.2	N/A	884.0	
22	1	FBLO	894.0	8.2	886.5	889.7	N/A	884.0	
23	1	FB	895.0	6.7	887.5	895.0	N/A	884	
24	1	FB	893.0	5.1	885.5	893.0	N/A	889	
1	2	FB	894.5	5.6	887.0	894.5	N/A	887.5	
2	2	FB	894.5	5.6	887.0	894.5	N/A	887.5	
3	2	FB	893.5	7.6	886.0	893.5	N/A	887.5	
4	2	FB	891.5	7.8	884.0	891.5	N/A	887.5	
5	2	FB	889.5	3.6	882.5	889.5	N/A	887.5	
6	2	FB	890.5	3.3	883.0	890.5	N/A	887.5	
7	2	FB	892.5	5.3	885.0	892.5	N/A	887.5	
8	2	FB	893.5	4.4	886.0	893.5	N/A	887.5	
PHASE 2									
1	1	FB	892.5	5.6	885.0	892.5	878.0	N/A	
2	1	FB	894.5	5.8	887.0	890.2	878.0	N/A	
3	1	FBLO	894.4	5.6	887.0	890.2	878.0	N/A	
4	1	FB	891.5	6.0	884.0	891.5	878.0	N/A	
5	1	FB	889.0	1.6	881.5	889.0	878.0	N/A	
1	2	FBLO	888.0	4.4	880.5	883.7	878.0	N/A	
2	2	FBWO	892.5	5.6	885.0	885.0	878.0	N/A	
3	2	FBWO	894.5	5.6	887.0	887.0	878.0	N/A	
4	2	FBWO	892.0	4.4	884.5	884.5	878.0	N/A	
5	2	FBWO	892.0	2.9	884.5	884.5	878.0	N/A	
6	2	FBWO	893.0	4.4	885.5	885.5	878.0	N/A	
7	2	FBLO	893.0	6.7	885.5	888.7	878.0	N/A	

Cut/Fill Summary - Preliminary - Run Date - 2-27-15

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
Cut-Fill	1.000	1.000	827983.43 Sq. Ft.	43237.64 Cu. Yd.	65380.06 Cu. Yd.	22142.42 Cu. Yd.<Fill>
Totals			827983.43 Sq. Ft.	43237.64 Cu. Yd.	65380.06 Cu. Yd.	22142.42 Cu. Yd.<Fill>

TOTAL DISTURBED AREA = 19.1 ACRES
TOTAL IMPERVIOUS SURFACE = 5.6 ACRES

PRELIMINARY
NOT FOR CONSTRUCTION

BENCHMARK

ANOKA COUNTY BENCHMARK DISK, BENCHMARK NO. 2088,
LOCATED ON THE NORTHWESTERLY CORNER OF
15133 NOWTHEN BLVD NW, RAMSEY, MN 55303
ELEVATION = 886.831

100 0 100 200 300
Scale 1" = 100'

PROJECT NUMBER 141029

REVISIONS

REMARKS	DATE	BY
---	---	---

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.

Randall C. Hedlund — MN. LIC. NO. 19576 — Date: ---

PREPARED BY:
HEDLUND SURVEYING ENGINEERING
PLANNING
2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405-6600
Fax: (651) 405-6606

SHEET TITLE: *HARVEST ESTATES GRADING PLAN*

PREPARED FOR:
NIK MANAGEMENT INC.
11736 177TH St. W.
Lakeville, MN 55044
Phone: (952) 236-9424

DRAWN	CHECKED	DESIGN
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SHEET NUMBER
CG-1

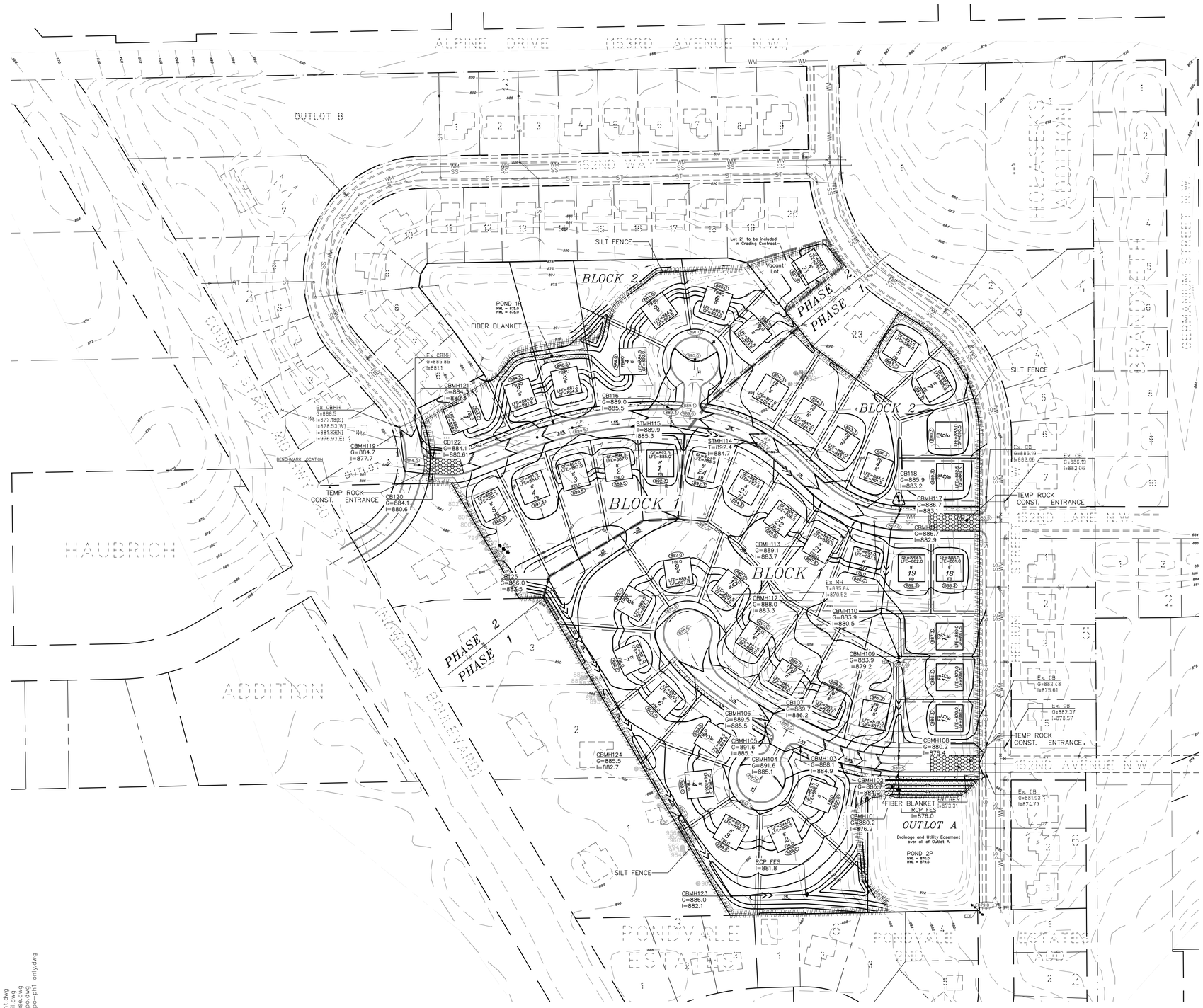
DATE 3/5/2015
REV. ---

Drawing:H:\2014 Projects\141029\Cadd\Submittal Shts\GradErosionShts\GradingSht.dwg
Layout:Grading Plan
Date:Mar 05,2015,10:05am
X-Ref Dwg:141029utl.dwg
X-Ref Dwg:141029base.dwg
X-Ref Dwg:141029topo.dwg
X-Ref Dwg:141029topo-ph1 only.dwg

HARVEST ESTATES

City of Ramsey

Anoka County, Minnesota



GENERAL EROSION CONTROL NOTES:

EROSION CONTROL SCHEDULE:

1.) INSTALL EROSION CONTROL MEASURES PRIOR TO ANY LAND DISTURBANCE. INSTALL SEDIMENT FILTERS IMMEDIATELY FOLLOWING INSTALLATION OF STRUCTURE.
2.) SLOPES MUST BE STABILIZED BY BEING SEEDED AND COVERED WITH AN EROSION CONTROL BLANKET OR MULCHED WITH A TACKIFYING AGENT AS SOON AS POSSIBLE AFTER COMPLETION OF GRADING
3.) ALL EROSION CONTROL INSTALLATIONS SHALL REMAIN IN PLACE AND BE MAINTAINED IN GOOD CONDITION BY THE CONTRACTOR/PERMITTEE UNTIL THE SITE HAS BEEN RE-VEGETATED, AT WHICH TIME THEY SHALL BE REMOVED. FOR PROPOSED PAVED SURFACE AREA, THE CONTRACTOR MAY REMOVE NECESSARY SILT FENCING TO CONSTRUCT ROADWAY WHILE MAINTAINING ADEQUATE EROSION CONTROL IN ADJACENT AREAS.
4.) SUFFICIENT TOPSOIL SHALL BE STOCKPILED TO ALLOW FOR THE REPLACEMENT OF A MINIMUM OF 4" OF TOPSOIL FOR DISTURBED AREAS THAT ARE TO BE REVEGATATED.
5.) THE CONTRACTOR/PERMITTEE SHALL SCHEDULE SITE GRADING, UTILITY INSTALLATION AND ROADWAY CONSTRUCTION SO THAT THE GENERAL SITE CAN BE MULCHED AND RE-SEEDED SOON AFTER DISTURBANCE. ALL DISTURBED AREAS SHALL BE SEEDED AND MULCHED WITHIN 14 DAYS AFTER COMPLETION OF FINAL GRADING OR AFTER 14 DAYS OF GRADING INACTIVITY. ALL MULCH MATERIAL SHALL BE DISCED INTO THE SOIL IN DIRECTION PERPENDICULAR TO THE STORMWATER FLOW OVER SUCH AREAS.
6.) REVEGETATE WITH MNDOT MIX 50B OR 60B AT 75 LBS/ACRE WITH TYPE 1 MULCH AT 2000 LBS/ACRE.

EROSION CONTROL MAINTENANCE PROGRAM:

1.) INSPECT CONSTRUCTION SITE ONCE EVERY 7 DAYS AND WITHIN 24 HOURS OF A RAINFALL EVENT OF MORE THAN $\frac{1}{2}$ INCHES IN 24 HOUR PERIOD.
2.) SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH STORM EVENT. THEY MUST BE REMOVED WHEN DEPOSITS REACH APPROXIMATELY ONE-HALF THE HEIGHT OF THE BARRIER.
3.) SILT FENCE FABRIC SHALL BE REPLACED PROMPTLY WHEN IT DECOMPOSES OR BECOMES INEFFECTIVE BEFORE THE BARRIER IS NO LONGER NECESSARY.
4.) ALL SOILS TRACKED ONTO PAVEMENT SHALL BE REMOVED DAILY.
5.) ANY SEDIMENT REMAINING IN PLACE AFTER THE SILT FENCE OR FILTER FABRIC IS NO LONGER REQUIRED SHALL BE DRESSED TO CONFORM WITH THE EXISTING GRADE, PREPARED AND SEEDED WITH THE APPROPRIATE SEED MIX.
6.) IN THOSE AREAS WHERE WOOD FIBER BLANKET OR OTHER SLOPE STABILIZATION METHOD HAS FAILED, THE SLOPE SHALL BE REESTABLISHED, SEED AND TOPSOIL REPLACED, AND ADDITIONAL SLOPE TREATMENT INSTALLED.
7.) SILT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UPWARD SLOPE AREA HAS BEEN PERMANENTLY STABILIZED. REMOVAL IS REQUIRED WITH ALL TEMPORARY EROSION CONTROL FACILITIES (SEDIMENT FILTERS, HAY BALES, ETC.) ONCE SITE IS PERMANENTLY STABILIZED BY THE BUILDER.
8.) ALL PERMANENT SEDIMENTATION BASINS MUST BE RESTORED TO THEIR DESIGN CONDITION IMMEDIATELY FOLLOWING PERMANENT STABILIZATION OF THE SITE.

EROSION CONTROL LEGEND:

- WOOD FIBER BLANKET
- ROCK CONSTRUCTION ENTRANCE
- ^ ^ ^ ^ ^ ^ - SEDIMENT TRAP OUTLET
- XXXXXXXXXXXX TREE PROTECTION
- ########### SILT FENCE

PRELIMINARY
NOT FOR CONSTRUCTION

100 0 100 200 300

Scale 1" = 100'

PROJECT NUMBER 141029

REVISIONS

REMARKS	DATE	BY
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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.

Randall C. Hedlund — Date: — MN. LIC. NO. 19576

PREPARED BY:
HEDLUND SURVEYING ENGINEERING PLANNING
2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405-6600
Fax: (651) 405-6606

SHEET TITLE:
HARVEST ESTATES
EROSION PLAN

PREPARED FOR:
NIK MANAGEMENT INC.
11735 177TH St. W.
Lakeville, MN 55044
Phone: (952) 236-9424

DRAWN	CHECKED	DESIGN
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SHEET NUMBER
CE-1

DATE 3/5/2015
REV. ----

Drawing N:\2014 Projects\141029\Cadd\Submittal Sht's\Grad Erosion Sht's\ErosionSht.dwg
Layout: Erosion Control Plan
Date: Mar 05, 2015 - 9:41am
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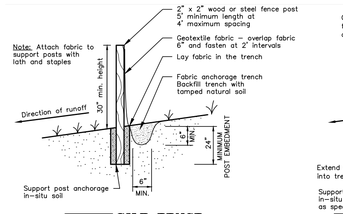
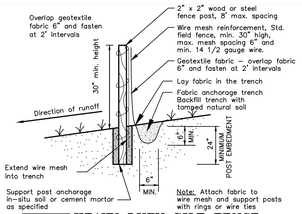


T-1 SILT FENCE
NO SCALE



T-2 HEAVY DUTY SILT FENCE
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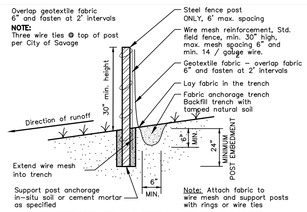
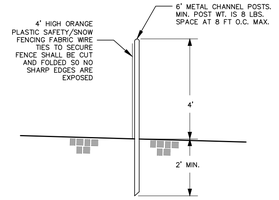
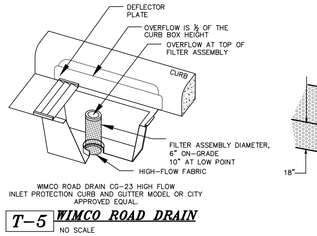


T-3 HEAVY DUTY SILT FENCE
NO SCALE (STEEL POST ONLY)

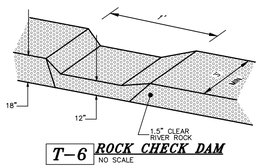


T-4 CONSTRUCTION FENCE
NO SCALE

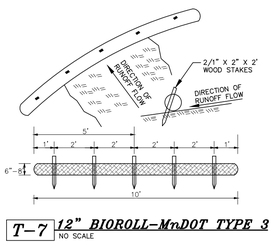


WIMCO ROAD DRAIN CG-23 HIGH FLOW INLET PROTECTION CURB AND GUTTER MODEL OR CITY APPROVED EQUAL.

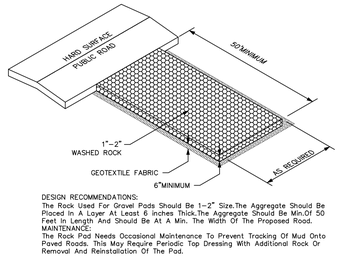
T-5 WIMCO ROAD DRAIN
NO SCALE



T-6 ROCK CHECK DAM
NO SCALE

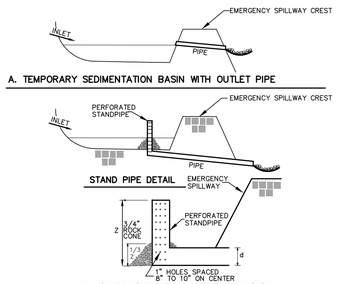


T-7 12" BIOROLL–MnDOT TYPE 3
NO SCALE

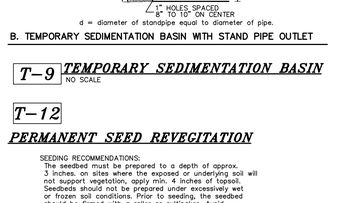


DESIGN RECOMMENDATIONS:
The Rock Used For Gravel Pads Should Be 1–2" Size.The Aggregate Should Be Placed In A Layer At Least 6 inches Thick.The Aggregate Should Be Min.Of 50 Feet In Length And Should Be At A Min. The Width Of The Proposed Road.
MAINTENANCE:
The Rock Pad Needs Occasional Maintenance To Prevent Tracking Of Mud Onto Paved Roads. This May Require Periodic Top Dressing With Additional Rock Or Removal And Reinstallation Of The Pad.

T-8 ROCK CONSTRUCTION ENTRANCE



A. TEMPORARY SEDIMENTATION BASIN WITH OUTLET PIPE



d = diameter of standpipe equal to diameter of pipe.

B. TEMPORARY SEDIMENTATION BASIN WITH STAND PIPE OUTLET

T-9 TEMPORARY SEDIMENTATION BASIN
NO SCALE

T-12 PERMANENT SEED REVEGITATION

SEEDING RECOMMENDATIONS:
The seedbed must be prepared to a depth of approx. 3 inches. on sites where the exposed or underlying soil will not support vegetation, apply min. 4 inches of topsoil. Seedbeds should not be prepared under excessively wet or frozen soil conditions. Prior to seeding, the seedbed should be firmed with a roller or cultipaker. Avoid compaction that will increase runoff and erosion, deter seed germination or prevent proper anchoring of mulch. For example, the soil should support the weight of an adult without sinking more than 1/2 inch.

1. GENERAL SEED & MULCH (MIN. 6" TOPSOIL)
   a. Seed: MnDOT Seed Mix # 25–141 @ rate of 59 PLS.
   b. Fertilizer: 22–5–10 80% W.I.N. 0% @ a Rate of 350 lbs/Acre.
   c. Mulch: MnDOT Type 1 @ a Rate of 2 Tons/Acre.

P-1 PERMANENT SOD REVEGITATION

SODDING RECOMMENDATIONS:
The soil must be prepared in the same way that it would for seeding. The upper 4 inches must be loosened and relatively free of clods, rocks etc.. the area to be sodded should be fertilized with 25 pounds per 1000 sq.ft. (1000 lb/ac) of 10–0–10 fertilizer and worked into the loosened topsoil. Prior to laying the sod, dampen the soil bed. The joints in the sod should be staggered, and the edges butted together tightly. On slopes of 3:1 or greater, or in areas of concentrated flows, the sod should be pegged down. On steep slopes w/ sheet flows, the sod should be laid with the length perpendicular to the water flow. After the sod is laid, it should be tamped or rolled to provide good contact between sod and soil. after rolling, the sod should be watered so that the soil is moistened 4 inched below the the sod.
MAINTENANCE:
In the absence of adequate rainfall, water during the 30 day period following sod placement to keep soil moist.Following this initial 30 day establishment period, water as necessary to maintain adequate moisture in the root zone. Where mowing is desired, maintain grass height of 3 inches and should not be attempted until the sod is firmly rooted, usually two to three weeks after sod is laid. Inspect areas of concentrated flow annually and following intense storms. make need repair and reveg. promptly.

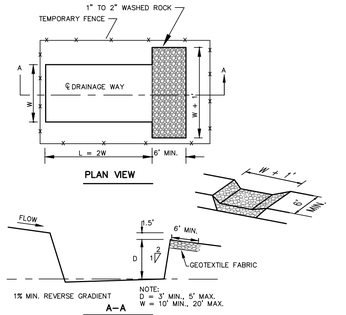
P-2 PERMANENT SEED REVEGITATION

SEEDING RECOMMENDATIONS:
The seedbed must be prepared to a depth of approx. 3 inches. on sites where the exposed or underlying soil will not support vegetation, apply min. 4 inches of topsoil. Seedbeds should not be prepared under excessively wet or frozen soil conditions. Prior to seeding, the seedbed should be firmed with a roller or cultipaker. Avoid compaction that will increase runoff and erosion, deter seed germination or prevent proper anchoring of mulch. For example, the soil should support the weight of an adult without sinking more than 1/2 inch.

1. WETLAND & POND SEED & MULCH (MIN. 6" TOPSOIL)
   a. Seed: MnDOT Seed Mix # 34–262 @ rate of 14.5 PLS.
   b. Fertilizer: 18–0–8 Natural Base @ a Rate of 120 lbs/Acre
   c. Mulch: MnDOT Type 3 @ a Rate of 2 Tons/Acre.

2. UPLAND BUFFER SEED & MULCH (MIN. 6" TOPSOIL)
   a. Seed: MnDOT Seed Mix # 33–261 @ rate of 35 PLS.
   b. Fertilizer: 18–0–8 Natural Base @ a Rate of 150 lbs/Acre
   c. Mulch: MnDOT Type 3 @ a Rate of 2 Tons/Acre.

Note: Mulch To Be Disced Anchored In Place.



T-10 TEMPORARY SEDIMENT TRAP
NO SCALE

GENERAL GRADING NOTES:

1.) UNDERLYING TOPOGRAPHY FROM INFORMATION PROVIDED BY ANOKA COUNTY AND FIELD SHOTS BY HEDLUND ENGINEERING.

2.) EXISTING UTILITY LOCATIONS AS–PER PLANS PROVIDED BY THE CITY OF RAMSEY AND FIELD SHOTS BY HEDLUND ENGINEERING.

3.) SEE GRADING AND EROSION CONTROL DETAIL SHEET FOR DETAILED INFORMATION.

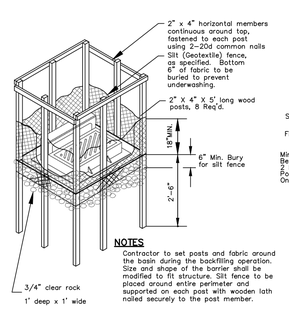
GENERAL EROSION CONTROL NOTES:

EROSION CONTROL SCHEDULE:

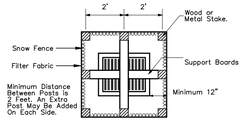
1.) INSTALL EROSION CONTROL MEASURES PRIOR TO ANY LAND DISTURBANCE. INSTALL SEDIMENT FILTERS IMMEDIATELY FOLLOWING INSTALLATION OF STRUCTURE.
2.) THE CONTRACTOR SHALL SCHEDULE SITE GRADING, UTILITY INSTALLATION AND ROADWAY CONSTRUCTION SO THAT THE GENERAL SITE CAN BE MULCHED AND RESEEDED SOON AFTER DISTURBANCE. ALL DISTURBED AREAS SHALL BE SEEDED AND MULCHED WITHIN 14 DAYS AFTER COMPLETION OF FINAL GRADING OR AFTER 14 DAYS OF GRADING INACTIVITY.
3.) ALL EROSION CONTROL INSTALLATIONS SHALL REMAIN IN PLACE AND BE MAINTAINED IN GOOD CONDITION BY THE CONTRACTOR/PERMITTEE UNTIL THE SITE HAS BEEN RE–VEGETATED, AT WHICH TIME THEY SHALL BE REMOVED. FOR PROPOSED PAVED SURFACE AREA, THE CONTRACTOR MAY REMOVE NECESSARY SILT FENCING TO CONSTRUCT ROADWAY WHILE MAINTAINING ADEQUATE EROSION CONTROL IN ADJACENT AREAS.
4.) SUFFICIENT TOPSOIL SHALL BE STOCKPILED TO ALLOW FOR THE REPLACEMENT OF A MINIMUM OF 4" OF TOPSOIL FOR DISTURBED AREAS THAT ARE TO BE REVEGATATED.
5.) THE CONTRACTOR/PERMITTEE SHALL SCHEDULE SITE GRADING, UTILITY INSTALLATION AND ROADWAY CONSTRUCTION SO THAT THE GENERAL SITE CAN BE MULCHED AND RE–SEEDED SOON AFTER DISTURBANCE. ALL DISTURBED AREAS SHALL BE SEEDED AND MULCHED WITHIN 14 DAYS AFTER COMPLETION OF FINAL GRADING OR AFTER 14 DAYS OF GRADING INACTIVITY. ALL MULCH MATERIAL SHALL BE DISCED INTO THE SOIL IN DIRECTION PERPENDICULAR TO THE STORMWATER FLOW OVER SUCH AREAS.
6.) REVEGETATE WITH MNDOT MIX 50B OR 60B AT 75 LBS./ACRE WITH TYPE 1 MULCH AT 2000 LBS./ACRE.

EROSION CONTROL MAINTENANCE PROGRAM:

1.) INSPECT CONSTRUCTION SITE ONCE EVERY 7 DAYS AND WITHIN 24 HOURS OF A RAINFALL EVENT OF MORE THAN 3 INCHES IN 24 HOUR PERIOD.
2.) SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH STORM EVENT. THEY MUST BE REMOVED WHEN DEPOSITS REACH APPROXIMATELY ONE–HALF THE HEIGHT OF THE BARRIER.
3.) SILT FENCE FABRIC SHALL BE REPLACED PROMPTLY WHEN IT DECOMPOSES OR BECOMES INEFFECTIVE BEFORE THE BARRIER IS NO LONGER NECESSARY.
4.) ALL SOILS TRACKED ONTO PAVEMENT SHALL BE REMOVED DAILY.
5.) ANY SEDIMENT REMAINING IN PLACE AFTER THE SILT FENCE OR FILTER FABRIC IS NO LONGER REQUIRED SHALL BE DRESSED TO CONFORM WITH THE EXISTING GRADE, PREPARED AND SEEDED WITH THE APPROPRIATE SEED MIX.
6.) IN THOSE AREAS WHERE WOOD FIBER BLANKET OR OTHER SLOPE STABILIZATION METHOD HAS FAILED, THE SLOPE SHALL BE REESTABLISHED, SEED AND TOPSOIL REPLACED, AND ADDITIONAL SLOPE TREATMENT INSTALLED.
7.) SILT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UPWARD SLOPE AREA HAS BEEN PERMANENTLY STABILIZED. REMOVAL IS REQUIRED WITH ALL TEMPORARY EROSION CONTROL FACILITIES (SEDIMENT FILTERS, HAY BALES, ETC.) ONCE SITE IS PERMANENTLY STABILIZED BY THE BUILDER.
8.) ALL PERMANENT SEDIMENTATION BASINS MUST BE RESTORED TO THEIR DESIGN CONDITION IMMEDIATELY FOLLOWING PERMANENT STABILIZATION OF THE SITE.



NOTES
Contractor to set posts and fabric around the basin during the backfilling operation. Size and shape of the barrier shall be modified to fit structure. Silt fence to be placed around entire perimeter and supported on each post with wooden lath nailed securely to the post member.



TYPE A SEDIMENT FILTER PLAN VIEW

T-11 EROSION CONTROL AROUND CATCH BASINS
NO SCALE

PROJECT NARRATIVE:

CONSTRUCTION OF A

PROJECT CONTACTS:

PROJECT ENGINEER:	RANDY HEDLUND, P.E.	HEDLUND ENGINEERING, SWPPP DESIGNER U OF M CERT. PROGRAM, FALL 2012, 651–203–6612
SWPPP CERT. IMPLEMENTOR	FRED VOLZ	HEDLUND ENGINEERING, U OF M CERT. PROGRAM, APRIL 2012, 612–363–3684
SWPPP CERTIFIED INSTALLER	MATT MARTIN	METRO EROSION, U OF M CERT. PROGRAM, FALL 2009, 320–266–4748
DEVELOPER:	NAME	COMPANY–NUMBER
CITY CONTACT:	NAME	CITY OF
NPDES OFFICER	NAME	MPCA
CONTRACTOR CONTACT	NAME	COWAN GRADING AND EXCAVATING, 651–248–3080

POND MAINTENANCE:

TO BE PERFORMED AS NECESSARY BY THE CITY OF WOODBURY.

ESTIMATED QUANTITIES:

SILT FENCE	=	4121 L.F.
CONST. FENCE	=	N/A L.F.
INLET PROTECTION	=	21 CB'S
ROCK CONST. ENTRANCE	=	3
EROSION CONTROL BLANKET	=	AS NEEDED
TEMP. SEED AND MULCH	=	x ACRES
PERMANENT SEED	=	x ACRES
PERMANENT SOD	=	x ACRE
BIO LOGS	=	xxx L.F.

SEQUENCE OF CONSTRUCTION:

(RECOMMENDED SEQUENCE – CONTRACTOR TO DETERMINE FINAL SEQUENCE.)

1. CONTRACTOR TO VERIFY THAT ALL PERMITS HAVE BEEN OBTAINED AND BECOME FAMILIAR WITH PERMIT REQUIREMENTS.
2. CONTRACTOR TO INSTALL PERIMETER SEDIMENT CONTROL DEVICES, CONSTRUCTION ENTRANCES, AND PROTECTIVE FENCING FOR TREES, DITCHES, EXISTING WATER BODIES AND AREAS TO REMAIN UNDISTURBED.
3. CONTRACTOR TO ROUGH GRADE SITE AND INSTALL UTILITIES.
4. CONTRACTOR TO INSTALL TEMPORARY EROSION CONTROL DEVICES AS NECESSARY.
5. CONTRACTOR TO INSTALL EROSION CONTROL BLANKETS WITH PERMANENT SEED MIX AND/OR SOD.
6. ONCE ALL DISTURBED AREAS HAVE BEEN STABILIZED, OBTAIN APPROVAL FROM THE CITY ENGINEER AND WITHIN TWO WEEKS OF FINAL STABILIZATION.
7. CONTRACTOR TO REMOVE SEDIMENT CONTROL DEVICES WITHIN TWO WEEKS OF APPROVAL.
8. SUBMIT NOTICE OF TERMINATION WITHIN 30 DAYS OF FINAL STABILIZATION.

NPDES GENERAL PERMIT REQUIREMENTS

CONSTRUCTION ACTIVITY NOTES:

EROSION PREVENTION PRACTICES:

Phased construction will be used to extent practical or as indicated in the plans to minimize exposed soil.

Areas not to be disturbed shall be delineated with flags, stakes, signs, silt fence, etc. prior to work beginning. The normal wetted perimeter of all ditches or swales, including storm water management pond slopes, that drain waters from the site must be stabilized within 200'of any property edge or discharge point, including storm sewer inlets, within 24 hours of connection.

Energy dissipation or other outlet treatment must be installed within 24 hours of connection.

All exposed soils must be stabilized as soon as possible but in no case later than 14 days after the construction activity has temporarily or permanently ceased.

Seed and/ or sod, fertilizer, and mulch shall be placed as indicated in the plans and project specifications.

Rapid stabilization shall be of type and quantity indicated in the project specifications. Additional rapid stabilization may be necessary to minimize erosion throughout the duration of the project. Type and quantity shall be determined by the engineer or inspector prior to installation.

If the contractor stockpiles material on site, he shall install the appropriate erosion control devices around the stockpile and perform the best management practices possible to avoid erosion from the stockpile.

Temporary (or permanent) sedimentation ponds are required for areas > 10 acres of disturbed soils draining soils draining to one point.

SEDIMENT CONTROL PRACTICES:

Installation of silt fence and all other down gradient sediment protection measures shall be completed prior to commencement of upstream land disturbing activities.

Silt fence shall be installed along the constant contours with continuous links not to exceed 600 feet.

No unbroken slope lengths greater than 75 feet are permitted when slope is 3:1 or greater. Slope shall be broken with silt fence or biorolls as indicated on plans.

Vehicle trafficking to be minimize to all practical extents. All eroded material that leaves the construction zone shall be collected by the contractor and returned to the site at the contractor's expense.

All stockpiles shall be surrounded by silt fence and seeded with temporary seed and mulch. See erosion and sediment control plans.

All site storm sewer inlets as well as off-site downstream inlets with potential to receive sediment, shall be protected with approved inlet protection measures at all times. Inlets shall remain protected until site is 100% stabilized and vegetation is at least 70% established. Inlet protection may be removed in winter, if the project has an approval letter from jurisdictional authority or can produce it within 72 hours.

TEMPORARY SEDIMENTATION BASINS AND DEWATERING:

Temporary sedimentation basins are required prior to runoff leaving the construction site or entering surface waters when 10 or more acres of disturbed soils drain to a common location. The basin must provide 3600 ft.^{3} of storage below the outlet per acre drained. If hydraulic calculations are available, the temporary sedimentation basin must provide a storage volume equivalent to the 2- year, 24- hour storm, but in no case less than 1800 ft.^{3} per acre drained. The temporary sedimentation basin must be constructed and made operational concurrent with the start of soil disturbance up gradient of the pond. All dewatering on site during construction must be routed to temporary sedimentation basins.

Temporary sedimentation basins must be trained within 48 hours of any rainfall event. If the rock filtered outlets plug or cause the pond not to drain within 48 hours, ponds are to be drained with pumps. Pump inlets should be protected with a geotextile membrane and rock filter set up as shown in the details, or an approved alternative. Excessive sediment-laden water that is not properly filtered will not be permitted to discharge from the site.

Dewatering practices cannot cause downstream nuisance conditions, erosion, or non-permitted wetland inundation causing adverse impacts.

INSPECTION AND MAINTENANCE:

The permittees must routinely inspect the construction site once every seven (7) days during active construction and within 24 hours of a rainfall event greater than 0.5 inches in a 24-hour period.

All inspections performed during construction must be recorded and records retained on site with the SWPPP in accordance with the stormwater permit. Records must include a site map showing areas of land disturbing activities and areas where activities have temporarily or permanently ceased.

Silt fence, biorolls and Inlet protection devices must be maintained when nonfunctional or when accumulated sediment reaches 1/3 of device height.

Off-site vehicle tracking to be removed within 24 hours of occurrence.

All non-functional BMPs must be repaired, replaced, or supplemented with functional BMPs within 24 hours of discovery, or as soon as field conditions allow access.

POLLUTION PREVENTION:

All solid waste collected from the construction site must be disposed of in accordance with MPCA disposal requirements.

Concrete washout must be contained in a device similar to those provided by Neaton Brothers Concrete Washout LLC. Equivalent units shall be approved by engineer. Unit must be maintained to manufacturer recommendation.

All hazardous materials (e.g., oil, gasoline, fuel, antifreeze, paint, cleaning solvents, curing compounds, fertilizers, etc.) must be properly stored, (including secondary containment when necessary) to prevent spills, leaks, or other discharge. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.

External washing areas must be limited to a defined area of the site. All runoff containing any hazardous material must be properly collected and disposed of. Defined area must be contained with heavy-or super-duty silt fence. NO ENGINE DEGREASING ALLOWED ON-SITE.

The contractor is responsible for monitoring air pollution and ensuring it does not exceed levels set by local, state, or federal regulations. This includes dust created by work being performed on the site. Air pollution and dust control correction is considered incidental to the unit bid prices for which work is being performed. Additional dust control measures may be required by the engineer.

FINAL STABILIZATION:

The permittees must insure final stabilization of the site. Final stabilization is not complete until the following is complete:

The contractor must ensure final stabilization of the site. Final stabilization shall include a minimum of 70%, vegetation establishment (100% stabilized) on all pervious areas.

The permanent stormwater management system is constructed, meets all requirements 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.

All temporary erosion control measures and BMPs must be removed as part of the final site stabilization, unless directed otherwise by owner or engineer.

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.

RECORD RETENTION:

The SWPPP, all changes to it, and inspections and maintenance records must be at the site during construction. All owner(s) must retain the following for 3 years after submittal of NOT:

1) SWPPP;
2) Any other permits required for the project;
3) Inspection and maintenance logs;
4) All permanent operation and maintenance agreements for surface water facilities;
5) All design calculations for temporary and permanent stormwater management.

PLAN SHEETS:

Sheet number CE 1 of this plan set is also considered a part of the SWPPP for this project.

PRELIMINARY
NOT FOR CONSTRUCTION

PROJECT NUMBER 141029

REVISIONS

REMARKS	DATE	BY

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.

Signature: _____ Date: _____
Randall C. Hedlund MN. LIC. NO. 19576

PREPARED BY:
HEDLUND ENGINEERING SURVEYING
PLANNING
2905 Plaza VII Drive
Suite 105
Lakeville, MN 55044
Phone: (651) 405–6600
Fax: (651) 405–6606

SHEET TITLE: HARVEST ESTATES EROSION CONTROL PLAN

PREPARED FOR: NIK MANAGEMENT INC.
11736 177TH ST. W.
Lakeville, MN 55044
Phone: (952) 236–9424

DRAWN	CHECKED	DESIGN
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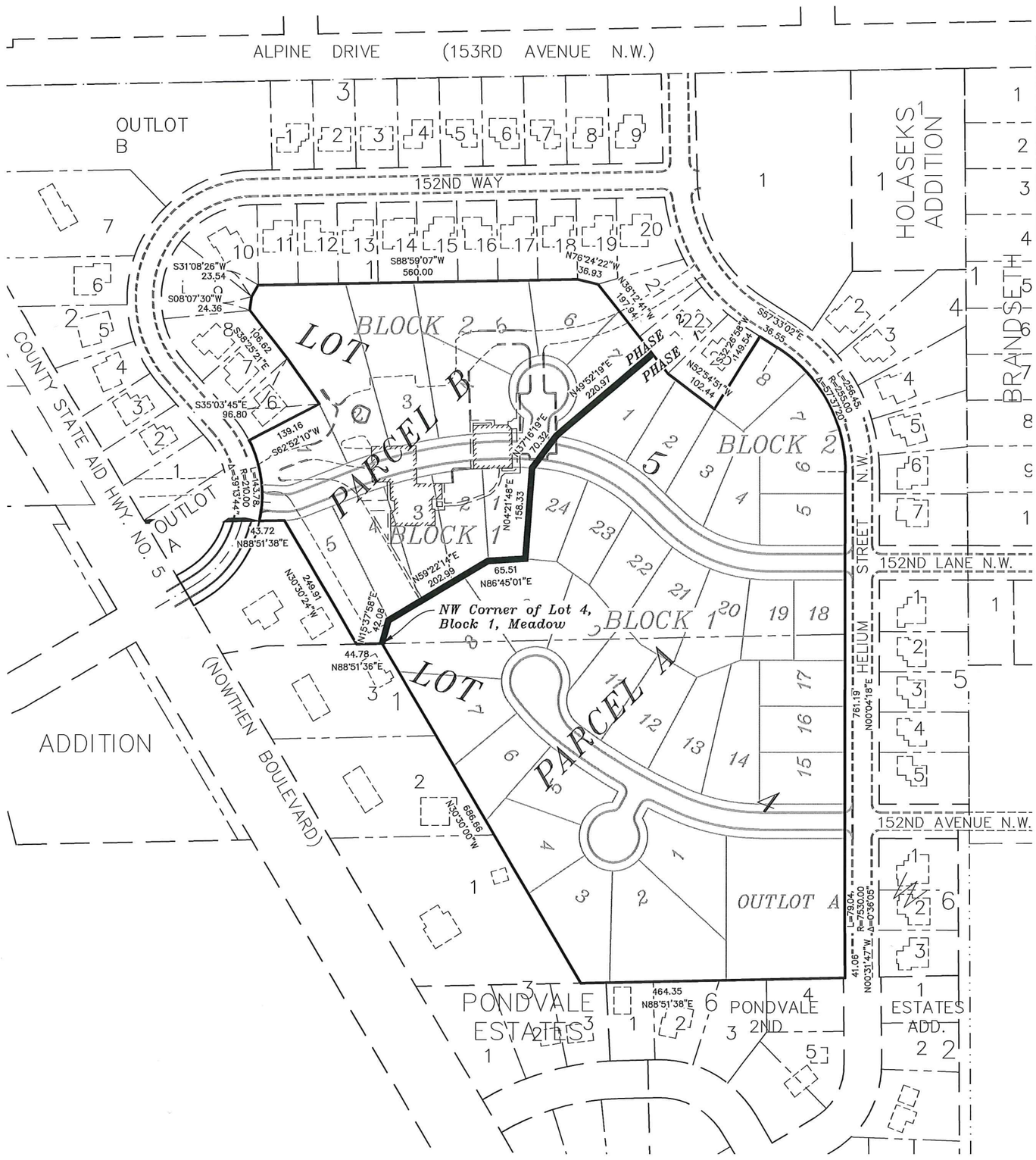
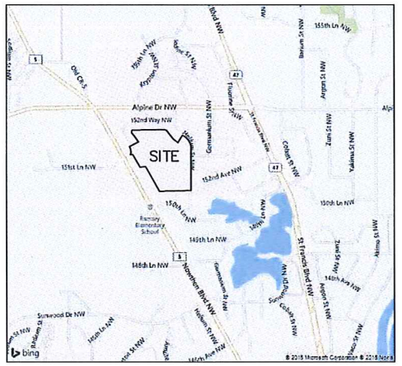
SHEET NUMBER
CE–2

DATE 3/5/2015
REV. --- --- ---



Date: March 13, 2015

VICINITY MAP



LEGAL DESCRIPTION

EXISTING DESCRIPTION:

Lots 4 and 5, Block 1, MEADOW, Anoka County, Minnesota.

PROPOSED DESCRIPTION:

Parcel A:

Lot 4 and that part of Lot 5, Block 1, MEADOW, Anoka County, Minnesota, lying southeasterly of the following described line: Beginning at the northwest corner of said Lot 4; thence North 15 degrees 37 minutes 58 seconds East 42.08 feet; thence North 59 degrees 22 minutes 14 seconds East 202.99 feet; thence North 86 degrees 45 minutes 01 seconds East 65.51 feet; thence North 04 degrees 21 minutes 48 seconds East 158.33 feet; thence North 37 degrees 16 minutes 19 seconds East 70.32 feet; thence North 49 degrees 52 minutes 19 seconds East 220.97 feet to the northeasterly line of said Lot 5 and there terminating.

Bearings are oriented to said plat of MEADOW.

Parcel B:

That part of Lot 5, Block 1, MEADOW, Anoka County, Minnesota, lying northwesterly of the following described line: Beginning at the northwest corner of Lot 4, said Block 1; thence North 15 degrees 37 minutes 58 seconds East 42.08 feet; thence North 59 degrees 22 minutes 14 seconds East 202.99 feet; thence North 86 degrees 45 minutes 01 seconds East 65.51 feet; thence North 04 degrees 21 minutes 48 seconds East 158.33 feet; thence North 37 degrees 16 minutes 19 seconds East 70.32 feet; thence North 49 degrees 52 minutes 19 seconds East 220.97 feet to the northeasterly line of said Lot 5 and there terminating.

Bearings are oriented to said plat of MEADOW.

PARCEL A = 14.86 AC.

PARCEL B = 6.42 AC.

SURVEY EXHIBIT

of

HARVEST ESTATES PARCELS

for

NIK MANAGEMENT, INC.

11736 177th Street West

Lakeville, MN 55044

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

4/15/15

Eric B. Lindgren, PLS
Minnesota License Number 48176

HEDLUND JOB No.– 141029

HEDLUND
PLANNING ENGINEERING SURVEYING
2005 Pin Oak Drive
Eagan, MN 55122
Phone: (651) 405–6600

Drawing:N:\2014 Projects\141029\Cadd\Survey\2015-03-06 Survey for Porch Apmt – Parcel A and B exercise.dwg
Date/Time: 3/13/2015 8:57:53am
X-Ref Dwg= 141029base.dwg

CC Regular Session **4. 6.**

Meeting Date: 04/25/2017

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution # 17-04-093 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 6, 2017 through April 19, 2017

Action:

Motion to Adopt Resolution # 17-04-093 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 6, 2017 through April 19, 2017.

Attachments

Bills List 4/25/2017

Resolution 4/25/2017

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	04/19/2017 03:03 PM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:51 PM
Form Started By: Jackie Lipski		Started On: 04/19/2017 01:17 PM
Final Approval Date: 04/20/2017		

RAMSEY CITY COUNCIL MEETING

4/25/2017

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 4/6/17-4/19/17	229,844.13
Accounts Payable 4/6/17-4/19/17	324,326.37
Payroll 4/7/2017	140,419.44
Pay Estimate- Project	12,032.94

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 706,622.88**

	APPROVED PREV. MTG	2017 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:		
NET PAYROLL TOTAL	$ 165,179.46	$ 1,031,443.77
- CORRECTION TO PAYROLL		
PREPAIDS	227,290.26	1,925,235.90
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		680,793.75
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	239,823.97	1,794,055.39
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		373,863.95
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 632,293.69**	**$ 5,805,392.76**

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

4/6/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
102443	4/6/2017		110734 CITY OF RAMSEY						
		235.00	# 722311		85871	040517	9601.4651		WATER REVENUE
		235.00							
102444	4/6/2017		106622 HAUAN, CATHERINE						
		130.00	REIMBURSE- CERT EXAM		85872	031717	0240.6453		REGISTRATION FEES
		130.00							
102445	4/6/2017		115328 LENNAR						
		5.00	CANCEL PERMIT RA032151		85873	033117	9101.4205		BUILDING PERMIT
		75.00	CANCEL PERMIT RA032151		85873	033117	9101.4221		URBAN SEWER PERMIT
		75.00	CANCEL PERMIT RA032151		85873	033117	9101.4222		URBAN WATER PERMIT
		150.00	CANCEL PERMIT RA032151		85873	033117	9101.4208		MECHANICAL PERMIT
		2,196.75	CANCEL PERMIT RA032151		85873	033117	9101.4205		BUILDING PERMIT
		200.00	CANCEL PERMIT RA032151		85873	033117	9101.4206		PLUMBING PERMIT
		145.00	CANCEL PERMIT RA032151		85873	033117	9101.2081		SURCHARGES-PERMITS
		2.00	CANCEL PERMIT RA032151		85873	033117	9101.2081		SURCHARGES-PERMITS
		2.00	CANCEL PERMIT RA032151		85873	033117	9101.2081		SURCHARGES-PERMITS
		25.00-	CANCEL PERMIT RA032151		85873	033117	9101.4307		PERMIT PLAN REVIEW
		275.00	CANCEL PERMIT RA032151		85873	033117	9601.4656		WATER METERS
		19.59	CANCEL PERMIT RA032151		85873	033117	9601.2082		SALES/USE TAX PAYABLE
		140.00	CANCEL PERMIT RA032151		85873	033117	9601.4655		WATER METER INSTALLA
		1,236.00	CANCEL PERMIT RA032151		85873	033117	9601.3421		WAC/SAC-CONTRIBUTED
		2,485.00	CANCEL PERMIT RA032151		85873	033117	9602.2083		SAC CHARGES
		1,500.00	CANCEL PERMIT RA032151		85873	033117	9804.1155.1		MANUAL-ACCOUNTS REC
		8,481.34							
102446	4/6/2017		108033 RAMSEY FOUNDATION						
		5,000.00	2017 SUMMER DRAW EVENTS		85874	040517	0455.6489		OTHER CONTRACTED SE
		5,000.00							
102447	4/6/2017		108464 REALSTAR TITLE						
		8.79	FILE # 137515-31976		85875	040617	9601.4651		WATER REVENUE
		8.79							
102448	4/6/2017		100510 VERIZON WIRELESS						
		61.47	FEB/MARCH 17		85876	9782519161	0130.6323		CELLULAR PHONES
		61.47							
102449	4/6/2017		112515 WSB AND ASSOCIATES INC						
		2,375.50	2040 COMP PLAN JAN 17		85877	01973-160 FEB 17	0191.6315		MISCELLANEOUS PROFE
		420.00	2017 CODE ENFORCE. JAN 17		85878	01973-220 FEB 17	0191.6315		MISCELLANEOUS PROFE
		84.00	BROOKVIEW JAN 17		85879	01973-300 FEB 17	9804.6315	00115528	MISCELLANEOUS PROFE
		3,798.00	2017 GENERAL JAN 17		85880	01973-210 FEB 17	0191.6315		MISCELLANEOUS PROFE
		210.00	WOODLANDS JAN 17		85881	01973-190 FEB 28	9804.6315	00115353	MISCELLANEOUS PROFE
		210.00	BROOKFIELD 8TH JAN 17		85882	01973-180 FEB 17	9804.6315	00115267	MISCELLANEOUS PROFE
		84.00	HOMESTEAD ROAD PLAT JAN 17		85883	01973-320 FEB 17	9804.6315	00115464	MISCELLANEOUS PROFE
		7,181.50							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
102453	4/11/2017		100291 MET COUNCIL SAC						
		17,395.00	MARCH 2017 SAC CHARGES		85900	040717	9602.2083		SAC CHARGES
		173.95-	MARCH 2017 SAC CHARGES		85900	040717	9602.4356		SEWER AVAILABILITY CH
		17,221.05							
102454	4/11/2017		100678 PETTY CASH						
		21.75	TITLE TRANSFER		85901	041017	0194.6249		MISCELLANEOUS OPERA
		25.00	PLATES # 564		85901	041017	0194.6249		MISCELLANEOUS OPERA
		6.10	PARKING/MEETING		85901	041017	0311.6335		TRAINING
		19.15	LUNCHES- USE OF FORCE		85901	041017	0211.6331		TRAVEL & LODGING
		72.00							
102455	4/11/2017		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		8.05	MARCH 2017		85902	150-1691-2206 MARCH 17	0220.6489		OTHER CONTRACTED SE
		8.05							
102532	4/18/2017		100012 ACE SOLID WASTE INC						
		84.53	APRIL17 FIRE STATIONS		85971	2668869	0220.6374		REFUSE/RECYCLING
		25,260.85	APRIL 17 RECYCLE CONTRACT		85972	2657334	9604.6489		OTHER CONTRACTED SE
		178.14	APRIL 17 PW MISC ACCTS		85973	2657349	0311.6374		REFUSE/RECYCLING
		185.86	APRIL 17 PW MISC ACCTS		85973	2657349	0194.6374		REFUSE/RECYCLING
		146.54	APRIL 17 PW MISC ACCTS		85973	2657349	0452.6374		REFUSE/RECYCLING
		59.38	APRIL 17 PW MISC ACCTS		85973	2657349	9601.6374		REFUSE/RECYCLING
		59.38	APRIL 17 PW MISC ACCTS		85973	2657349	9602.6374		REFUSE/RECYCLING
		59.38	APRIL 17 PW MISC ACCTS		85973	2657349	9605.6374		REFUSE/RECYCLING
		26,034.06							
102533	4/18/2017		100404 CENTURYLINK						
		65.35	MAR/APR 17 SERVICE		85974	763 422-1452 795 APR 17	0452.6321		TELEPHONE
		65.35							
102534	4/18/2017		115574 HEALTHPARTNERS						
		33,791.00	MAY 17 MEDICAL INS		85975	72311336	9101.2176		LIFE/HEALTH-EMPLOYEE
		33,791.00							
102535	4/18/2017		101164 MILLER CHEVROLET						
		496.98	WORK ON 331		85976	CVCS572224	0211.6388		OTHER VEHICLE REPAIR
		496.98							
102536	4/18/2017		100391 POSTMASTER						
		1,661.81	POSTAGE- SPRING RECYCLE DAY		85977	041217	9604.6249		MISCELLANEOUS OPERA
		1,661.81							
102537	4/18/2017		112959 PREMIUM WATERS INC						
		29.64	WATER- FIRE DEPT		85978	621331-03-17	0220.6489		OTHER CONTRACTED SE
		46.19	WATER- FIRE DEPT		85979	621332-03-17	0220.6489		OTHER CONTRACTED SE
		75.83							
102538	4/18/2017		108046 SELA ROOFING AND REMODELING INC						
		77.00	CANCEL PERMIT RA034385		85980	041117	9101.4205		BUILDING PERMIT
		1.00	CANCEL PERMIT RA034385		85980	041117	9101.2081		SURCHARGES-PERMITS
		78.00							
102539	4/18/2017		107797 THOMSON REUTERS- WEST						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
102539	4/18/2017		107797 THOMSON REUTERS- WEST						
		456.00	ZONING BULL. SUB.		85981	0835633143	0191.6452		SUBSCRIPTIONS
		456.00							
102540	4/18/2017		100510 VERIZON WIRELESS						
		785.14	PD MAR-APR 2017		85982	9783102024	0211.6415		OTHER EQUIPMENT REN
		785.14							
102541	4/18/2017		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR- POLICE		85983	150-1682-6501 MAR 17	0211.6489		OTHER CONTRACTED SE
		24.95	7650 SUNWOOD DR		85984	150-1681-4280 MAR 17	9240.6315		MISCELLANEOUS PROFE
		24.95	7550 SUNWOOD DR		85985	150-1681-6340 MAR 17	0194.6489		OTHER CONTRACTED SE
		27.95	6701 HWY 10- YOUTH FIRST		85986	150-1687-1105 MAR 17	9410.6315	00041012	MISCELLANEOUS PROFE
		105.80							
90413592	4/7/2017		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		17,630.79			85892	0406171123584	9101.2174		PERA-EMPLOYEE
		23,485.72			85893	0406171123585	9101.2183		PERA-EMPLOYER
		41,116.51							
94027735	4/7/2017		101306 IRS						
		25,416.90			85895	0406171123587	9101.2171		FEDERAL WITHHOLDING
		11,247.50			85896	0406171123588	9101.2173		FICA & MEDICARE-EMPL(
		11,247.50			85897	0406171123589	9101.2182		FICA & MEDICARE-EMPL(
		47,911.90							
98040717	4/7/2017		115568 ALERUS FINANCIAL NA						
		661.00			85889	04061711235814	9101.2176		LIFE/HEALTH-EMPLOYEE
		661.00							
99040717	4/7/2017		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		3,114.56			85885	04061711235810	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,114.56							
99041117	4/11/2017		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		1,233.94	March Surcharges		85899	03312017	9101.2081		SURCHARGES-PERMITS
		25.00-	March Surcharges		85899	03312017	9101.4604		SURCHARGES
		1,208.94							
99041317	4/13/2017		100629 MN DEPT OF REV SALES TX						
		49.88			85898	03312017	9101.4305		RENTAL FEES
		15.05			85898	03312017	9101.4328		ACCIDENT REPORTS
		5.70			85898	03312017	9101.4308		SALES OF MAPS & PUBLI
		.76-			85898	03312017	9101.4609		OTHER MISCELLANEOUS
		137.13			85898	03312017	9601.2082		SALES/USE TAX PAYABLE
		207.00							
99041417	4/14/2017		108768 COMDATA NETWORK INC						
		77.52	CHANTICLEAR PIZZA , ANDERSON		85965	MAR 17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		10.09	AMAZON MKTPLACE PMTS , BLUML		85965	MAR 17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		159.95	AMAZON MKTPLACE PMTS , BLUML		85965	MAR 17 COMDATA PCARD	0211.6233		BATTERIES EQUIP
		25.00	TLO TRANSUNION , BLUML		85965	MAR 17 COMDATA PCARD	0211.6315		MISCELLANEOUS PROFE
		137.45	AMAZON.COM , BRAY		85965	MAR 17 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR E
		7.03	AMAZON.COM , BRAY		85965	MAR 17 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR E
		603.60	RECYCLE AWAY, LLC , BRAY		85965	MAR 17 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR E
		87.63	WAL-MART , BRAY		85965	MAR 17 COMDATA PCARD	0194.6249		MISCELLANEOUS OPERA
		700.00	ACT*ATOM , FRANKFURTH		85965	MAR 17 COMDATA PCARD	0211.6335		TRAINING
		100.00	ACT*ATOM , FRANKFURTH		85965	MAR 17 COMDATA PCARD	0211.6335		TRAINING
		300.00	MINNESOTA CHIEFS OF PO , FRANK		85965	MAR 17 COMDATA PCARD	0211.6335		TRAINING
		525.00	MINNESOTA CHIEFS OF PO , FRANK		85965	MAR 17 COMDATA PCARD	0211.6335		TRAINING
		113.99	AMAZON MKTPLACE PMTS , FREDRIC		85965	MAR 17 COMDATA PCARD	0311.6257		OTHER VEHICLE PARTS
		6.99	AMAZON MKTPLACE PMTS , FREDRIC		85965	MAR 17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		6.49	AMAZON MKTPLACE PMTS , FREDRIC		85965	MAR 17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		79.99	AMAZON MKTPLACE PMTS , FREDRIC		85965	MAR 17 COMDATA PCARD	0130.6246		MARKETING & PROMOTI
		902.50	SIGNCAD SYSTEMS , FREDRICKSON		85965	MAR 17 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES
		43.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES
		2.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES
		4.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES
		1.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES
		30.77	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		45.96	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		26.07	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		60.00	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		112.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		4.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		89.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		3.87	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		69.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES:
		752.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		2.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		49.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		3.99	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		21.69	WWW.NEWEGGBUSINESS.COM , FREDR		85965	MAR 17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		25.00	FACEBK GN4WVBW7U2 , GLADHILL		85965	MAR 17 COMDATA PCARD	0191.6352		GENERAL NOTICE & PUB
		21.49	PAYPAL *MNAPA , GLADHILL		85965	MAR 17 COMDATA PCARD	0191.6335		TRAINING
		9.00	1010 SO 7TH STREET PAR , KATER		85965	MAR 17 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		75.00	HTCIA , KATERS		85965	MAR 17 COMDATA PCARD	0211.6451		MEMBERSHIP DUES
		180.00	MINNESOTA HTCIA 15TH A , KATER		85965	MAR 17 COMDATA PCARD	0211.6335		TRAINING
		672.00	UNIQUE DINING EXPERIEN , KATER		85965	MAR 17 COMDATA PCARD	0211.6249		MISCELLANEOUS OPERA
		63.94	AMAZON MKTPLACE PMTS , KOHNER		85965	MAR 17 COMDATA PCARD	0220.6335		TRAINING
		63.94	AMAZON MKTPLACE PMTS , KOHNER		85965	MAR 17 COMDATA PCARD	0220.6335		TRAINING
		2.74-	AMAZON.COM , KOHNER		85965	MAR 17 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		499.00	ASSESSMENTLEADERS.COM , LASHER		85965	MAR 17 COMDATA PCARD	0130.6315		MISCELLANEOUS PROFE
		27.97	COBORN'S SUPERSTORE , LASHER		85965	MAR 17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		47.50	DO ALL PRINTING COM , RIEMER		85965	MAR 17 COMDATA PCARD	0260.6249		MISCELLANEOUS OPERA
		9.60	FRATTALLONES ANDOVER A , RIEME		85965	MAR 17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		129.99	MENARDS COON RAPIDS MN , RIEME		85965	MAR 17 COMDATA PCARD	0301.6281		SMALL TOOLS & MINOR E
		4.96	MENARDS COON RAPIDS MN , RIEME		85965	MAR 17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		5.99	MENARDS COON RAPIDS MN , RIEME		85965	MAR 17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		9.99	MENARDS COON RAPIDS MN , RIEME		85965	MAR 17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		9.97	MENARDS COON RAPIDS MN , RIEME		85965	MAR 17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		10.00	PAYPAL *IRRIGATIONO , RIEMER		85965	MAR 17 COMDATA PCARD	0452.6335		TRAINING
		73.10	AMAZON MKTPLACE PMTS , RIVERBL		85965	MAR 17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		63.50	AMAZON.COM , RIVERBLOOD		85965	MAR 17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
99041417	4/14/2017		108768 COMDATA NETWORK INC						
		58.99	EMERGENCY RESPONDER PR , SCHIF		85965	MAR 17 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		67.98	FTD.COM , THIELING		85965	MAR 17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		87.90	LIFE TRIBUTES SYMPATHY , THIEL		85965	MAR 17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		188.77	MADDENS GULL LAKE , THIELING		85965	MAR 17 COMDATA PCARD	0111.6331		TRAVEL & LODGING
		12.00	#4630 LASALLE PLAZA , ULRICH		85965	MAR 17 COMDATA PCARD	0130.6331		TRAVEL & LODGING
		515.00	ACT*GTS MCMA CONFERENC , ULRIC		85965	MAR 17 COMDATA PCARD	0130.6335		TRAINING
		471.06	HARD ROCK HOTEL , WIEMANN		85965	MAR 17 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		103.19	WAL-MART , WIEMANN		85965	MAR 17 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		65.00	MN ASSOCIATION OF REAL , BRAMA		85965	MAR 17 COMDATA PCARD	9230.6335		TRAINING
		17.00	NORTHSTAR LOT , BRAMA		85965	MAR 17 COMDATA PCARD	9230.6331		TRAVEL & LODGING
		12.00	PARK & SHOP , BRAMA		85965	MAR 17 COMDATA PCARD	9230.6331		TRAVEL & LODGING
		15.98	OFFICEMAX/OFFICE DEPOT , NELSO		85965	MAR 17 COMDATA PCARD	9601.6208		MISCELLANEOUS OFFICI
		4.15	OFFICEMAX/OFFICE DEPOT , NELSO		85965	MAR 17 COMDATA PCARD	9601.6208		MISCELLANEOUS OFFICI
		8.99	OFFICEMAX/OFFICE DEPOT , NELSO		85965	MAR 17 COMDATA PCARD	9604.6229		SHOP MATERIALS
		89.76	OFFICEMAX/OFFICE DEPOT , NELSO		85965	MAR 17 COMDATA PCARD	9604.6229		SHOP MATERIALS
		54.54	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		19.13	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		24.50	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		54.62	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		45.00	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		40.48	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		66.02	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		47.80	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0301.6223		GASOLINE
		13.30	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		19.67	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		46.36	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		16.31	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		41.15	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		28.76	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		28.63	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		29.53	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		27.98	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		44.40	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		22.74	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		24.86	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		49.82	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		49.99	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		16.81	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		45.79	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		30.00	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0240.6223		GASOLINE
		29.31	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		25.50	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0240.6223		GASOLINE
		27.85	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0240.6223		GASOLINE
		33.31	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0240.6223		GASOLINE
		50.50	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		27.60	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0240.6223		GASOLINE
		32.83	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		42.98	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		23.15	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		11.89	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		45.94	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0301.6223		GASOLINE
		17.00	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		43.62	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		61.18	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		56.18	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		52.14	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		97.12	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		98.61	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		38.06	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		52.17	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		40.19	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		59.40	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		48.15	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		26.85	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		38.23	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		20.10	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0301.6223		GASOLINE
		24.33	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		28.70	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		29.50	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		27.40	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0301.6223		GASOLINE
		28.11	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0240.6223		GASOLINE
		20.56	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		35.51	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0194.6223		GASOLINE
		43.41	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0194.6223		GASOLINE
		37.59	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		52.49	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		23.89	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		7.00	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		4.04	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		37.72	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		33.05	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		48.58	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0220.6223		GASOLINE
		19.44	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		39.66	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0311.6223		GASOLINE
		49.79	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0452.6223		GASOLINE
		49.63	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0301.6223		GASOLINE
		35.43	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		34.04	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.00	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		30.63	BILL'S SUPERETTE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		33.17	BP COON RAPIDS		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		27.65	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		36.66	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.90	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		20.46	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		27.31	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.71	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.04	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		20.88	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		27.82	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		18.48	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		31.60	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.34	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		28.63	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.54	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		23.62	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		30.77	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		18.88	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		31.40	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.97	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		22.30	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		34.56	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.25	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		24.40	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		39.87	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		16.61	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		14.50	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		24.79	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		29.51	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.67	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		46.10	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		42.18	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		31.22	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		24.42	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.01	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.98	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		28.47	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		5.75	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.66	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.55	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		45.51	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		48.35	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.90	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.53	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		24.84	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE

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									Continued.
99041417	4/14/2017		108768 COMDATA NETWORK INC						
		17.62	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		28.58	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.91	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		28.00	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		32.79	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		24.25	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		70.04	EXXONMOBIL		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.33	HOLIDAY DEALER		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		19.35	HOLIDAY DEALER		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		31.64	HOLIDAY DEALER		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		36.83	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		19.30	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		35.05	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		14.52	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		18.25	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		32.36	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		31.58	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		31.84	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		32.81	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		33.44	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		31.39	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		12.71	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		41.64	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		33.25	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		31.87	HOLIDAY STNSTORE		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.77	KWIK TRIP		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		28.54	KWIK TRIP		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE

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99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		11.52	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		20.31	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.89	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		18.98	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		10.43	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.70	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.15	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		13.90	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		20.30	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.02	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		28.28	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		22.78	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		32.50	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		23.89	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		27.96	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		18.36	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		29.33	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		35.82	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		37.90	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		43.60	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		17.71	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		24.17	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		49.29	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		37.30	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		24.43	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		22.19	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		20.14	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		33.88	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		29.03	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		19.35	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		27.75	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		32.05	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		17.91	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.59	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		45.97	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		40.60	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		30.00	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		44.56	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		68.14	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		63.35	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		23.84	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		42.27	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.73	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		41.72	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.12	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		42.40	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.80	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		22.24	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.67	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		18.64	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		32.95	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		18.57	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		30.01	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		26.43	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99041417	4/14/2017		108768 COMDATA NETWORK INC						Continued.
		29.66	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		23.63	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		21.70	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		16.24	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		28.30	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		20.72	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		25.90	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		23.52	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		40.23	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		29.75	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		38.35	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		36.05	SUPERAMERICA		85966	MAR 17 COMDATA FUEL	0211.6223		GASOLINE
		44.70	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	9601.6223		GASOLINE
		50.43	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	9601.6223		GASOLINE
		43.79	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	9601.6223		GASOLINE
		68.00	CASEYS RAMSEY		85966	MAR 17 COMDATA FUEL	9602.6223		GASOLINE
		54.58	LITTLE DUKES RAMSEY		85966	MAR 17 COMDATA FUEL	9602.6223		GASOLINE
		15,808.38							
99041817	4/18/2017		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		9.47	MARCH 2017 PURCHASE		85964	032817	0452.6249		MISCELLANEOUS OPERA
		9.47							
99368185	4/7/2017		100223 ICMA RETIREMENT TRUST 457						
		1,895.33			85884	0406171123581	9101.2175		DEFERRED COMPENSAT
		1,895.33							
99686207	4/7/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		4,670.00			85887	04061711235812	9101.2175		DEFERRED COMPENSAT
		4,670.00							
99687076	4/7/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,312.65			85888	04061711235813	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,312.65							
99801920	4/7/2017		100601 MN DEPT OF REV WH						
		9,979.22			85894	0406171123586	9101.2172		STATE WITHHOLDING
		9,979.22							

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

4/6/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99801920	4/7/2017		100601 MN DEPT OF REV WH						Continued.
		229,844.13	Grand Total						

Payment Instrument Totals

Checks	101,949.17
EFT Payments	127,894.96
Total Payments	229,844.13

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
106639	3M	SIGN MATERIAL	PV	85940	001	09101	4/3/2017	SS56171	406.60
				Summary Total					406.60
	3M P O BOX 844127 DALLAS TX 75284-4127								
				Payment Amount					406.60
111385	ACHIEVE SERVICES INC	2017 SP GALA BRONZE SPONSOR	PV	85987	001	09101	4/4/2017	14008	800.00
				Summary Total					800.00
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE	SHREDDING MARCH 17, 2017	PV	86034	001	09101	4/12/2017	14193	52.75
	BLAINE MN 55434			Summary Total					52.75
				Payment Amount					852.75
110402	ADVANCE AUTO PARTS	MARCH 2017 PURCHASES	PV	85941	001	09605	3/31/2017	033117	105.18
	ADVANCE AUTO PARTS	MARCH 2017 PURCHASES	PV	85941	002	09605	3/31/2017	033117	13.48
	AAP FINANCIAL SERVICES	MARCH 2017 PURCHASES	PV	85941	003	09605	3/31/2017	033117	305.33
	P O BOX 742063	MARCH 2017 PURCHASES	PV	85941	004	09605	3/31/2017	033117	65.48
	ATLANTA GA 30374-2063	MARCH 2017 PURCHASES	PV	85941	005	09605	3/31/2017	033117	94.98
		MARCH 2017 PURCHASES	PV	85941	006	09605	3/31/2017	033117	22.79
		MARCH 2017 PURCHASES	PV	85941	007	09605	3/31/2017	033117	83.60
				Summary Total					690.84
				Payment Amount					690.84
100017	AIRGAS USA, LLC	MISC GASES	PV	85942	001	09101	3/31/2017	9943448299	28.76
				Summary Total					28.76
	AIRGAS USA LLC								
	P O BOX 802576	CYLINDER LEASE	PV	85943	001	09101	4/1/2017	7044393407	43.75
	CHICAGO IL 60680-2576	CYLINDER LEASE	PV	85943	002	09101	4/1/2017	7044393407	43.75
				Summary Total					87.50
				Payment Amount					116.26
102953	AMERIGAS OF ANOKA	PROPANE	PV	85944	001	09101	4/10/2017	97748861	91.28
				Summary Total					91.28
	AMERIGAS OF ANOKA P O BOX 371473 PITTSBURGH PA 15250-7473								
				Payment Amount					91.28
107526	ANCOM TECHNICAL CENTER	MINITOR PAGER PKG	PV	85988	001	09101	4/5/2017	68367	12.00

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	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ANCOM TECHNICAL CENTER 1800 EAST CLIFF ROAD SUITE 17 BURNSVILLE MN 55337			Summary Total					12.00
				Payment Amount					12.00
100029	ANOKA AREA CHAMBER OF COMMERCE	COHORT 2016/2017 SEASON	PV	86052	001	09230	4/1/2017	018004	5,000.00
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					5,000.00
				Payment Amount					5,000.00
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	FEB 2017 INTERNET ACCESS	PV	85989	001	09101	4/5/2017	2017-017	524.87
	ANOKA COUNTY CENTRAL COMMUNICATIONS 325 EAST MAIN STREET ANOKA MN 55303			Summary Total					524.87
				Payment Amount					524.87
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	ASSESSMENT CONTRACT	PV	85903	001	09101	3/26/2017	032617	138,629.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION			Summary Total					138,629.00
	2100 - 3RD AVENUE ANOKA MN 55303	MARCH 2017 SERVICES	PV	85945	001	09804	4/3/2017	534 4/3/2017	46.00
		MARCH 2017 SERVICES	PV	85945	002	09804	4/3/2017	534 4/3/2017	46.00
				Summary Total					92.00
				Payment Amount					138,721.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	MAY 2017 BROADBAND	PV	85990	001	09101	4/3/2017	B170403M	604.50
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303			Summary Total					604.50
				Payment Amount					604.50
100058	ANOKA RAMSEY FARM AND GARDEN	MINK MULCH	PV	85904	001	09101	4/6/2017	040617	90.00
	ANOKA RAMSEY FARM AND GARDEN 7435 HIGHWAY 10 RAMSEY MN 55303			Summary Total					90.00

Bank Account	00002224 CASH IN BANK
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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
				Payment Amount					90.00
100063	ASPEN MILLS	FIRE BOOTS- C. SACRE	PV	85905	001	09101	3/30/2017	196026	269.95
				Summary Total					269.95
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432	MISC- C. GARDNER	PV	85906	001	09101	4/6/2017	42083	107.90
				Summary Total					107.90
		FIRE BOOTS- J. BROMEN	PV	85907	001	09101	3/30/2017	196025	269.95
				Summary Total					269.95
		MISC D. WEIGMAN	PV	85991	001	09101	4/5/2017	196292	92.50
				Summary Total					92.50
		MISC- C. HASSEL	PV	85992	001	09101	4/5/2017	196293	60.45
				Summary Total					60.45
		MISC- K. YANG RESERVE	PV	85993	001	09101	4/5/2017	196294	377.85
				Summary Total					377.85
				Payment Amount					1,178.60
108513	BLAINE LOCK AND SAFE, INC.	MISC WORK	PV	85946	001	09101	4/5/2017	19528	340.50
				Summary Total					340.50
	BLAINE LOCK AND SAFE, INC. 12052 CENTRAL AVE NE BLAINE MN 55434								
				Payment Amount					340.50
100086	BLUE VELVET INC	APRIL 2017 PD WASHES	PV	85994	001	09101	4/10/2017	041017	299.50
				Summary Total					299.50
	BLUE VELVET INC 14101 ST FRANCIS BLVD RAMSEY MN 55303								
				Payment Amount					299.50
103641	BOYER TRUCKS ROGERS BOYER TRUCKS	WORK ON 673	PV	85908	001	09602	4/6/2017	474370	514.60
		WORK ON 673	PV	85908	002	09602	4/6/2017	474370	269.80
				Summary Total					784.40
	2601 NE BROADWAY MINNEAPOLIS MN 55413								
				Payment Amount					784.40
100297	CENTERPOINT ENERGY	14515 E TOWN CENTER DR	PV	86036	001	09601	4/7/2017	8782239-1 APR 17	94.07

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CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	CENTERPOINT ENERGY			Summary Total					94.07
	P O BOX 4671	7550 SUNWOOD DR	PV	86037	001	09101	4/7/2017	6702493-5 APR 17	2,442.50
	HOUSTON TX 77210-4671			Summary Total					2,442.50
		6701 HIGHWAY 10	PV	86038	001	09410	4/7/2017	6011580-5 APR 17	198.28
				Summary Total					198.28
				Payment Amount					2,734.85
112019	CENTRAL HYDRAULICS INC	MISC PARTS	PV	85995	001	09101	4/7/2017	008355	309.03
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374			Summary Total					309.03
				Payment Amount					309.03
115654	CENTRAL TRUST BANK	SOFTWARE FINANCING AGREEMENT	PV	85909	001	09101	3/31/2017	05311529166-MAR17	24,483.53
	CENTRAL TRUST BANK P O BOX 726 JEFFERSON CITY MO 65102			Summary Total					24,483.53
				Payment Amount					24,483.53
111496	CENTRAL TURF AND IRRIGATION SUPPLY	GRASS SEED	PV	85910	001	09101	4/7/2017	6052974-00	384.00
	CENTRAL TURF AND IRRIGATION SUPPLY 8 WILLIAMS STREET ELMSFORD NY 10523			Summary Total					384.00
				Payment Amount					384.00
114549	CHET S SHOES INC	3 EMP. WORK BOOTS	PV	85947	001	09601	3/31/2017	35334	131.74
	CHET S SHOES INC	3 EMP. WORK BOOTS	PV	85947	002	09601	3/31/2017	35334	300.00
	8870 RENDOVA STREET NE CIRCLE PINES MN 55014			Summary Total					431.74
				Payment Amount					431.74
114802	CITIES DIGITAL INC	RECONFIGURE BARCODE SESSIONS	PV	85996	001	09101	3/31/2017	40123	262.50
	CITIES DIGITAL INC 2000 O NEIL ROAD SUITE 150 HUDSON WI 54016			Summary Total					262.50
				Payment Amount					

CITY OF RAMSEY
Create Payment Control Groups

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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
									262.50
100125	COUNTRYSIDE PRINTING INC	BUSINESS CARDS	PV	85997	001	09101	4/4/2017	34617	118.00
	COUNTRYSIDE PRINTING	BUSINESS CARDS	PV	85997	002	09101	4/4/2017	34617	236.00
	6250 BUNKER LAKE BLVD NW				Summary Total				354.00
	SUITE 113	RAMSEY RECYCLER	PV	85998	001	09604	4/7/2017	34620	1,998.80
	RAMSEY MN 55303				Summary Total				1,998.80
					Payment Amount				2,352.80
101185	DO ALL PRINTING COM INC	SAFETY JACKET-EMBROID. NIELSEN	PV	85911	001	09101	4/7/2017	35307	20.00
	DO ALL PRINTING COM INC				Summary Total				20.00
	6360 HIGHWAY 10 NW								
	RAMSEY MN 55303				Payment Amount				20.00
113540	DUSTY'S DRAIN CLEANING	WORK AT FIRE STATION 1	PV	85948	001	09101	4/7/2017	5883	275.00
	DUSTY'S DRAIN CLEANING				Summary Total				275.00
	P O BOX 262								
	ST FRANCIS MN 55070				Payment Amount				275.00
100158	ECM PUBLISHERS INC	AD- TEMP SEASONALS	PV	85949	001	09101	3/31/2017	474396	228.75
	ECM PUBLISHERS INC				Summary Total				228.75
	4095 COON RAPIDS BLVD								
	COON RAPIDS MN 55433				Payment Amount				228.75
104267	ELITE SANITATION	PORTABLE TOILET RENTAL	PV	85912	001	09101	4/7/2017	23844	54.00
	ELITE SANITATION				Summary Total				54.00
	PO BOX 526								
	ELK RIVER MN 55330				Payment Amount				54.00
100170	EMERGENCY MEDICAL PRODUCTS INC	FIRE- MISC SUPPLIES	PV	85999	001	09101	4/3/2017	1897842	193.76

CITY OF RAMSEY
Create Payment Control Groups

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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
	EMERGENCY MEDICAL PRODUCTS INC 25196 NETWORK PLACE CHICAGO IL 60673-1251			Summary Total					193.76
				Payment Amount					193.76
113991	EMERGENCY RESPONSE SOLUTIONS	SCBA FLOW TESTS/FACE PIECES	PV	85913	001	09101	3/30/2017	8488	2,517.00
	EMERGENCY RESPONSE SOLUTIONS 4817 VIKING BLVD SUITE 102 EAST BETHEL MN 55092			Summary Total					2,517.00
		MISC SUPPLIES	PV	85914	001	09101	3/28/2017	8467	192.15
				Summary Total					192.15
		STRAP KIT	PV	86000	001	09101	4/10/2017	8536	77.48
				Summary Total					77.48
				Payment Amount					2,786.63
113321	FACTORY MOTOR PARTS CO	OIL FILTER	PV	85915	001	09101	4/5/2017	6-1470221	32.28
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					32.28
		SPLASH WASH	PV	86001	001	09101	4/13/2017	6-1470925	11.94
				Summary Total					11.94
		OIL FILTERS	PV	86002	001	09101	4/13/2017	1-5228898	75.36
				Summary Total					75.36
		BRAKES- 341	PV	86003	001	09101	4/13/2017	6-1470902	243.60
				Summary Total					243.60
		OIL FILTERS	PV	86004	001	09101	4/13/2017	6-1470901	6.28
				Summary Total					6.28
				Payment Amount					369.46
107099	FASTENAL	MISC SUPPLIES	PV	85950	001	09101	4/5/2017	MNTC8151362	13.48
	FASTENAL COMPANY P O BOX 978 WINONA MN 55987			Summary Total					13.48
				Payment Amount					13.48
100143	FERGUSON WATERWORKS # 2516	MISC SUPPLIES	PV	85916	001	09601	3/30/2017	0233686	4,058.88
	FERGUSON WATERWORKS 2516 P O BOX 802817			Summary Total					4,058.88
		MISC SUPPLIES	PV	85917	001	09601	3/29/2017	0233687	359.86

Bank Account	00002224 CASH IN BANK
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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
	CHICAGO IL 60680-2817			Summary Total					359.86
		WATER METER SUPPLIES	PV	86039	001	09601	4/12/2017	0235636	106.73
				Summary Total					106.73
		WATER METER SUPPLIES	PV	86040	001	09601	4/12/2017	0235637	600.00
				Summary Total					600.00
				Payment Amount					5,125.47
110760	FIRE SAFETY USA, INC	FIRE HOOD/ TAGS	PV	86005	001	09101	4/4/2017	98996	183.95
	FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901			Summary Total					183.95
				Payment Amount					183.95
112421	FIRST SCRIBE	ROW WAY WEB APRIL 2017	PV	85951	001	09101	4/1/2017	2472927	200.00
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00
				Payment Amount					200.00
115666	FIRSTNET LEARNING INC	ONLINE SAFETY TRAINING	PV	86041	001	09101	4/11/2017	7972	342.00
	FIRSTNET LEARNING INC	ONLINE SAFETY TRAINING	PV	86041	002	09101	4/11/2017	7972	95.00
	1350 17TH STREET SUITE 250 DENVER CO 80202			Summary Total					437.00
				Payment Amount					437.00
100186	FRANKENSIGNS INC	FIRE CUBE NAME PLATES	PV	86042	001	09101	4/6/2017	269433	108.00
	FRANKENSIGNS 9133 DAVENPORT STREET NE P O BOX 490301 BLAINE MN 55449			Summary Total					108.00
		K. SCHMIDT NAME PLATE	PV	86043	001	09101	4/6/2017	269435	28.00
				Summary Total					28.00
				Payment Amount					136.00
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	85952	001	09101	4/5/2017	1006420367	21.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	85952	002	09101	4/5/2017	1006420367	5.00
	P O BOX 842385	UNIFORM CLEANING	PV	85952	003	09101	4/5/2017	1006420367	22.67

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CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	85952	004	09101	4/5/2017	1006420367	22.67
				Summary Total					71.34
				Payment Amount					71.34
100200	GOPHER STATE ONE CALL INC	92 TICKETS	PV	85918	001	09601	3/31/2017	7030661	41.40
	GOPHER STATE ONE CALL	92 TICKETS	PV	85918	002	09601	3/31/2017	7030661	41.40
	7223 PARKWAY DRIVE	92 TICKETS	PV	85918	003	09601	3/31/2017	7030661	41.40
	SUITE 210								
	HANOVER MD 21076-1317			Summary Total					124.20
				Payment Amount					124.20
100650	GRAINGER	COIL CHAIN	PV	85953	001	09101	4/7/2017	9410178389	133.11
	GRAINGER INC			Summary Total					133.11
	DEPT. 806511127								
	PALATINE IL 60038-0001			Payment Amount					133.11
109910	GREAT NORTHERN LANDSCAPE INC	ELMCREST PRK-PREP PLANT BED	PV	85919	001	09101	4/5/2017	11938	7,900.00
	GREAT NORTHERN LANDSCAPE INC			Summary Total					7,900.00
	19720 IGUANA STREET NW	LANDSCAPE SWEET BAY MEDIAN	PV	85954	001	09400	4/7/2017	11939	15,150.00
	ELK RIVER MN 55330			Summary Total					15,150.00
				Payment Amount					23,050.00
100814	HACH COMPANY	TEST PACKETS	PV	86044	001	09601	4/12/2017	10408594	803.25
	HACH COMPANY			Summary Total					803.25
	2207 COLLECTIONS CENTER DR								
	CHICAGO IL 60693			Payment Amount					803.25
100209	HAKANSON ANDERSON ASSOC INC	RE: OLD MUNI SITE DEMO	PV	85955	001	09412	3/31/2017	37784	115.00
	HAKANSON ANDERSON ASSOC INC			Summary Total					115.00
	3601 THURSTON AVENUE								
	ANOKA MN 55303-1063			Payment Amount					115.00

CITY OF RAMSEY
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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
100211	HAWKINS INC	CHEMICALS	PV	85920	001	09601	4/4/2017	4051945	5,538.50
				Summary Total					5,538.50
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263								
				Payment Amount					5,538.50
110386	HEALTH PARTNERS	RE: M. STEPHENS	PV	85921	001	09101	4/1/2017	900032398	121.00
				Summary Total					121.00
	HEALTH PARTNERS P O BOX 77026 MINNEAPOLIS MN 55480-7726								
				Payment Amount					121.00
106911	HENNEPIN TECHNICAL COLLEGE	M. KOHNER- FORCIBLE ENTRY REFR	PV	85922	001	09101	3/31/2017	00365527	2,700.00
				Summary Total					2,700.00
	HENNEPIN TECHNICAL COLLEGE ATTN: BUSINESS OFFICE 13100 COLLEGE VIEW DRIVE EDEN PRAIRIE MN 55347								
				Payment Amount					2,700.00
112475	INNOVATIVE OFFICE SOLUTIONS	COPIER PAPER- COLORS	PV	85923	001	09101	3/31/2017	IN1561691	20.08
				Summary Total					20.08
	INNOVATIVE OFFICE SOLUTIONS AB # 1004	MISC OFFICE SUPPLIES	PV	86006	001	09101	4/11/2017	IN1572883	115.89
				Summary Total					115.89
	P O BOX 249004 APPLE VALLEY MN 55124-9017	MISC OFFICE SUPPLIES	PV	86007	001	09101	4/5/2017	IN-1566924	146.42
				Summary Total					146.42
				Payment Amount					282.39
100256	LANO EQUIPMENT INC	RETURN-TUBE	PD	86008	001	09101	3/31/2017	02-423732	405.75-
	LANO EQUIPMENT INC	RETURN-TUBE	PD	86008	002	09101	3/31/2017	02-423732	405.75-
				Summary Total					811.50-
	6140 HIGHWAY 10 NW ANOKA MN 55303	TUBE ASSY	PV	86009	001	09101	4/7/2017	02-424831	49.71
				Summary Total					49.71
		MISC FOR HEDGE TRIMMER	PV	86010	001	09101	4/7/2017	02-424828	11.32
				Summary Total					11.32
		BROOM SHAFT	PV	86011	001	09101	4/14/2017	02-426075	325.00
		BROOM SHAFT	PV	86011	002	09101	4/14/2017	02-426075	975.00

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	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					1,300.00
				Payment Amount					549.53
100259	LEAGUE OF MN CITIES INS TRUST	RE: TIMOTHY SHERNO	PV	85924	001	09702	3/29/2017	C0027470	1,000.00
				Summary Total					1,000.00
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517								
				Payment Amount					1,000.00
		RE: ALIX KENDALL	PV	85925	001	09702	4/5/2017	C0028994	3,088.60
				Summary Total					3,088.60
				Payment Amount					3,088.60
		RE: CORY GARDNER	PV	85926	001	09702	4/3/2017	1001389	261.90
				Summary Total					261.90
				Payment Amount					261.90
100266	LOGIS	MARCH 2017 SERVICE	PV	86012	001	09101	3/31/2017	43331	11,767.00
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036			Summary Total					11,767.00
		NETWORK THRU 3/31/17	PV	86013	001	09101	3/31/2017	43391	230.00
				Summary Total					230.00
				Payment Amount					11,997.00
100271	MAIN MOTORS	MISC 402	PV	86014	001	09101	4/14/2017	325196	22.12
	MAIN MOTORS 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					22.12
				Payment Amount					22.12
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC	AUDIT 2016- THROUGH 3/31/2017	PV	85956	001	09101	4/8/2017	41655	1,015.00
	MALLOY MONTAGUE KARNOWSKI RADOSEVIC 410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416			Summary Total					1,015.00

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
				Payment Amount					1,015.00
100283	MENARDS COON RAPIDS	MISC SUPPLIES	PV	85928	001	09101	4/6/2017	42615	80.85
	MENARDS COON RAPIDS			Summary Total					80.85
	3045 MAIN STREET	MISC SUPPLIES	PV	86015	001	09101	3/30/2017	42120	44.31
	COON RAPIDS MN 55433			Summary Total					44.31
				Payment Amount					125.16
100284	MENARDS ELK RIVER	TRANSFER PUMP	PV	85927	001	09601	3/30/2017	29200	109.00
	MENARDS ELK RIVER			Summary Total					109.00
	19521 EVANS STREET NW	MISC SUPPLIES	PV	85929	001	09602	3/23/2017	28688	77.02
	ELK RIVER MN 55330-1077			Summary Total					77.02
		MISC SUPPLIES	PV	85930	001	09101	3/27/2017	28982	41.56
				Summary Total					41.56
		MISC SUPPLIES	PV	86016	001	09101	3/31/2017	29271	85.16
				Summary Total					85.16
		MISC SUPPLIES	PV	86017	001	09101	3/30/2017	29216	25.98
				Summary Total					25.98
		BATTERIES	PV	86018	001	09101	3/29/2017	29123	25.98
				Summary Total					25.98
				Payment Amount					364.70
100285	MET COUNCIL ENVIRONMENTAL SRV	WASTE WATER MAY 2017	PV	85931	001	09602	4/7/2017	0001066300	62,966.65
	MET COUNCIL ENVIRONMENTAL SRV			Summary Total					62,966.65
	P O BOX 856513								
	MINNEAPOLIS MN 55485-6513			Payment Amount					62,966.65
100289	METRO SALES INC	COPIER CONTRACT THRU JUNE 2017	PV	86019	001	09101	4/5/2017	INV769344	1,513.05
	METRO SALES INC	COPIER CONTRACT THRU JUNE 2017	PV	86019	002	09101	4/5/2017	INV769344	451.95
	1620 EAST 78TH STEET			Summary Total					1,965.00
	MINNEAPOLIS MN 55423			Payment Amount					1,965.00
115206	MINNETONKA GAME AND	PD GUN RANGE USE	PV	86045	001	09101	4/17/2017	041717	320.00

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	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	FISH CLUB	4/13/17							
	MINNETONKA GAME AND FISH CLUB 1506 FLORIDA AVENUE N GOLDEN VALLEY MN 55427			Summary Total					320.00
				Payment Amount					320.00
100389	MN POST BOARD	RENEW PD LICENSES 7	PV	86047	001	09101	4/12/2017	041217	630.00
	MN POST BOARD 1600 UNIVERSITY AVE SUITE 200 ST PAUL MN 55104-3825			Summary Total					630.00
				Payment Amount					630.00
113946	MUNICIPAL EMERGENCY SERVICES INC	GLOBE COAT REPAIR	PV	85932	001	09101	3/27/2017	IN1117451	102.68
	MUNICIPAL EMERGENCY SERVICES INC DEPOSITORY ACCOUNT 75 REMITTANCE DRIVE SUITE 3135 CHICAGO IL 60675			Summary Total					102.68
				Payment Amount					102.68
100345	NAPA AUTO PARTS ELK RIVER	PRIMARY WIRE	PV	86020	001	09101	4/13/2017	904705	13.38
				Summary Total					13.38
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW	FILTERS 655- OIL/AIR	PV	86021	001	09101	4/12/2017	904511	64.81
	P O BOX 1041 ELK RIVER MN 55330			Summary Total					64.81
				Payment Amount					78.19
115167	NET TRANSCRIPTS INC	MARCH 2017 SERVICES	PV	86022	001	09101	3/15/2017	0012479	344.69
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					344.69
				Payment Amount					344.69
100354	NEWMAN TRAFFIC SIGNS	SIGN MATERIAL	PV	85957	001	09101	4/3/2017	TI-0308181	819.76
	NEWMAN TRAFFIC SIGNS PO BOX 1728 JAMESTOWN ND 58402-1728			Summary Total					819.76
				Payment Amount					819.76

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
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	85958	001	09101	4/3/2017	185366	325.90
				Summary Total					325.90
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433	MISC SUPPLIES	PV	85959	001	09101	4/5/2017	185412	86.68
				Summary Total					86.68
		MISC SUPPLIES	PV	86046	001	09101	4/12/2017	185525	348.48
				Summary Total					348.48
				Payment Amount					761.06
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMPLY DRUG TEST	PV	85933	001	09101	4/3/2017	1294	350.00
				Summary Total					350.00
	NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303								
				Payment Amount					350.00
111488	POPP.COM INC	MARCH 2017 SERVICE	PV	86023	001	09101	3/31/2017	992404892	122.71
	POPP.COM INC	MARCH 2017 SERVICE	PV	86023	002	09101	3/31/2017	992404892	27.89
	620 MENDELSSOHN AVENUE NORTH SUITE 101	MARCH 2017 SERVICE	PV	86023	003	09101	3/31/2017	992404892	33.47
	GOLDEN VALLEY MN 55427	MARCH 2017 SERVICE	PV	86023	004	09101	3/31/2017	992404892	189.64
		MARCH 2017 SERVICE	PV	86023	005	09101	3/31/2017	992404892	33.47
		MARCH 2017 SERVICE	PV	86023	006	09101	3/31/2017	992404892	94.82
		MARCH 2017 SERVICE	PV	86023	007	09101	3/31/2017	992404892	39.02
		MARCH 2017 SERVICE	PV	86023	008	09101	3/31/2017	992404892	109.04
		MARCH 2017 SERVICE	PV	86023	009	09101	3/31/2017	992404892	85.17
		MARCH 2017 SERVICE	PV	86023	010	09101	3/31/2017	992404892	104.52
		MARCH 2017 SERVICE	PV	86023	011	09101	3/31/2017	992404892	54.53
				Summary Total					894.28
				Payment Amount					894.28
113737	RATWIK ROSZAK AND MALONEY PA	MARCH 17 SERVICES	PV	86048	001	09101	4/1/2017	60199	114.82
	RATWIK ROSZAK AND MALONEY PA	MARCH 17 SERVICES	PV	86048	002	09101	4/1/2017	60199	14.50
	300 U.S. TRUST BUILDING	MARCH 17 SERVICES	PV	86048	003	09101	4/1/2017	60199	359.00
	730 SECOND AVENUE SOUTH	MARCH 17 SERVICES	PV	86048	004	09101	4/1/2017	60199	2,199.50
	MINNEAPOLIS MN 55402			Summary Total					2,687.82
		MARCH 2017 RETAINER	PV	86049	001	09101	3/31/2017	60200	3,072.14
		MARCH 2017 RETAINER	PV	86049	002	09101	3/31/2017	60200	43.50

CITY OF RAMSEY
Create Payment Control Groups

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Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					3,115.64
				Payment Amount					5,803.46
100431	SAFETY KLEEN CORPORATION	RECYCLE OIL	PV	85960	001	09101	3/31/2017	CN04538219	110.97
	SAFETY KLEEN CORPORATION PO BOX 382066 PITTSBURGH PA 15250-8066			Summary Total					110.97
				Payment Amount					110.97
115583	SANDARIN, BARBARA	APRIL 2017 YOGA CLASSES	PV	85934	001	09101	3/29/2017	032917	180.00
	BARBARA SANDARIN 1824 113TH LANE NW COON RAPIDS MN 55433			Summary Total					180.00
				Payment Amount					180.00
100456	ST CROIX RECREATION FUN PLAYGROUNDS	ANTI WHIP NYLON NETS	PV	85935	001	09101	3/31/2017	19264	165.00
	ST CROIX RECREATION FUN PLAYGROUNDS INC 225 NORTH SECOND STREET STILLWATER MN 55082			Summary Total					165.00
				Payment Amount					165.00
100469	STREICHER'S POLICE EQUIPMENT	MISC PD SUPPLIES	PV	85936	001	09290	4/3/2017	I1256462	46.00
	STREICHER'S POLICE EQUIPMENT	MISC PD SUPPLIES	PV	85936	002	09290	4/3/2017	I1256462	94.99
	10911 WEST HWY 55 MINNEAPOLIS MN 55441			Summary Total					140.99
		MISC PD SUPPLIES	PV	85937	001	09290	4/3/2017	I1256517	281.98
				Summary Total					281.98
				Payment Amount					422.97
112736	SWANK MOTION PICTURES INC	LICENSING MOVIE IN PRK 5/5/17	PV	85961	001	09101	4/11/2017	041117	285.00
	SWANK MOTION PICTURES INC 10795 WATSON ROAD ST. LOUIS MO 63127			Summary Total					285.00
				Payment Amount					285.00

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	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100485	TIMESAVER OFF SITE SECRETARIAL INC	MARCH 2017 MEETINGS	PV	86024	001	09101	3/30/2017	M22808	1,584.13
				Summary Total					1,584.13
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378	APRIL 17 MEETINGS	PV	86050	001	09101	4/13/2017	M22842	448.00
				Summary Total					448.00
				Payment Amount					2,032.13
100495	TWIN CITIES FLAG SOURCE	FREEDOM FLAG SET	PV	85962	001	09101	3/29/2017	30332	212.00
				Summary Total					212.00
	TWIN CITIES FLAG SOURCE 3240 - 199TH AVENUE NW ANOKA MN 55303								
				Payment Amount					212.00
111742	TWIN CITY WATER CLINIC INC	MARCH WATER TESTS	PV	85938	001	09601	3/30/2017	9448	170.00
				Summary Total					170.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343								
				Payment Amount					170.00
111084	UNIVERSITY OF MINNESOTA	M. RIVERBLOOD- SHADE TREE	PV	85963	001	09101	3/28/2017	2110002937	215.00
				Summary Total					215.00
	UNIVERSITY OF MINNESOTA			Payment Amount					215.00
112721	W W GOETSCH ASSOCIATES INC	WEAR RINGS FOR MYERS PUMP	PV	85939	001	09602	4/6/2017	98028	825.59
				Summary Total					825.59
	W W GOETSCH ASSOCIATES INC 5250 WEST 74TH STREET MINNEAPOLIS MN 55439-2226								
				Payment Amount					825.59
105628	WELLS CATERING SERVICE	CC MEAL 4/11/17	PV	86025	001	09101	4/11/2016	42646	81.23
				Summary Total					81.23
	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303								
				Payment Amount					

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	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									81.23
100529	WENDELL'S INC	BADGE- M. SHRYOCK	PV	86051	001	09101	4/13/2017	2167545	5.23
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458						Summary Total		5.23
							Payment Amount		5.23
100539	WRIGHT TIRE SERVICE INC	PD MISC TIRES	PV	86026	001	09101	3/22/2017	45916	2,527.63
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303						Summary Total		2,527.63
							Payment Amount		2,527.63
							Total Amount to be Processed		324,326.37
							Total Number of Payments to be Processed		79

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	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
101172	KUECHLE UNDERGROUND INC	FINAL PAY EST GARNET STREET	PV	86033	001	09435	4/18/2017	041817	12,032.94

KUECHLE UNDERGROUND INC
10998 STATE HWY 55
PO BOX 509
KIMBALL MN 55353

Summary Total	12,032.94
Payment Amount	12,032.94
Total Amount to be Processed	12,032.94
Total Number of Payments to be Processed	1

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-04-093

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF APRIL 6, 2017 THROUGH APRIL 19, 2017.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of April 6, 2017, through April 19, 2017, in the amount of $ 706,622.88 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 April 6, 2017, through April 19, 2017, in the amount of $ 706,622.88.

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 25th day of April 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 7.**

Meeting Date: 04/25/2017

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution 17-04-099 to Hire a Part-time Community Service Officer

Purpose/Background:

The purpose of this case is to request the City Council to hire a replacement part-time Community Service Officer.

The Community Service Officer position is needed to support the City's basic daily work and the Strategic Plan. This position particularly touches on strategic imperative four -- an effective organization. Specifically, it works to maintain a highly functional staff by employing a dedicated/cost effective person to handle somewhat routine police and community tasks.

In summary, the position is responsible for handling: animal control duties, some code enforcement activities, support services to patrol officers, administrative errands, vehicle maintenance and repairs, receiving and investigating ordinance complaints and documenting findings, as well as assisting with crime prevention issues.

This position has been vacant since November due to the previous CSO accepting a Patrol Officer position with another City. As a result, an in internal and external recruitment was conducted to fill the part-time Community Service Officer position. Staff conducted interviews, background investigations and pre-employment testing. As a result, staff is recommending Mr. Aaron Pipenhagen be hired as the City's new Community Resource Officer.

Observations/Alternatives:

Option #1: Hire a part-time Community Service Officer. Staff recommends this option to help fulfill the routine public safety and customer service needs and to meet the goals of the strategic plan as it relates to this position.

Option #2 Not hiring a part-time Community Service Officer. Staff does not recommend this option due to likely repercussions such as a reduced ability to provide effective customer service both internally and externally, as well as timely routine public safety response.

Funding Source:

The funding required for this positions is well within the 2017 budget at approximately $19,485. This represents a savings of approximately $12,000 when compared to the original budget which accounted for a full year of part-time wages for this position.

Recommendation:

To move ahead with hiring Mr. Aaron Pipenhagen as a part-time 25-hour per week Community Service Officer, on or near May 10, 2017 at $18.83 per hour which is step 1 of the 2017 wage scale.

Action:

To make a motion to adopt resolution 17-04-099 hiring Mr. Aaron Pipenhagen as a part-time 25-hour per week Community Service Officer, on or near May 10, 2017 at $18.83 per hour which is step 1 of the 2017 wage scale.

Attachments

Resolution 1704099

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Colleen Lasher	04/19/2017 02:56 PM
Colleen Lasher (Originator)	Colleen Lasher	04/19/2017 02:57 PM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:16 PM
Form Started By: Colleen Lasher		Started On: 04/14/2017 12:23 PM
Final Approval Date: 04/20/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-04-099

RESOLUTION TO HIRE A PART-TIME COMMUNITY SERVICE OFFICER

WHEREAS, there is a Community Service Officer vacancy; and

WHEREAS, staff recommends hiring Mr. Aaron Pipenhagen as a part-time 25-hour per week Community Service Officer, and

WHEREAS, the newly appointed Community Service Offices will be subject to a 6-month probation period; and

WHEREAS, all other Personnel Policies and union contracts will apply normally.

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

To make a motion to adopt resolution 17-04-099 hiring Mr. Aaron Pipenhagen as a part-time 25-hour per week Community Service Officer, on or near May 10, 2017 at $18.83 per hour which is step 1 of the 2017 wage scale.

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 25th day of April, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 8.**

Meeting Date: 04/25/2017

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #17-04-094 Authorizing Final Payment to Kuechle Underground, Inc. for IP 13-10 Garnet St - 168th Avenue Improvements

Purpose/Background:

Resolution and Pay Request attached.

Notification:

N/A

Observations/Alternatives:

N/A

Funding Source:

N/A

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends final payment to Kuechle Underground, Inc. for Improvement Project #13-10, Garnet Street and 168th Avenue Reconstruction, in the amount of $12,032.94.

Action:

Motion to adopt Resolution #17-04-094 approving final payment to Kuechle Underground, Inc. for Improvement Project #13-10, Garnet Street and 168th Avenue Reconstruction, in the amount of $12,032.94.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	04/20/2017 11:21 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:42 PM
Form Started By: MaryJo Warner		Started On: 04/18/2017 03:16 PM
Final Approval Date: 04/20/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-04-094

RESOLUTION AUTHORIZING FINAL PAYMENT TO KUECHLE UNDERGOUND FOR IMPROVEMENT PROJECT #13-10 GARNET STREET AND 168TH AVENUE RECONSTRUCTION

WHEREAS, pursuant to a resolution of the City Council adopted February 25, 2014, a Feasibility Report was prepared by the City Engineer with reference to proposed improvements to Garnet Street from 167th Avenue to the north plat line of Now and Then Estates, and 168th Avenue west of Garnet Street, including the reconstruction of streets and curb and gutter, the construction of sidewalks, storm sewer, and public utilities, and other necessary appurtenant work; and

WHEREAS, pursuant to a resolution of the City Council adopted January 13, 2015, the Feasibility Report was received and accepted, and a Public Hearing was ordered for February 10, 2015 at 7 p.m., where the City Council considered the proposed improvements for said streets in accordance with the Feasibility Report; and

WHEREAS, pursuant to a resolution of the City Council adopted April 28, 2015, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, pursuant to a resolution of the City Council adopted June 9, 2015 the bid of Kuechle Underground in the amount of $823.126.51 for the total bid is the lowest responsible bidder; and

WHEREAS, as of February 25, 2017 $827,231.01 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends final payment to Kuechle Underground in the amount of $12,032.94.

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

1) That the City Council hereby authorizes final payment to Kuechle Underground, Inc. for Improvement Project 13-10; Garnet Street – 168th Avenue Improvements in the amount of $12,032.94.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of April 25, 2017.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of April 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 13-10 GARNET STREET - 168TH AVENUE IMPROVEMENTS

City of Ramsey

FINAL PAY ESTIMATE

Estimate no **7**

TOTAL CONTRACT	$	823,126.51
ADDITIONAL WORK	$	-
TOTAL WITH ADDITIONAL WORK	$	823,126.51
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	$	839,263.95
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	839,263.95
	$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	839,263.95
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	827,231.01
PAY CONTRACTOR PER ESTIMATE NO. 7	$	12,032.94

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on the this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the amount for the Final Estimate, the provisions of M.S. 290.92 have been complied with and that all claims against me by reason of the contract have been paid or satisfactorily secured.

Contractor: Kuechle Underground, Inc.

By Jeremy Kuechle (Name) Vice President (Title)

Date 4/18/17

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: CITY OF RAMSEY

By Leonard Linton, PE Civil Engineer IV

Date 4/18/17

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By Bruce Westby (Name) City Engineer (Title) 4/18/17 (Date)

CC Regular Session **4. 9.**

Meeting Date: 04/25/2017

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #17-04-092 Approving an Easement Encroachment Agreement for a Detached Accessory Building at 15359 Zuni Ct NW; Case of Steve and Christine Roeder

Purpose/Background:

The City recently processed an application from Steve and Christine Roeder (the "Applicant") for a variance to setbacks for a detached accessory building (the "Shed") located at 15359 Zuni Ct NW (the "Subject Property"). On April 6, 2017, the Planning Commission approved the requested variance contingent upon approval and execution of an Encroachment Agreement between the Applicant and the City.

Notification:

Notification is not required when considering an Encroachment Agreement. Staff attempted to notify all Property owners within 350 feet of the Subject Property of the Public Hearing that was held for the variance request via Standard US Mail. The Public Hearing for the variance request was also published in the City's official newsletter, the Anoka County Union Herald.

Observations/Alternatives:

The Shed is 120 square feet in size and is partially located within a Drainage and Utility Easement (the "Easement") on the Subject Property. The Easement does not include larger infrastructure such as storm sewer, sanitary sewer, or municipal water. The Engineering Department has reviewed this request and have no objection to the Encroachment Agreement.

Funding Source:

All costs associated with this request are the Applicant's responsibility.

Recommendation:

Staff recommends adopting Resolution #17-04-092 approving an Easement Encroachment Agreement for the Shed to remain partially within the Easement on the Subject Property.

Action:

Motion to adopt Resolution #17-04-092 approving an Easement Encroachment Agreement between the City and Applicant for the Shed on the Subject Property.

Attachments

Site Location Map

Applicant Site Plan

Letters of Support for the Variance

Staff Review Letter

Encroachment Agreement

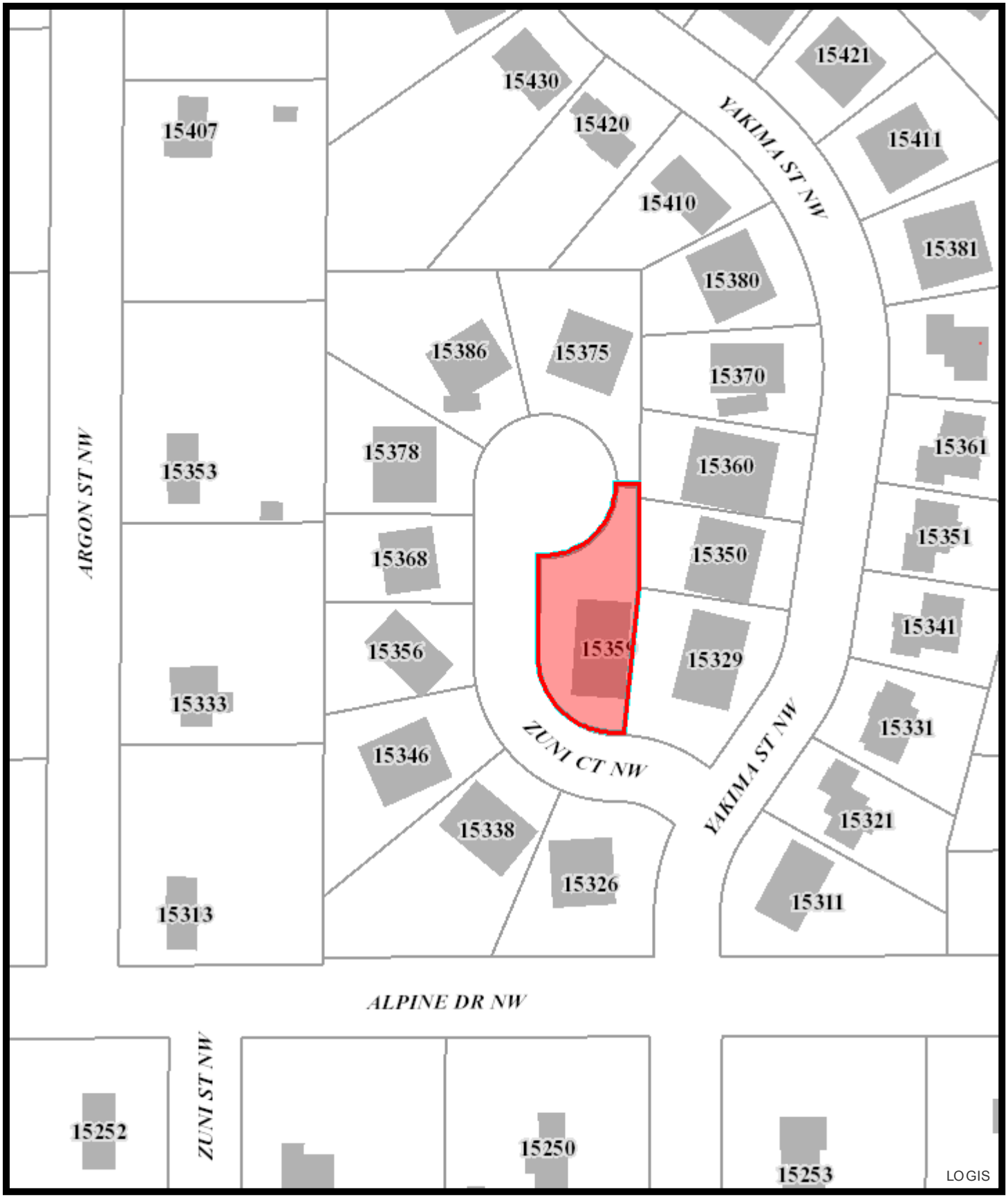
Resolution #17-04-092: Encroachment Agreement

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	04/13/2017 03:19 PM
Tim Gladhill	Tim Gladhill	04/19/2017 10:37 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:14 PM
Form Started By: Chris Anderson		Started On: 04/11/2017 09:44 AM
Final Approval Date: 04/20/2017		

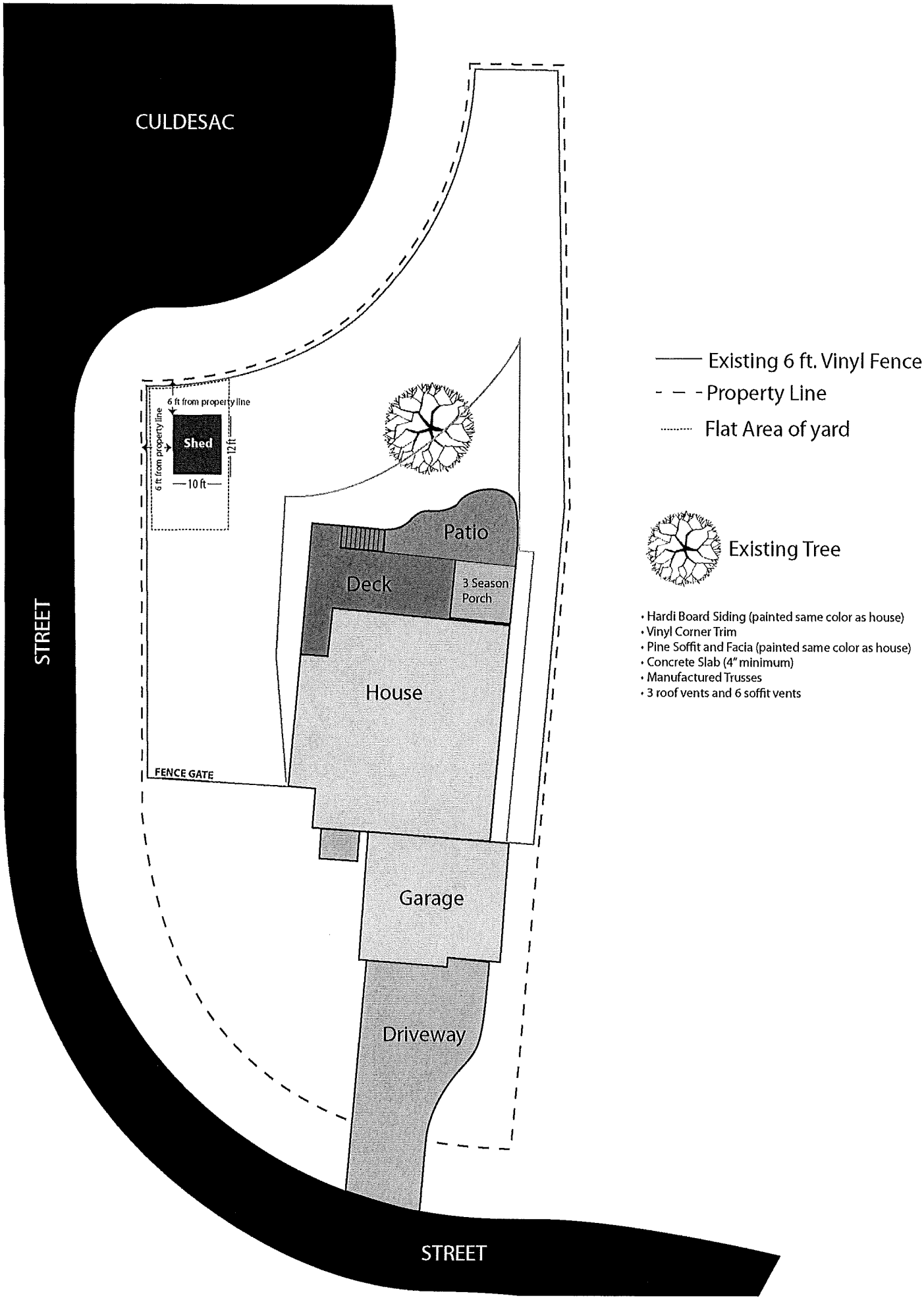
24-32-25-13-0093
15359 ZUNI CT NW

Site Location Map



Feet
0 30 60 120 180 240

Print Date: February 24, 2017


CULDESAC
STREET
STREET
6 ft from property line
6 ft from property line
Shed
12 ft
10 ft
Patio
Deck
3 Season Porch
House
FENCE GATE
Garage
Driveway
Existing 6 ft. Vinyl Fence
Property Line
Flat Area of yard
Existing Tree
• Hardi Board Siding (painted same color as house)
• Vinyl Corner Trim
• Pine Soffit and Facia (painted same color as house)
• Concrete Slab (4" minimum)
• Manufactured Trusses
• 3 roof vents and 6 soffit vents

March 28, 2017

RECEIVED
MAR 30 2017
BY:

Tim Gladhill
Community Development Director

This letter is concerning the hearing on property 15359 Zuni Court. (See attached)

We live at 15378 Zuni Ct NW, Ramsey MN 55303.

The shed located in the corner of his property is well built and looks good. It adds cosmetic apeal to the neighborhood.

We request that you allow the owners to leave the shed where it is located.

Thank you,

LeeAnn Radtke
Thomas M Radtke

Attn: Ramsey Planning Commission

Regarding zoning hearing for shed located at 15359 Zuni Court Nw Ramsey Mn 55303

We live across from 15359 Zuni Court at 15356 Zuni Court and have absolutely no problem with the shed that the homeowners built on their property. It is a very nice looking well-built structure that is behind their privacy fence well within their yard. With the very challenging layout of their property lines we are completely OK with the sheds location and with planning commission granting the variance for the shed.

Shannon & Thomas Baumler

15356 Zuni Court Ramsey Mn 55303

651-208-4142

Howard Janke

15338 Zuni Ct
Ramsey, MN 55303
612-401-0272
howardjanke@comcast.net

March 31, 2017

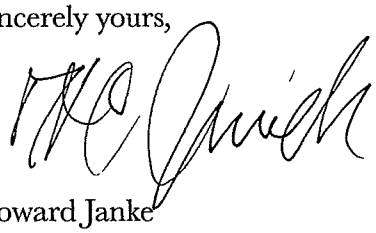
Ramsey Planning Commission
7550 Sunwood Drive NW
Ramsey, MN 55303

Tim Gladhill,

I am responding to your invitation to make written comments regarding the request for variance (location of yard shed) at 15359 Zuni Ct.

The shed is clearly visible from my living room window. It is nicely done and will be painted to match the house (as weather permits). I find no issue with the location and urge you to approve the current location. Thank you for your attention in this matter.

Sincerely yours,



Howard Janke

CC: 15359 Zuni Ct.

April 04, 2017

Ramsey Planning Commission
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Public Hearing on April 6 concerning property located at 15359 Zuni Ct., in Ramsey.

To whom it may concern:

I am writing this letter in response to the upcoming public hearing taking place on April 6, regarding my neighbor's new shed on their property. I am unable to make it to the meeting due to a prior commitment at my child's school.

I have known my neighbors Chris and Steve for some time now, and have always had positive and pleasant conversations and exchanges with them. They have been kind, going out of their way to introduce themselves into the neighborhood. I can say they have become a great addition to our neighborhood.

I've also noticed how much they have improved their home with landscaping and adding a fence. Since they have moved in, they have added to the properties' esthetics, and overall appearance of their home. They've worked diligently at making improvements to their home.

The newest addition to their property, the shed, is the reason why the public hearing is taking place. I personally do not have any issue with the location or appearance of the shed. From our vantage point, the shed looks nice and even matches the style of their home.

I hope this helps communicate our stance regarding the shed in question, and its location on their property.

Thank you for your time and attention to this matter.

Sincerely,

Kimmel

Janet and Jason Kimmel
15325 Zuni Ct. NW
Ramsey, MN 55303

To Whom It May Concern,

My name is Lynn Thomas and live in Ramsey across the street from Chris and Steve – 15359 Zuni Court NW. I sincerely hope you will grant them the variance they need. They are just the kind of people the city should be trying to attract. They're good neighbors and the shed they have built is attractive and well done. The lot they have is unusual to say the least and I don't see where else they could place it. This is really the only logical place. I was very disappointed that a complaint was made and don't understand why it was. The shed was well done and certainly not an eyesore.

Sincerely, Lynn Thomas

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MARCH 29, 2017	**PROJECT ADDRESS**	15329 ZUNI CT
PROJECT. TITLE	ROEDER VARIANCE		
ESCROW #	115602		
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 Roeder Variance Application. The submittal consists of 1 sheet prepared by the applicant.

Observations:

The lot was platted as part of Highlands at River Park 4th Addition. Zuni Ct runs along the west property line of the lot. The cul-de-sac bulb forms the northwest corner of the lot. The lot is graded as a walk out lot with grades falling from west to east across the lot. The only flat area on the lot outside of the building foot print is in the northwest corner of the lot. This falls within the building setback area from the cul-de-sac. The applicant is requesting a variance to allow a shed to remain in this location.

Engineering can support the variance request if the Planning Commission feels the variance is justified. Engineering can also support the easement encroachment agreement on the same basis.

ENCROACHMENT AGREEMENT

THIS AGREEMENT ("Agreement") is made this 25th day of April, 2017, by and between the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota ("City"), and **Steve and Christine Roeder**, husband and wife, and their successors and assigns ("Landowner").

RECITALS:

WHEREAS, Landowner is the fee owner of the real property located at 15359 Zuni Court NW, Ramsey, Minnesota, and legally described as follows:

> Lot 9, Block 1, Highlands at River Park 4th Addition, Except that part of said lot lying easterly of following described line: Commencing at the northwest corner of Lot 10 said Block 1, thence westerly along westerly extension of north line of said Lot 10 35.73 feet to point of beginning of said line, thence southerly 134.09 feet to southwest corner of said Lot 10 and said line there terminating, subject to easement of record, Anoka County, Minnesota

("Property"); and

WHEREAS, the City currently has Drainage and Utility Easements ("Easements") over, under and across a portion of the Property, as dedicated to the public pursuant to the Plat known as "HIGHLANDS AT RIVER PARK 4TH ADDITION" recorded in the Office of the County Recorder, Anoka County, Minnesota; and

WHEREAS, Landowner seeks permission from the City to partially encroach upon the Easements to construct a ten foot by twelve foot (10' x 12') shed (the "Shed") positioned near the northwest corner of the Property as shown on Exhibit "A".

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

1. The City hereby approves an encroachment on and over the Easements by Landowner for the purposes of constructing and maintaining the Shed over that part of the Easements as shown in Exhibit "A" subject to the terms of this Agreement.

2. Landowner shall not expand the Shed in width, depth, or height unless approved in writing by the City. If the Shed is demolished, destroyed, or substantially replaced, any replacement shall not encroach upon the Easements without written consent of the City.

3. Nothing in this Agreement shall be deemed a waiver or abandonment of the City's rights under the Easements.

4. The Landowner is responsible for all costs relating to use, maintenance and repair of the Shed.

5. Landowner agrees that if the City, during its normal construction, reconstruction, maintenance and/or repair of the public utilities located within the Easements including, but not limited to, watermain, sanitary sewer and/or storm sewer systems, deems it necessary and expedient to excavate within the Easements, Landowner shall be responsible for removing, reconstructing and/or repairing that portion of the Shed within the Easements. The City's only obligation shall be to fill the excavated area and level the same to the grade that it was prior to the City's excavation. Notwithstanding the above, in the event the City finds it is necessary to completely restore the easement area, the Landowner agrees to remove that portion of the Shed that has been placed in the Easements. Landowner will promptly comply with said removal request at their expense and will remove the Shed within sixty (60) days of the written request by the City.

6. In the event that Landowner fails to take any action required in this Agreement and the City is required to repair, reconstruct or take other actions to maintain the City's utilities, as a result of the Landowner's use and maintenance of the Shed, the City may take any and all actions permitted by law to collect the costs of those repairs and the City may further levy an assessment against the Property for all costs incurred by the City. Landowner waives any and all rights to challenge or appeal the assessment.

7. Landowner and his/her successors and assigns do hereby agree to defend, indemnify, and hold the City harmless from any and all costs and expenses, all claims and liability, including attorney's fees, relating to or arising from granting the Landowner permission to encroach on the Easements for the maintenance, use, and operation of the Shed, including third party claims against flooding issues that may occur due to filling within the drainage easement.

8. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, to the following:

TO CITY: Jo Thieling, City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

TO LANDOWNER: Steve and Christine Roeder
15359 Zuni Ct NW
Ramsey, MN 55303

or to any successors or assigns of the Landowner or City, or any future address of the Landowner or City, if Landowner or City gives the other party notice of said change of address as provided pursuant to the provision for notice herein.

9. This Agreement shall be recorded against the title to the Property.

CITY OF RAMSEY

By: _____ By: _____
Sarah Strommen, Mayor Kurtis Ulrich, City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of _____, 20_____, by Sarah Strommen and Kurtis Ulrich, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

LANDOWNER:

By: _____ By: _____
Steve Roeder Christine Roeder

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

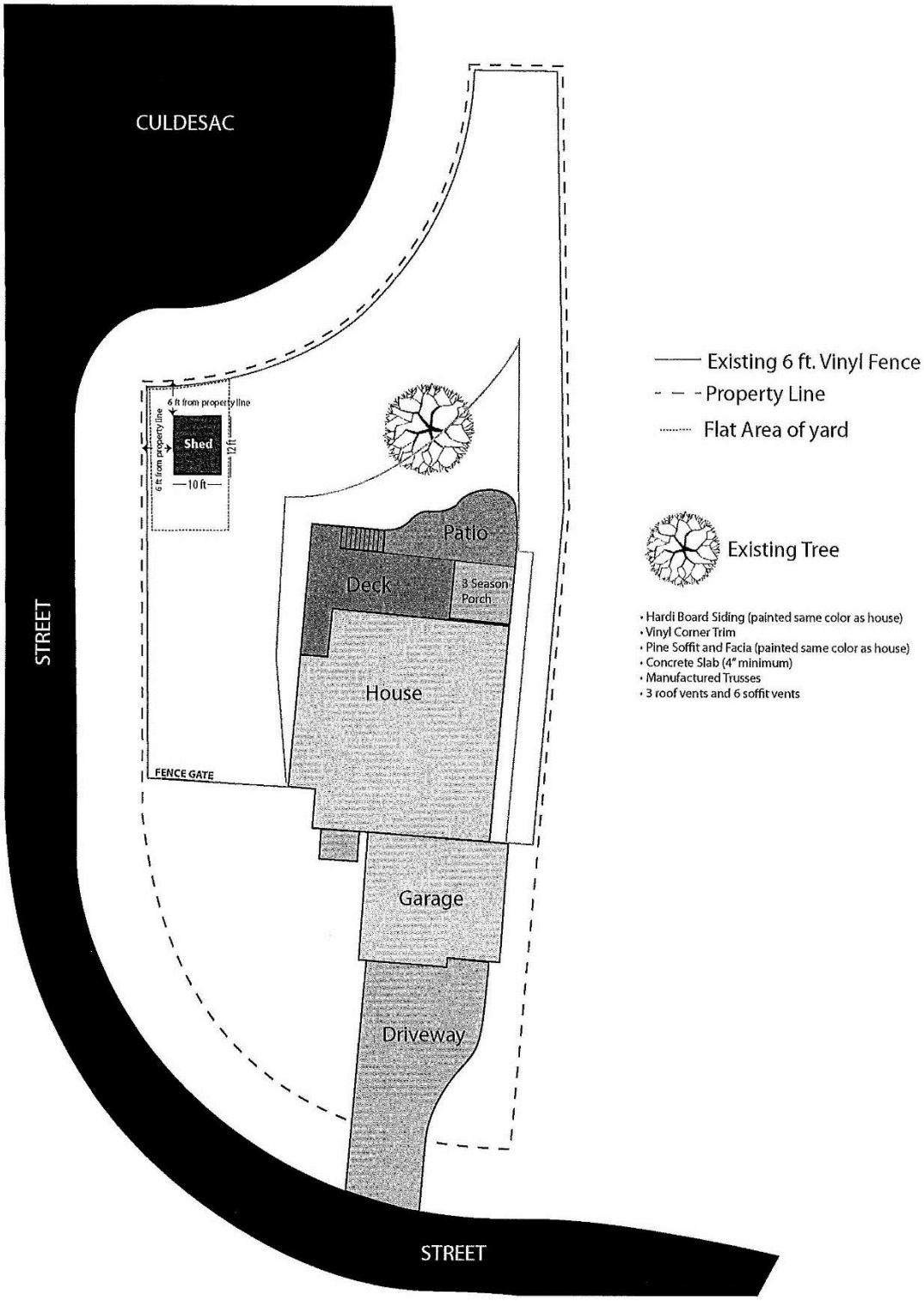
The foregoing instrument was acknowledged before me this ____ day of _____, 2017, by Steve and Christine Roeder.

_____
Notary Public

Drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

EXHIBIT "A"
Area of Encroachment of Deck



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

RESOLUTION #17-04-092

RESOLUTION APPROVING AN ENCROACHMENT AGREEMENT FOR A DETACHED ACCESSORY BUILDING TO BE PARTIALLY LOCATED IN A DRAINAGE AND UTILITY EASEMENT ON THE PROPERTY GENERALLY KNOWN AS 15359 ZUNI CT NW AND DECLARING TERMS OF SAME

WHEREAS, Steve and Christine Roeder, hereinafter referred to as the "Applicant," have requested an Encroachment Agreement to allow a 10' x 12' shed (the "Shed") to be partially located in a drainage and utility easement (the "Easement") on the property legally described as follows:

> Lot 9, Block 1, Highlands at River Park 4th Addition, Except that part of said lot lying easterly of following described line: Commencing at the northwest corner of Lot 10 said Block 1, thence westerly along westerly extension of north line of said Lot 10 35.73 feet to point of beginning of said line, thence southerly 134.09 feet to southwest corner of said Lot 10 and said line there terminating, subject to easement of record, Anoka County, Minnesota
>
> (the "Subject Property").

WHEREAS, the Applicant applied for a Variance for the Shed to deviate from the standard setbacks on the Subject Property; and

WHEREAS, the Planning Commission approved the requested Variance contingent upon approval and execution of an Encroachment Agreement; and

WHEREAS, the Applicant has applied for a Zoning Permit for the Shed; and

WHEREAS, Engineering Department has found that the Easement can still function with the encroachment of the Shed; and

WHEREAS, City Council reviewed the Encroachment Agreement request on April 25, 2017.

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

1. That, contingent upon the Applicant entering into an Encroachment Agreement with the City and recording said agreement against the Subject Property, the Applicant may construct and maintain the Shed in accordance with the terms and conditions contained within the Encroachment Agreement.

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 adopted by the Ramsey City Council this the 25th day of April, 2017.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) SS.
COUNTY OF ANOKA)

On this _____ day of _____, 20___, before me, a Notary Public, personally appeared Sarah Strommen and JoAnn M. Thieling, to me personally known, who, being each by me duly sworn did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal Corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said Sarah Strommen and JoAnn M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

This document reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

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

CC Regular Session **4. 10.**

Meeting Date: 04/25/2017

By: Chris Anderson, Community Development

Information

Title:

Adopt Resolution #17-04-095 Granting Final Plat Approval for Station 2nd Addition; Case of D.R. Horton (Project #17-121)

Purpose/Background:

The City received an application from D.R. Horton (the "Applicant") for Final Plat approval of Station 2nd Addition, which will result in twenty-five (25) new townhome units on the block bordered by Rhinestone St, 146th Ave, Peridot St, and Ramsey Parkway East (the "Subject Property"). The City Council approved the Preliminary Plat in 2016, which was essentially a repeat of plats approved in 2005 and 2008 but were never constructed. The Final Plat of Station 2nd Addition is consistent with the approved Preliminary Plat from 2016.

Notification:

Notification is not required for Final Plat; however, as part of the Preliminary Plat review in 2016, Staff attempted to notify all Property Owners within 350 feet of the Subject Property. The Notice of Public Hearing was also published in the Anoka County Union Herald.

Observations/Alternatives:

The Development Agreement for the Station (again, approved in 2016) outlined the Required Improvements, which addressed the entire block of the Subject Property. Therefore, there are no proposed streets or utility improvements associated with this Plat as that work has already been installed with the first addition pending various miscellaneous items. The Final Plat will complete the build-out of the Subject Property consistent with the approved Preliminary Plat.

Alternatives

Alternative 1: Adopt Resolution #17-04-095 granting approval of the Final Plat for Station 2nd Addition. The Final Plat is consistent with the Preliminary Plat. There are no additional streets or utility work needed with this phase as all public improvements were addressed with the first phase in 2016. Staff supports this alternative.

Alternative 2: Do not approve the Final Plat of Station 2nd Addition. This will complete the build-out of this block within The COR consistent with past approvals in 2005 and 2008. The Final Plat is consistent with the approval of the Preliminary Plat in 2016. Staff does not support this alternative.

Funding Source:

All costs associated with processing the Application are the responsibility of the Applicant. At this time, there is no request for public assistance.

Recommendation:

Staff recommends approval of the Final Plat for Station 2nd Addition.

Action:

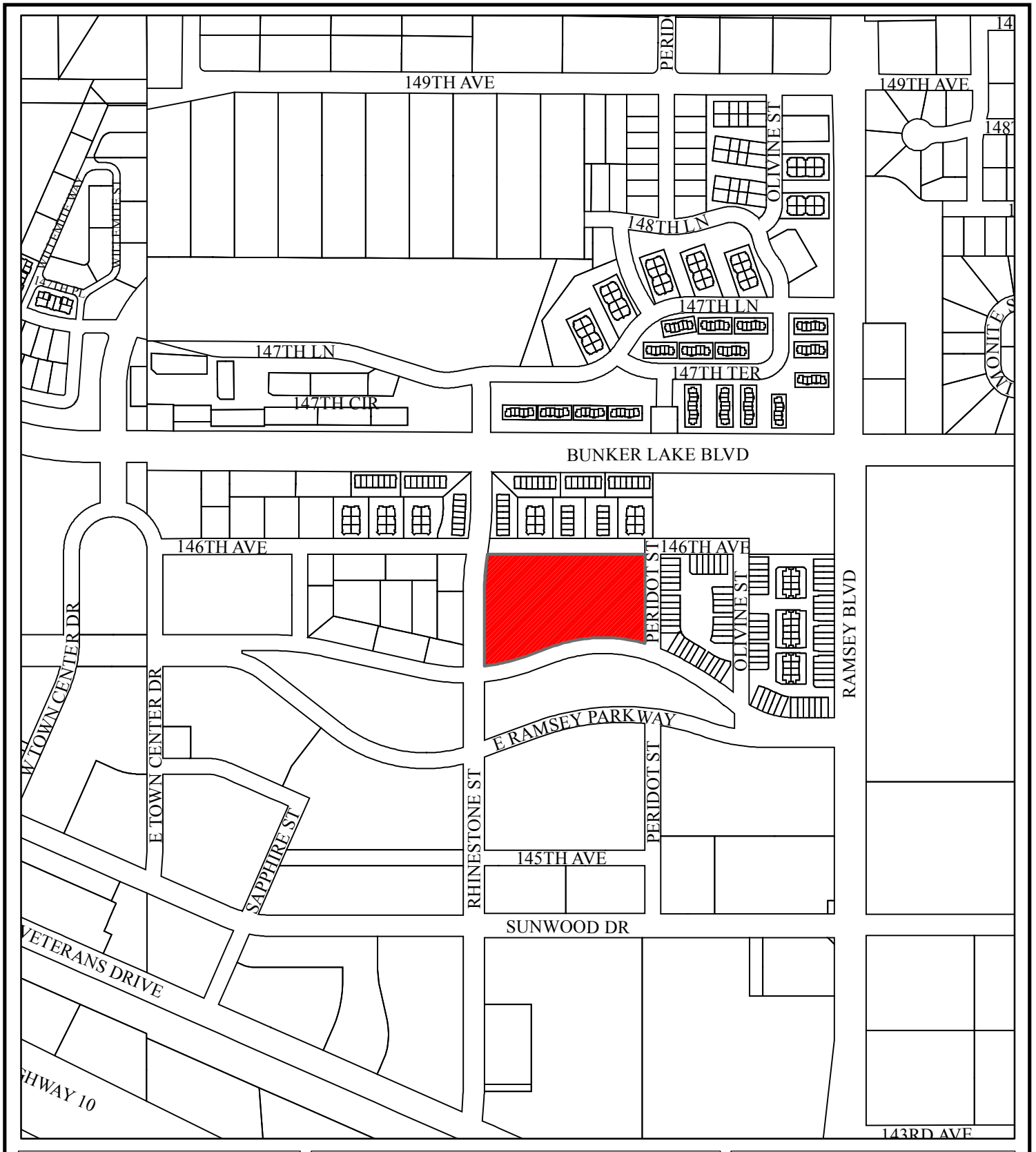
Motion to adopt Resolution #17-04-095 granting approval of the Final Plat for Station 2nd Addition.

Attachments

Site Location Map
Final Plat
Applicable Development Fees Exhibit
Resolution #17-04-095: Final Plat

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	JoAnn Shaw	04/20/2017 08:49 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:58 PM
Form Started By: Chris Anderson		Started On: 04/19/2017 10:55 AM
Final Approval Date: 04/20/2017		



City of RAMSEY

28-32-25-14-0091
Project 16-09

STATION 2ND ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That D.R. Horton, Inc. - Minnesota, a Delaware corporation, owner of the following described property:

Outlots A, B, C, D and E, STATION, according to the recorded plat thereof, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as STATION 2ND ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as created on this plat.

In witness whereof said D.R. Horton, Inc. - Minnesota, a Delaware corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

D.R. Horton, Inc. - Minnesota

By: _____ its _____

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ day of _____, 20_____ by _____ its _____of D.R. Horton, Inc. - Minnesota, a Delaware corporation, on behalf of the corporation.

_____ _____
_____ County, _____
My commission expires _____

I Marcus F. Hampton 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_____.

_____
Marcus F. Hampton, Licensed Land Surveyor, Minnesota License No. 47481

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20__ by Marcus F. Hampton.

_____ _____
_____ County, _____
My commission expires January 31, 20 ____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

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

By: _____ _____
Mayor Clerk

ANOKA COUNTY SURVEYOR

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

_____
Larry D. Hoium, Anoka County Surveyor

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 STATION 2ND 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 _____.

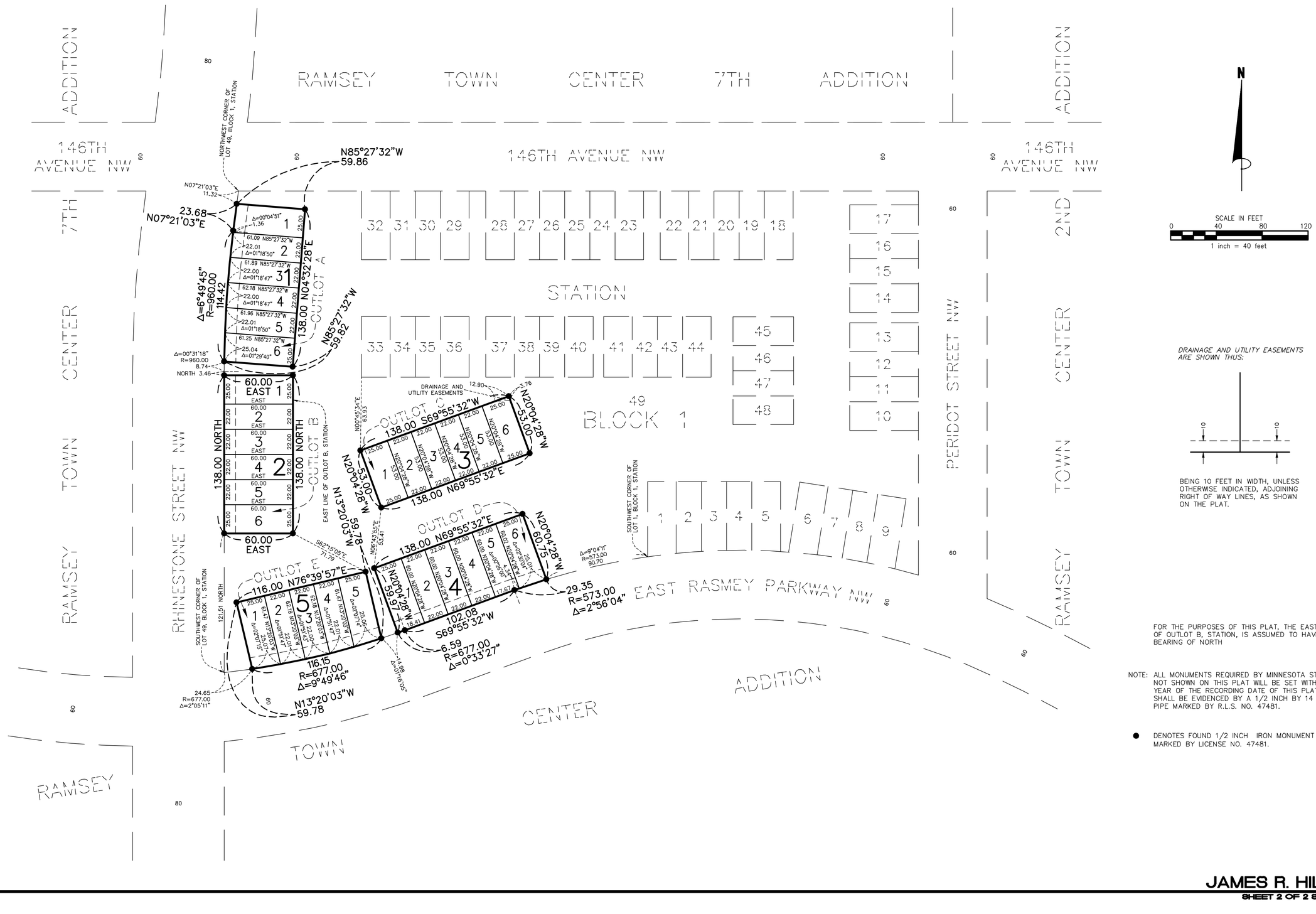
_____
County Recorder/Registrar of Titles

By: _____ Deputy

JAMES R. HILL, INC.

STATION 2ND ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, T. 32, R. 25



N

SCALE IN FEET
0 40 80 120
1 inch = 40 feet

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, ADJOINING RIGHT OF WAY LINES, AS SHOWN ON THE PLAT.

FOR THE PURPOSES OF THIS PLAT, THE EAST LINE OF OUTLOT B, STATION, IS ASSUMED TO HAVE A BEARING OF NORTH

NOTE: ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE AND NOT SHOWN ON THIS PLAT WILL BE SET WITHIN ONE YEAR OF THE RECORDING DATE OF THIS PLAT, AND SHALL BE EVIDENCED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY R.L.S. NO. 47481.

● DENOTES FOUND 1/2 INCH IRON MONUMENT MARKED BY LICENSE NO. 47481.

JAMES R. HILL, INC.

City of Ramsey

2017 Residential Development Fee Calculator

	Units	Unit Type	Unit Price	Total	Notes
Park Dedication and Trail Development					
Park Dedication					
0-12 Units per acre; or		per unit	*$2,800*	$0	
12-19 Units per acre; or	25	per unit	*$2,405*	$60,125	7.5% Density Bonus
20+ Units per acre; or		per unit	*$2,210*	$0	15% Density Bonus
Assisted Living		per acre	*$4,738*	$0	
Trail Development	25	per unit	*$800*	$20,000	
Subtotal Park and Trail Development				***$80,125***	
Water and Sewer Fees					
Water Fees					
Trunk/Connection	25	per unit	*$1,720*	$43,000	
Lateral		per acre	*$6,441*	$0	If already constructed
Sewer Fees					
Trunk/Connection	25	per unit	*$1,154*	$28,850	
Lateral		per acre	*$4,547*	$0	If already constructed
Subtotal Water and Sewer Fees				***$71,850***	
Stormwater Management Fees					
Stormwater Management	25	per unit	*$473*	$11,825	
Subtotal Stormwater Management				***$11,825***	
Street Light Fees					
Street Light Type					
Cobra; or		per light	*$1,300*	$0	
The COR		per light	*$2,600*	$0	
Three (3) Years Operating and Maintenance		per light	*$294*		
Subtotal Street Lights				***$0***	
Sureties and Inspection Fees					
Sureties (to ensure completion; returned when complete)					
Subdivisions/Plats (public improvements)		cost of improvement	*125%*	$0	Cash or Letter of Credit
Site Plans (private improvements)		cost of improvement	*150%*	$0	Cash or Letter of Credit
Subtotal Sureties				*$0*	
Engineering Inspection Fee		cost of improvement	*5%*	$0	Cash Escrow
Subtotal Surety and Inspection Fee				***$0***	

GRAND TOTAL FOR DEVELOPMENT FEES **$163,800**

GRAND TOTAL FOR ENGINEERING INSPECTION FEES **$0** **Separate from Building Permit**

GRAND TOTAL FOR SURETIES **$0**

Sewer Accessibility Charges (SAC) & Water Accessibility Charges (WAC) - *Collected with Building Permit					
*Note that rate in effect when Building Permit is issued will be applicable					
Accessibility Charge (WAC)	25	per SAC Unit	*$1,267*	$31,675	Collected with Building Permit
Accessibility Charge (SAC)	25	per SAC Unit	*$2,485*	$62,125	Collected with Building Permit

GRAND TOTAL FOR SAC & WAC **$93,800**

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

RESOLUTION #17-04-095

A RESOLUTION GRANTING FINAL PLAT APPROVAL FOR STATION 2ND ADDTION

WHEREAS, D.R. Horton, hereinafter referred to as "Applicant", has properly applied for final plat approval of STATION 2ND ADDITION on the following described property located in the City of Ramsey:

Outlots A, B, C, D, and E STATION, according to the recorded plat thereof, Anoka County, Minnesota

(the "**Subject Property**")

WHEREAS, on April 26, 2005, the City Council reviewed and approved the preliminary plat and site plan of the Subject Property subject to certain conditions; and

WHEREAS, on May 31, 2005, the City Council approved the final plat and site plan for the Subject Property, subject to certain conditions; and

WHEREAS, on November 14, 2006, the City Council granted an extension to record the final plat until May 31, 2008; and

WHEREAS, on June 4, 2007 the Applicant submitted an application for revised preliminary plat and site plan; and

WHEREAS, on July 11, 2007 the Planning Commission held a public hearing and recommended approval of the revised preliminary plat and site plan; and

WHEREAS, on July 24, 2007, the City Council approved a revised preliminary plat and site plan subject to certain conditions; and

WHEREAS, on February 8, 2008 the Applicant submitted an application for revised final plat and site plan review for the Subject Property and changed the name of the project; and

WHEREAS, at the Applicant's request, the revised final plat and final site plan review before the City Council was postponed until further notice; and

WHEREAS, on May 19, 2008, the Applicant requested that the revised final plat and final site plan be submitted to City Council for review and approval; and

WHEREAS, on June 24, 2008, the City Council approved the revised final plat and site plan for the Subject Property; and

WHEREAS, on July 14, 2009, the City Council granted an extension to record the final plat until July 14, 2010; and

WHEREAS, the final plat approved on June 24, 2008 was not recorded by the extension date of July 14, 2010; and

WHEREAS, on March 23, 2016, the Applicant submitted a second revised application for the Plat, and changed the name of the project to STATION; and

WHEREAS, on April 7, 2016, the Planning Commission held a public hearing and tabled the second revised preliminary plat for further information; and

WHEREAS, on May 5, 2016, the Planning Commission recommended approval of the proposed preliminary plat on the condition that the Applicant revise the preliminary plat so that the density did not exceed fifteen units per acre.

WHEREAS, on May 24, 2016, the City Council approved the preliminary plat as proposed by the Applicant, citing definition of Net Density as defined by the Metropolitan Council, indicating that the proposed plat was less than fifteen (15) units per acre; and

WHEREAS, on June 3, 2016, the Applicant applied for Final Plat Approval of STATION; and

WHEREAS, on June 28, 2016, the City Council approved the Final Plat of Station; and

WHEREAS, on April 3, the Applicant applied for Final Plat approval of Station 2nd Addition.

WHEREAS, the City Council reviewed the Final Plat of Station 2nd Addition on April 25, 2017.

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 final plat approval to STATION 2ND ADDITION subject to the following conditions:

    a) The Applicant shall pay all applicable development fees prior to releasing the Plat for recording.

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 25th day of April, 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 **7. 1.**

Meeting Date: 04/25/2017

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Consider Approvals Related to Plat Known as Covenant Meadows (Project #17-102); Case of Eric Thomsen.

1. Introduce Ordinance #17-05 Approving Zoning Amendment to Planned Unit Development
2. Adopt Resolution #17-04-053 Approving Preliminary Plat

Purpose/Background:

The purpose of this case is to review an application for a Zoning Amendment and Preliminary Plat apporval for the property legally described as Outlot A, Meadowbrook (the "Subject Project"). The Subject Property is generally located south of Trott Brook and west of Germanium Street. The Zoning Amendment would rezone the Subject Property from R-1 Residential (Rural Developing) to Planned Unit Development (PUD) and Preliminary Plat would create twelve (12) new single family residential lots..

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 (well and septic systems). 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 Trott Brook, has steep slopes, and is also considered to be high quality natural open space.

The Planning Commission held a Public Hearing regarding the proposed Zoning Amendment and Preliminary Plat of Covenant Meadows, at their March meeting. 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 Council received an update at their March 14, 2017 meeting and noted a preference to focus on a workshop as the means to work through these issues and that a full scale EAW appeared to be a larger process than needed and wouldn't truly answer the questions/concerns that were being raised by the public. City Staff and the Applicant hosted a workshop regarding the proposed subdivision on Thursday, April 6 at 5:30 p.m. to discuss neighbor concerns in more detail. There was consensus of those that attended the workshop was that protecting Trott Brook was paramount, and that having that land deeded to the City would help accomplish this, but that there were still concerns about possible hunting, use of snowmobiles/atvs, and potential park development. The workshop proved to be a valuable exercise to work through reasonable solutions to concerns raised by the neighbors. While there is not 100% consensus on the project, there is a better understanding of the approach and an increase is support for the project.

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.

Staff has obtained an unofficial review of the Natural Heritage Information System (NHIS) database and no

threatened or endangered species returned on the Subject Property. The NHIS is the database used in official EAWs. NHIS is proprietary and protected due to potential threats to threatened or endangered species and therefore, specific maps are not allowed to be published. Staff is working through the MN DNR to obtain the NHIS database for the benefit of the City (e.g. future development projects, Comprehensive Plan Update).

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 in the Comprehensive Plan. While the Applicant is requesting smaller lot sizes than what would normally be allowed in the R-1 Residential (Rural Developing) district, the proposed parcel sizes are similar in size and nature to surrounding properties. 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 for protected open space at no additional cost to the City. 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. This is not being proposed as an active park.

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 including that this is a non-hydranted area and 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. However, the Fire Department also acknowledged that these conditions already exist with Iodine Street in this same neighborhood (that cul-de-sac is approximately 1,000 feet in length) and that ultimately, they have no objection to the proposed development. 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 were reviewed by the Parks and Recreation Commission at their meeting on March 9th, 2017. The Parks and Recreation Commission voted to accept Staff's recommendation to accept a cash contribution and that the costs associated with the construction of the eight (8) foot bituminous trail could be credited against the trail fee. The total cash contribution for park dedication would be $33,600 (12 lots at $2,800). The trail fee would be $9,600 (12 lots at $800). If the cost to construct the trail can be demonstrated as running over the total trail fee, the balance may be deducted from the cash park dedication owed.

The Environmental Policy Board (EPB) reviewed the landscaping and tree preservation plans at their regularly scheduled February 22, 2017 meeting. The EPB recommended approval of the landscaping and tree preservations plans contingent upon compliance with the staff review letter and supported the PUD as it would result in greater protection of Trott Brook.

Alternatives

Alternative 1: Approve the introduction of Ordinance #17-05 rezoning the Subject Property from R-1 Residential (Rural Developing) to PUD (Planned Unit Development) and adopt Resolution # 17-04-083 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.

Alternative 2: Deny the introduction of Ordinance #17-05 rezoning of the Subject Property from R-1 Residential (Rural Developing) to PUD (Planned Unit Development). If the City Council denies the rezoning, then it should also deny the proposed Preliminary Plat and Resolution #17-04-083 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.

Funding Source:

All costs associated with the Application are the responsibility of the Applicant.

Recommendation:

Planning Commission recommends that City Council adopt Ordinance #17-05 rezoning the Subject Property from R-1 Residential (Rural Developing) to Planned Unit Development (PUD) and adoption of Resolution #17-02-053 granting preliminary plat approval of Covenant Meadows.

Action:

Motion to introduce Ordinance #17-05 rezoning the Subject Property from R-1 Rural Developing to Planned Unit Development (PUD) and adopt Resolution #17-02-053 granting preliminary plat approval of Covenant Meadows, contingent upon compliance with the Staff Review Letter.

Attachments

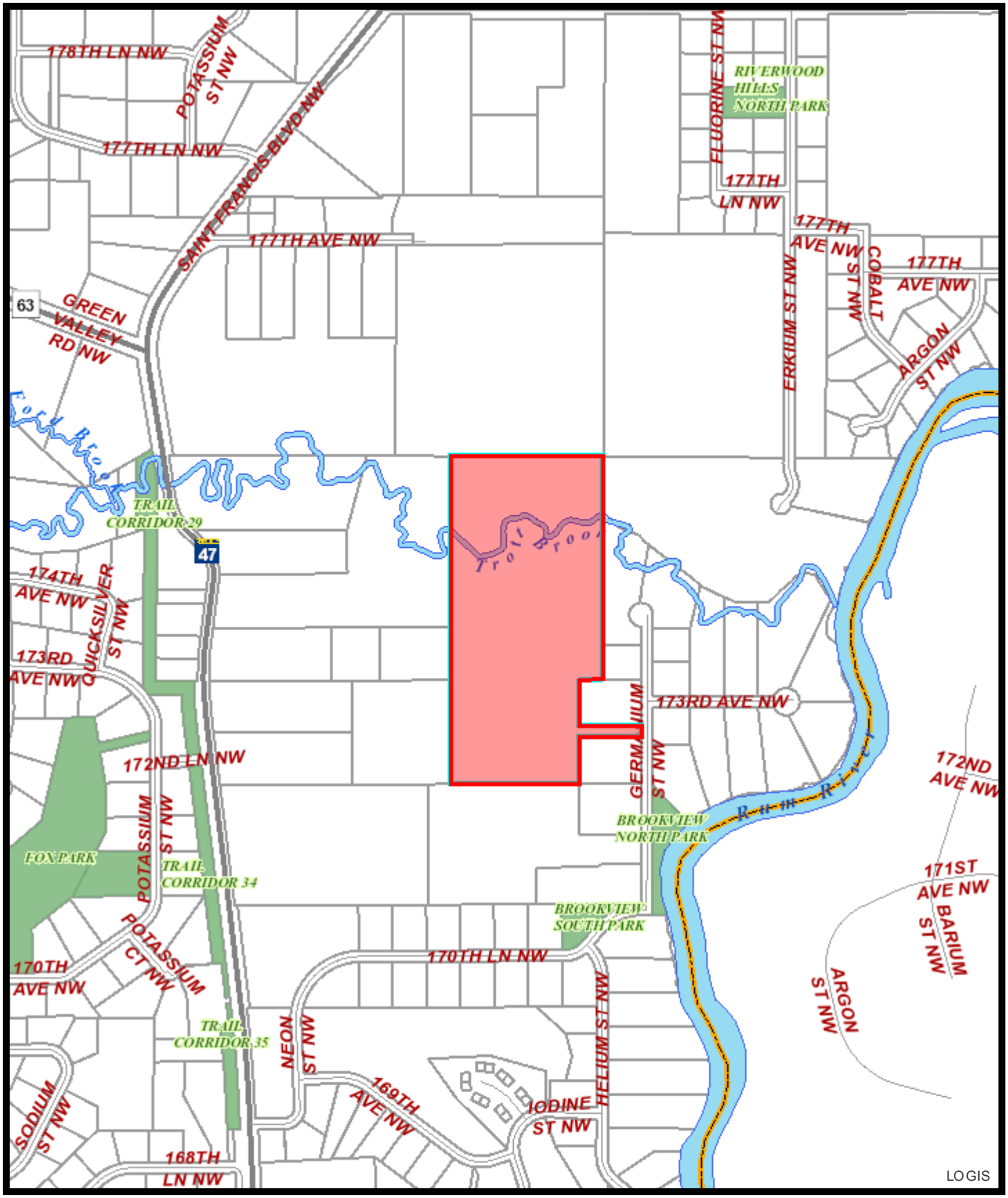
Site Location Map
Application Document
Preliminary Plat
Updated Plan Set
Staff Review Letter
Supporting Info Regarding New Wells
EPB Meeting Minutes Dated Feb. 22, 2017
Draft Planning Commission Meeting Minutes Dated March 2, 2017
City Council Meeting Minutes Dated March 14, 2017
Park and Recreation Meeting Minutes Dated March 9, 2017
DRAFT Planning Commission Meeting Minutes Dated April 6, 2017
Ordinance #17-05
Resolution #17-04-083

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	04/20/2017 09:57 AM
Tim Gladhill	Tim Gladhill	04/20/2017 10:28 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:48 PM
Form Started By: Eric Maass		Started On: 04/18/2017 03:48 PM
Final Approval Date: 04/20/2017		

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	

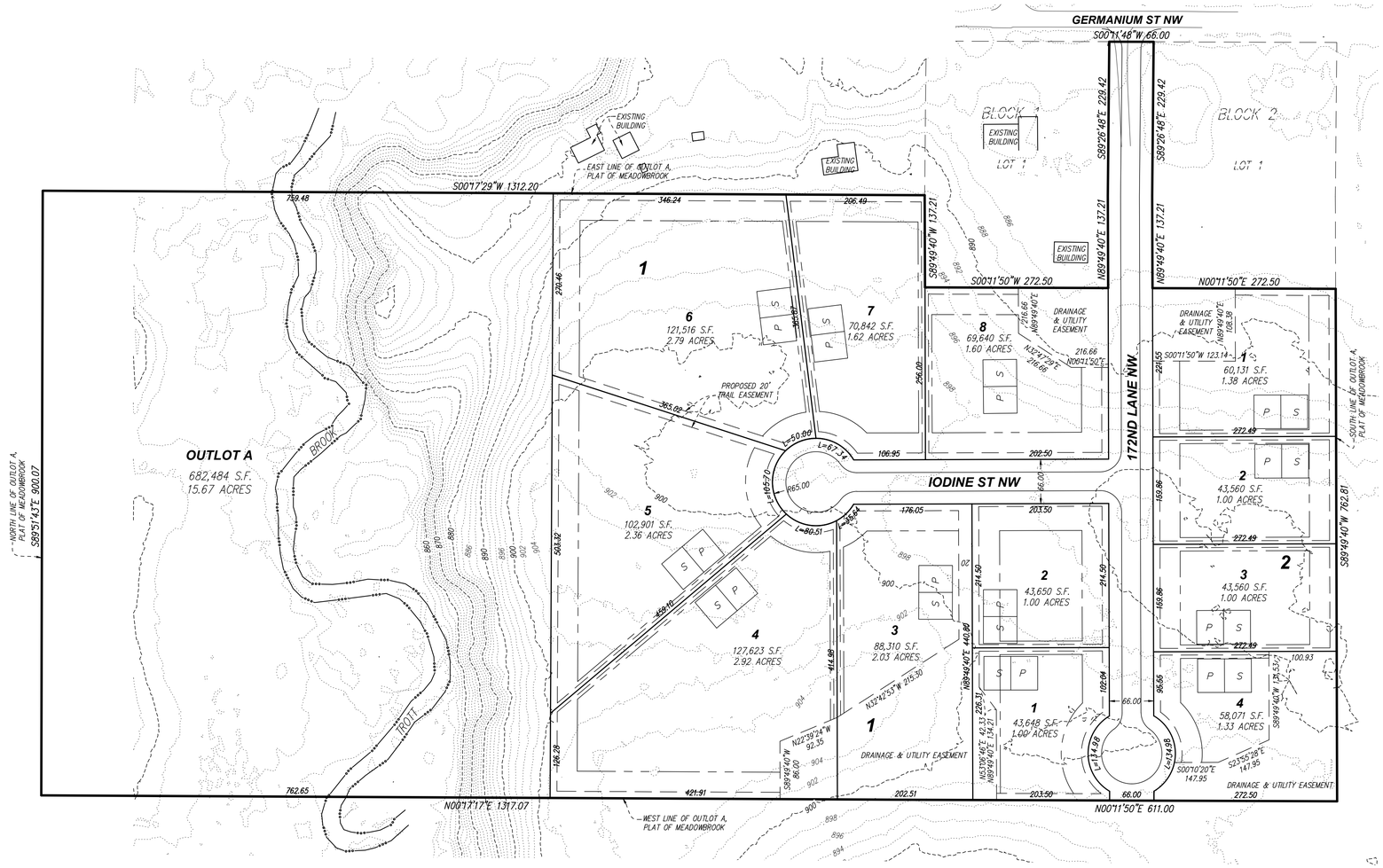
I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account 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

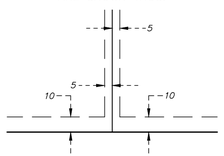
0 50 100 200
(SCALE IN FEET)



LOT AREA TABULATION

BLOCK 1		
LOT 1	*43,648 s.f.*	*1.00 Acres*
LOT 2	*43,650 s.f.*	*1.00 Acres*
LOT 3	*88,310 s.f.*	*2.03 Acres*
LOT 4	*127,623 s.f.*	*2.92 Acres*
LOT 5	*102,901 s.f.*	*2.36 Acres*
LOT 6	*121,516 s.f.*	*2.79 Acres*
LOT 7	*70,842 s.f.*	*1.62 Acres*
LOT 8	*69,640 s.f.*	*1.60 Acres*
BLOCK 2		
LOT 1	*60,131 s.f.*	*1.38 Acres*
LOT 2	*43,560 s.f.*	*1.00 Acres*
LOT 3	*43,560 s.f.*	*1.00 Acres*
LOT 4	*58,071 s.f.*	*1.33 Acres*
OUTLOT A	*682,484 s.f.*	*15.67 Acres*
R.O.W.	*117,536 s.f.*	*2.70 Acres*
TOTAL	*1,673,472 s.f.*	*38.42 Acres*

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 A. RODDY, MN LIC. NO 42627

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.

NOTE

Proposed septic areas shown hereon are approximate and for informational purposes only. It is the responsibility of the landowner to determine a final location for the septic area.

LEGEND

DENOTES BUILDING SETBACK LINE

DENOTES DRAINAGE AND UTILITY EASEMENT

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LHB
PERFORMANCE DRIVEN DESIGN.
LHBcorp.com
200 3rd Ave NE, Suite 100 | Cambridge, MN 55008 | 763.689.4042

SHEET INDEX

C0	COVER SHEET
STORM SEWER AND STREET CONSTRUCTION	
C1	172nd AVE NW
C2	IODINE ST NW
EROSION CONTROL, LANDSCAPING AND DETAILS	
G1	GRADING PLAN
D1	DETAILS
D2	DETAILS
D3	DETAILS
SW 1	STORMWATER POLLUTION PREVENTION PLAN
SW 2	STORMWATER POLLUTION PREVENTION PLAN
L1	OVERALL LANDSCAPING PLAN
T1	TREE PLAN
T2	TREE PLAN

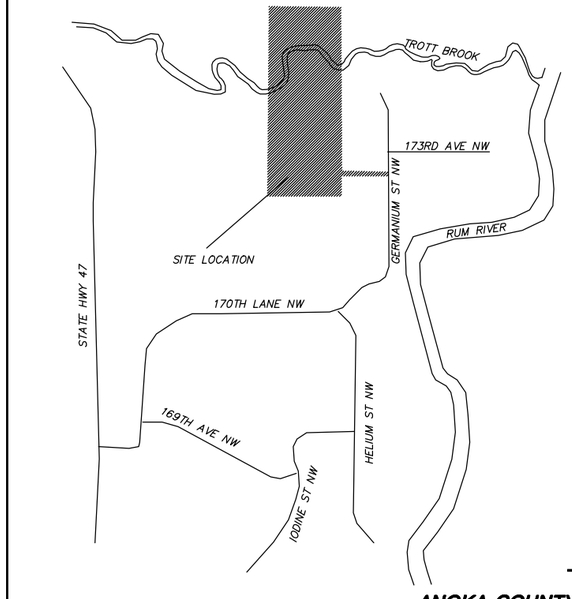
LINE TYPE & SYMBOL LEGEND

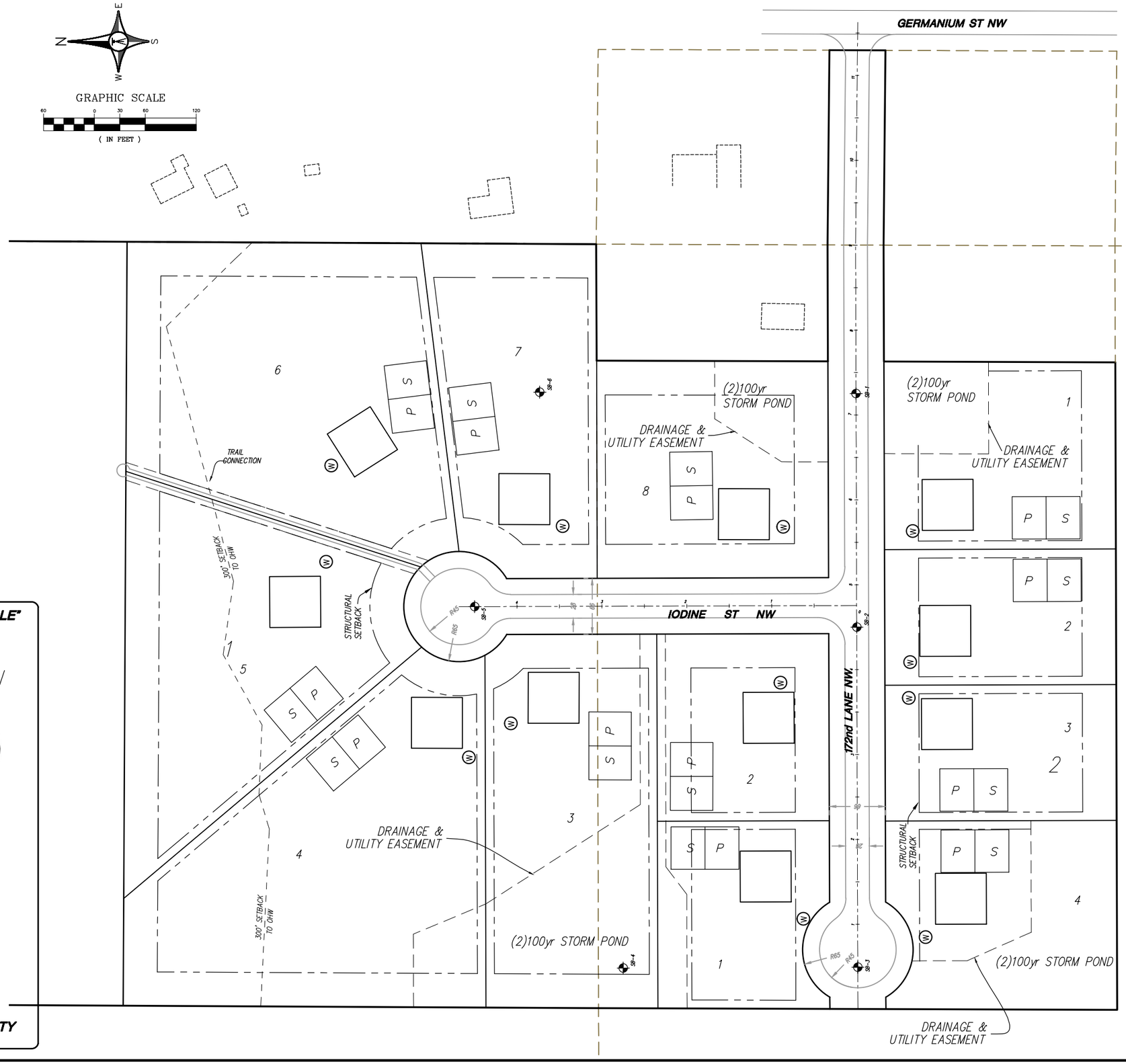
- SB-5 — DENOTES SOIL BORING
- P | S — DRAIN FIELD LOC, P = PRIMARY, S = SECONDARY
- (W) — PROPOSED WELL LOC.
- SETBACK
- EASEMENT
- LOT LINE
- R/W
- EDGE OF BITUMINOUS
- CENTERLINE

OWNER:

Eric Thomsen
6210 Green Valley Road
Ramsey, Minnesota 55303
Phone: (612) 919-6862

LOCATION MAP "NOT TO SCALE"





REVISIONS	DATE	BY
ADDED SHEET TO SET	3/23/17	BR
RECORD DRAWING		

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

COVER SHEET

RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 3/23/17 REG. NO. 24019

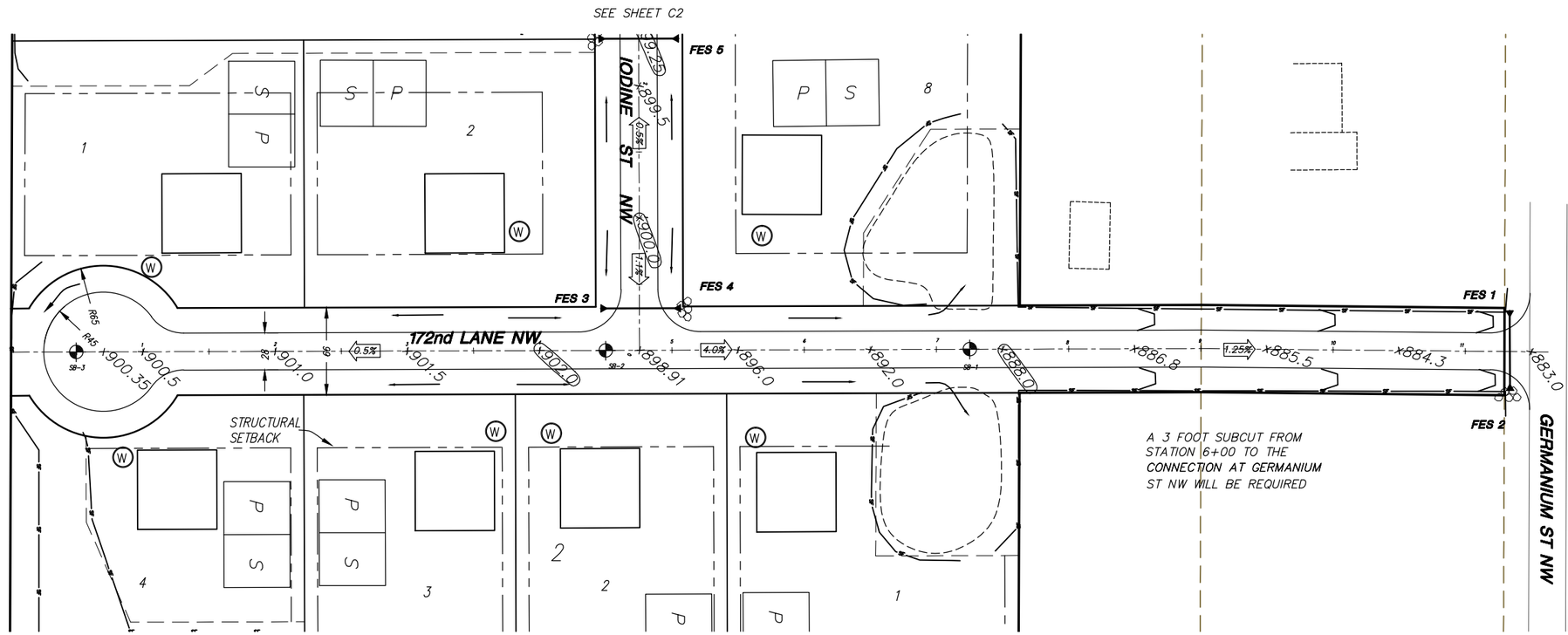
Brent Roshell

BRENT ROSHELL

DRAWN	BR
DATE	12/19/16
SCALE	AS SHOWN
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

C0

172ND LANE NW IS 1163 FEET IN LENGTH FROM THE CENTERLINE OF GERMANIUM ST NW TO THE WESTERN BOUNDARY OF THE PLAT.



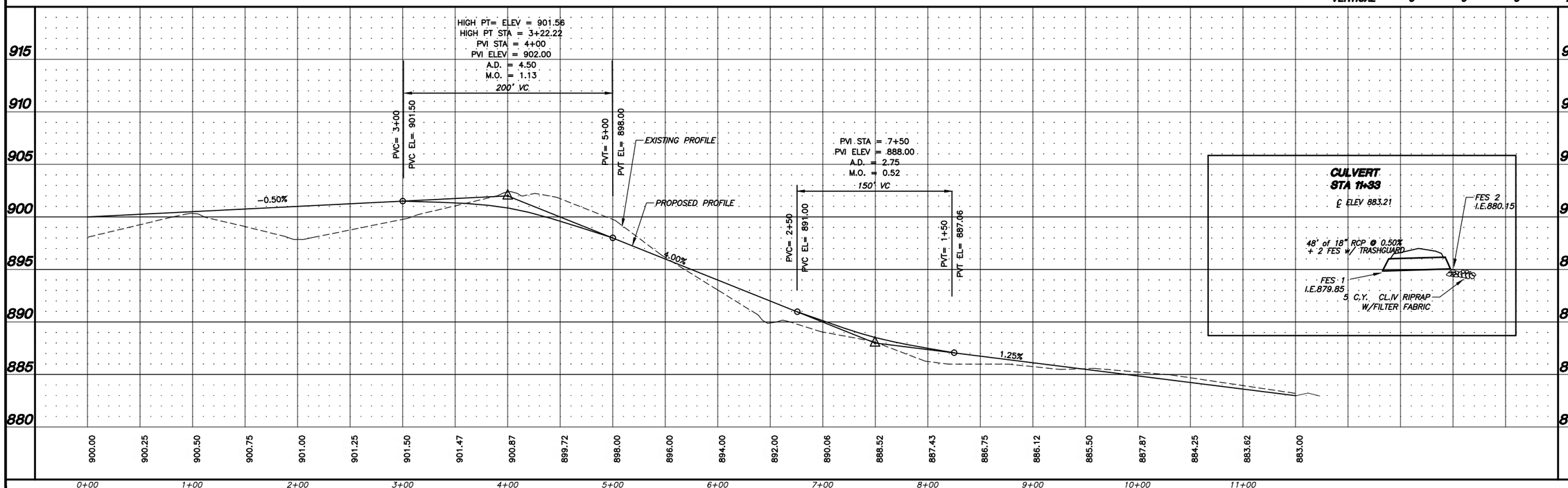
LINE TYPE & SYMBOL LEGEND

- FLARED END SECTION
- STORM SEWER
- SB-5 — DENOTES SOIL BORING
- P | S — DRAIN FIELD LOC P = PRIMARY S = SECONDARY
- (W) — PROPOSED WELL LOC.
- SF — SILT FENCE
- SETBACK
- EASEMENT
- LOT LINE
- R/W
- EDGE OF BITUMINOUS
- CENTERLINE

N W E S

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10



DATE	REVISIONS	BY
3/23/17	LEGEND	BR
	RECORD DRAWING	

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

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

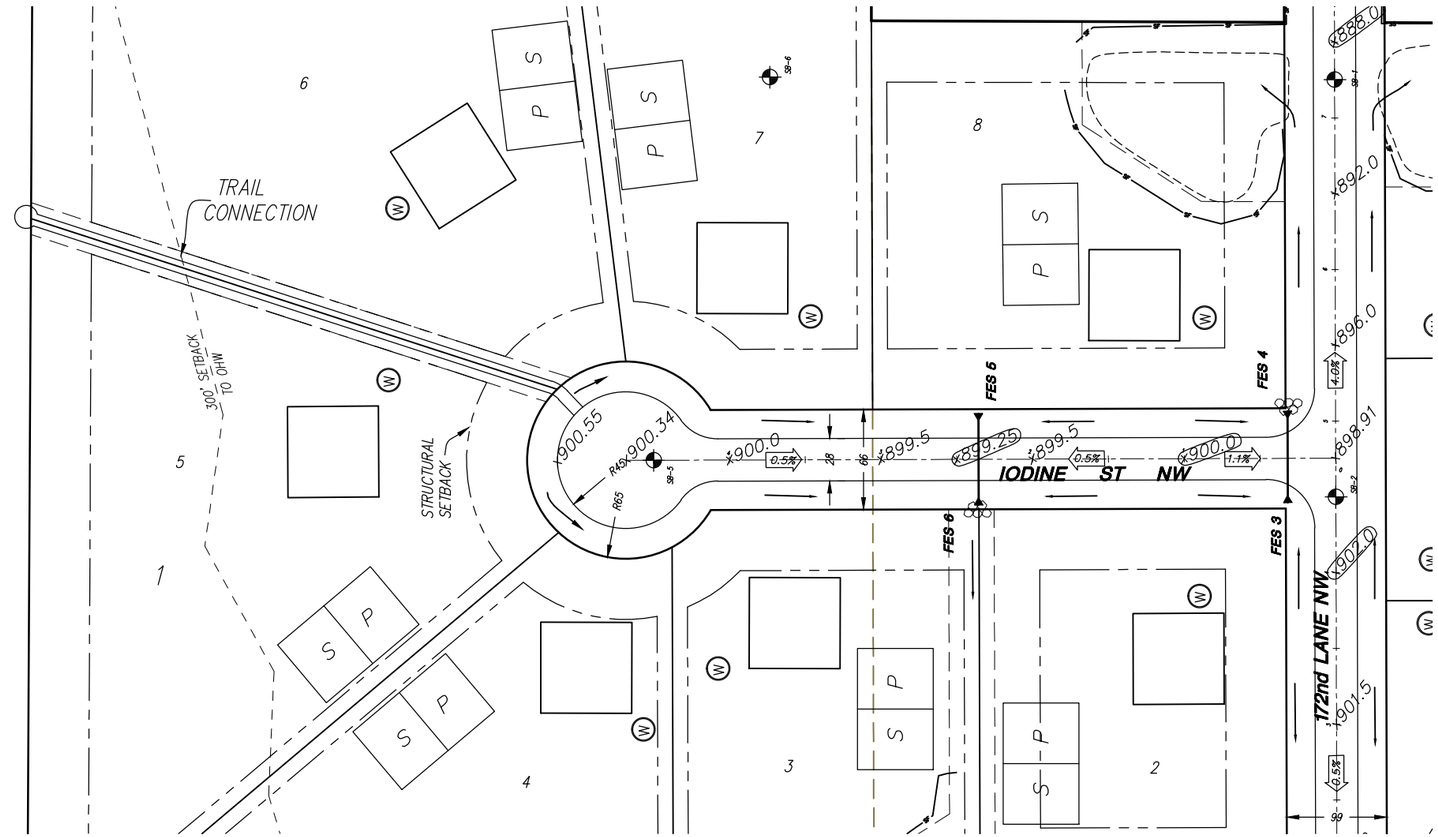
BRENT ROSHELL

DRAWN	BR
DATE	12/19/16
SCALE	1"=50'
PROJECT	RE-12
CHECKED	BTR
APPROVED	BTR

C1

LINE TYPE & SYMBOL LEGEND

- FLARED END SECTION
- STORM SEWER
- SB-5 — DENOTES SOIL BORING
- P | S — DRAIN FIELD LOC, P = PRIMARY, S = SECONDARY
- W — PROPOSED WELL LOC.
- SF — SILT FENCE
- SETBACK
- EASEMENT
- LOT LINE
- R/W
- EDGE OF BITUMINOUS
- CENTERLINE



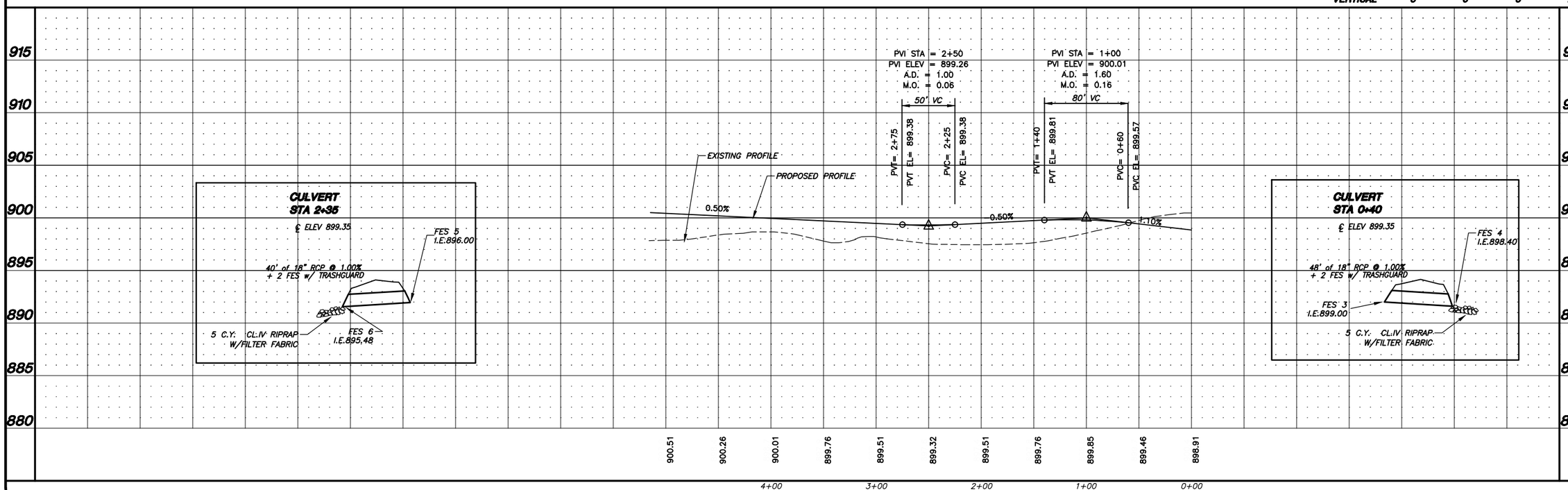
IODINE ST NW IS 513 FEET IN LENGTH FROM THE CENTERLINE OF 172ND LANE NW TO THE NORTH EDGE OF THE CUL-DE-SAC TRAVEL SURFACE

SEE SHEET C1

N W E S

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10



BY	DATE	REVISIONS
BR		
BR	3/23/17	LEGEND
		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

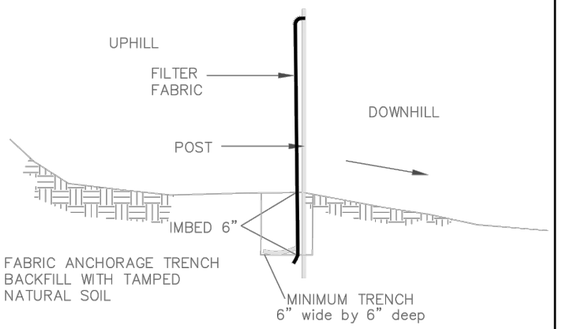
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 9/26/17 REG. NO. 43019

BRENT ROSHELL

DRAWN	BR
DATE	12/19/16
SCALE	1"=50'
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

C2



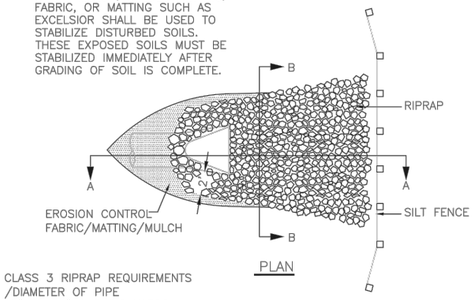
INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL

NO SCALE

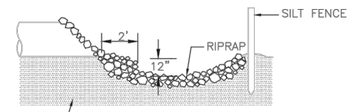
APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1

ON SLOPES 4:1 OR GREATER, ANCHOR OR STRAIGHT DISKED STRAW MULCH, SEEDED NETTING, FABRIC, OR MATTING SUCH AS EXCELSIOR SHALL BE USED TO STABILIZE DISTURBED SOILS. THESE EXPOSED SOILS MUST BE STABILIZED IMMEDIATELY AFTER GRADING OF SOIL IS COMPLETE.



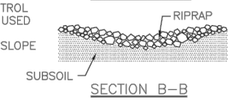
PLAN

CLASS 3 RIPRAP REQUIREMENTS /DIAMETER OF PIPE
12" TO 24" 4 CUBIC YARDS
27" TO 33" 8 CUBIC YARDS
36" TO 48" 12 CUBIC YARDS
54" AND UP 16 CUBIC YARDS
(ONE CUBIC YARD IS APPROX. 2,800 LBS.)



SECTION A–A

A SKIRTING OF EROSION CONTROL FABRIC OR MULCH MUST BE USED TO PROTECT OUTLETS AS ILLISTRATED REGARDLESS OF SLOPE

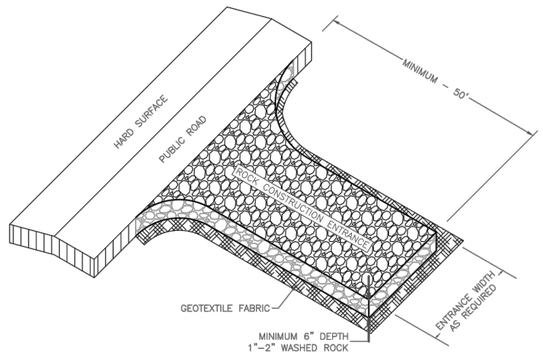


SECTION B–B

RIP–RAP AT R.C.P. OUTLET

NO SCALE

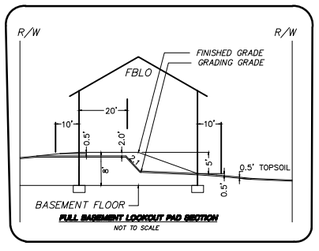
APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: RIP–RAP
		CITY PLATE No. ERO–3

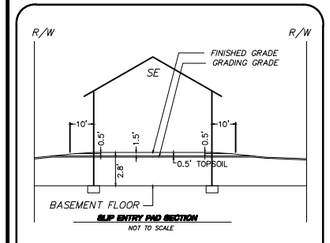


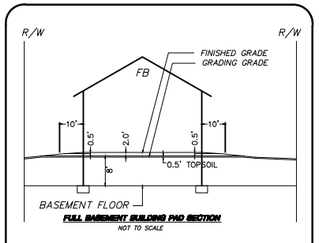
NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION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

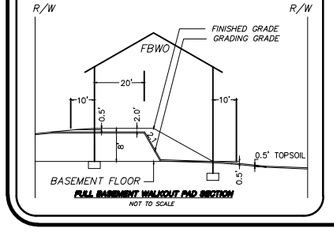
NOT TO SCALE

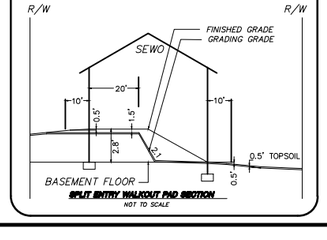
APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE
		CITY PLATE No. ERO–5











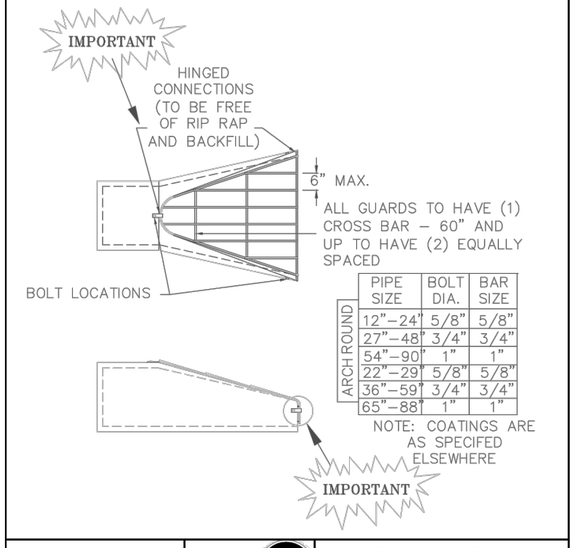
MNDOT 2016 SPEC

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:
GUARDS MUST BE INCORPORATED ON ALL INSTALLATIONS EXCEPT WHERE SPECIFICALLY ALLOWED OTHERWISE BY THE CITY ENGINEER.



ARCH ROUND	PIPE SIZE	BOLT DIA.	BAR SIZE
	12"–24"	5/8"	5/8"
	27"–48"	3/4"	3/4"
	54"–90"	1"	1"
	22"–29"	5/8"	5/8"
	36"–59"	3/4"	3/4"
	65"–88"	1"	1"

APPROVED: 2 – 2006	City of RAMSEY	CITY PLATE No. STO–8	STANDARD DETAILS: TRASH GUARD

REVISIONS	BY
ADDED SHEET TO SET	BR
RECORD DRAWING	

DATE
3/23/17

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

DETAILS

RAMSEY, MINNESOTA

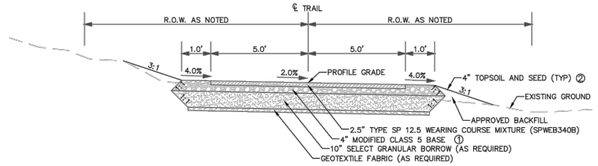
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 2/2/17 REG. NO. 24619

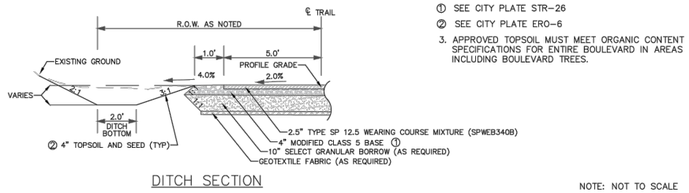
BRENT ROSHELL

DRAWN	BR
DATE	12/19/16
SCALE	-
PROJECT	RE–32
CHECKED	BTR
APPROVED	BTR

D1



TYPICAL SECTION



DITCH SECTION

NOTE: NOT TO SCALE

NOTES:

① SEE CITY PLATE STR-26

② SEE CITY PLATE ERO-6

3. APPROVED TOPSOIL MUST MEET ORGANIC CONTENT SPECIFICATIONS FOR ENTIRE BOULEVARD IN AREAS INCLUDING BOULEVARD TREES.

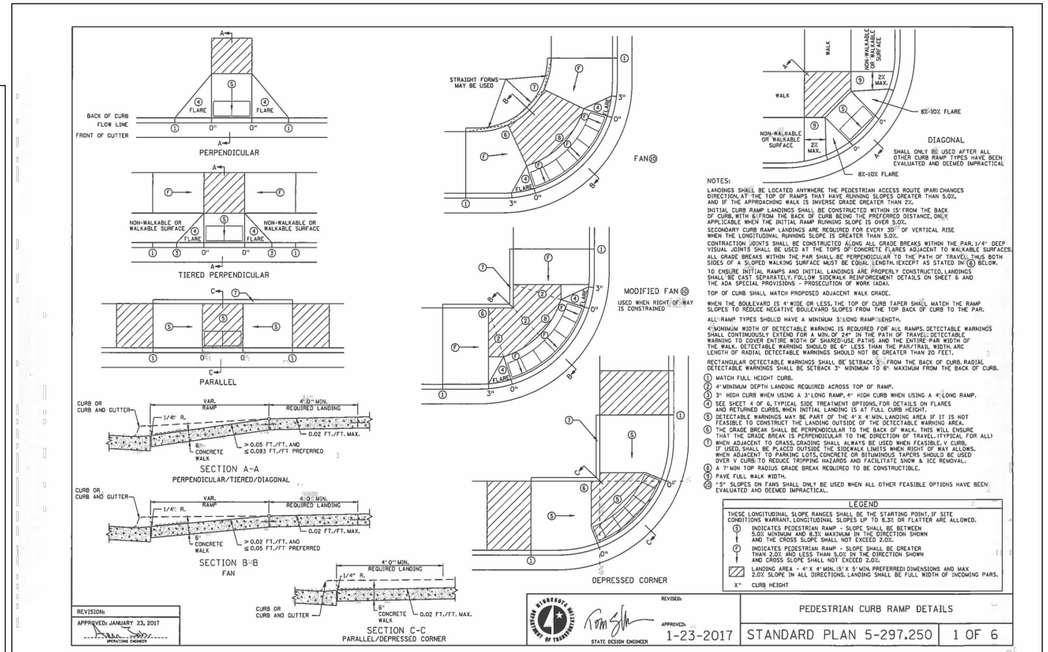
APPROVED: 1 - 2016	City of RAMSEY	CITY PLATE No. PARK-1	STANDARD DETAILS: BITUMINOUS TRAIL

TABLE A
MODIFIED CLASS 5 SPECIFICATIONS
% PASSING

1"	100
3/4"	90 – 100
3/8"	50 – 80
No.4	35 – 70
No.10	20 – 60
No.40	10 – 35
No.200	5 – 10

NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3. IN THE EVENT THAT RECYCLED MATERIAL IS USE IT MUST MEET MNDOT REQUIREMENTS FOR RECYCLED BASE.

APPROVED: 2 - 2003	City of RAMSEY	STANDARD DETAILS: MODIFIED CLASS 5 SPECIFICATIONS
		CITY PLATE No. STR-26



NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE GREATER THAN 2%.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 8' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL RUNNING SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR, 1/4" DEEP. VISUAL JOINTS SHALL BE USED AT THE TOPS OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL, THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH.

TO ENSURE INITIAL RAMPS AND INITIAL LANDINGS ARE PROPERLY CONSTRUCTED, LANDINGS SHALL BE CAST SEPARATELY. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 AND THE ADA SPECIAL PROVISION - PROSECUTION OF WORK (ADA).

TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

WHEN THE BOULEVARD IS 4' WIDE OR LESS, THE TOP OF CURB TAPER SHALL MATCH THE RAMP SLOPES TO REDUCE NEGATIVE BOULEVARD SLOPES FROM THE TOP BACK OF CURB TO THE PAR.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER ENTIRE WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK. DETECTABLE WARNING SHOULD BE 6" LESS THAN THE PAR/TRAIL WIDTH. ARC LENGTH OF RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RECTANGULAR DETECTABLE WARNINGS SHALL BE SETBACK 5" FROM THE BACK OF CURB. RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB.

① MATCH FULL HEIGHT CURB.
② 4' MINIMUM DEPTH LANDING REQUIRED ACROSS TOP OF RAMP.
③ 3" HIGH CURB WHEN USING A 3' LONG RAMP, 4" HIGH CURB WHEN USING A 4' LONG RAMP.
④ SEE SHEET 4 OF 6 FOR FLARE SIDE TREATMENT OPTIONS, FOR DETAILS ON FLARES AND RETURNED CURBS, WHEN INITIAL LANDING IS AT FULL CURB HEIGHT.
⑤ DETECTABLE WARNINGS MAY BE PART OF THE 4' X 4' MIN. LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.
⑥ THE RAMP SHALL BE CONSTRUCTED SUCH THAT THE TOP OF THE RAMP WILL ENSURE THAT THE GRADE BREAK IS PERPENDICULAR TO THE DIRECTION OF TRAVEL FOR ALL
⑦ WHEN ADJACENT TO GRASS, GRADING SHALL ALWAYS BE USED. WHEN FEASIBLE, V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.
⑧ A 7' MIN TOP RADIUS GRADE BREAK REQUIRED TO BE CONSTRUCTIBLE.
⑨ PAVE FULL WALK WIDTH.
⑩ "S" SLOPES ON FANS SHALL ONLY BE USED WHEN ALL OTHER FEASIBLE OPTIONS HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL.

LEGEND

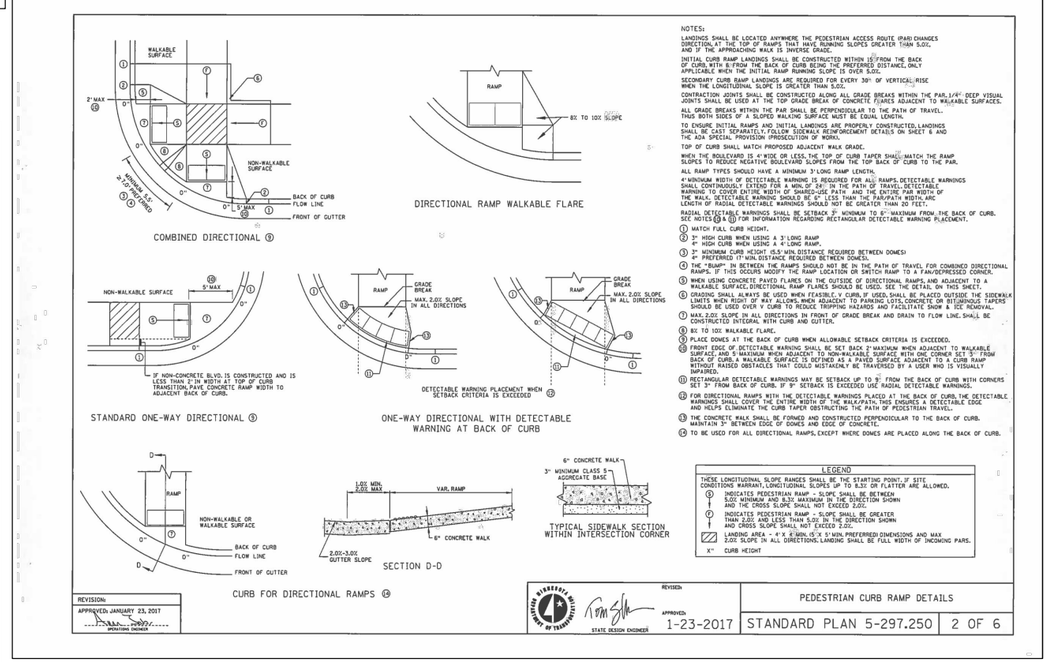
THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 5.5% OR FLATTER ARE ALLOWED.
① INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% AND LESS THAN 5.5% IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.
② INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.
LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.
X" CURB HEIGHT

REVISION: APPROVED: JANUARY 23, 2017 — APPROVED: STATE DESIGN ENGINEER

REVISED: APPROVED: 1-23-2017

PEDESTRIAN CURB RAMP DETAILS

STANDARD PLAN 5-297.250 | 1 OF 6



NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 8' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR, 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOP GRADE BREAK OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL, THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH.

TO ENSURE INITIAL RAMPS AND INITIAL LANDINGS ARE PROPERLY CONSTRUCTED, LANDINGS SHALL BE CAST SEPARATELY. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 AND THE ADA SPECIAL PROVISION - PROSECUTION OF WORK.

TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

WHEN THE BOULEVARD IS 4' WIDE OR LESS, THE TOP OF CURB TAPER SHALL MATCH THE RAMP SLOPES TO REDUCE NEGATIVE BOULEVARD SLOPES FROM THE TOP BACK OF CURB TO THE PAR.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER ENTIRE WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK. DETECTABLE WARNING SHOULD BE 6" LESS THAN THE PAR/TRAIL WIDTH. ARC LENGTH OF RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB. SEE NOTES ⑤ & ⑪ FOR INFORMATION REGARDING RECTANGULAR DETECTABLE WARNING PLACEMENT.

① MATCH FULL CURB HEIGHT.
② 3" HIGH CURB WHEN USING A 3' LONG RAMP
4" HIGH CURB WHEN USING A 4' LONG RAMP.
③ 3" MINIMUM CURB HEIGHT (5.5" MIN. DISTANCE REQUIRED BETWEEN DOMES)
4" PREFERRED (7" MIN. DISTANCE REQUIRED BETWEEN DOMES).
④ THE "RAMP" IN BETWEEN THE RAMPS SHOULD NOT BE IN THE PATH OF TRAVEL FOR COMBINED DIRECTIONAL RAMPS. IF THIS OCCURS MODIFY THE RAMP LOCATION OR SWITCH RAMP TO A FAN/DEPRESSED CORNER.
⑤ WHEN USING CONCRETE PAVED FLARES ON THE OUTSIDE OF DIRECTIONAL RAMPS, AND ADJACENT TO A WALKABLE SURFACE, DIRECTIONAL RAMP FLARES SHOULD BE USED. SEE THE DETAIL ON THIS SHEET.
⑥ GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.
⑦ MAX. 2.0% SLOPE IN ALL DIRECTIONS IN FRONT OF GRADE BREAK AND DRAIN TO FLOW LINE. SHALL BE CONSTRUCTED INTEGRAL WITH CURB AND GUTTER.
⑧ 8X TO 10X WALKABLE FLARE.
⑨ PLACE DOMES AT THE BACK OF CURB WHEN ALLOWABLE SETBACK CRITERIA IS EXCEEDED.
⑩ FRONT EDGE OF DETECTABLE WARNING SHALL BE SET BACK 2' MAXIMUM WHEN ADJACENT TO WALKABLE SURFACE AND 5' MAXIMUM WHEN ADJACENT TO NON-WALKABLE SURFACE WITH ONE CORNER 0.5' TO 3' FROM BACK OF CURB. DETECTABLE WARNING SHALL BE PLACED SUCH THAT THE FIRST DOME OF A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.
⑪ RECTANGULAR DETECTABLE WARNINGS MAY BE SETBACK UP TO 5" FROM THE BACK OF CURB WITH CORNERS SET 3" FROM BACK OF CURB. IF 9" SETBACK IS EXCEEDED USE RADIAL DETECTABLE WARNINGS.
⑫ FOR DIRECTIONAL RAMPS WITH THE DETECTABLE WARNINGS PLACED AT THE BACK OF CURB, THE DETECTABLE WARNING SHALL BE CONSTRUCTED WITH THE CURB TAPER TO ENSURE THE DETECTABLE EDGE AND HELPS ELIMINATE THE CURB TAPER OBSTRUCTING THE PATH OF PEDESTRIAN TRAVEL.
⑬ THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE BACK OF CURB. MAINTAIN 3" BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.
⑭ TO BE USED FOR ALL DIRECTIONAL RAMPS, EXCEPT WHERE DOMES ARE PLACED ALONG THE BACK OF CURB.

LEGEND

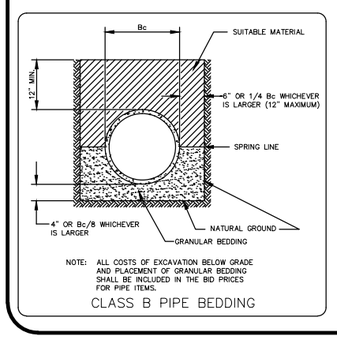
THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 5.5% OR FLATTER ARE ALLOWED.
① INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% AND LESS THAN 5.5% IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.
② INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.
LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.
X" CURB HEIGHT

REVISION: APPROVED: JANUARY 25, 2017 — APPROVED: STATE DESIGN ENGINEER

REVISED: APPROVED: 1-23-2017

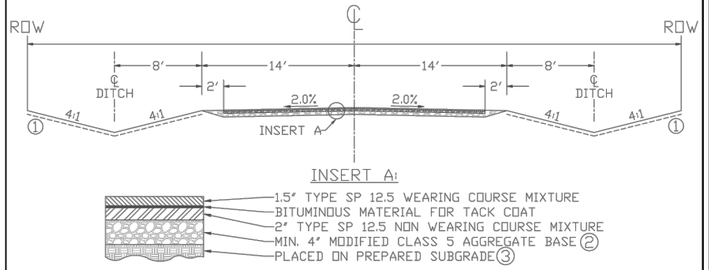
PEDESTRIAN CURB RAMP DETAILS

STANDARD PLAN 5-297.250 | 2 OF 6



NOTE: ALL COSTS OF EXCAVATION BELOW GRADE AND PLACEMENT OF GRANULAR BEDDING SHALL BE INCLUDED IN THE BID PRICES FOR PIPE ITEMS.

CLASS B PIPE BEDDING



INSERT A:

- 1.5" TYPE SP 12.5 WEARING COURSE MIXTURE
- BITUMINOUS MATERIAL FOR TACK COAT
- 2" TYPE SP 12.5 NON WEARING COURSE MIXTURE
- MIN. 4" MODIFIED CLASS 5 AGGREGATE BASE ②
- PLACED ON PREPARED SUBGRADE ③

REFERENCE NOTES:

① GRADE TO MATCH EXISTING SURFACE MINIMUM 4" COMMON TOPSOIL BORROW, SEED AND MULCH IN ALL DISTURBED AREAS. SEE CITY PLATE No. ERO-6

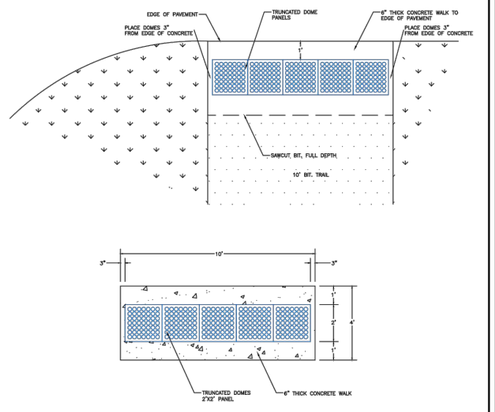
② CLASS 5 GRADATION IS MODIFIED PER CITY PLATE No. STR-26

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.

NOTE: NOT TO SCALE

APPROVED: 4 - 2016	City of RAMSEY	CITY PLATE No. STR-6	STANDARD DETAILS: 28' - RURAL STREET

BITUMINOUS BASE – SPNWB 330B
BITUMINOUS WEAR – SPWEA 330B



NOTE:
1. SAWCUT BIT. FULL DEPTH / REMOVE BIT.
2. PLACE 6" THICK CONCRETE FOR TRUNCATED DOMES UP TO EDGE OF PAVEMENT.
3. MEDIUM BROOM FINISH ON CONCRETE
4. MAINTAIN 3" FROM EDGE OF TRUNCATED DOMES AND CONCRETE EDGE.
5. IT MAY BE NECESSARY TO TRIM TRUNCATED DOME PANELS.

NOTE: NOT TO SCALE

APPROVED: 7 – 2015	City of RAMSEY	STANDARD DETAILS: TRUNCATED DOME PLACEMENT – BITUMINOUS TRAIL NO CURB
		CITY PLATE No. STR-28

REVISIONS	BY
ADDED SHEET TO SET	BR

DATE 3/23/17

RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

DETAILS

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.

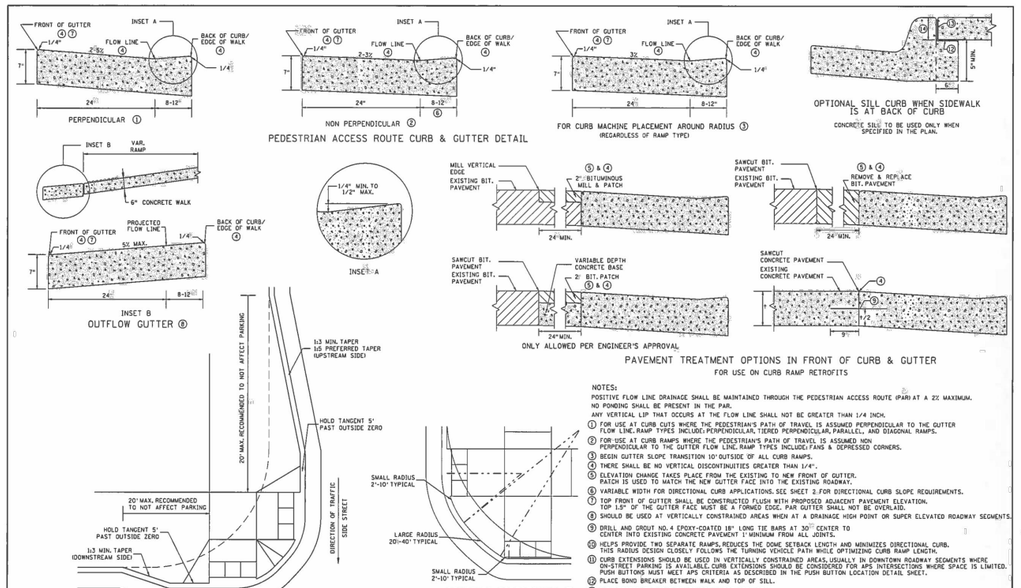
DATE 2/2/17 REG. NO. 24918

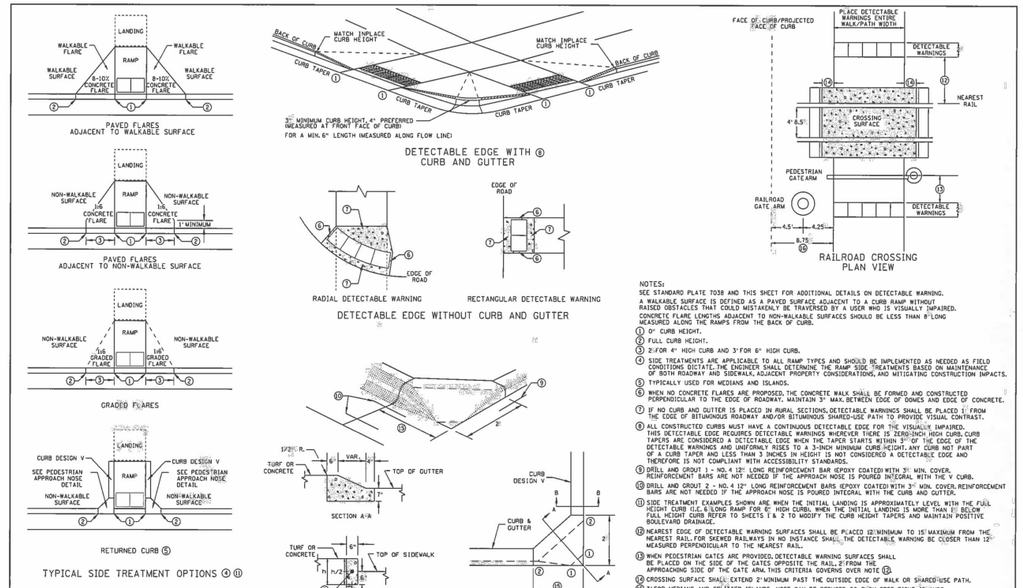
Brent Roshell

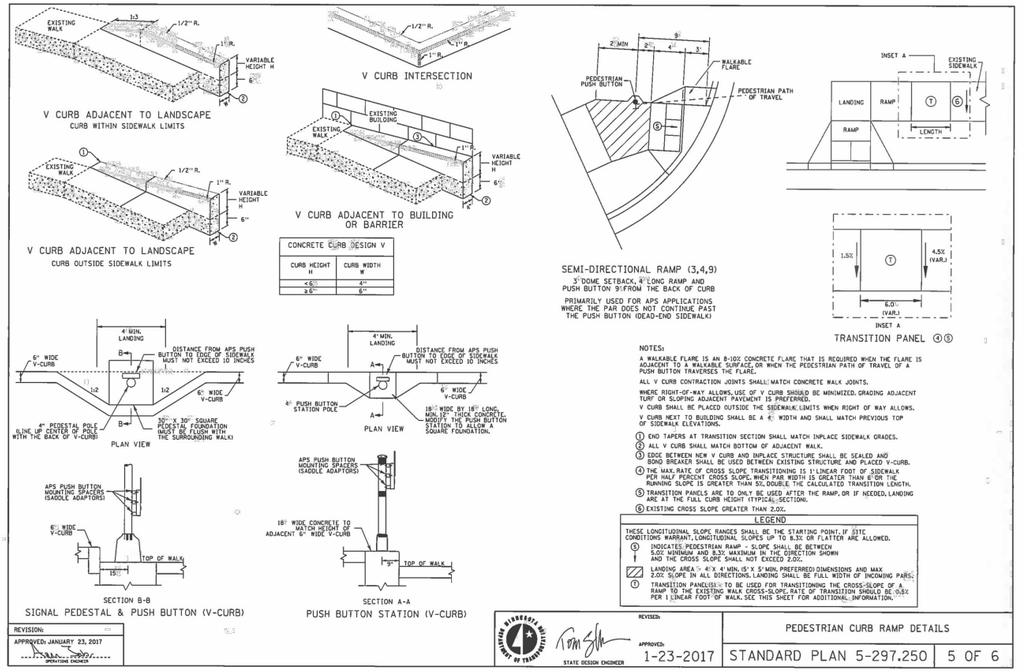
BRENT ROSHELL

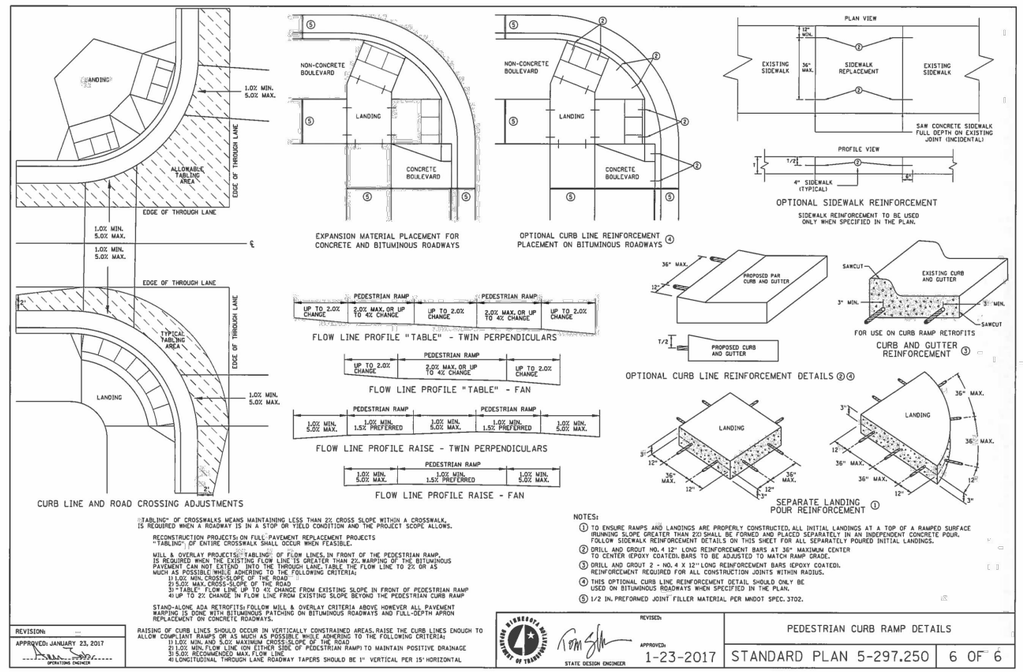
DRAWN	BR
DATE	12/19/16
SCALE	-
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

D2









REVISIONS	BY
ADDED SHEET TO SET	BR

DATE: 3/23/17

RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

DETAILS

RAMSEY, MINNESOTA

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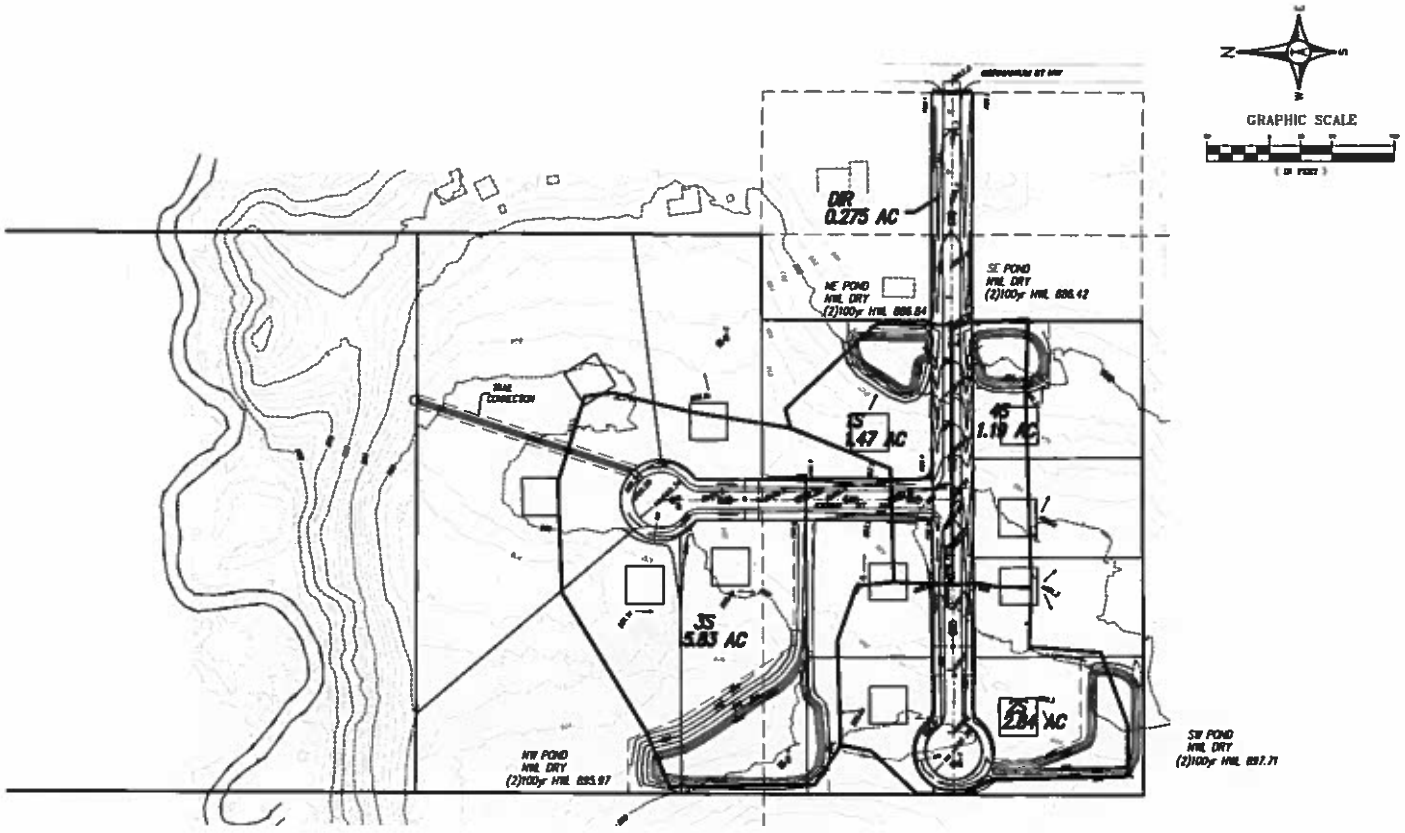
DATE 2/2/17 REG. NO. 24918

BRENT ROSHELL

DRAWN	BR
DATE	12/19/16
SCALE	-
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

D3


DIR
0.275 AC
NE POND
WHL DRY
(2)100yr WHL 886.84
SE POND
WHL DRY
(2)100yr WHL 886.42
TRAIL
CONNECTION
JS
1.47 AC
JS
1.19 AC
JS
5.83 AC
JS
2.04 AC
NW POND
WHL DRY
(2)100yr WHL 885.97
SW POND
WHL DRY
(2)100yr WHL 887.71
GRAPHIC SCALE

GRAPHIC SCALE

60 0 30 60 120

(IN FEET)

LINE TYPE & SYMBOL LEGEND

- FLARED END SECTION
- STORM SEWER
- SB-5 — DENOTES SOIL BORING
- P | S — DRAIN FIELD LOC, P = PRIMARY, S = SECONDARY
- W — PROPOSED WELL LOC.
- EXIST TREE LINE
- TF — TREE FENCE
- SF — SILT FENCE
- PROPOSED CONTOUR
- EXIST CONTOUR
- SETBACK
- EASEMENT
- LOT LINE
- R/W
- EDGE OF BITUMINOUS
- CENTERLINE

TREE PROTECTION FENCE SHALL BE INSTALLED AND THE LOCATION APPROVED BY THE CITY BEFORE COMMENCEMENT OF OTHER WORK, INCLUDING SILT FENCE INSTALLATION.

AN ARBORIST SHALL BE CONSULTED TO DEVELOP A PLAN TO PROTECT EXISTING OAK TREES FROM OAK WILT.

ANY CLEARING OF OAK TREES SHALL BE PERFORMED PRIOR TO APRIL 15TH OR AFTER JULY 15TH TO MINIMIZE EXPOSURE OR INTRODUCTION OF OAK WILT.

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. THIS FENCING TO REMAIN IN PLACE UNTIL VEGETATION IS ESTABLISHED IN THE PONDS.

ACCESS TO PONDS VIA EASEMENTS ABUTTING PUBLIC ROADS

NE POND AND SE POND SHALL BE EXCAVATED DOWN TO THE EXISTING SAND LAYER. ON SITE SANDS TO BE PLACED IN LOOSE LIFTS OF 12 INCHES TO BRING POND BOTTOM UP TO GRADE. NO COMPACTION OF SOILS SHALL OCCUR.

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. TREE FENCING TO BE PLACED BY HAND AND PRIOR TO SILT FENCE PLACEMENT.

NOTE: BUILDING PADS & DRAINFIELD SITE FOR GRAPHICAL PURPOSES ONLY. ACTUAL LOCATION MAY VARY.

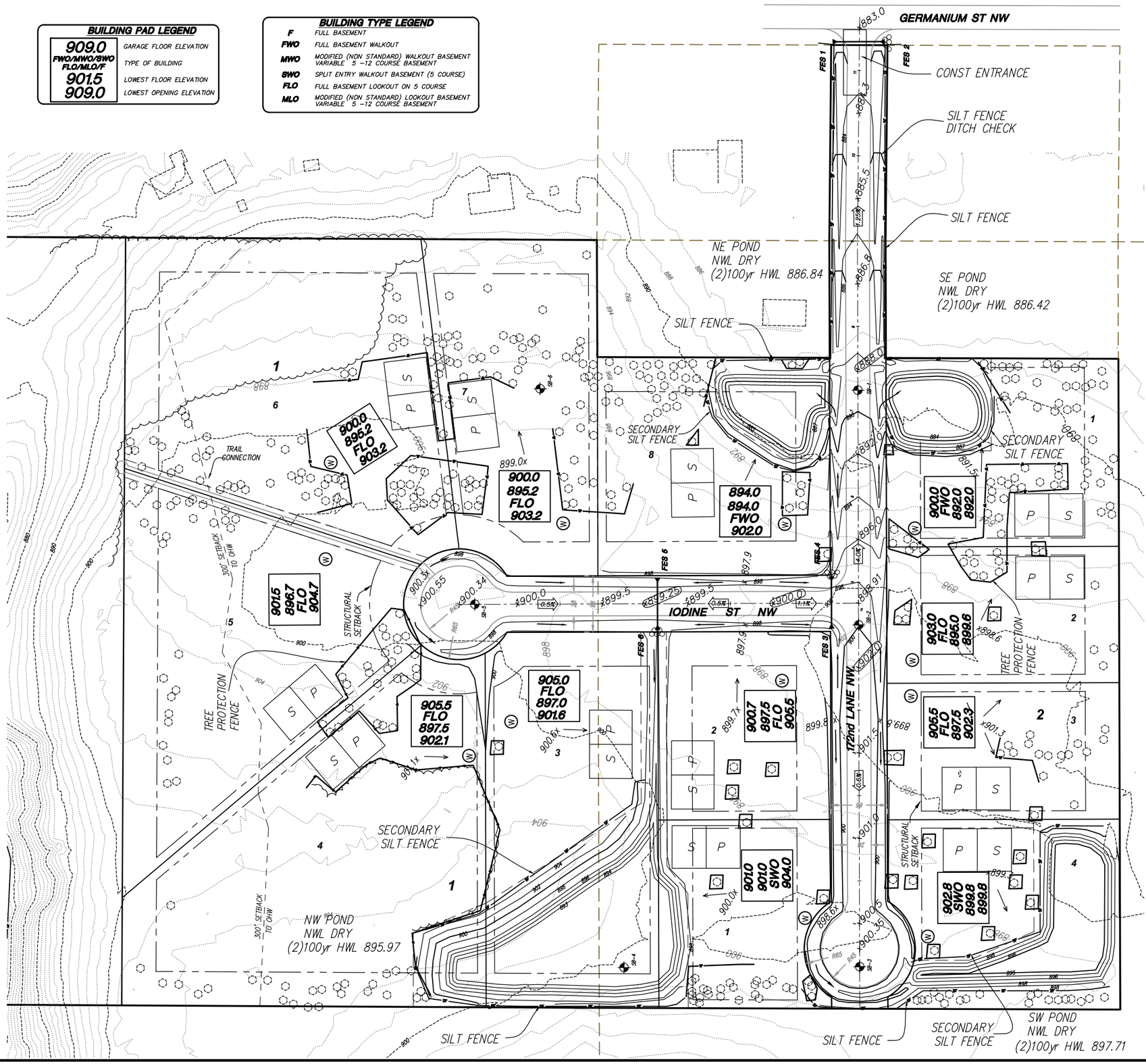
NOTE: DRAINFIELD LOCATIONS, WHEN DETERMINED, ARE TO BE PROTECTED FROM CONSTRUCTION ACTIVITIES.

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



BY	DATE	REVISIONS
BR	3/23/17	DOUBLE 100 YR PONDS, TREE FENCE
		RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521

COVENANT MEADOWS

PRELIMINARY GRADING PLAN

RAMSEY, MINNESOTA

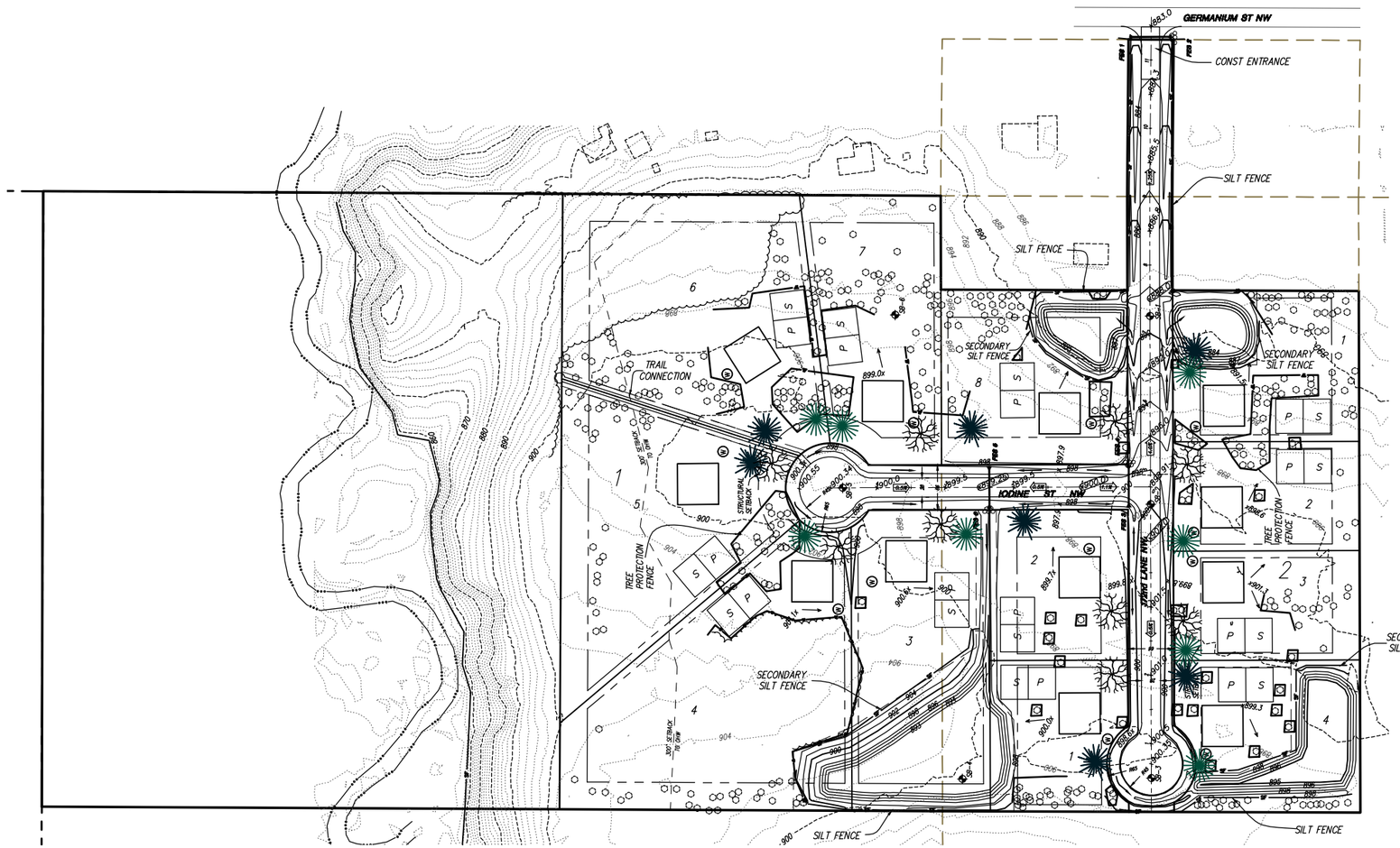
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 2/2/17 REG. NO. 24019

BRENT ROSHELL

DRAWN	BR
DATE	12/19/16
SCALE	AS SHOWN
PROJECT	RE-32
CHECKED	BTR
APPROVED	BTR

G1


GERMANIUM ST NW
CONST ENTRANCE
SILT FENCE
SILT FENCE
SECONDARY SILT FENCE
SECONDARY SILT FENCE
TRAIL CONNECTION
IODINE ST NW
STRUCTURAL BRACE
TREE PROTECTION FENCE
TREE PROTECTION FENCE
SECONDARY SILT FENCE
SECONDARY SILT FENCE
SILT FENCE
SILT FENCE
30' SETBACK TO OHW
SB-6
899.0x
900.0x
897.9
897.4
899.7
899.2
899.3
899.6
900.1
900.2
900.3
900.4
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903.9
904.0

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.U S
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 SW 2
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	3/23/17	SITE MAP

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 2/9/17 REG. NO. 24518
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 (CH. 7035).

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 1800 LF

SECONDARY SILT FENCE 1150 LF

DITCH CHECKS 6 EACH

TEMPORARY ROCK ENTRANCE FOR CONSTRUCTION OPERATIONS.

STREET SWEEPING 18 HOURS

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.

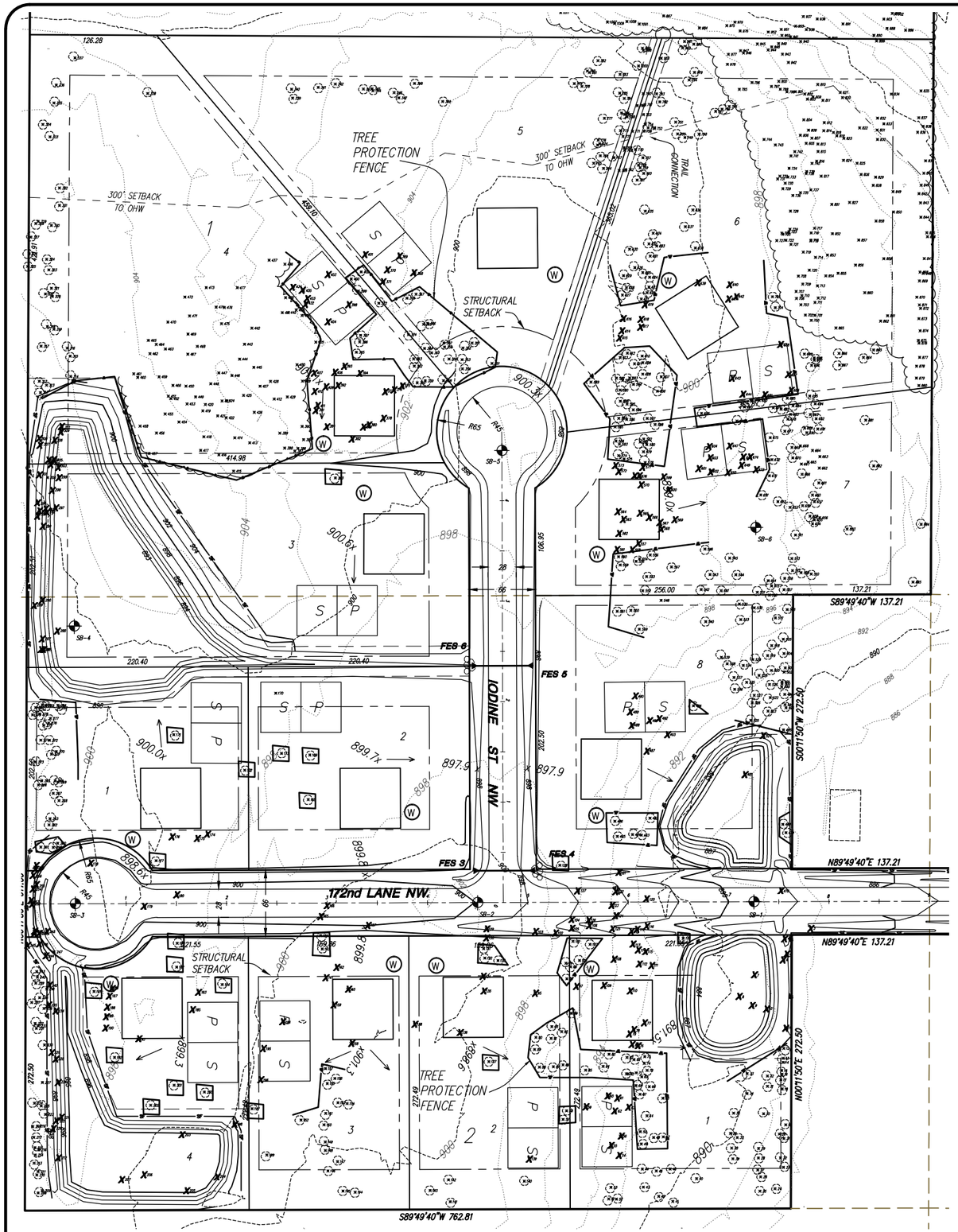
FINAL STABILIZATION

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 PERMANENT COVER.*
3. *REMOVAL OF ALL TEMPORARY SYNTHETIC BMPS: ALL TEMPORARY SYNTHETIC AND STRUCTURAL EROSION PREVENTION AND SEDIMENT CONTROL BMPS. (SUCH AS SILT FENCE) MUST BE REMOVED ON THE PORTIONS OF THE SITE FOR WHICH THE PERMITTEE IS RESPONSIBLE. BMPS DESIGNED TO DECOMPOSE ON SITE (SUCH AS SOME COMPOST LOGS) MAY BE LEFT IN PLACE.*
4. *OPERATOR PROVIDES THE OWNER ALL INSPECTION AND SWPPP AMENDMENT RECORDS FOR THE PROJECT: OWNER IS RESPONSIBLE FOR KEEPING ALL RECORDS (AS DEFINED IN PART II.E.1-5) ON FILE FOR THREE YEARS AFTER SUBMITTAL OF THE NOTICE OF TERMINATION.*

BY	DATE	REVISIONS
BR	3/23/17	QUANTITIES
		RECORD DRAWING

ROSHELL ENGINEERING, LLC
6192 267 TH CT WYOMING, MN 55092
PHONE: 763.286.0521



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
57	Pine, red	16
58	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
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
177	Pine, red	13
181	Pine, red	12
184	Cedar, red	6
191	Pine, red	13
192	Pine, red	14
197	Pine, red	12
199	Pine, red	7
200	Pine, red	12
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202	Pine, red	14
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241	Pine, red	12
243	Pine, red	8
245	Pine, red	7
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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
268	Pine, red	14
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
311	Pine, red	13
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
327	Pine, red	11
328	Pine, red	8
329	Pine, red	9
330	Pine, red	9
331	Pine, red	12
332	Pine, red	10
333	Pine, red	6
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
342	Pine, red	15
343	Pine, red	13
344	Pine, red	14
345	Pine, red	13
346	Pine, red	12
347	Pine, red	13
348	Pine, red	15
349	Pine, red	11
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
385	Oak, red	21
386	Oak, red	5
387	Oak, red	4
388	Oak, red	7
389	Oak, red	5
390	Oak, red	34
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
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427	Oak, red	8
428	Oak, red	11
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436	Oak, red	33
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441	Oak, red	15
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443	Oak, red	12

444	Oak, red	23
445	Oak, red	36
446	Oak, red	16
447	Oak, red	35
448	Oak, red	14
449	Oak, red	6
450	Oak, red	15
451	Oak, red	7
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
475	Oak, red	20
476	Oak, red	24
477	Oak, red	35
479	Pine, red	11
480	Pine, red	13
482	Pine, red	12
483	Pine, red	7
484	Pine, red	10
485	Pine, red	16
486	Pine, red	12
494	Pine, red	11
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
508	Pine, red	12
509	Pine, red	11
510	Pine, red	13
511	Pine, red	12
512	Pine, red	12
513	Pine, red	11
514	Pine, red	12
515	Pine, red	13
516	Pine, red	12
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
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
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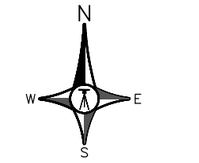
548	Pine, red	17
549	Pine, red	12



GRAPHIC SCALE

60 0 30 60 120

(IN FEET)

LINE TYPE & SYMBOL LEGEND

- FLARED END SECTION
- STORM SEWER
- SB-5 — DENOTES SOIL BORING
- P | S — DRAIN FIELD LOC; P = PRIMARY; S = SECONDARY
- W — PROPOSED WELL LOC.
- EXIST TREE LINE
- TF — TREE FENCE
- SF — SILT FENCE
- PROPOSED CONTOUR
- EXIST CONTOUR
- SETBACK
- EASEMENT
- LOT LINE
- R/W
- EDGE OF BITUMINOUS
- CENTERLINE

TREE PROTECTION FENCE SHALL BE INSTALLED AND THE LOCATION APPROVED BY THE CITY BEFORE COMMENCEMENT OF OTHER WORK, INCLUDING SILT FENCE INSTALLATION.

AN ARBORIST SHALL BE CONSULTED TO DEVELOP A PLAN TO PROTECT EXISTING OAK TREES FROM OAK WILT.

ANY CLEARING OF OAK TREES SHALL BE PERFORMED PRIOR TO APRIL 15TH OR AFTER JULY 15TH TO MINIMIZE EXPOSURE OR INTRODUCTION OF OAK WILT.

REVISIONS	DATE	BY
TREE FENCE	5/23/17	BR
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

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
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
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
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
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
764	Pine, red	11
765	Pine, red	10
766	Pine, red	13
767	Pine, red	12
770	Pine, red	12
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
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
		10078

TREES REMOVED HOME CONST

54	Pine, red	15
55	Pine, red	13
56	Pine, red	12
59	Pine, red	20
60	Pine, red	12
61	Pine, red	7
62	Pine, red	12
63	Pine, red	11
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
162	Pine, red	14
170	Pine, red	12
174	Pine, red	8
175	Pine, red	10
176	Pine, red	13
182	Cedar, red	8
183	Pine, red	9
185	Pine, red	13
186	Pine, red	12
187	Pine, red	14
188	Pine, red	11
189	Pine, red	15
190	Pine, red	12
193	Pine, red	14
194	Pine, red	10
195	Pine, red	13
196	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
384	Oak, red	40
391	Oak, red	30
392	Oak, red	37
393	Oak, red	27
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
493	Pine, red	20
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
599	Pine, red	12
600	Pine, red	16
601	Pine, red	17
602	Pine, red	14
603	Pine, red	8
604	Pine, red	13
614	Pine, red	8
615	Pine, red	9
616	Pine, red	11
617	Pine, red	11
618	Pine, red	11
619	Pine, red	12
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
		1738

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
198	Pine, red	13
203	Pine, red	15
204	Cedar, red	6
205	Pine, red	9
206	Pine, red	22
207	Pine, red	11
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
289	Pine, red	12
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
524	Pine, red	13
		623

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
478	Pine, red	12
		545

TREES REMOVED TRAIL CONST

753	Pine, red	12
762	Pine, red	15
763	Pine, red	11
768	Pine, red	9
769	Pine, red	9
771	Pine, red	10
772	Pine, red	10
789	Pine, red	13
790	Pine, red	15
791	Pine, red	12
		116

BY	DATE	REVISIONS
BR		
	3/23/17	TREE REMOVAL FOR TRAIL
		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-12
CHECKED	BTR
APPROVED	BTR

T2

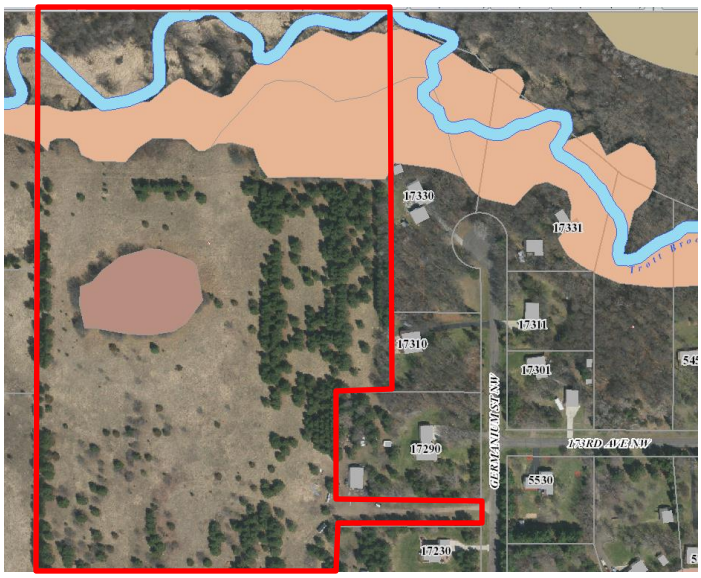
CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	APRIL 21, 2017	**PROJECT ADDRESS**	WEST OF GERMANIUM STREET, NORTH OF 172ND LANE (NEW)
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		

Revised Preliminary Plat Submittal Review

We offer the following comments regarding the revised Preliminary Plat submittal for Covenant Meadows as it relates to the City's Zoning Code. The revised plan set consists of twelve (12) sheets and were prepared by Roshell Engineering. All of the plan sheets are dated March 23, 2017.

The project includes a request for a zoning amendment to change the subject properties zoning from R-1 Rural Developing to Planned Unit Development (PUD). The Planning Commission recommended approval of the rezoning at its March 2nd, 2017 meeting subject to compliance with the revisions stated in the staff review letter.



Staff provides the following comments that require revision:

CO:

1. Trail easement must be labeled and the easement line type be included in the line type & symbol legend
2. The building setback line will need to be revised for Lot 1 Block 1 and Lot 4 block 2 to match the cul-de-sac bulb for 172nd Lane NW. The building setback must be 40 feet from the platted right-of-way. The change in setback line overlaps the current building pad location for each of the lots and thus will require the relocation of the proposed building pads. The well locations for each will likely need to change along with the building pad location. This change should be represented on all corresponding sheets.
3. Septic location for Lot 8 Block 1 should be considered for adjustment so that the septic isn't located in the center of the lot which may cause unnecessary hardship for a future property owner when attempting to make common property improvements like sheds, decks, or swimming pools.

G1:

1. The notes section has conflicting text where one line of text is overlaying over another line of text. This conflict in text will need to be revised to ensure legibility.
2. The line type scale for the tree fencing area's needs to be revised so that they are clearly legible. The "TF" is not currently legible.

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.
2. A separate exhibit will need to be drawn up that shows the trail easement and legal description for that easement.

A revised Preliminary Plat sheet was not provided with the March 23, 2017 revised plan set submittal. The following were revisions required of the preliminary plat that were included in the February 24, 2017 staff review letter. A revised preliminary plat sheet will need to be submitted that addresses the following:

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. 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. The location of the septic in the center of the lot could cause undue hardship onto the future property owner when desiring to make common property improvements like sheds, decks, or swimming pools. Please consider adjusting the location of the septic site.
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.

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.

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.

Streets and Access. As requested, the revised sheet set shows the platted right-of-way extending to the western boundary of the project boundary. 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's is being requested as a deviation to the City's Code in connection with the Applicants Planned Unit Development (PUD) application.

Trails. The Applicant is showing a trail between lots 5 and 6 of Block 1. The trail will need to be shown in a trail easement as outlined in the requested changes at the beginning of this memo. The trail will be an eight (8) foot wide bituminous trail and will be constructed as a Stage I Improvement to provide immediate access 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. Note that a separate Review Memo from the Engineering Department will be provided as an addendum to this review.

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.

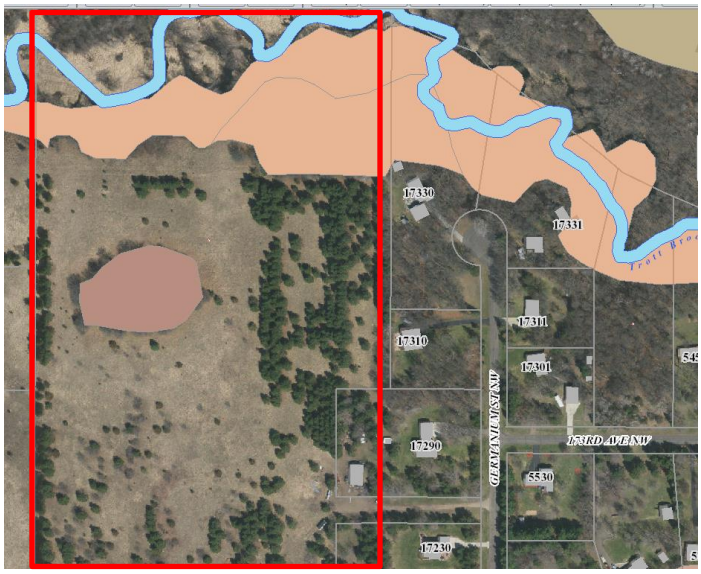
Development Agreement: An executed Development Agreement will be required prior to releasing the plat for recording.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	FEBRUARY 24, 2017 REVISED APRIL 21, 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	MARCH 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 Geotechnical Exploration and Engineering Review prepared for Thomsen Single Family Development dated February 10, 2017 and the Soil Boring Test Reports dated February 9, 2017.

The Geotechnical Exploration and Engineering Review was prepared by Northern Technologies, LLC (NTI), and consists of 6 boring logs (nominally drilled to 16 feet), a location diagram, and the geotechnical review and recommendations based on the interpretation of the boring logs.

The Soil Boring Test Reports were prepared by Tradewell Soil Testing and consist of 12 pages of boring logs nominally drilled to 77 inches. This report did not include a map showing locations of the borings or a memo with the summary of the results and recommendations.

Observations

The NTI borings were placed as follows, borings 1, 2, 3 and 5 were placed in the proposed right-of-way. Borings 4 was placed in a proposed ponding area and boring 6 was placed in greenspace that previously was planned for a ponding area. All of the logs noted frost extended to 2 feet below grade.

Boring 1 encountered sandy lean clay extending from the surface to 7 feet below grade. The soils to 14 feet were poorly graded sands with silt. The boring terminated at 15 feet in clayey sand. There are proposed ponding/ infiltration areas on either side of the road adjacent to this boring.

Borings 2, 3 and 5 found poorly graded sand or poorly graded sand with silt to a depth of 6 to 10 feet.

Boring 4 found poorly graded sand with silt to 8 feet and poorly graded sand below down to termination depth.

Boring 6 found poorly graded sand with silt to 8 feet and poorly graded sand below down 14 feet with silty sand to termination depth.

All of the sands encountered were in a very loose to loose condition. The report recommended over excavation, replacement and compaction of soils below utility lines.

Recommendations

The City requires that consideration be given to over excavation, replacement and compaction of soils be performed below all proposed pavements. The sandy lean clay encountered in boring 1 should be replaced with on-site sands so that all of the pavement subgrade is uniform. The sandy lean clay under the proposed infiltration area should be replaced with onsite sandy soils, minimally compacted to promote infiltration.

If soils correction is not performed on the house pads then density tests at footing level and a report will be required with every building permit.

The Tradewell report was dated February 9, 2017. As noted above, 2 feet of frost was encountered on the site in January when NTI performed their borings. A narrative listing the actual dates of the borings and evaluation of the suitability of the soils must be submitted for these borings. The borings list conditions changing at 12 inches which would be hard to pick out if the ground is frozen to 2 feet. The location map and narrative must be submitted for review and must include the items noted above.

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.

E.H. RENNER & SONS
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www.ehrenner.com

March 15, 2017

Brookview Estates LLC

6220 GREEN VALLEY ROAD ,RAMSEY, MN. 55303

Eric Thomsen

952-525-2334-Office, ethomsen@a-p.com

612-919-6862-c

Sir,

I have reviewed the hydrogeologic area South of the Trott Brook regarding impact of 4" water wells designed from domestic uses on 1 acre lots and bigger and concluded the following:

All water wells in group have an impact on the ground water supplied to the City of Ramsey from the Northwest. The impact of a 4" well pumping 25 gpm for domestic uses and irrigation of the resident property has very little impact. The Water Well Industry that service our City has not found the private wells have changed the water level on a permanent or seasonal uses. Changes in the static water levels seasonally could be in inches and could be seen on private well drop pipe (pump supply pipe) but none has been noticed.

It is for this reason the Minnesota Department of Health Well Management Unit as well as the Department of Natural Resources have not bothered dealing with wells that pump under 10,000 gallons per day or 1 million gallons per year.

Residential areas to the South and South West have numerous residential wells (one per house) with no impact on each other. Cone of depression for any well will exist but at 25 gpm may not be detectable 5 feet away from the well.

Wells in the area are mostly finished in the sedimentary sandstone call Franconia-Ironton Galesville now call the "Tunnel City". A smaller portion of wells are finished in the glacial gravels. The glacial gravels are somewhat protected by an up-flow from the Tunnel City into the glacial gravels above.

Your twelve wells will not have a measurable impact on other wells in the area or for other City users near Trott Brook as circled.

Raymond T. Renner CWD/PI

Raymond.t.renner@ehrenner.com

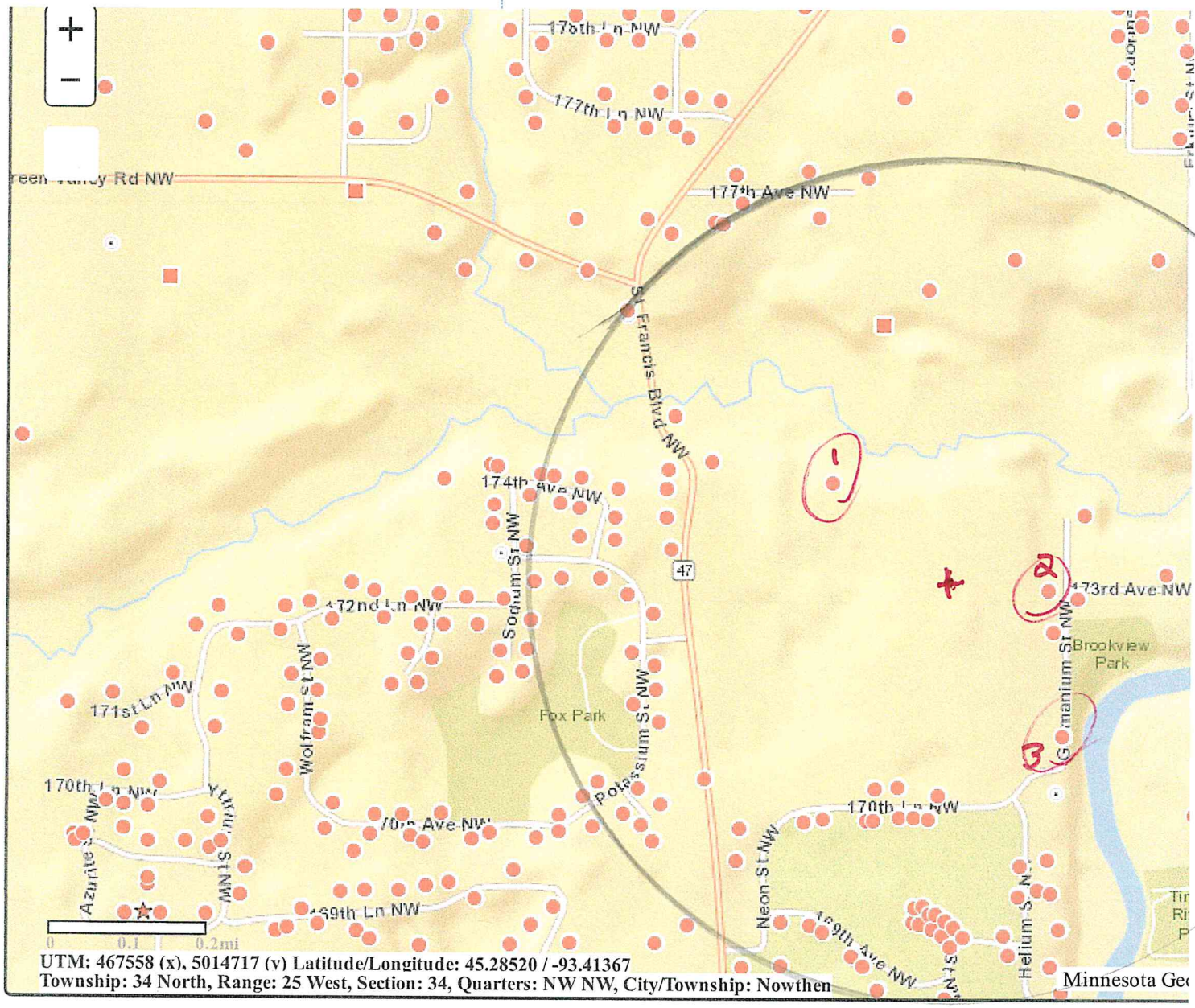
763-286-8806-cell

MDH Minnesota Department of Health

Minnesota Well Index

v1.0.16

Search by Zoom to Tools Base Maps Other L



UTM: 467558 (x), 5014717 (y) Latitude/Longitude: 45.28520 / -93.41367
Township: 34 North, Range: 25 West, Section: 34, Quarters: NW NW, City/Township: Nowthen

Minnesota Ge

5.01: Consider Landscape and Tree Preservation Plan for Covenant Meadows; Case Brookview Estates, LLC

City Planner Anderson presented the staff report. He noted that the City has received an application for Preliminary Plat and Rezoning for a proposed 12 lot subdivision on the property legally described as Outlot A, Meadowbrook. The request includes rezoning the subject property from R-1 Residential (Rural Developing) to Planned Unit Development (PUD). He stated that a PUD allows for some negotiation regarding bulk standards (lot size, setbacks, etc.) if there is a definitive public benefit as an outcome of the project. He stated that in this instance the developer is proposing to deed to the City approximately 15 acres of land that straddles Trott Brook. He stated that through this request there would be high quality resources protected as well as steep slopes. He noted that staff is supportive of the landscape and tree preservation plans.

Chairperson Stodola asked and received clarification on the location of the land the City would receive through deed. He asked how the smaller lot sizes would compare to the existing neighborhoods nearby.

City Planner Anderson noted that the proposed lot sizes range from one to almost three acres. He noted that some of the neighboring land is currently an outlot. He noted that the proposed lot sizes would be fairly compatible with the adjacent neighborhood to the east.

Board Member Valentine asked and received confirmation that the properties would not be served by City sewer and water.

City Planner Anderson stated that if there were a rebate or incentive program enacted for irrigation systems, these properties would not be eligible as in that instance only those on municipal services would possibly be eligible for a rebate.

Chairperson Stodola noted that the explanation provided by staff covered all the questions he had.

City Planner Anderson stated that the Parks and Recreation Commission will also review this item at their March meeting.

Motion by Board Member Valentine and seconded by Chairperson Stodola to recommend approval of the Landscape Plan and Tree Preservation Plan, contingent upon compliance with the Staff Review Letter.

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

5.01: Public Hearing: Preliminary plat and Zoning Amendment for Covenant Meadows (Project #17-102); Case of Eric Thomsen.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:01 p.m.

Presentation

City Planner Anderson presented the staff report stating 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. Staff reviewed the request in further detail along with the alternatives available to the Commission.

Citizen Input

Chairperson Bauer requested further clarification on where the pedestrian pathway was located and asked if it would connect to Trott Brook.

City Planner Anderson described the location of the trail easement that would be deeded to the City within the proposed development. He explained the steep slopes would not allow for an ADA trail. It was noted the trail would have a dead-end. Further discussion ensued regarding the specific standards for ADA trails.

Chairperson Bauer questioned if the cul-de-sac could be altered in any way to assist with better fire access.

Community Development Director Gladhill reported this was not the case and noted there was a broader neighborhood issue given the fact it only had a single access point.

Commissioner VanScoy inquired what the status was of the east/west cul-de-sac.

City Planner Anderson indicated the east/west cul-de-sac would be signed as a potential thru street but would be designed to meet full cul-de-sac standards.

Commissioner Anderson expressed concern that this neighborhood would have a single-point of entry.

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Eric Thomsen, 6210 Green Valley Road, stated he has tried to make this development neighborhood friendly. He appreciated the assistance he has received from staff and thanked them for the thorough report.

Dan McShane, 17310 Geranium Street, reported he has lived at his address for the past 20 years and he appreciated the wildlife and trees. He feared how the new development would impact the wildlife population.

Terry McShane, 17310 Geranium Street, expressed concern with how the new development would impact the turkeys and deer behind her home. She did not approve of the tranquility being destroyed behind her property. She requested a sanctuary or buffer area be preserved for the wildlife.

Mr. McShane stated he would support the developer constructing nine houses instead of twelve. He asked how many of the lots were a single acre.

City Planner Anderson reviewed the lot sizes for the proposed development, along with the lot sizes of the adjacent properties.

Commissioner VanScoy discussed the purpose of a PUD noting the City would be receiving 15 acres from the developer. He explained the developer could be constructing 15 homes and was proposing 12.

Mr. McShane further commented on how the additional homes would impact the single point of entry to the neighborhood. He asked if any of the proposed homes would be low-income.

Community Development Director Gladhill stated this was not the intent of this project and explained the City does not determine housing prices. He understood the developer had not applied for any funding assistance. He clarified that the developer was proposing single-family homes and not duplexes.

Mark Ladean, 17330 Germanium Street, expressed concern with the added traffic that would be added to his neighborhood with only a single point of entry. He was also concerned with how water would drain off the new homes onto his property given the grade differences between the parcels. He understood new wells would be installed and feared how the water table would be impacted. He stated he moved to this neighborhood for the peace and quiet and it was his hope the trees, wildlife, deer and turkeys would remain.

Julie Ladean, 17330 Germanium Street, stated she was concerned with how difficult it was to access the creek in the spring and during large rain events. She believed it was a complete waste of tax dollars to construct a trail that would need constant repairs. She questioned if it was the developer's idea to provide land to the City. She explained that the 15 acres that would be turned over to the City were not buildable and could not be used as a park. While she understood these 38 acres would eventually be built on, it was her hope that her view of the creek would be maintained and that strangers would not be walking through her property in order to get to the creek.

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Chairperson Bauer questioned how the width of Trott Brook varied during heavy rain events or wet springs.

Ms. Ladean explained Trott Brook was normally 12 to 20 feet in width but could reach up to 500 feet in width during the spring.

Len Simon, 17349 St. Francis Boulevard, stated he owns 40 acres directly west of this proposed property. He commented on the history of his property and noted he had a natural amphitheater. He explained he purchased his property to preserve the amphitheater, which required the combining of four lots. He recommended the City maintain the 2.5-acre minimum for the lots sizes to ensure septic waste does not seep from one property to another. He believed this property was a gift from God and should be preserved.

Juliann Simon, 17349 St. Francis Boulevard, shared the sentiments of the others who spoke previously. She expressed concern with the amount of traffic that would have to be accessing Highway 47 from a single access point. She understood the concerns that were raised by the Fire Department and cautioned the future homeowners on this. She encouraged the City to further investigate this development prior to approval.

Diane Weber, 5450 173rd Avenue NW, stated she appreciated her secluded neighborhood and appreciated the 2.5 to 3-acre lot size minimum. She requested the City hold the proposed development to these standards. She questioned who would be using the proposed trail. She worried about the number of new wells and septic systems that would be installed given the small lot size. She asked that the neighbors be made aware if low-income housing was being constructed. Lastly, she expressed concern with the water runoff from the new development and feared how it would impact the creek and river.

Chairperson Bauer discussed the approval process for this Planning Case and noted it was in proposal phase and the final approval would rest with the City Council.

Mr. Simon suggested this piece of property be preserved and that a monumental act be taken.

David Magnuson, 13907 Bluebird Street in Andover, stated he was interested in building in Covenant Meadows. He discussed the history of the proposed development and explained the dream was for several friends to be able to build homes and live among their friends. He loved the nature surrounding this property. He reported the land would not be clear cut or stripped. His goal would be to do life with friends while allowing the natural beauty of the land to remain. He stated if the City did not approve this proposal, he would have to pursue another parcel of land.

Chairperson Bauer thanked Mr. Magnuson for this information.

Tim O'Shaughnessy, 17201 St. Francis Boulevard, stated he owns 37 acres along the south side of the proposed development. He reported he was new to the City of Ramsey. He suggested the development allow seven homes and not eight. He recommended that the 15 acres not become a public park.

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Don Qveton, 5750 177th Avenue NW, discussed the flooding on this property and explained that during wet springs and winters, he has to move his cattle. He agreed that it would be a waste of money to put in a trail as it would routinely flood. He understood this was a beautiful piece of property and appreciated the sentiment behind the development. He understood the property would develop someday. However, he offered to purchase the 15 acre outlot, after receiving an appraisal, and indicated he could donate it back to the City if he ever sells his property. He explained that he bought his land so that he could live in the country, same as all the other neighbors.

Dave Jones, 17331 Germanium Street, commented on the cliffs surrounding his house and stated he would never allow a path in this area. He expressed concern with the water runoff in his neighborhood because of the steep slopes and cliffs. He stated if this development were to proceed the water runoff would have to be addressed. He noted he has lived at his home for the past 17 years.

Chairperson Bauer discussed the PUD that would allow lots less than two acres in size. He asked how several of the lots to the east were approved at less than 2.5 acres.

City Planner Anderson anticipated these lots were developed prior to this standard being put in place and were now lawful non-conforming lots.

Mr. Thomsen explained the entire development would be privately financed and all single-family homes were being proposed. He stated he was not an engineer but noted the property would be engineered properly for water runoff and infiltration.

Community Development Director Gladhill understood the neighbors were very concerned with the protection of the natural resources. This led the City to propose protecting 15 acres of land surrounding Trott Brook through a PUD. He stated his primary intent was to lock the property into its natural state. He explained if the trail was not seen as a benefit, the City would not have to pursue it. He reported the 15 acres would have to be deeded over to the City in order for the PUD process to be considered. He provided further comment on how the engineering of this site was reviewed and addressed by City staff. He discussed how traffic would enter and exit the neighborhood noting only 120 extra trips per day would be generated by the new homes. Staff provided further comment on the financing plan for the project and noted the City would be securing sureties from the developer.

Commissioner Anderson understood this was a property with solitude. He discussed the cliffs within the neighborhood and questioned what the City would do with the 15 acre outlot.

Commissioner VanScoy questioned how the wildlife would be impacted through the proposed development.

Mr. Thomsen commented on the protection of the 15 acres stated this was being done to assist with preservation. He explained he was 56 years old and has lived in Ramsey the majority of his life. He discussed the proposed site plan further and stated a natural corridor would be maintained

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for the wildlife. He indicated his goal was to maintain as many trees as possible and noted new trees would be planted.

Commissioner VanScoy asked if any if the new homeowners would be installing fences.

Mr. Thomsen stated he was uncertain if fences would be installed.

Chairperson Bauer discussed the PUD approval process and noted the plans, once approved, could not be altered.

Mr. McShane questioned how far a home within the new development would be from his.

City Planner Anderson estimated a new home would be roughly 250 feet from Mr. McShane's home.

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 8:28 p.m.

Commission Business

Commissioner VanScoy requested further information from staff regarding the City's septic system regulations.

Community Development Director Gladhill discussed the MPCA and City's septic system requirements.

Commissioner VanScoy questioned what the City's minimum lots size standards were.

Community Development Director Gladhill explained lots with septic systems were to have enough room for a primary and secondary septic. This allows for a system to fail on a residential lot and still be replaced.

Commissioner Nosan believed there was no purpose in putting in a trail as this area frequently floods. She discussed the single access point to this neighborhood and requested further information.

Community Development Director Gladhill discussed the single access point and stated staff would be conducting additional study on a potential second access point.

Commissioner Brauer questioned if an EAW should be completed.

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City Planner Anderson explained the proposed development would not trigger this requirement. He discussed how the neighbors could petition for an EAW. He indicated the development would have to meet all Rum River Watershed District requirements with regard to stormwater runoff.

Commissioner Nosan asked if this property could have any endangered species, such as turtles.

Community Development Director Gladhill understood the City could order an animal species database from the DNR. He explained a blanding turtle might exist in the general area of Ramsey but stated this had not stopped other projects in the area.

Ms. McShane questioned how an EAW process could be started.

Community Development Director Gladhill discussed the citizen petition process for an EAW. He commented further on the eight step requirements within the EAW. He stated he could email all of this information to Ms. McShane.

Commissioner Surma thanked all of the residents for being in attendance this evening. He appreciated their input and Mr. Simon's passion for this property. He stated he supported property rights and wanted to see all lots within the development be 2.5 acres in size. He supported the land surrounding Trott Brook being preserved.

Community Development Director Gladhill appreciated all of the comments received this evening as well. He recommended action on this development be delayed to allow several issues to be worked through with the developer that do not include an EAW. He stated Mr. Thomsen has been excellent to work with and staff would like the Commission to table action on Covenant Meadows to April.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to table action on Covenant Meadows to the April 6, 2017 Planning Commission meeting.

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

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

Community Development Director Gladhill reviewed the staff report and provided an update on Covenant Meadows. He noted that the Planning Commission postponed action at their March 2nd 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. He noted that the City will be hosting a workshop on the project on Thursday, April 6th at 5:30 p.m. to discuss neighbor concerns in more detail.

Councilmember Riley asked for more information on the 15 acres along Trott Brook that would be protected.

Community Development Director Gladhill noted that staff was able to negotiate with the developer to deed the 15 acres to the north that borders Trott Brook to the City at no cost. He stated that staff believes that would provide better protection than private development/ownership.

Mayor Strommen asked the next step.

Community Development Director Gladhill stated that the Planning Commission will hold a workshop on Thursday, April 6th at 5:30 p.m. prior to their regular meeting later that night, at which formal recommendation will be made.

Mayor Strommen stated that she agrees with staff that the EAW would not provide the answers the citizens are requesting and agrees that the public workshop would be the best course of action to resolve those concerns.

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

The Ramsey Park and Recreation Commission conducted a regular meeting on March 9, 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
Commission Members Absent:	Commissioner David Troy
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 Sis, seconded by Commissioner Fyten, to approve the Park and Recreation Commission meeting agenda as presented.

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

1) Park and Recreation Commission Regular Meeting Minutes dated February 9, 2017.

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

5. COMMISSION BUSINESS

5.01: Nominate Chair and Vice-Chair of the Park and Recreation Commission

Parks & Assistant Public Works Superintendent Riverblood suggested this item be tabled until the April 2017 meeting after the full commission is appointed by the Council after interviews are held for the openings.

Motion by Commissioner Sis, seconded by Commissioner Bayer, to table nomination of Chair and Vice Chair until the April 2017 meeting.

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

5.02: Recommend Park Dedication for Covenant Meadows; a Planned Unit Development

Parks & Assistant Public Works Superintendent Riverblood reviewed that the Park and Recreation Commission is requested to recommend to City Council the appropriate resolution of the Park Dedication and Trail Fees dues for this proposed Planned Unit Development (PUD). The site is generally located south of Trott Brook and west of Geranium Street. The location of the parcel was highlighted in red on the site location map.

The Applicant has proposed to subdivide the approximately thirty-eight (38) acre Subject Property into twelve (12) single family homes that be serviced by individual private utilities. The Preliminary Plat proposes deeding approximately fifteen (15) of the thirty- eight (38) 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 considered to be high quality natural open space. Securing this land is also consistent with the goal of a near continuous preservation of natural resources along Trott Brook in the city. Property owners within a 700-foot radius of the subject property were notified of the public hearing held at the March 2, 2017 Planning Commission meeting. Protection of the natural resources surrounding Trott Brook is a goal of the City.

Mr. Riverblood noted properties surrounding all sides of the Subject Property are currently zoned R-1 Residential (Rural Developing). While the applicant is requesting reduced lot sizes than what would normally be required, the proposed parcel sizes are similar in size and nature to the existing surrounding parcels. In exchange for the reduced lot size, the applicant is proposing to deed to the City approximately fifteen acres of land as permitted with the PUD process. The land being proposed is high quality natural resources, and will also provide buffers to the brook and serve to provide connectivity between other natural areas along Trott Brook. The Applicant has agreed 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 larger neighborhood with access to this public amenity.

Upon review of the contours of the steep slopes, Staff has identified that an ADA compliant trail to, or parallel to the stream is not feasible. Staff has identified that a 20-foot trail easement should be included between lots 5 and 6 of block 1 and that an 8-foot bituminous trail be constructed within that easement and that the trail terminate within a 15-foot bituminous bulb within Outlot A as part of the Stage 1 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 storm water, so a culvert will be necessary to allow for the free flowing of runoff as well as elevate the trail connection to the roadway.

Reflective of the dedication of land by the PUD process, Park Dedication should be a cash contribution per lot platted (12 lots @ the 2017 residential unit rate of $2,800 = $33,600). The new municipal connecting trail (from Iodine Street to Outlot A) would be eligible for credit against the $800 Trail Fee per lot platted. (12 lots @ the 2017 residential Trail Fee of $800 = $9,600). As part of the Development Agreement, the construction cost of the new trail segment will be identified. If it can be demonstrated that actual cost of the trail would exceed the Trail Fees, the balance may be deducted from the cash Park Dedication owed.

Staff recommends Park Dedication be satisfied by a cash contribution at the time of platting; that the trail segment from Iodine Street to Outlot A be constructed as a Stage I improvement – and the trail construction costs would be eligible for credit against the Trail Fees due per lot platted.

Commissioner Sis asked if there are any developed amenities near Trott Brook.

Mr. Riverblood stated there are no amenities near Trott Brook. A trail will be developed along the Brook as properties are acquired.

Motion by Commissioner Logan, seconded by Commissioner Sis, to recommend to City Council that Park Dedication be satisfied by a cash contribution at the time of platting, and that the trail segment from Iodine Street to Outlot A be constructed as a Stage I improvement – with the trail construction costs eligible for credit against the Trail Fees due.

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

Chair Bennett noted at the Comprehensive Plan Meeting the public consistently mentioned preserving the natural resources and protecting the open space areas within the City.

Motion by Commissioner Trappen, seconded by Commissioner Bayer, to recommend to City Council to secure the proposed 15 acre Outlot, representing the maximum natural and ecological resource protection alternative available to the City Council in addition to standard Park Dedication requirements.

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

5.3 Recommend Work Plan for the Park System of the Comprehensive Plan, and City-wide Parks Master Plan

Parks & Assistant Public Works Superintendent Riverblood reviewed the Commission is requested to approve a 2017 work plan and budget for the Parks Recreation and Open Space Chapter of the Comprehensive plan and City-wide Parks Master Plan.

Mr. Riverblood referred the Commission to the January Progress Report to the Planning Commission for important detail and background on the Comprehensive Plan processes that was provided. Public notifications are on-going throughout the 2017 City-wide Comp. Plan process. Various meetings will be held to gain resident feedback as well as during city-wide events.

The work plan and budget that was developed at the request of staff was also provided to the Commission for their review. The work plan and budget combined the resources of Landscape Architect Bruce Jacobson and LHB Inc. The Commission is asked to recommend to City Council consideration of the work plan and budget. Mr. Riverblood reviewed the various planning work that is being done concurrent with the Comp. Plan and the consultants who will be working with Staff and the Boards and Commissions in the endeavors. The $50,000 will come out of the Park General Fund for 2017. This will be reviewed by Council at their March 28, 2017 meeting.

The proposed 2017 work plan and budget were provided for Commission review along with the existing Chapter Parks Recreation and Open Space.

Commissioner Trappen asked if Bruce Jacobson and LHB have been used in the past.

Mr. Riverblood stated they have been used in the City in the past. LHB is well known for their Master Plan work. Mr. Riverblood has worked with Bruce Jacobson in the past and he has a good track record in delivering what was promised.

Chair Bennett reviewed the motion.

Motion by Commissioner Sis, seconded by Commissioner Logan, to recommend to City Council authorize approval of the 2017 work plan utilizing the consulting services of Bruce Jacobson and LHB at a not-to-exceed amount of $50,000.

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

5.4 Consider the Establishment of a Youth Liaison to the Park and Recreation Commission

Parks & Assistant Public Works Superintendent Riverblood provided a proposal for consideration for the establishment of a Youth Liaison to the Park and Recreation Commission. This would be a Ramsey resident, 16 to 18 years of age, he/she would participate in all affairs and discussion of the Commission, but be a non-voting member (and without a per diem). There

would seem to be many advantages to this new position, and with little or no costs. Among the benefits would be a broader representation of the community to this advisory board and thereby by extension, also to the Council. Mr. Riverblood the youth liaison would expand civic engagement and participation, as well as improve upon the diversity of opinions, ideas, issue identification, and perspectives as the City sets priorities for the development of the park and trail system for the future.

Candidates for the position would submit an essay to the Commission to be considered, then interviewed and selected to move forward by the Commission Chair, Staff Liaison, and an HR representative or appointee. Council approval process will be determined. The Youth Liaison would have an assigned "term" but would time-out when they reached their 19th birthday, at which time they may be an ideal candidate to serve as an appointed Board or Commission member as part of the usual process. This would expand civic engagement and participation, as well as improve upon the diversity of opinions, ideas, issue identification, and perspectives as the City sets priorities for the development of the park and trail system for the future.

Chair Bennett stated he is in favor of the idea and it would be a great opportunity from a leadership perspective for a young person to get involved in the community.

Commissioner Sis suggested it be advertised to the local high schools and other youth groups within the City.

Commissioner Bayer asked if any other City has such a liaison.

Mr. Riverblood stated he is not aware of any "official" youth liaisons. Mr. Riverblood stated the communication coming from the youth would be beneficial and they would become aware of how government works.

Motion by Commissioner Trappen, seconded by Commissioner Sis, to recommend to the City Council the establishment of a Youth Liaison to the Park and Recreation Commission.

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

5.5 Recommend the Pursuit of a MN DNR Grant from the Local Trail Connections Program

Parks & Assistant Public Works Superintendent Riverblood provided background on the Trott Brook Trail Connection – Proposed Boardwalk. The recommendation to satisfy Park Dedication for the Brookfield 4th Addition in 2013, was to accept approximately $46,000 in cash, with the intention to construct a boardwalk connection from the existing trail in Brookfield to Variolite Street – if additional funding could be secured by a grant. The Minnesota Department of Natural Resources Local Trail Connections Program is accepting proposals in March 2017, for projects like the Trott Brook trail connection. Mr. Riverblood gave a summary of the DNR's Local Trail Connection Program. This is a very competitive grant that many communities will be applying for. This will come before the Council at their March 28, 2017 meeting.

The DNR competitive grant program matches 75% of project costs up to $150,000. The project's anticipated construction cost is estimated at >$267,000 of which $150,000 may be reimbursable by the DNR if the grant is awarded. The grant was applied for in the past but was not awarded. Mr. Riverblood stated he spoke with the program grant administrator and has made a few modifications to the grant request. A grant was received in 2014.

Commissioner Sis asked if the grant is not received will the trail still go through.

Mr. Riverblood stated the Commission can recommend any project in any year. A grant award should be known by mid-July.

Commissioner Sis asked what upkeep is needed for a boardwalk.

Mr. Riverblood stated there is not a formal policy on winter trail maintenance however when streets and parking lots are completed, then the high traffic trails are maintained. Snowblowers have been used in the past on boardwalks as time permitted.

The City's Priority Trail Map was provided with the project area circled in a dotted line. The proposed trail and boardwalk extension was shown in a red and yellow dotted line in relation to the Brookfield plat.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to recommend to the City Council authorize a grant submittal for the Local Trail Connection Program.

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

6. COMMISSION/STAFF INPUT

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

Rec Programming – The Park and Rec Intern provided an executive summary report on rec programming within the City. Mr. Riverblood reviewed some of the highlights of completed activities such as Art in the Park and Yoga Flow.

Mr. Riverblood announced upcoming events within the City including Starwatch, Thursday 23, 2017; Mosaic Bee House Monday, March 27, 2017; Wine and Canvas Night, Friday April 21, 2017; Introduction to Birding, Thursday April 6 and 20 and Saturday April 29, 2017; Movie in the Park, Friday May 5 and September 8, 2017; Learn to Garden Thursday May 11, 2017; Introduction to Kayaking Wednesday May 17, 2017; Learn to Kayak Saturday June 3, 2017; Sunrise Yoga Flow, Saturdays June 3 – August 26, 2017; Basics of Stand up Paddle Boarding Thursday June 22, Friday July 7, and Monday August 28, 2017; Performing in the Parks Monday June 26 – Wednesday June 28, Monday July 10 – Thursday July 13; Monday August 8 – Thursday August 17, 2017; and BubbleBall Tournament Saturday July 22, 2017. All programming is described on the City's website as well as on Facebook.

Joint Powers Meeting with Athletic Associations – The meeting was held last Tuesday and scheduling, forecasts, trends were discussed with the various associations within the City. Mr. Riverblood reviewed the highlights from the meeting.

Chair Bennett thanked Vice Chair Logan for his time and work on the Park and Recreation Commission.

7. ADJOURNMENT

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

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

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

Respectfully submitted,

_____

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver off Site Secretarial, Inc.

5.03: Consider Preliminary Plat and Zoning Amendment for Covenant Meadows (Project #17-102); Case of Eric Thomsen

Presentation

City Planner Anderson presented the staff report stating 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. Staff reviewed the request in further detail with the Commission and recommended approval of the Preliminary Plat and Zoning Amendment for Covenant Meadows.

Commission Business

Chairperson Bauer commented on the worksession meeting that was held between the Planning Commission, the applicant, potential buyers and neighboring property owners. It was deemed the area on either side of Trott Brook would be deeded to the City of Ramsey in order to properly protect this property. He then discussed the action being requested of the Commission.

Commissioner Anderson questioned how much property would be deeded to the City on each side of Trott Brook.

City Planner Anderson estimated the depth of the land to be 750 feet.

Commissioner Anderson asked if there would be a way to mark the property line in order to keep adjacent property owners out.

City Planner Anderson explained that the City could put markers in place for this conservation easement.

Commissioner Brauer thanked all who were involved in the worksession meeting tonight for providing input and for participating. He suggested the purchase agreements denote the location of the conservation easement to ensure homeowners are not cutting into this land.

Commissioner Nosan questioned what the City would do with the land surrounding Trott Brook. She wanted to be sure the land was not turned into a park.

Community Development Director Gladhill stated the City could draft language within the deed to ensure this land does not become a park.

DRAFT

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend City Council adopt Ordinance #17-05 rezoning the Subject Property from R-1 Residential (Rural Developing) to PUD (Planned Unit Development).

Further discussion

Commissioner Nosan stated she would prefer not to make the lots quite so small given the fact this would increase the number of lots and therefore increase traffic. She explained she would prefer to have 2 or 2.5 acre lots.

Commissioner Brauer commented he shared this same concern as well. He feared that this development would set the tone for future developments along Trott Brook. However, if the lots were smaller in order to protect the brook, this was another matter. He recommended the Planning Commission review the Comprehensive Plan in order to address the total preservation of Trott Brook.

Commissioner Anderson stated the properties to the east were one acre in size, which was not too far out of alignment with the proposed development. He explained he supported the preservation of the 15 acres along Trott Brook and for this reason, he was willing to compromise on the lot size.

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

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to recommend City Council adopt Resolution #17-04-083 granting Preliminary Plat approval of Covenant Meadows, contingent upon compliance with the Staff Review Letter dated February 24, 2017.

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

DRAFT

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 # 17-04-083

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 tabled action until April; 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 received an update regarding the preliminary plat; and

WHEREAS, the Planning Commission reviewed the preliminary plat again on April 6, 2017; and

WHEREAS, the City Council reviewed the preliminary plat of Covenant Meadows on April 25, 2017.

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 Covenant Meadows in accordance with relevant City Codes, subject to the following conditions:

a) Compliance with the Staff Review Letter dated February 24, 2017; revised April 21, 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 25th day of April, 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 **7. 2.**

Meeting Date: 04/25/2017

By: Chris Anderson, Community Development

Information

Title:

Adopt Resolution #17-04-079 Granting Preliminary Plat Approval of Homestead Road Subdivision Located at 7131 166th Ave NW(Project #16-32); Case of CTW Group, Inc.

Purpose/Background:

The City has received an application from CTW Group, Inc. (the "Applicant") seeking a variance to lot depth standards and preliminary plat approval for a proposed three (3) lot subdivision on the property located at 7131 166th Ave NW (the "Subject Property"). There is an existing dwelling on the proposed Lot 2 that would remain with two (2) new, buildable lots being created, one on each side of the existing dwelling. The Planning Commission reviewed the Sketch Plan at their November 3, 2016 meeting and reviewed the Variance request and Preliminary Plat at their April 6, 2017 meeting.

Notification:

City Staff attempted to notify all property owners within 700 feet of the Subject Property of the request via U.S. mail and published a notice of public hearing in the Anoka Union Herald, the City's official newspaper.

Observations/Alternatives:

The Subject Property is zoned R-1 Residential (MUSA) and is approximately eight (8) acres in size. The Subject Property is adjacent to 1/4 acre residential lots to the east and north (Brookfield development), a four (4) acre parcel to the west that is all wetland and owned by the City, and larger lot residential parcels south of 166th Ave also within the R-1 Residential (MUSA) district. A significant portion of the Subject Property consists of wetlands and a large portion is also within the Floodway District as well.

All three (3) lots meet or exceed the lot size and lot width standards for the R-1 Residential (MUSA) District. City Code requires a minimum lot depth of 100 feet, and a width of sixty (60) feet (e.g. 6,000 square feet of buildable area) that is not encumbered by wetland, wetland setback area, floodway, or steep slopes. Lots 1 and 3 are slightly deficient regarding this standard, with Lot 1 being deficient 268 square feet and Lot 3 being deficient seventy-eight (78) square feet. As part of the Sketch Plan review, the deficiency was noted on Lot 1, with the understanding that a variance would be necessary. The deficiency on Lot 3 comes as a result of the Applicant shifting the proposed home location further south based on public comments provided as part of the Sketch Plan review.

The proposed subdivision does not include the construction of any new roads or sidewalks. Each of the three (3) lots will be accessed from 166th Ave. There is existing sidewalk along the north side of this road that was installed as part of the reconstruction of 166th Ave NW. The sidewalk terminates just east of the western boundary of the Subject Property due to the presence of wetland.

The Applicant is proposing two (2) rain gardens to address the Lower Rum River Watershed Management

Organization's infiltration requirements. Staff is not opposed to this approach but additional details are required on each of the rain gardens as outlined in the Staff Review Letter.

The Environmental Policy Board (EPB) reviewed the Tree Preservation Plan and the request for a variance to the lot depth standard at their March meeting. The EPB recommended approval of the Tree Preservation Plan contingent upon compliance with the Staff Review Letter. The EPB also recommended approval of the variance request, as they felt that there would still be viable buildable area for the future homeowners to install features such as a deck and/or reasonably sized accessory building without encroaching into the required wetland, wetland setback of floodway.

The proposed three (3) lot single family residential subdivision is a reasonable use of the property and appears to be generally compatible with the surrounding neighborhood. Each of the three lots would still be two (2) plus acres in size, albeit much of that consisting of wetland area, which is larger than the abutting parcels to the north and east and the parcel to the west, owned by the City, is essentially all wetland too. The Subject Property is rather unique with respect to the overall abundance of area encumbered by wetland and floodplain and the fact that five (5) sets of utility stubs were provided as part of a previous road reconstruction project (and only three [3] are proposed to be used).

The Planning Commission held a Public Hearing on this request at their April 6, 2017 meeting. There were no written or verbal comments received. The Planning Commission approved the requested Variance and recommended approval of the Preliminary Plat contingent upon compliance with the Staff Review Letter.

Alternatives:

Alternative 1: Approve the Preliminary Plat for Homestead Road Addition. This is a challenging site to work with based on the amount of wetland and floodplain and the proposed subdivision seems a reasonable use of the property. Staff supports this alternative.

Alternative 2: Do not approve the proposed Preliminary Plat. Staff is of the opinion that the Applicant has been reasonable with the proposed subdivision rather than attempting to fully utilize all five (5) sets of utility stubs. Additionally, the Planning Commission did approve a Variance to lot depth for Lots 1 and 3, contingent upon approval of the Preliminary Plat. Staff does not support this alternative.

Funding Source:

All costs associated with processing the Application are the responsibility of the Applicant. There are no City funds proposed to be utilized for the construction of this project.

Recommendation:

The Planning Commission recommends approval of the Preliminary Plat contingent upon compliance with the Staff Review Letter.

Action:

Motion to adopt Resolution #17-04-079 granting Preliminary Plat approval for Homestead Road Subdivision.

Attachments

Site Location Map

Plan Set

Staff Review Letter

Planning Commissin Meeting Minutes Dated November 3, 2016

EPB Meeting Minutes Dated March 20, 2017

DRAFT Planning Commission Meeting Minutes Dated April 6, 2017

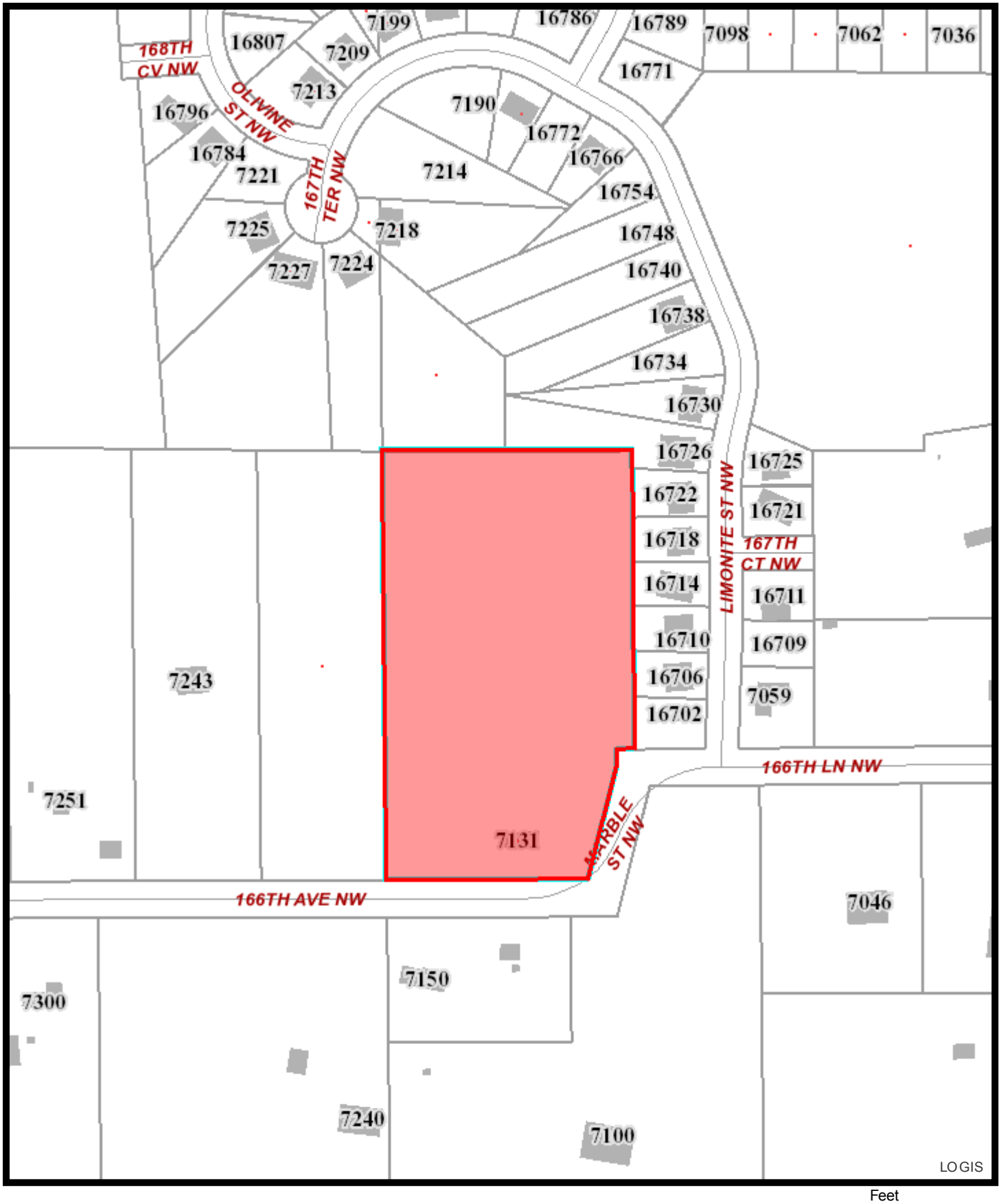
Resolution #17-04-079: Preliminary Plat

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	04/19/2017 10:39 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:30 PM
Form Started By: Chris Anderson		Started On: 04/18/2017 10:25 AM
Final Approval Date: 04/20/2017		

10-32-25-33-0002
7131 166TH AVE NW

Site Location Map

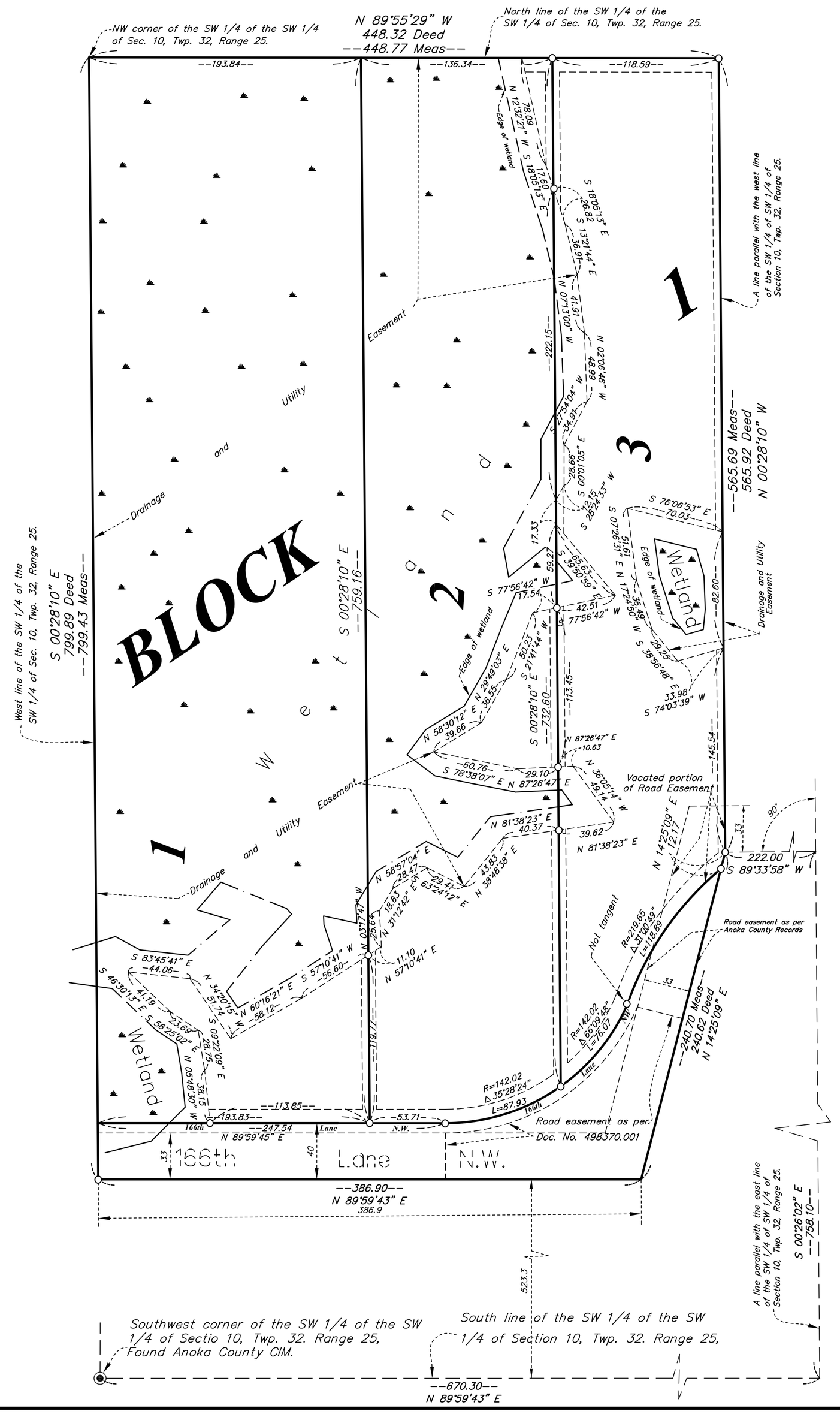


Feet
0 60 120 240 360 480

Print Date: October 6, 2016

HOMESTEAD ROAD SUBDIVISION

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

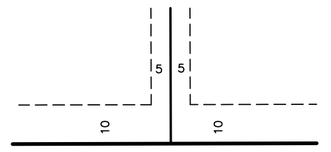


GRAPHIC SCALE

50 0 25 50 100

(IN FEET)

DRAINAGE AND UTILITY EASEMENTS SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES, AND 10 FEET IN WIDTH AND ADJOINING STREET AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THE PLAT.

LEGEND

- ● DENOTES IRON PIPE MONUMENT FOUND
- ○ DENOTES SET 1/2 INCH IRON PIPE WITH CAP MARKED R.L.S. 42379.
- ◉ DENOTES ANOKA COUNTY MONUMENT.
- DENOTES WETLANDS SHOWN THAT WERE DELINEATED BY SVOBODA ECOLOGICAL RESOURCES, DECEMBER 2015.

BEARING NOTE

FOR THE PURPOSE OF THIS PLAT, THE SOUTH LINE OF THE SW 1/4 OF THE SW 1/4 OF SECTION 10, TWP. 32, RGE. 25, IS ASSUMED TO HAVE A BEARING OF NORTH 89 DEGREES 59 MINUTES 43 SECONDS EAST.

KNOW ALL PERSONS BY THESE PRESENTS: That CTW Group, Incorporated, a Minnesota corporation, owner of the following described property:

That part of the Southwest Quarter of the Southwest Quarter, Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows:
Commencing at a point in the south line of said Southwest Quarter of the Southwest Quarter distant 670.30 feet east of the Southwest corner of said Southwest Quarter of the Southwest Quarter; thence North, parallel with the east line of said Southwest Quarter of the Southwest Quarter a distance of 758.10 feet; thence at a right angle West a distance of 222.00 feet, to the actual point of beginning of the tract of land to be described; thence northerly, parallel with the west line of said Southwest Quarter of the Southwest Quarter, a distance of 565.92 feet to the north line of said Southwest Quarter of the Southwest Quarter; thence westerly along the north line of said Southwest Quarter of the Southwest Quarter a distance of 448.32 feet to the northwest corner of said Southwest Quarter of the Southwest Quarter; thence southerly along the west line of said Southwest Quarter of the Southwest Quarter a distance of 799.89 feet to the intersection with the north line of the south 523.30 feet of said Southwest Quarter of the Southwest Quarter; thence East, along said north line of the south 523.30 feet, a distance of 386.90 feet to the northeast corner of the west 386.90 feet of the said south 523.30 feet of the Southwest Quarter of the Southwest Quarter; thence northeasterly 240.62 feet, to the actual point of beginning.

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

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

Signed: CTW Group, Incorporated

_____
Andrey Sokurec, President

_____
Alexander Delendik, Vice President

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on_____, 20___ by Andrey Sokurec, President, and Alexander Delendik, Vice President, of CTW Group Inc., a Minnesota Corporation, on behalf of the corporation.

_____

_____
Notary Public, _____ County, Minnesota

My Commission Expires _____

I Thomas M. Bloom 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____.

_____
Thomas M. Bloom, Licensed Land Surveyor
Minnesota License Number 42379

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on_____, 20___ by Thomas M. Bloom.

_____

_____
Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

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

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

By _____ Mayor By_____City Clerk

ANOKA COUNTY SURVEYOR

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

_____
Larry D. Hoium, Anoka County Surveyor

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

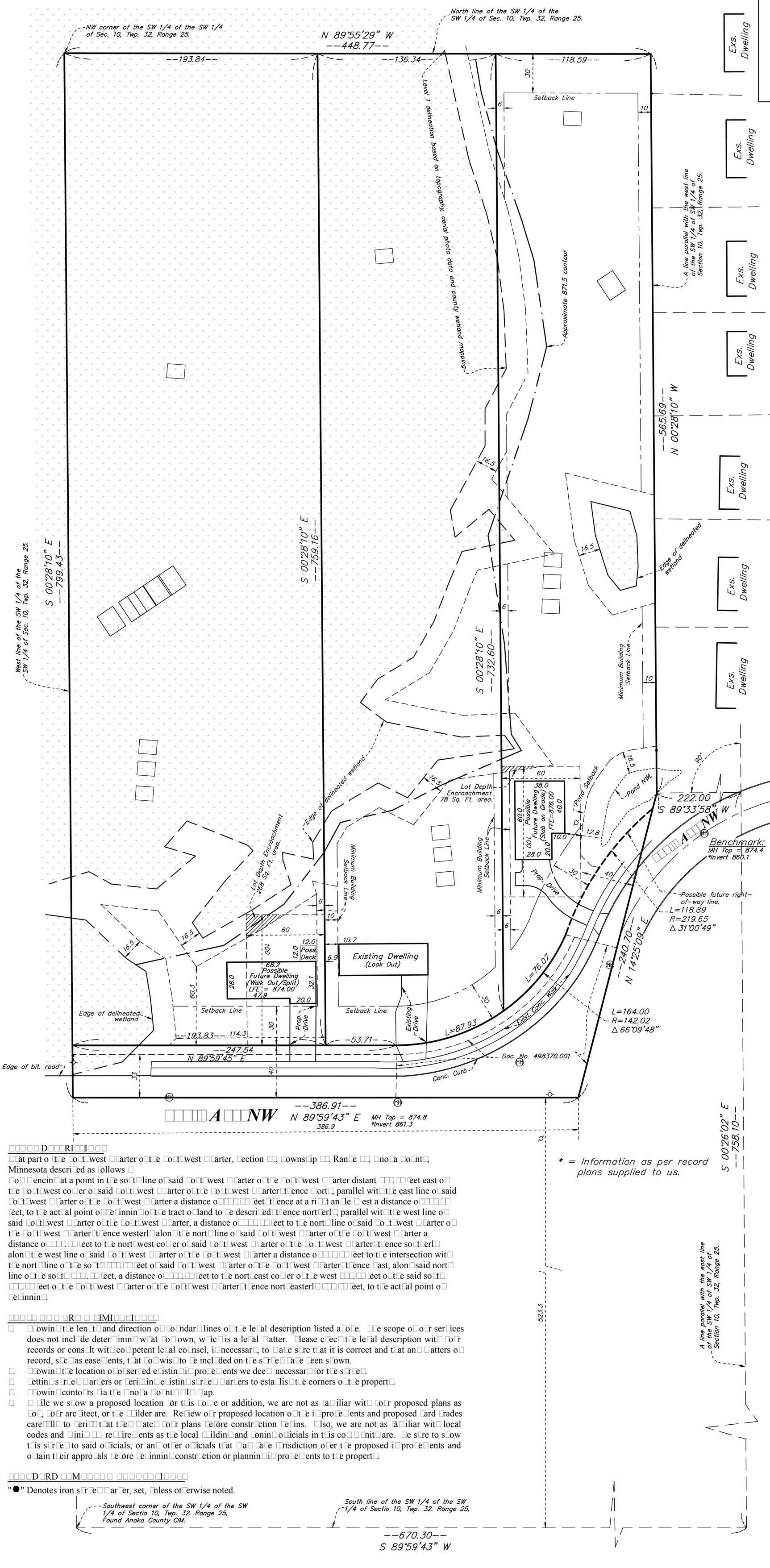
I hereby certify that this plat of HOMESTEAD ROAD SUBDIVISION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20___, at _____o'clock ____.M. and was duly recorded in Book _____ Page _____ as Document Number _____.

_____
County Recorder/Registrar of Titles

By _____, Deputy

ADVANCE SURVEYING & ENGINEERING CO.

□reli□inar□ □lat o□ Ho□estead Road □□□di□ision



□E□END

- = CATCH BASIN
- = FIRE HYDRANT
- = POWER POLE
- = MANHOLE
- = TELEPHONE PED.
- = ELEC. TRANSFORMER
- = WELL
- = GATE VALVE
- = LIGHT POLE
- —X—X— = FENCE LINE
- —SS— = SANITARY SEWER LINE
- —W— = WATER LINE
- —G— = GAS LINE
- —ST— = STORM DRAIN LINE
- —E— = OVERHEAD UTILITY LINE

* = Information as per record plans supplied to us.

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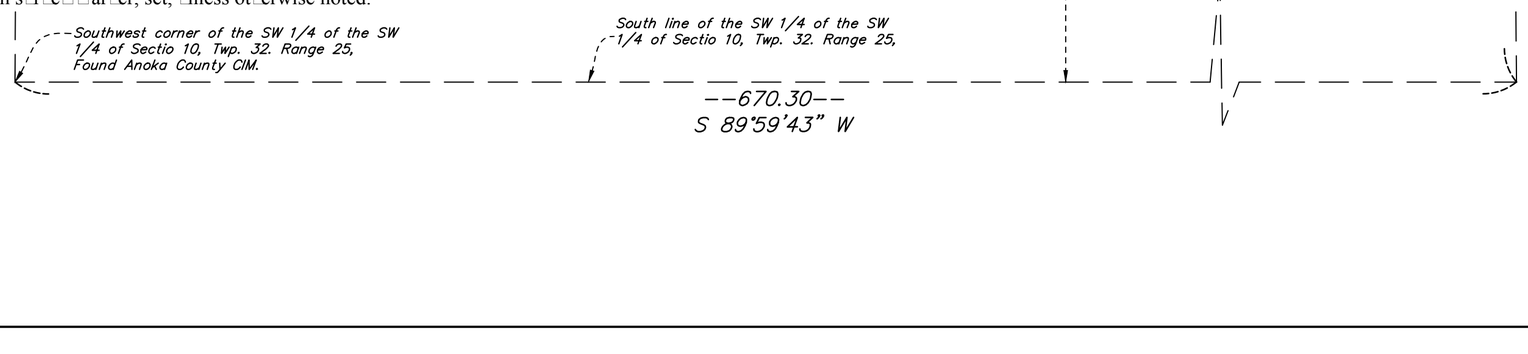

Advance
Surveying & Engineering, Co.

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I HEREBY CERTIFY THAT THIS PLAN, SURVEY 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.

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DRAWING ORIENTATION & SCALE

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JOB NAME / JOB ADDRESS

HOMESTEAD ROAD

7131 166TH AVE. NW
RAMSEY

OWNER NAME / ADDRESS

CTW GROUP INC.

5402 PARKDALE DR.
SUITE 101
MINNEAPOLIS, MN
55416

PRELIMINARY PLAT NOTES:

1. SQUARE FOOTAGE CALCULATION:
   - ENTIRE SITE – 351,393 SQ. FT. (8.1 ACRES)
   - LOT 1 – 147,143 SQ. FT. (3.4 ACRES)
   - LOT 2 – 102,790 SQ. FT. (2.4 ACRES)
   - LOT 3 – 77,394 SQ. FT. (1.8 ACRES)
   - DEDICATED RIGHT OF WAY – 24,037 SQ. FT. (0.6 ACRES)
2. THE ZONING INFORMATION FOR THIS PROJECT IS R-1 MUSA.

DWELLING INFORMATION

LOT #	LOT 1	LOT 2	LOT 3
HOUSE TYPE	W/O SPLIT ENTRY	L/O (EXISTING)	SLAB ON GRADE
GARAGE ELEV.	877.0	(EXISTING)	876.0
MIN. FLOOR ELEV.	874.0	(EXISTING)	876.0

NET DENSITY INFORMATION

TOTAL NUMBER OF LOTS = 3

GROSS AREA = 133,327 SF

NET DENSITY =
133,327 / 3 = 44,442 SF OR 1.02 ACRES

DATE	REVISION DESCRIPTION
10/18/16	UPDATE PER CITY COMMENTS
11/18/16	CHANGE POSS. FUTURE HOUSE ON LOT 3
03/02/17	UPDATE PER CITY COMMENTS

DATE SURVEYED: □□□ □□□□□□□□□□□

DATE DRAFTED: □□□□ □□□□ □□□□□□□

SHEET TITLE

PRELIMINARY PLAT

DRAWING NUMBER

160806 TB
REV 01-03-17

SHEET NUMBER

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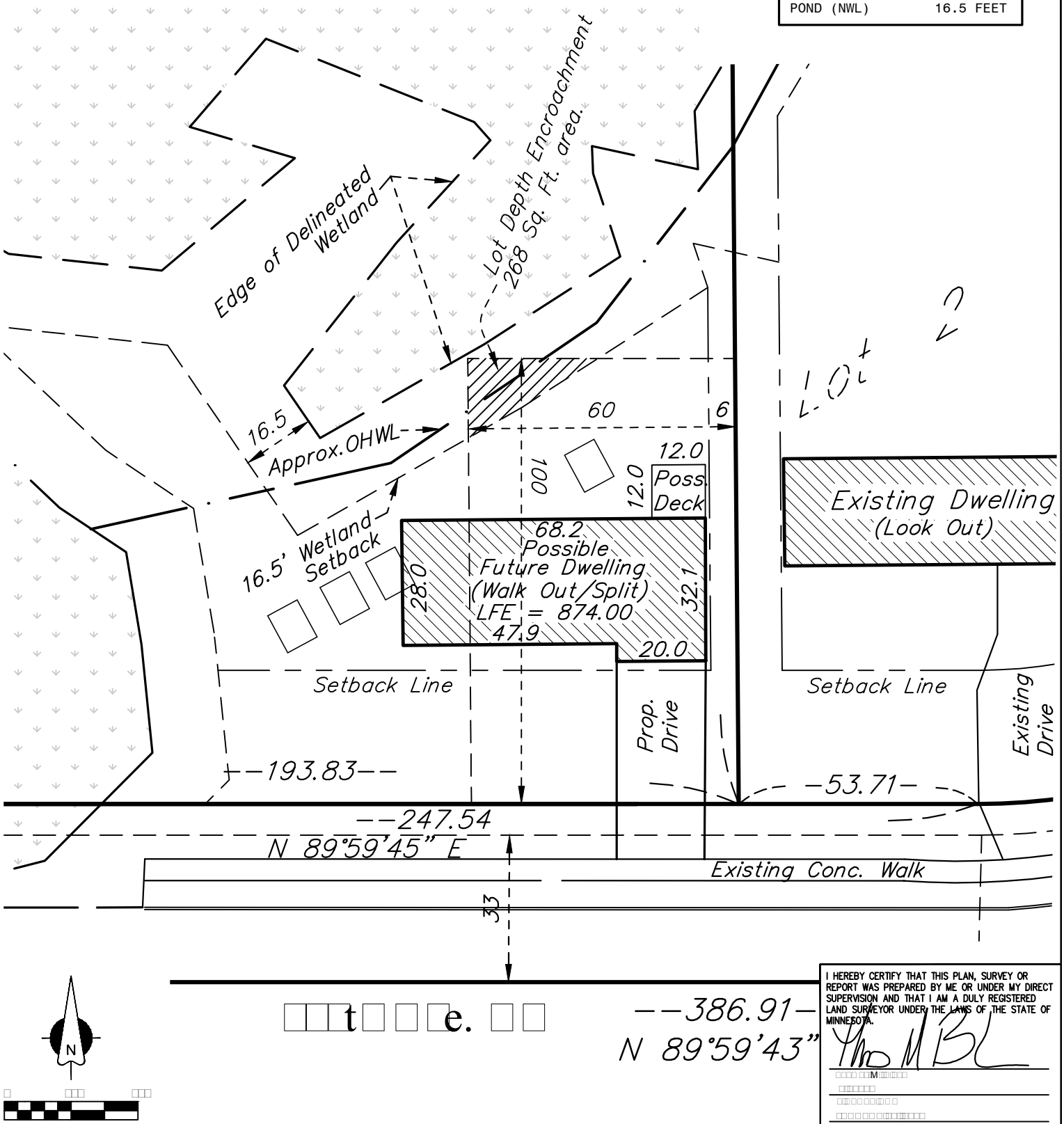
LOT DEPTH VARIANCE EXHIBIT

LOT 1, BLOCK 1
HOMESTEAD ROAD SUBDIVISION, RAMSEY, MN

MINIMUM SETBACKS	
FRONT	30 FEET
SIDE (HOUSE)	10 FEET
SIDE (GARAGE)	6 FEET
REAR	30 FEET
WETLAND	16.5 FEET
POND (NWL)	16.5 FEET



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DATE	REVISION DESCRIPTION

CTW GROUP INC.	7131 166TH AVE. NW
# 160806 JR	JANUARY 13, 2017
AUGUST 24, 2016	ADVANCED SURVEYING & ENGINEERING, CO.

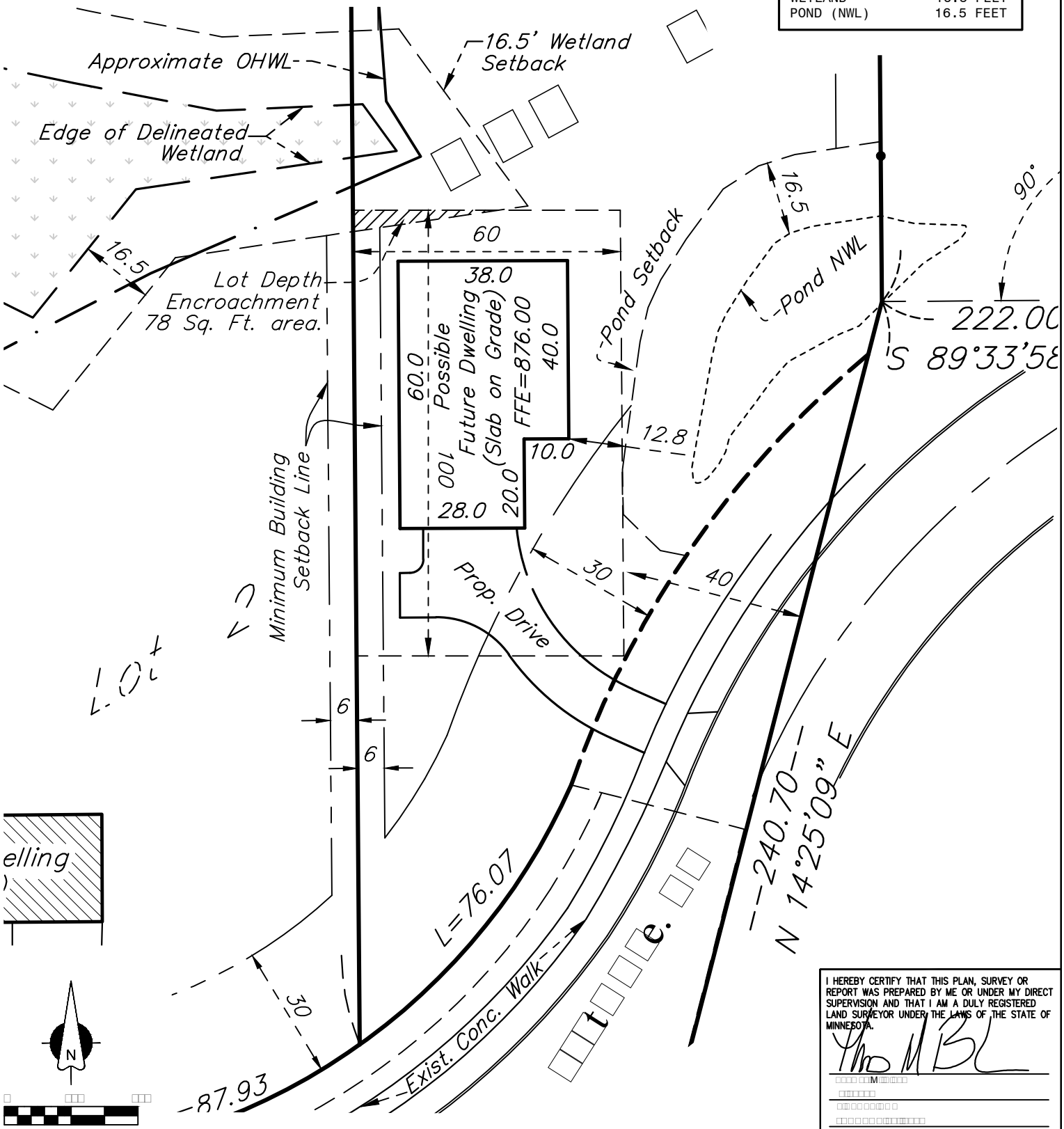
Advance
Surveying & Engineering, Co.

LOT DEPTH VARIANCE EXHIBIT

LOT 3, BLOCK 1

HOMESTEAD ROAD SUBDIVISION, RAMSEY, MN

MINIMUM SETBACKS	
FRONT	30 FEET
SIDE (HOUSE)	10 FEET
SIDE (GARAGE)	6 FEET
REAR	30 FEET
WETLAND	16.5 FEET
POND (NWL)	16.5 FEET



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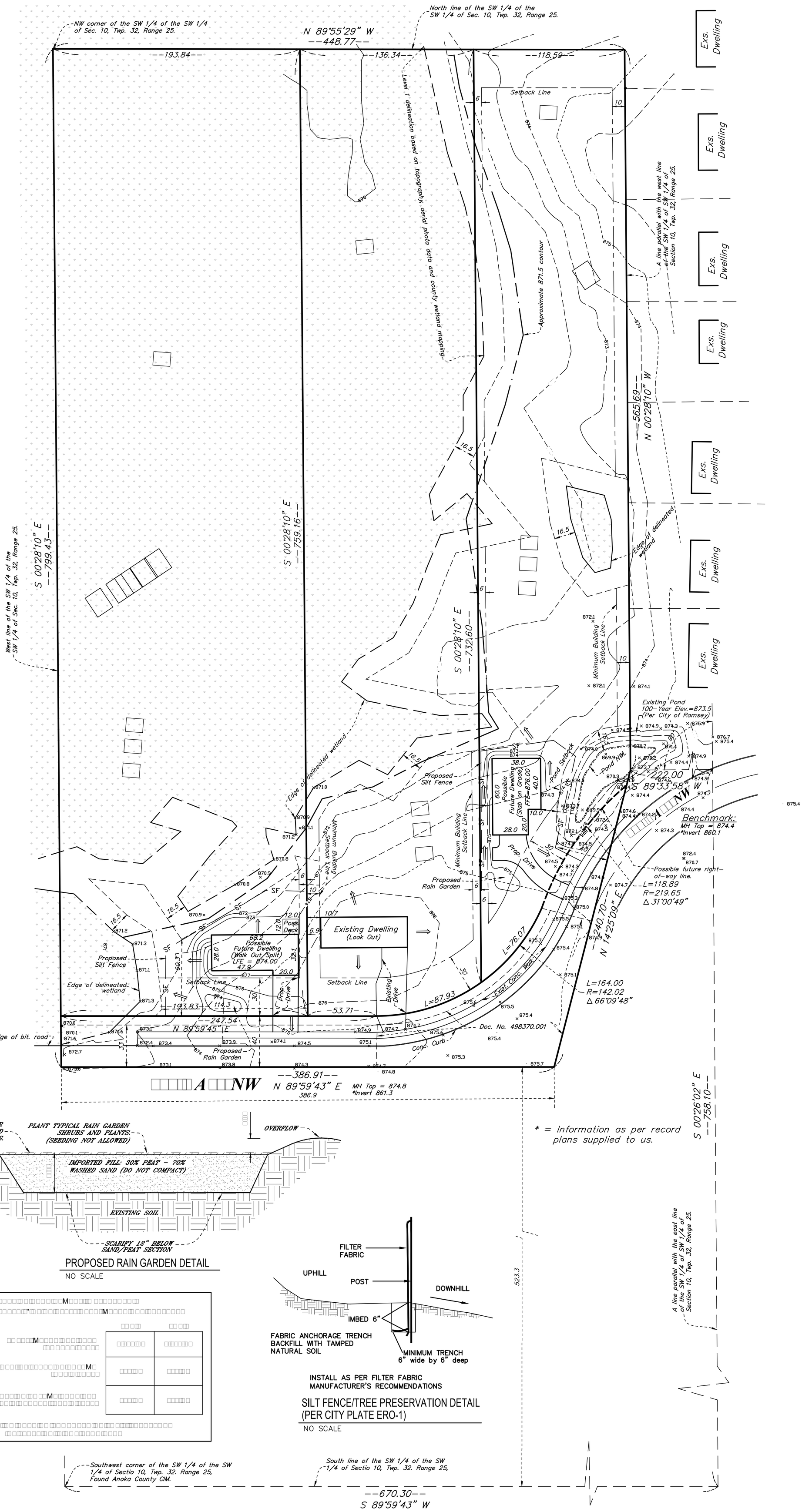

PROPOSED RAIN GARDEN DETAIL

NO SCALE

INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE/TREE PRESERVATION DETAIL (PER CITY PLATE ERO-1)

NO SCALE

Advance
Surveying & Engineering, Co.

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JOB NAME / JOB ADDRESS

HOMESTEAD ROAD

7131 166TH AVE. NW
RAMSEY

OWNER NAME / ADDRESS

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5402 PARKDALE DR.
SUITE 101
MINNEAPOLIS, MN
55416

□E□END

	= CATCH BASIN
	= FIRE HYDRANT
	= POWER POLE
MH	= MANHOLE
	= TELEPHONE PED.
	= ELEC. TRANSFORMER
W	= WELL
GV	= GATE VALVE
	= LIGHT POLE
—X—X—	= FENCE LINE
—SS—	= SANITARY SEWER LINE
—W—	= WATER LINE
—G—	= GAS LINE
—ST—	= STORM DRAIN LINE
—E—	= OVERHEAD UTILITY LINE
—SF—	= PROPOSED SILT FENCE
—870—	= PROPOSED CONTOUR
⟹	= DRAINAGE ARROW
—870—	= EXISTING CONTOUR
X 870.5	= EXISTING SPOT ELEVATION

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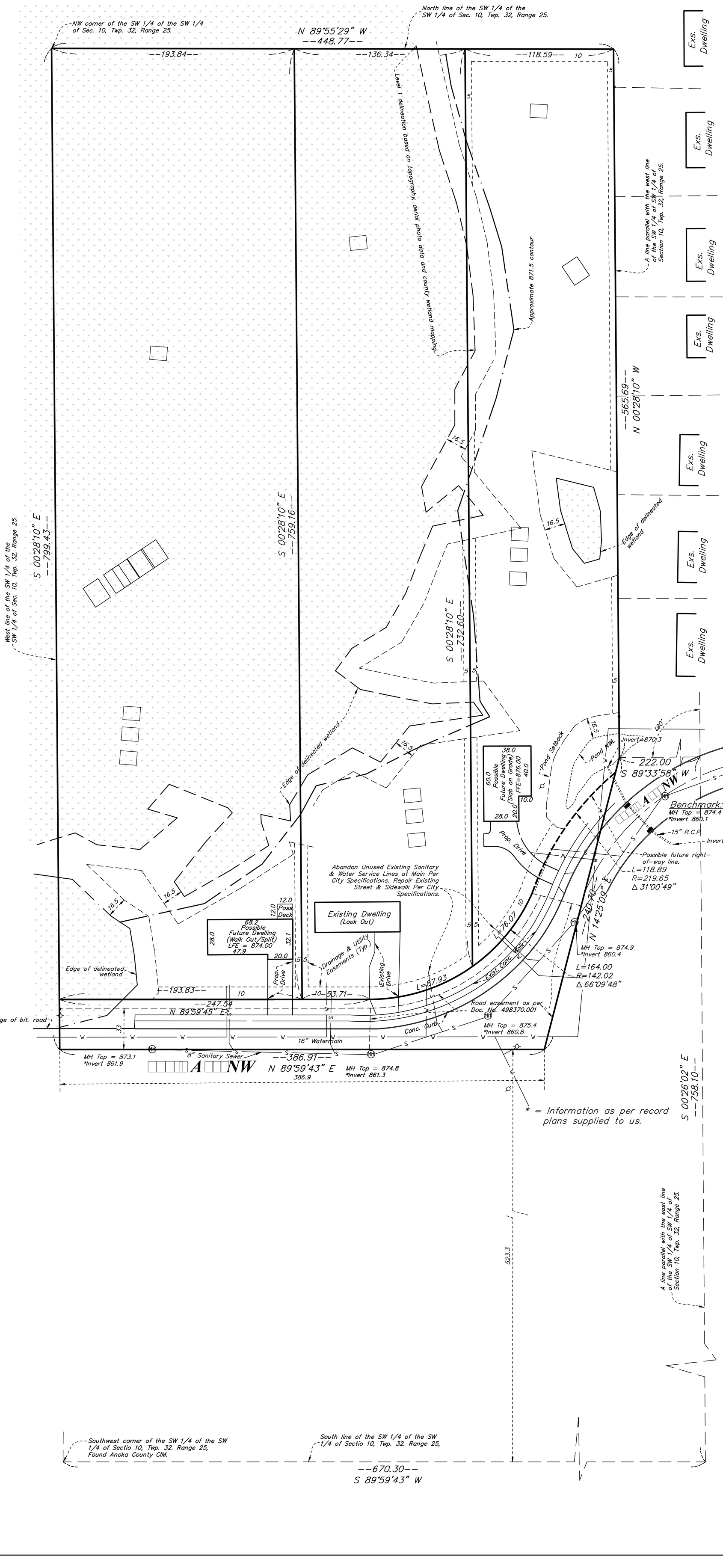

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JOB NAME / JOB ADDRESS

HOMESTEAD ROAD

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OWNER NAME / ADDRESS

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□E□END

- CATCH BASIN
- FIRE HYDRANT
- POWER POLE
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- LIGHT POLE
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DATE	REVISION DESCRIPTION
10/18/16	UPDATE PER CITY COMMENTS
11/18/16	CHANGE POSS. FUTURE HOUSE ON LOT 3
03/02/17	UPDATE PER CITY COMMENTS

DATE SURVEYED: □□□□□□□□□016

DATE DRAFTED: □□□□□□□□□01□

SHEET TITLE

PRELIMINARY PLAT

UTILITY PLAN

DRAWING NUMBER

160806 TB

SHEET NUMBER

S2

SHEET □□OF □□

2809 78th Ave. N., Brooklyn Park, MN 55444
pbrandt@soilinvestigations.us | 651-260-3783

February 13, 2017

Mr. Alex Delendik
Homestead Road
5402 Parkdale Drive, Suite 101
St. Louis Park, MN 55416

Re: Tree Survey 7131n – 166th Lane, Ramsey, Mn

Thank you for this opportunity to conduct a tree survey on the named property. We conducted the tree survey in conformance the City of Ramsey tree ordinance.

The tree survey was conducted from the northerly property boundary to the southern. The City of Ramsey tree ordinance requires that:

1. A Delineation of all areas located within a 100-year floodplain;
2. Dead trees shall not be part of the survey, however diseased trees shall be included in the survey:
3. All species of oak that have a DBH of four inches or greater;
4. All evergreen species that have a DBH of four inches or greater; and
5. All other trees that have a DBH of eight inches or greater;

Further it requires:

6. A *tree* survey overlay on the grading plan, which locates all significant trees within the developable areas of the site, identifying both diameter and species.
7. Existing soil conditions throughout the parcel; and
8. Existing contour data for the entire property with vertical contour data consistent with city standards for all areas to be disturbed by proposed *tree* removal operations, extending for a distance of at least 50 feet beyond the limits of such areas.

Items 6, 7, and 8 will be completed by the project engineer.

The trees were identified, species determined, the diameter at breast height was measured, the GPS location was determined using a Mesa 2 GPS system by Juniper systems, and all of the information was recorded in the attached table.

2809 78th Ave. N., Brooklyn Park, MN 55444
pbrandt@soilinvestigations.us | 651-260-3783

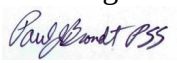
A total of 1081 inches of tree diameter measured at breast height was recorded. The City of Ramsey requires that a minimum of 40 percent of this number be maintained on the site. This means that of the 1081 inches of tree diameter a minimum of 432 inches must be maintained. If all of the trees in the proposed construction areas were removed a total of 154 inches of tree diameter would be removed. This volume is significantly lower than the 40 percent threshold. Therefore according to the City of Ramsey tree ordinance a landscape plan does not need to be submitted.

Attached below is the tree preservation plan required by the City of Ramsey. Please incorporate this into permit application materials.

Please note that we have not been supplied the grading plan and therefore cannot go into more detail. Please find attached the tree survey table along with the figure detailing tree locations.

Thank you for your time, please feel free to contact me with any questions.

Best Regards



Paul Brandt PSS,
Principal Scientist, Principal Forester
Soil Investigation & Design, Inc.

2809 78th Ave. N., Brooklyn Park, MN 55444
pbrandt@soilinvestigations.us | 651-260-3783

GPS ID	Species	Tag Number	DBH	Longitude	Latitude	PDOP	StdDevLon	StdDevLat
1	Aspen	4588	8	-93.449159	45.27366	1.2	1.79	1.79
2	Aspen	4587	9	-93.448973	45.27351	1.2	1.827	1.827
3	Aspen	4586	8	-93.449044	45.27341	1.4	1.896	1.896
4	Aspen	4585	8	-93.449143	45.27343	1.4	2.303	2.303
5	Aspen	4584	8	-93.449107	45.27329	1.4	2.145	2.145
6	Aspen	4583	9	-93.449193	45.2733	1.4	2.289	2.289
7	Aspen	4582	10	-93.449164	45.27324	1.4	2.032	2.032
8	Aspen	4581	10	-93.449119	45.27322	1.4	2.195	2.195
9	Aspen	4580	8	-93.449017	45.27326	1.4	2.844	2.844
10	Aspen	4579	10	-93.448906	45.27324	1.4	2.846	2.846
11	Aspen	4578	9	-93.448899	45.27321	1.1	2.049	2.049
12	Aspen	4577	9	-93.448655	45.27304	1.3	2.334	2.334
13	Aspen	4576	11	-93.448513	45.27308	1.4	3.964	3.964
14	Aspen	4575	8	-93.448536	45.27306	1.4	4.884	4.884
15	Aspen	4574	8	-93.448529	45.27306	1.4	2.983	2.983
16	Aspen	4573	10	-93.44852	45.27306	1.4	2.769	2.769
17	Aspen	4571	9	-93.448538	45.27307	1.4	2.623	2.623
18	Aspen	4572	8	-93.448542	45.27305	1.4	2.666	2.666
19	Aspen	4570	8	-93.448622	45.27306	1.5	3.337	3.337
20	Aspen	4569	8	-93.448534	45.27303	1.5	2.806	2.806
21	Aspen	4568	9	-93.448828	45.27303	1.4	2.204	2.204
22	Aspen	4567	8	-93.448881	45.27305	1.4	2.486	2.486
23	Aspen	4566	8	-93.448867	45.27303	1.3	1.909	1.909
24	Aspen	4565	8	-93.448854	45.27301	1.3	1.851	1.851
25	Aspen	4564	9	-93.449078	45.273	1.3	2.397	2.397
26	Aspen	4563	8	-93.449112	45.27301	1.3	2.849	2.849
27	Aspen	4562	8	-93.449143	45.27299	1.3	2.253	2.253
28	Aspen	4561	8	-93.449033	45.27294	1.3	2.026	2.026
29	Aspen	4560	9	-93.448949	45.27293	1.3	2.072	2.072
30	Aspen	4556	8	-93.448852	45.27291	1.3	2.116	2.116
31	Aspen	4555	12	-93.44873	45.27294	1.3	2.102	2.102
32	Aspen	4554	10	-93.44871	45.27292	1.2	2.11	2.11
33	Aspen	4559	9	-93.448746	45.27288	1.2	2.085	2.085
34	Aspen	4558	9	-93.448766	45.27288	1.2	2.065	2.065
35	Aspen	4557	10	-93.448788	45.27284	1.2	2.116	2.116
36	Aspen	4552	10	-93.44875	45.27283	1.3	3.163	3.163
37	Aspen	4551	8	-93.448658	45.27295	1.3	2.707	2.707

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38	Aspen	4550	8	-93.448645	45.27296	1.2	2.65	2.65
39	Aspen	4549	8	-93.448617	45.27294	1.3	2.367	2.367
40	Aspen	4548	8	-93.448644	45.27278	1.2	3.467	3.467
41	Aspen	4544	8	-93.448695	45.27278	1.2	2.529	2.529
42	Aspen	4545	8	-93.448693	45.27275	1.2	2.731	2.731
43	Aspen	4546	8	-93.448683	45.27276	1.2	2.459	2.459
44	Aspen	4547	8	-93.448673	45.27276	1.2	2.867	2.867
45	Aspen	4543	9	-93.4488	45.27278	1.2	2.804	2.804
46	Aspen	4542	10	-93.4488	45.2728	1.3	3.023	3.023
47	Aspen	4541	10	-93.448772	45.27277	1.3	2.815	2.815
48	Aspen	4540	9	-93.448769	45.27272	1.3	2.204	2.204
49	Aspen	4539	9	-93.448753	45.27267	1.4	2.246	2.246
50	Aspen	4537	10	-93.448655	45.27267	1.2	2.539	2.539
51	Aspen	4538	8	-93.448689	45.27262	1.2	4.736	4.736
52	Aspen	4536	8	-93.448711	45.2726	1.2	5.273	5.273
53	Aspen	4535	12	-93.448817	45.27262	1.2	8.018	8.018
54	American Elm	4534	10	-93.448835	45.27267	1.2	5.658	5.658
55	Aspen	4533	8	-93.44889	45.27268	1.3	5.21	5.21
56	Aspen	4532	8	-93.44886	45.27263	1.3	7.672	7.672
57	Aspen	4531	8	-93.448875	45.27261	1.3	6.435	6.435
58	Aspen	4530	10	-93.44887	45.27257	1.3	15.719	15.719
59	Aspen	4589	8	-93.448766	45.2726	1.2	4.515	4.515
60	Aspen	4529	10	-93.448764	45.27255	1.3	4.748	4.748
61	Aspen	4527	10	-93.44873	45.27252	1.3	5.012	5.012
62	Aspen	4528	10	-93.448825	45.27248	1.3	6.428	6.428
63	Aspen	4526	8	-93.44884	45.27245	1.3	5.257	5.257
64	Aspen	4525	8	-93.448853	45.27247	1.3	4.334	4.334
65	Aspen	4520	8	-93.448824	45.2724	1.2	8.885	8.885
66	Aspen	4521	8	-93.448845	45.27241	1.2	7.435	7.435
67	Aspen	4801	8	-93.448824	45.2724	1.2	6.902	6.902
68	Aspen	4518	12	-93.448858	45.27236	1.2	8.4	8.4
69	Aspen	4519	9	-93.448813	45.27236	1.2	9.78	9.78
70	Aspen	4517	10	-93.44892	45.27238	1.2	7.701	7.701
71	Aspen	4515	10	-93.448956	45.27239	1.2	11.083	11.083
72	Aspen	4516	9	-93.448894	45.27234	1.2	8.79	8.79
73	Aspen	4514	9	-93.449049	45.27248	1.2	6.589	6.589
74	Aspen	4807	10	-93.449007	45.27241	1.2	10.641	10.641
75	Aspen	4513	10	-93.449069	45.27245	1.2	8.264	8.264
76	Aspen	4512	9	-93.449113	45.27243	1.2	7.523	7.523

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77	Aspen	4511	8	-93.449101	45.27245	1.3	10.193	10.193
78	Aspen	4510	8	-93.449151	45.27243	1.4	11.999	11.999
79	Aspen	4508	9	-93.449121	45.27236	1.4	13.637	13.637
80	Aspen	4507	11	-93.449026	45.27237	1.3	13.1	13.1
81	Aspen	4506	8	-93.449047	45.27234	1.3	6.839	6.839
82	Aspen	4808	8	-93.448909	45.27233	1.3	8.496	8.496
83	Aspen	4806	8	-93.448897	45.2723	1.3	9.158	9.158
84	Aspen	4504	8	-93.448952	45.27231	1.2	10.231	10.231
85	Aspen	4503	9	-93.448964	45.27228	1.1	17.495	17.495
86	Aspen	4502	9	-93.448982	45.27226	1.1	14.726	14.726
87	Aspen	4805	8	-93.44894	45.27228	1.1	15.847	15.847
88	Aspen	4501	8	-93.448926	45.27228	1.1	16.696	16.696
89	Aspen	4803	10	-93.448941	45.27227	1.1	8.182	8.182
90	Aspen	4505	12	-93.449042	45.2723	1.1	13.942	13.942
91		error						
92		error						
93	Aspen	4509	11	-93.449213	45.27235	1.2	4.58	4.58
94	Aspen	4810	8	-93.448716	45.27228	1.2	8.01	8.01
95	Aspen	4809	9	-93.4487	45.27222	1.2	6.558	6.558
96	Aspen	4819	11	-93.4487	45.2722	1.2	6.204	6.204
97	Aspen	4821	10	-93.448679	45.27218	1.3	5.08	5.08
98	Aspen	4820	11	-93.448711	45.27214	1.2	4.913	4.913
99	Aspen	4823	8	-93.448675	45.27213	1.2	5.689	5.689
100	Aspen	4822	8	-93.448735	45.27215	1.2	6.575	6.575
101	Aspen	4812	8	-93.448803	45.27214	1.2	5.524	5.524
102	American Elm	4817	12	-93.449095	45.27212	1.2	5.572	5.572
103	American Elm	4818	8	-93.449099	45.27214	1.2	4.436	4.436
104	BurOak	4824	36	-93.44916	45.27199	1.9	29.724	29.724
105	BurOak	4825	28	-93.44921	45.27184	1.9	21.183	21.183
106	BurOak	4811	10	-93.449178	45.27174	1.6	10.896	10.896
107	BurOak	4813	13	-93.449165	45.27179	1.5	9.468	9.468
108	BurOak	4814	14	-93.449218	45.27175	1.7	8.53	8.53
109	BurOak	4815	19	-93.449263	45.2718	1.6	13.54	13.54
110	BurOak	4816	12	-93.44928	45.27184	1.6	9.237	9.237
111	BurOak	4826	13	-93.4493	45.27173	1.6	8.114	8.114
112	BurOak	4827	11	-93.449313	45.27175	1.4	8.652	8.652
113	BurOak	4828	16	-93.449362	45.27176	1.5	10.273	10.273
114	BurOak	4829	16	-93.449424	45.27172	1.4	7.653	7.653
115	BurOak	4830	19	-93.449365	45.27181	1.4	8.461	8.461

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116	BurOak	4831	19	-93.449343	45.27182	1.4	9.343	9.343
117	BurOak	4832	12	-93.449419	45.27185	1.4	14.459	14.459
118	White Pine	4833	14	-93.448801	45.27174	1.3	7.704	7.704
119	White Pine	4834	14	-93.448805	45.27172	1.4	7.916	7.916
120	Eastern Red Cedar	4835	15	-93.44869	45.27171	1.3	7.702	7.702
121	Eastern Red Cedar	4837	8	-93.448695	45.2717	1.3	5.602	5.602
122	Eastern Red Cedar	4838	10	-93.448576	45.27186	1.2	5.398	5.398
123	Red Pine	4839	17	-93.448445	45.27192	1.2	11.863	11.863
124	Eastern Red Cedar	4840	10	-93.448435	45.27211	1.2	5.667	5.667
125	American Elm	4841	11	-93.449771	45.27185	1.4	12.021	12.021
126	BurOak	4834	20	-93.449805	45.2719	1.4	9.783	9.783
127	Aspen	4851	8	-93.449812	45.27202	1.4	7.038	7.038
128	Aspen	4847	8	-93.449827	45.27202	1.4	9.376	9.376
129	Aspen	4845	10	-93.44973	45.27203	1.4	11.635	11.635
130	Aspen	4846	12	-93.449704	45.27204	1.4	10.614	10.614
131	Aspen	4857	9	-93.449736	45.27196	1.4	9.946	9.946
132	American Elm	4852	10	-93.449725	45.27194	1.5	6.514	6.514
133	Aspen	4848	8	-93.449672	45.27207	1.4	10.428	10.428
134	Aspen	4853	9	-93.449643	45.27208	1.4	13.599	13.599
135	Aspen	4849	12	-93.449633	45.27216	1.5	11.602	11.602
136	Aspen	4855	11	-93.449755	45.27219	1.4	8.687	8.687
137	Aspen	4854	8	-93.449645	45.27223	1.5	7.312	7.312
138	Aspen	4850	11	-93.449717	45.27226	1.4	9.478	9.478
139	Aspen	4856	11	-93.449798	45.27255	1.5	6.234	6.234
140	Aspen	4842	8	-93.449678	45.27266	1.6	7.551	7.551
141	Aspen	4699	9	-93.449303	45.27194	1.3	11.112	11.112
142	Aspen	4698	8	-93.449276	45.27194	1.2	12.089	12.089
143	Aspen	4697	12	-93.449319	45.27195	1.1	5.155	5.155
144	Aspen	4696	12	-93.44943	45.2724	1.2	5.648	5.648
145	Aspen	4695	8	-93.449424	45.27237	1.2	4.479	4.479
146	Aspen	4694	9	-93.449464	45.27237	1.2	3.771	3.771
147	Aspen	4693	8	-93.44945	45.27232	1.2	5.043	5.043
148	Aspen	4692	10	-93.449388	45.27233	1.1	6.68	6.68
149	Aspen	4691	9	-93.44941	45.27228	1.1	5.282	5.282
150	Aspen	4690	8	-93.4494	45.27225	1.1	6.082	6.082
151	Aspen	4689	8	-93.449489	45.27221	1.2	11.926	11.926
152	Aspen	4688	8	-93.449495	45.27223	1.2	9.147	9.147
153	Aspen	4687	8	-93.449541	45.27217	1.2	8.232	8.232
154	Aspen	4686	12	-93.449526	45.27215	1.2	8.464	8.464

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155	Aspen	4685	8	-93.449428	45.2722	1.2	7.993	7.993
156	Aspen	4684	9	-93.449378	45.27214	1.2	8.94	8.94
157	Aspen	4683	10	-93.449453	45.27212	1.2	7.483	7.483
158	Aspen	4682	9	-93.449474	45.27207	1.2	8.153	8.153
159	Aspen	4681	11	-93.449524	45.27206	1.2	5.088	5.088
160	Aspen	4680	11	-93.449561	45.27205	1.2	6.339	6.339
161	Aspen	4679	8	-93.449571	45.27204	1.1	10.152	10.152
162	Aspen	4678	10	-93.449589	45.27203	1.1	6.023	6.023
163	Aspen	4677	10	-93.449467	45.27205	1.1	6.131	6.131
164	Aspen	4676	9	-93.449435	45.27205	1.1	4.542	4.542
165	Aspen	4675	8	-93.449425	45.27203	1.1	6.631	6.631
166	Aspen	4674	10	-93.449408	45.27204	1.1	4.741	4.741
167	Aspen	4673	11	-93.449358	45.27207	1.1	3.703	3.703
168	Aspen	4672	8	-93.449364	45.27204	1.1	4.747	4.747
169	Aspen	4671	8	-93.449403	45.27196	1.2	5.603	5.603
170	Aspen	4670	9	-93.449444	45.27195	1.2	5.453	5.453
171	Aspen	4669	8	-93.449436	45.27196	1.2	7.219	7.219
172	Aspen	4668	8	-93.449522	45.27187	1.2	6.141	6.141
173	Aspen	4666	10	-93.449608	45.27195	1.2	4.831	4.831
174	Aspen	4667	10	-93.449588	45.27188	1.3	4.885	4.885
175	Aspen	4665	10	-93.449576	45.27186	1.3	6.213	6.213
176	Aspen	4664	8	-93.449504	45.27187	1.3	7.107	7.107

Total DBH Inches	1081
Total DBH Inches in Construction Area	154
40% Threshold	432

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Tree preservation plan.

Purpose

To control epidemic *tree* diseases and insect infestations which threaten the health of trees in the community. Comply with regulations that ensure the placement of trees along the street right-of-way for the purpose of protecting against excessive noise, heat, and glare, and to enhance the attractiveness and value of property.

To ensure that landscaping is an integral part of development, not an afterthought. To support community forestry programs and encourage good *tree* management. To maintain and preserve the many benefits that trees provide including, but not limited to character, aesthetics air/water quality, erosion/flood control, and provide habitat for wildlife.

Trees enhance property values; and

Trees aid in the stabilization of soil by the prevention of erosion and sedimentation; and
Trees reduce stormwater runoff and the costs associated therewith and aid in the replenishment of groundwater supplies.

Definitions:

A landmark *tree*: shall be any *tree,* public or private, that has been designated as such by the city council, after public hearing and due notice to the owner of the *tree*. The criteria of such designation shall include, but not necessarily be limited to, notable historical interest and value to the city because of its location or historical association with the community.

Removal of public trees: No trees, brush, vines, shrubs and/or ground cover are to be removed by anyone, including adjacent landowners or agents of any landowner, from any city-owned land, greenways or access corridors from greenways without the permission of the city.

Storage upon public land: No person shall deposit, place, store, or maintain upon any public place of the municipality any stone, brick, sand, concrete, vehicles, equipment, toxins, animals, *tree* carving, or other materials which may impede the free passage of water, air, or fertilizer to the roots of any *tree* growing therein, except by written permit of the city.

Signage: It shall be unlawful for any person, firm, or public utility to attach any sign, advertisement, political endorsement or notice to any public *tree*.

Operation of equipment.

(1) All maintenance equipment, implements, machines and tools shall be used or operated in such a manner as not to damage or destroy any *tree,* shrub or plant in any public right-of-way or park.

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(2) During the erection, repair, alteration or removal of any building, house or structure, in the city, any person, firm, or corporation in charge of such work shall protect any *tree* in any public place within the city in the vicinity of such building or structure with sufficient guards or protectors to prevent injury to such *tree*.

(3) Notifying adjacent property owners of maintenance work. An attempt may be made to inform adjacent property owners of maintenance work on trees and landscaping along boulevards, city property, and easements. This notification will be left with direct and adjacent property owners. Suitable precautions shall be taken to protect and warn the public that spraying is being done to public trees. Spraying will be done only if following an integrated pest management plan as exemplified under such topic within the state department of agriculture.

(4) Adjacent landowners' limited responsibility. Trees planted along city property lines will be watered by those property owners adjacent to said trees. No one other than city employees or their designee may trim, prune, or remove public trees.

(5) There shall be no movement, clearing, or storage of equipment within a designated *tree* protection zone. The owner, developer, or agent shall not permit the placement of construction materials, debris, soil deposits, or fill; nor cause or permit disposal of waste materials such as paints, oils, solvents, asphalt, concrete, mortar or any other harmful material within the dripline of any protected *tree* area.

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The tree preservation plan includes:

A Delineation of all areas located within a 100-year floodplain;

A *tree* survey overlay on the grading plan, which locates all significant trees within the developable areas of the site, identifying both diameter and species. Dead trees shall not be part of the survey, however diseased trees shall be included in the survey:

All species of oak that have a DBH of four inches or greater;

All evergreen species that have a DBH of four inches or greater; and

All other trees that have a DBH of eight inches or greater;

Existing soil conditions throughout the parcel; and

Existing contour data for the entire property with vertical contour data consistent with city standards for all areas to be disturbed by proposed *tree* removal operations, extending for a distance of at least 50 feet beyond the limits of such areas.

Tree preservation barriers:

- All *tree* protection areas signed with "Tree Save Area" signs posted in addition to the required protective fencing.
- Signs requesting sub-contractor cooperation and compliance with *tree* protection standards are recommended for site entrances.
- Before any construction or grading takes place, snow fencing or erosion control fencing shall be placed around the borders of woodlots at the dripline of large trees to be preserved. Signs shall be placed along this fence line prohibiting grading beyond the fence line.
- These fences will be orange polyethylene laminar safety fencing or of woven polyethylene fabric (silt fencing).
- No construction shall begin until this work has been completed, inspected, and accepted by the city.
- Silt barriers or similarly effective erosion control barriers shall be required in any area where erosion or siltation may cause damage to protected trees.
- All protective *tree* fencing, staking or continuous ribbon and all erosion control barriers must be installed prior to and maintained throughout the land disturbance and construction process, and should not be removed until acceptable vegetation is established.
- Critical root zone. The root system within the dripline is generally considered to be the critical root zone. To protect these critical root zones, a *tree* protection area shall be established around each *tree* or group of trees to be retained.

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- The *tree* protection area shall include no less than the total area beneath the *tree* canopy as defined by the dripline of the *tree* or group of trees collectively.
- Wherein authorized excavations it becomes necessary to expose or cut roots more than one inch in diameter, it shall be the duty of the contractor to protect such root under advice from the city.
- All open trenching is prohibited. Utility installation within the dripline of protected trees, during construction or thereafter, can only occur using trenchless methods.
- The mowing, clearing, and grubbing of brush located within or under the dripline of protected trees may be allowed, provided such mowing, clearing, or grubbing is accomplished by hand or by mowers. The use of heavy equipment for this purpose shall not be allowed.

Removal threshold.

Within residential developments, at least 40 percent of the inches of existing significant *tree* DBH shall be retained on site.

Reforestation/restitution requirement. If a development exceeds the removal threshold specified in "Operation of Equipment section 3" above, the developer shall either reforest areas within the site, pay restitution, or some combination thereof.

For every one significant *tree* inch that is removed in excess of the removal threshold, the developer shall replant 1.25 inches (diameter) of new trees or provide the city with $125.00 in restitution.

Significant trees removed for water quality treatment ponds, public trails and sidewalks, and arterial and collector streets, or that are considered invasive species, are exempt from the removal threshold calculation.

Tree Protection:

Protection from disease and pestilence: All clearing in oak stands shall be performed prior to April 15 or after July 15 of each season. Any development involving oak trees on or adjacent to the development area must submit a plan in conjunction with the preliminary plat that identifies what precautionary steps will be taken to protect the trees from oak wilt.

Encroachment: If encroachment into a *tree preservation* area occurs that causes irreparable damage to a *tree*(s), the *tree preservation* plan shall be revised to compensate for the loss. Under no circumstance shall the developer be relieved of responsibility for compliance with the provisions of this division, nor shall planned revision activities prevent the city from instituting action for violation of this division.

Planting requirements: All trees chosen shall be from the acceptable/preferred list (or have approval of the city) and native and/or adaptable to this region and climate as described in the Ramsey Tree Book. The quantity of the required plantings shall be in accordance with the performance standards established for the respective zoning district.

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A. Size of trees at planting. For all required plantings, deciduous trees shall be a minimum of one-inch caliper at time of planting and all evergreen trees shall be a minimum of five feet in height at time of planting. Specifications shall be determined by the American Nurseryman's Standards.

B. Type of *tree* stock. For all required plantings, trees shall be free of insects, diseases, or mechanical injuries and have straight trunk and a form characteristic of the species.

C. Spacing at time of planting. The spacing of new trees must be compatible with spatial site limitations and with the responsible consideration toward species size when mature as outlined in the Ramsey Tree Book.

D. Planting standards. As outlined in the Ramsey Tree Book.

E. Planting standard: Soil amendment. As outlined in the Ramsey Tree Book.

F. Planting standards: Mulch. As outlined in the Ramsey Tree Book.

G. Planting distance along rural section streets. Shall be at the right-of-way unless approved by the city.

H. Planting distance from hydrants. Trees shall be planted a minimum of ten feet from hydrants.

I. Vision clearance (sight triangle). Tree plantings should not be within the vision clearance triangle as defined in the City of Ramsey.

J. Planting distance from utilities. Trees shall be planted a minimum of two feet from any joint utility trench whenever practicable.

K. Reforestation/restitution plan.

a. If the total number of *tree* inches exceeds the removal threshold, the developer shall provide a reforestation plan (can be included as part of landscaping plan, but must clearly identify those trees that are intended to satisfy the reforestation requirement), or a calculation of restitution, or a combination thereof.

b. Size at the time of planting shall comply with the planting standards outlined in the respective zoning district.

c. No more than 25 percent of the trees to be planted shall be from any one species.

d. Reforestation trees included in the reforestation plan may count toward the trees required for landscaping purposes within the applicable zoning district.

Hazardous and/or nuisance *trees*.

- The contractor shall remove of any dead or diseased trees on private property, when such trees constitute a hazard to life or property, or harbor insects or disease which constitute a potential threat to other trees

- Disease- or pest-infested trees. Any *tree* located within the city, which is determined by a certified professional to be afflicted with any dangerous or infectious insect infestation or plant disease, may be declared

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a public nuisance. This shall include trees and shrubs harboring injurious insects or pathogens that may cause significant potential danger to the community forest.

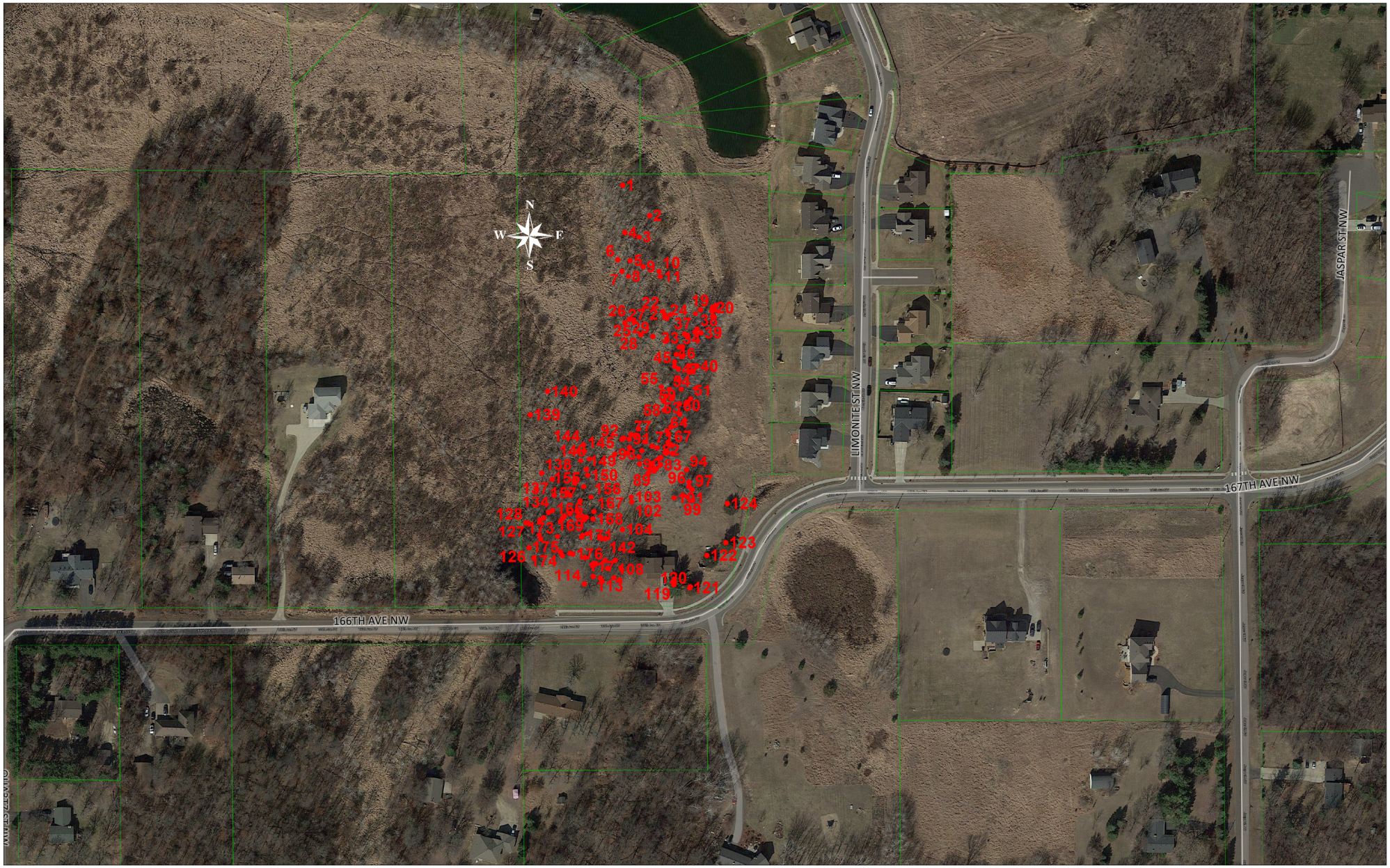


Figure 1: Site Detail Map

Soil Investigation & Design, Inc,
2809 78th Ave. N
Brooklyn Park, Mn 55444
pbrandt@soilinvestigations.us
651-260-37863

Client: Homestead Road
7313 - 166th Lane Ramsey, MN

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MARCH 31, 2017	**PROJECT ADDRESS**	7131 166TH AVE
PROJECT. TITLE	PRELIMINARY PLAT AND VARIANCE REQUEST: HOMESTEAD ROAD		
ESCROW #	115464		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: (763) 433-9817 Email: canderson@cityoframsey.com		

We offer the following comments regarding the Preliminary Plat submittal for Homestead Road as it relates to the City's Zoning Code. The Preliminary Plat submittal consists of three (3) sheets, prepared by Advance Surveying & Engineering Co. and dated October 18, 2016, revised March 2, 2017. The proposal also includes a variance request to deviate from the minimum lot depth requirement. Two (2) exhibits, prepared by Advance Surveying & Engineering Co. and dated January 13, 2017, were also received relating the variance request.

Staff provides the following comments that require revisions:

Sheet S1 (Preliminary Plat)

1. On Lot 2, there appears to be a measurement noted as 6.9 feet, what is this measurement for? This must be clarified on the Plan Set.
2. Net density clarification required. Calculation shows gross area divided by the total number of units. Net density is defined as net acreage (gross acreage minus wetlands) divided by total number of units. It may be that the gross area already subtracted out the wetlands, but the acreage of wetland should be listed under the Net Density Information.
3. Side yard setback for habitable portions of a structure is ten (10) feet. It is unclear whether the proposed home on Lot 3 is compliant with that setback. This is also applicable to Lot 1; it is assumed that there will be some habitable space behind the garage (based on Exhibit 1) and thus that portion of the structure is subject to the ten (10) foot setback as well. The ten (10) foot building setback line shall be shown on Sheet S1 and Exhibits 1 & 2 to verify compliance.
4. As proposed, Lots 1 and 3 require a variance to the lot depth standard. This will be considered by the Planning Commission at the same time they consider the Preliminary Plat.
5. Based on the proximity of the proposed home on Lot 3 to the wetland setback to the north and east, any potential patio or deck would need to be located near the northeast corner of the home and will not be permitted to encroach into this setback area.

Sheet S2 (Grading Plan)

1. Both proposed rain gardens shall be encumbered with drainage and utility easements.
2. A Maintenance Agreement for both rain gardens shall be required. Preparation of this Agreement is the responsibility of the Applicant and the Agreement is subject to review and approval of the City. Note that these will need to be maintained by each property owner, not the City.
3. A planting plan for each rain garden is required. Note that it is recommended to use a limited number of plant species in each garden to simplify maintenance activities of the future property

owners. The Anoka Conservation District has information on rain gardens that may be helpful: https://www.anokaswcd.org/images/AnokaSWCD/Technical%20Assistance/Brochures/2015/brochure_raingardens.pdf. Planting plans are subject to review and approval by the City.

4. While a Tree Inventory was completed, it is not shown on the grading plan. A separate sheet shall be prepared that includes the trees, property boundaries, and grading information. This sheet shall clearly indicate trees being preserved and those proposed for removal.

Sheet S3 (Utility Plan)

1. Re-label this sheet to S3 (currently labeled as S2).

Plat Sheet

1. Revise street name to 166th Ave.
2. Revise drainage and utility easements to encumber both rain gardens and that portion of the existing stormwater pond that would now be on private property (if the permanent road easement were to be vacated).

General: The applicant is requesting review of a Preliminary Plat that contemplates platting the property at 7131 166th Ave NW (the "Subject Property") into three (3) single family residential lots. The existing home would remain as part of this plat and each of the three (3) lots would be served by municipal sewer and water. In general, the Subject Property is a difficult property to subdivide due to the expansive wetland and floodway located on the property. As proposed, a variance to lot depth would be necessary for Lots 1 and 3. In both instances, the encroachment into the 60' x 100' buildable area box is rather limited. Considering this, Staff believes the Applicant has done a commendable job with the proposed Preliminary Plat with regard to the proposed number of proposed lots.

Land Use and Zoning: The Subject Property is guided Low Density Residential in the Comprehensive Plan and is located within the R-1 Residential (MUSA) zoning district. Review of the Preliminary Plat is based on the current zoning designation of R-1 Residential (MUSA). Each proposed lot complies with the minimum lot size of 10,800 sq. ft.

Net Density Calculations. The Applicant shall provide gross acreage, as well as net acreage. Net acreage is calculated by subtracting wetland acreage from the gross acreage. The Applicant has provided a calculation of one (1) unit per 1.02 acres; however, the acreage of wetland must be added to the Net Density Information table on Sheet S1. *This table should list the gross acreage of the entire site, the acreage of wetland, net acreage (gross acreage minus the acreage of wetland), and net density (net acreage divided by total number of lots).*

Setbacks: The required setbacks are outlined below.

Setbacks	
Required:	Proposed:
Front yard: 30 feet	30 feet
Side yard uninhabitable: 6 feet	6 feet
Side yard habitable: 10 feet	10 feet
Side yard corner: 30 feet	Not applicable
Rear yard: 30 feet	30+ feet
Minimum lot width: 80 feet/corner lot 90 feet	80 feet

**Note: Minimum Lot Width is measured at front yard setback (30 feet from front property line), not front property line, nor at curb line.*

On Lots 1 and 3, the side yard setback is shown as six (6) feet. While this is accurate for the uninhabitable portions of the proposed structures (garages), the minimum side yard setback for habitable (home) portions is ten (10) feet. *The building setback line along the east line of Lot 1 and the west line of Lot 3 shall be revised to ten (10) feet.*

Building Elevations: No elevations of the proposed homes were submitted. Individual models are not included for review. In a single family development, it is difficult to approve every individual potential model at time of Plat. The Applicant has included a possible deck on the proposed home on Lot 1. This should also be provided for the proposed home on Lot 3. Based on the proximity to the wetland setback boundaries, the only possibility for a deck/patio on Lot 3 is off the northeast corner of the home.

Streets: 166th Ave is a Municipal State Aid (MSA) road, which requires a dedicated right-of-way (r-o-w) of eighty (80) feet. The Preliminary Plat is proposing to dedicate forty (40) feet of right-of-way to the public. As part of the reconstruction of 166th Ave, the City was granted a permanent road easement over portions of the Subject Property. As part of the platting process, this permanent road easement underlying what will become dedicated public right-of-way shall be vacated (plat must be adjusted though to ensure that there is sufficient drainage and utility easement around the existing stormwater pond). *A description of the Easement shall be prepared by the Applicant and submitted to the City for processing an Easement Vacation (done via ordinance, which requires two [2] readings by City Council).* There is an existing sidewalk in front of the Subject Property; no additional sidewalk is required.

Easements: Drainage and utility easements are required on each lot and must be ten (10) feet in width abutting dedicated right-of-way, five (5) feet in width along both side lot lines, and encumber any 100-year storm event for all existing and proposed surface waters and wetlands. Additionally, Drainage and Utility Easements must extend at least sixteen and a half (16.5) feet beyond the delineated wetland edge. *The Plat must be revised to provide sufficient drainage and utility easement over both rain gardens as well as the existing stormwater pond.*

Density Transitioning: The proposed plat is adjacent to an existing larger lot residential neighborhood that is zoned R-1 Residential (Rural Developing), and thus, density transitioning would be applicable. However the lot directly adjacent to the subject property is owned by the City and appears to be entirely wetland. As such, this satisfies the density transitioning requirement.

Tree Preservation: A detailed tree inventory identifying all significant trees, as defined in City Code Section 117-327 (and outlined below), was submitted. However, the inventory was not overlayed with the grading plan nor were there any indications of which trees were proposed to be removed or preserved. *The*

Tree Inventory must be added to the grading plan and must specify the intended fate of each tree (saved or preserved). This will also assist in determining whether any additional landscaping is required.

The inventory does indicate that there are oaks present on the Subject Property. As noted above though, it is unclear whether any site improvements would occur within vicinity of these trees. Due to concerns with Oak Wilt, any clearing within a stand of oak trees shall be completed prior to April 15 or after July 15. *If construction activities will occur within this stand of oaks, an Oak Wilt Management Plan could be prepared outlining steps that would be taken to prevent the introduction and spread of Oak Wilt beyond the Subject Property*.

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. There shall not be any fill (topsoil or sod) placed within any designated wetland or flood zone.

Development Fee Calculations: Development Fees will be due on the Plat. A DRAFT of the Development Fees is as follows:

Fee Type	Units	Unit Type	Unit Price	Total
Park Dedication (0-12 units per acre)	2	Per unit	$2,800	$5,600
Trail Development	2	Per unit	$800	$1,600
Water Fees (Trunk/Connection)	3	Per unit	$1,925*	$5,160
Water Fees (Lateral)	3	Per acre	TBD	TBD
Sewer Fees (Trunk/Connection)	3	Per unit	$1,154	$3,462
Sewer Fees (Lateral)	3	Per acre	TBD	TBD
Stormwater Management	2	Per unit	$473	$946
Street Light (Cobra)	TBD	Per light	$1,300	TBD
Street Light (3 Year O&M)	TBD	Per light	$294	TBD
Sewer Availability Charges (SAC)	3	Per SAC Unit	$2,485	$7,455
Water Availability Charges (WAC)	3	Per WAC Unit	$1,236	$3,708

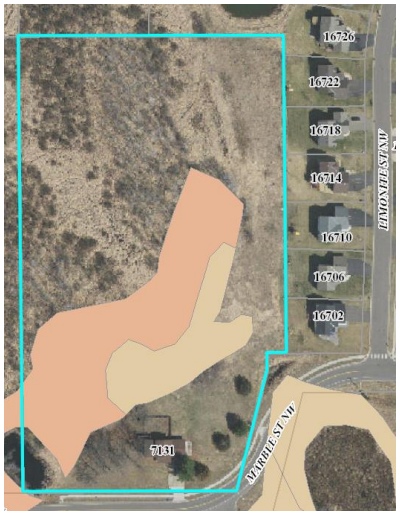
*Per the Water Main and Sanitary Sewer Cost Contribution/Reimbursement Agreement

Development Agreement: Upon approval of a Final Plat, an executed Development Agreement will be required prior to releasing the plat for recording.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MARCH 31, 2017	**PROJECT ADDRESS**	7131 166TH AVE NW
PROJECT. TITLE	HOMESTEAD ROAD		
ESCROW #	115464		
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 prepared by Soil Investigation and Design Inc. and dated February 13, 2017:



The City's Natural Resources Inventory (NRI) identifies some moderate quality aspen forest (saturated soils) and non-native graminoid (grass) vegetation. Most, if not all of the moderate quality natural area is within wetland and/or floodplain area and thus, would not be impacted (or experience very little impact) as a result of the proposed development.

The Tree Preservation Plan indicates that only fourteen percent (14%) of the significant tree DBH inches will be removed, well below the allowable removal threshold. However, the plan set does not specify which trees will be removed and preserved, nor does it graphically depict the trees on the Preliminary Plat.

There is no Landscape Plan included in the plan set. While preserved trees can be credited toward the landscape requirements, it is not clear whether they would constitute front yard trees or not as they are not included on the Preliminary Plat. The plan set needs to be revised to include the tree layer on the Preliminary Plat before a determination can be made on compliance with landscaping requirements.

Topsoil is required for all lots being improved with a principal building. A note must be added to the plan set stating that topsoil, meeting the City's topsoil specification. There shall be no fill, including topsoil and sod, placed within the floodway or wetland areas.

The project is proposing the use of rain gardens on Lots 1 and 3 to address the infiltration requirements of the LRRWMO. Engineering Staff are reviewing that information to determine compliance. At a minimum, the rain gardens will need to be encumbered with Drainage and Utility Easement as well as a Maintenance Agreement to address responsibilities to ensure functionality. Planting plans and specifications must be provided for the rain gardens.

A variance to lot depth is required for both Lot 1 and Lot 3. Note that the plans were revised to reposition the house pad on Lot 3 in response to comments received during review of the Sketch Plan (previous location did not require a variance, but was not supported by neighboring property owner due to position behind their home). Lot 3 is deficient by only seventy-eight (78) square feet. Lot 1 is deficient by 268 square feet. However, the Preliminary Plat does include a twelve by twelve (12' x 12') deck to demonstrate that this common home owner improvement would still fit on the property.

Required Revisions

Tree Preservation Plan

- Tree layer must be added to plan set that includes the lot boundaries, grading contours, and proposed house pads.
- Revise plan to clearly indicate trees being removed and trees being preserved.
- If preserved trees do not qualify as front yard trees, a Landscape Plan shall also be prepared and submitted including proposed species, caliper (size), root stock, and it shall include a planting detail as well.
- 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 S2

- Encumber rain gardens with Drainage and Utility Easements.
- Add note to sheet specifying that a Maintenance Agreement will be prepared for review and approval by the City.
- Maintenance Agreement will need to be recorded against each lot containing a rain garden.
- Update the plan sheet with planting design, species, and specifications.

Sheet S3

- Revise Drainage and Utility Easements to include rain gardens.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MARCH 31, 2017	**PROJECT ADDRESS**	NORTH OF 166TH AVE, WEST OF LIMONITE STREET
PROJECT. TITLE	HOMESTEAD ROAD		
ESCROW #	115464		
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 Homestead Road. The submittal consists of 4 sheets prepared by Advance Surveying and Engineering Co. dated October 18, 2016, revised March 2, 2017. The submittal included 2 lot depth variance exhibits and a tree survey report prepared by Soil Investigation and Design, Inc. dated February 13, 2017.

General comments:

1. **A legend must be shown on all sheets. All symbols used on that sheet must be added to the legend for the sheet. A scale must be shown on all sheets.**
2. Class 5 shall meet the Ramsey modified gradation. This gradation must be included in the details.
3. Plan readability – Proposed sanitary sewer lines and symbols, and watermain lines and symbols must be the most prominent items on the sewer and water sheets. Proposed storm sewer lines and symbols must be the most prominent on the storm sewer sheets. Proposed curb lines, sidewalks and pedestrian ramps must be the most prominent lines on the street sheets. All other lines on the sheet must be screened so the lines and symbols for proposed features standout. This includes the symbols in the legends which must match the plan view in size, pattern, weight, and color.
4. **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.**
5. The southern curb line must be shown on sheets S1, S2 and S3.

Sheet Specific Comments:

Plat Sheet:

1. The plat must be revised in the southeast corner of Lot 3 to remove the note about vacated portion of road easement. The City is not vacating that easement. Additional easement must be dedicated to encompass the 100 year elevation of the existing pond. A portion of the road easement may be vacated with the plat if it is outside of the new pond easement.
2. New road right-of-way indicated as "possible future right-of-way" on the preliminary plat sheet must be dedicated with the plat.

Preliminary Plat Sheet S1:

1. The dashed line indicating possible future right-of-way must be changed as noted above.

Preliminary Plat Grading Plan Sheet S2:

1. The dashed line indicating possible future right-of-way must be changed as noted above.
2. The lot dimensions must be turned off on this sheet.
3. The line weights must be modified to differentiate between existing and proposed conditions.
4. Consider rotating the sheet and enlarging the scale to show the southern 300 feet of the lots as this is where all of the new work is occurring.
5. The proposed rain garden leader for Lot 1 runs into an existing contour line. Work needs to be done on the plans along 166th Avenue to improve readability.
6. The sanitary sewer labels must be turned off on this sheet.
7. The bottom of the rain gardens must be 3 feet above groundwater level to be considered eligible for infiltration credit. A hand auger boring must be performed in each proposed rain garden. The information from the boring can be shown on the final grading plan,
8. The proposed garage elevation must be listed for lots 1 and 3.
9. The FEMA 100 year flood elevation must be shown on this sheet.

   The lowest floor elevation of all development, including basements, must be at least 3 feet above the highest anticipated ground water table, 2 feet above the designated or designed 100-year flood elevation, or 1 foot above the emergency overflow, whichever is higher.

Preliminary Plat Utility Plan Sheet S3:

1. See note for sheet S2.
2. The dashed line indicating possible future right-of-way must be changed as noted above.
3. Turn off the dimensions on the utility sheet.
4. Add City details STR25 and STR 26 to the plan set. The details are available on the City website.
5. Add the following notes to the final utility plan regarding abandoning the existing services.

1. The work shall be inspected by the City.
2. The contractor must provide a detour plan to the City for approval prior to commencing work.
3. Pavement shall be sawcut per detail STR25, with the wear course milled to offset the vertical joints prior to paving.
4. The excavation must be backfilled at the end of the day, restored with Class 5 and open to traffic.

Tree Survey Report:

1. The tree survey information must be included as a sheet in the plans showing the location of trees to protect or remove in the area of the proposed homes. The viewport should match the grading and utility plan for showing the trees to be removed.

5.03: Review Sketch Plan for Three (3) Lot Subdivisions at 7131 166th Avenue NW (Project No. 16-32); Case of CTW Group Inc.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by Advance Surveying & Engineering, Co. for the purpose of creating three (3) new lots at 7131 166th Avenue NW (the "Subject Property"). The Sketch Plan Review process affords the Planning Commission the opportunity to provide early direction on the layout of the proposed plat, before a developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading and Drainage Plans, Utility Plan, Landscape Plan, and Street Light Plan. Staff requested feedback from the Commission on the Sketch Plan.

Commission Business

Commissioner Bauer asked how much of a concern the rear yard of Lot 1 would be.

Community Development Director Gladhill discussed the City's depth standards for residential lots. He reported the lot would have an adequate amount of buildable area.

Commissioner Surma requested to see an expanded aerial view of the property.

Community Development Director Gladhill reviewed an expanded aerial view of the site, along with the location of the wetland. He stated staff was comfortable moving this request forward and would address the wetland delineations during the next phase.

Commissioner Surma asked if another road would be needed to access the new lot.

Community Development Director Gladhill commented a new driveway would be created on the western end of the property to access the public roadway.

Commissioner Brauer questioned if dewatering would be needed to install utilities or the basement.

Community Development Director Gladhill explained the site had utilities stubs in place. He stated temporary dewatering may be needed and would be monitored closely by the City and watershed management organization.

Megan Jacobson, 16702 Limonite Street NW, expressed concern with Lot 3 noting the lot was very poorly maintained. She hoped to see a high-quality building put on this lot.

Carl Jacobson, 16702 Limonite Street NW, discussed how water drains on his property along with the tall grasses and wildlife in his rear yard. He did not want to see additional water brought onto his property through the new construction.

Commissioner Surma asked who would be developing the lot.

Community Development Director Gladhill deferred this question to the applicant.

Gan Ram, CTW Group, explained he was the developer of the property. He addressed the drainage concerns for the lot and explained he had put in a permit with the Lower Rum River Watershed District. He proposed shifting the house to another area in order for the driveway to be relocated.

Further discussion ensued regarding how the home and driveway could be realigned on the lot.

Commissioner Brauer encouraged the developer to work with staff and the adjacent neighbors to resolve the concerns addressed this evening.

Community Development Director Gladhill indicated he would be willing to work with the applicant prior to the Preliminary Plat being presented to the Commission.

Ms. Jacobson questioned if the rear portion of Lot 3 could be split into six divisions to allow for the adjacent property owners to purchase these parcels.

Community Development Director Gladhill stated this would be a more complex issue, but he could discuss this further with the developer.

Mr. Ram did not anticipate the rear portion of Lot 3 would be built on because the majority was wetland.

Community Development Director Gladhill reported staff would reach out to the applicant and explained neighbors would be re-notified when this item would be reconsidered by the Planning Commission.

5.01: Consider Natural Resources Elements of Homestead Road Subdivision

City Planner Anderson presented the staff report. He reported that the City has received an application for a three-lot subdivision known as Homestead Road. He stated that the application includes review of a Preliminary Plat and a Variance to lot depth. He noted that no new roads are proposed with the development and the site already has municipal utilities studded in as a result of a previous road improvement project. He stated that the development site is located at 7131 166th Avenue NW and noted that a significant portion of the subject property is encumbered with wetland and floodway. He recommended approval of the Tree Preservation Plan and the Variance request contingent upon compliance with the Staff Review Letter.

Chairperson Stodola commented that the staff report was well thought out and informative.

City Councilmember LeTourneau asked if rain gardens are used widely throughout the City in this purpose.

City Planner Anderson stated that the City is not commonly using them throughout the City. He stated that a few of the multi-family townhome developments have used rain gardens as part of their stormwater management but he was not aware of a single-family home development that currently uses that method. He provided additional details on rain gardens. He stated that rain gardens are becoming more popular throughout the metro area and noted that there are other opportunities in the City where rain gardens could be used.

Board Member Valentine stated that rain gardens are becoming more popular in single family home settings. He stated that he created three rain gardens on one of his properties which work very well and are very efficient. He was confident that the rain gardens would be a good fit but noted that the long-term maintenance would need to be identified to ensure peak performance.

City Councilmember LeTourneau stated that he does love the idea but just wanted to learn more information on the topic to ensure that it would be a good fit.

Board Member Valentine noted that the rain garden would need to be designed to the right size to ensure it would work correctly.

City Planner Anderson stated that the engineering staff will review the plans to ensure the rates and volumes are met. He stated that education is a part of the long-term maintenance to ensure those conducting the maintenance know which items remain and which need to be removed. He explained that water is intended to filter through the rain garden and not hold water for long periods of time.

Motion by Board Member Valentine and seconded by Chairperson Stodola to recommend approval of the Tree Preservation Plan and the Variance request contingent upon compliance with the Staff Review Letter.

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

5.02: Public Hearing: Consider Request for a Variance and Preliminary Plat Approval of Homestead Road Subdivision Located at 7131 166th Avenue NW (Project #16-32); Case of CTW Group, Inc.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:17 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from CTW Group, Inc. (the "Applicant") seeking a variance to lot depth standards and preliminary plat approval for a proposed three (3) lot subdivision on the property located at 7131 166th Ave NW (the "Subject Property"). The Planning Commission reviewed the Sketch Plan at their November 3, 2016 meeting. There is an existing dwelling on the proposed Lot 2 that would remain with two (2) new, buildable lots being created, one on each side of the existing dwelling. Staff reviewed the request in further detail and recommended approval of a variance and the preliminary plat for the Homestead Road subdivision.

Citizen Input

Alexander Delendik, representative for Homestead Road, stated he specialized in the rehabilitation of properties. He explained the previous owners were trying to subdivide the 8 acres into five lots. He believed that his plan was a better fit for the neighborhood. He reported he was working with the City, the watershed district and the neighbors to ensure this was a positive development for the community.

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

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

Chairperson Bauer closed the public hearing closed at 7:26 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Surma, to adopt Resolution #17-04-077 approving favorable Findings of Fact.

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

Motion by Commissioner Anderson, seconded by Commissioner Brauer, to adopt Resolution #17-04-078 granting a Variance to lot depth for Lots 1 & 3, Block 1 contingent upon approval of the Preliminary Plat.

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

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to recommend that City Council approve the Preliminary Plat contingent upon compliance with the Staff Review Letter.

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

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

RESOLUTION #17-04-079

RESOLUTION GRANTING PRELIMINARY PLAT APPROVAL OF HOMESTEAD ROAD ADDITION

WHEREAS, CTW Group, Inc., hereafter referred to as "Developer", properly applied for Preliminary Plat approval of the following described property located in the City of Ramsey:

> That part of the Southwest Quarter of the Southwest Quarter of Section 10, Township 32, Range 25, described as follows: Commencing at a point on south line of said Quarter Quarter 670.30 feet east of southwest corner thereof, thence north parallel with east line of said Quarter Quarter 758.10 feet, thence at a right angle west 222 feet to point of beginning thence northerly parallel with west line of aid Quarter Quarter 565.92 feet to north line of said Quarter Quarter, thence westerly along said north line, 448.21 feet to northwest corner thereof, thence southerly along said west line 799.89 feet to appoint on said wet line 523.3 feet north of said southwest corner, thence east parallel with said south line 386.9 feet, thence northeasterly 240.62 feet to point of beginning, except roads subject to easement of record, Anoka County, Minnesota
>
> (the 'Subject Property');

WHEREAS, the City of Ramsey received a sketch plan for Homestead Road Addition from the Developer; and

WHEREAS, the Planning Commission reviewed the sketch plan on November 3, 2017; and

WHEREAS, the Ramsey Environmental Policy Board (EPB) considered the tree preservation plan, landscaping, and the requested lot depth variance pertaining to the preliminary plat on March 20, 2017; and

WHEREAS, on April 6, 2017, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat; and

WHEREAS, on April 25, 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 Homestead Road Addition in accordance with relevant City Codes, subject to the following conditions:

    a) Compliance with City Staff Review Letter dated March 31, 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 25th day of April, 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 **7. 3.**

Meeting Date: 04/25/2017

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Approve the Installation of Underground Power at Riverdale Drive in Preparation for the Mississippi Skyway Project

Purpose/Background:

One of the cost elements of the future construction of the extension of the skyway and pedestrian bridge over Hwy 10, is the relocation of the overhead powerline between the highway and Riverdale Drive. The cost estimate for this work had been identified as $300,000. Earlier this year, Staff had made an inquiry to Connexus Energy to see if they might be able to perform this work as a community service within the next three years. Connexus respectfully declined this opportunity. Staff then requested an estimate to perform the work, so as to have a better idea of the actual cost for relocating the overhead power to underground for approximately 440' feet, for the area necessary to construct and set the bridge.

In speaking with Connexus' design engineer on the costs, it was learned that Connexus had a planned-for 'upgrade' to the power line in this area for 2017. The net result is that, as they are they are already working on this distribution line, the incremental cost for going from overhead to underground is less than $19,000 dollars—or $281,000 less than the earlier estimate.

Observations/Alternatives:

In 2014, the City of Ramsey received a grant award of $490,000 dollars to be applied to the Mississippi Skyway project. This money sunsets in 2017. Accordingly, in December 2016, City Council authorized that these monies be applied to the Final Design and the preparation of Plans and Specification this year, estimated to cost a total of $436,000—leaving approximately $54,000 available for the work outlined by this case.

The aforementioned Final Design and Plans and Specification, together with the relocation of the utilities (power line), positions the City to be shovel-ready at the time funding is available. These two project elements also have the favorable effect of placing the City (and County) to be more competitive in grant applications. Additionally, relocation of the power line reduces the estimated construction cost from $4.53M to $4.25M dollars.

Funding Source:

The funding associated with this case would be from the National Park Service grant of $490,000.

Recommendation:

Staff recommends proceeding with the relocation of the overhead power at the location of the touch-down point of the Mississippi Skyway to underground for 440' feet, so to position the pedestrian bridge project to be evermore 'shovel-ready'.

Action:

Motion to direct Staff to proceed with the relocation of overhead power near Riverdale Drive to underground at a not-to-exceed cost of $19,000 dollars.

Attachments

Illustrative Budget

Underground Power Exhibit

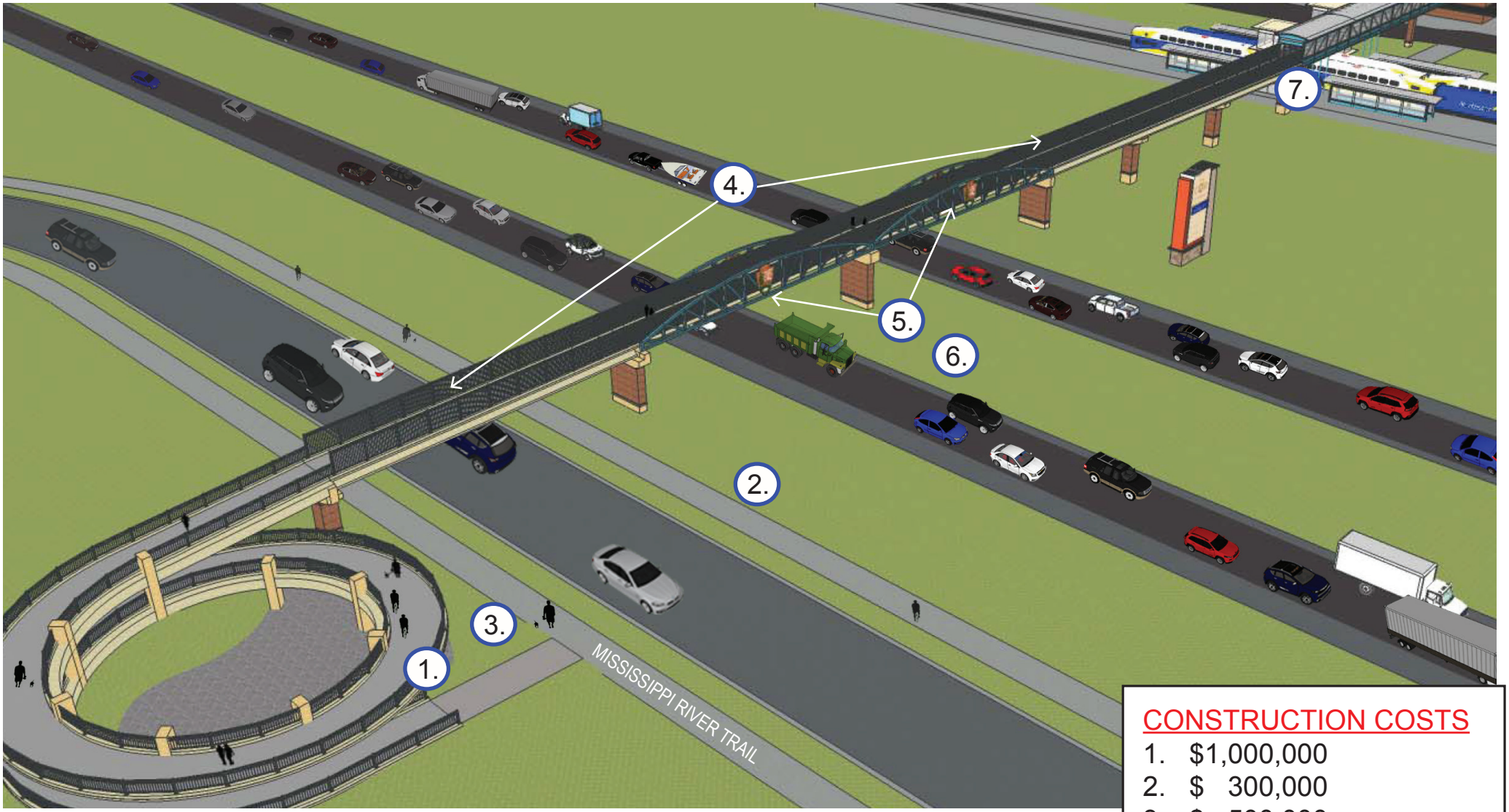
Area Map

Connexus Quote

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/20/2017 02:05 PM
Kurt Ulrich	Kurt Ulrich	04/20/2017 04:07 PM
Form Started By: Mark Riverblood		Started On: 04/19/2017 02:52 PM
Final Approval Date: 04/20/2017		

Mississippi Skyway: Regional Multiuse Trail Connection



1. Helix Ramp = **$1,000,000**
2. Utility Relocation to Allow for Construction = **$300,000**
3. Grading, Landscaping, Connection to Existing Trail Retaining Walls, etc. = **$500,000**
4. 364 feet of Prestressed Beams - 14.5 feet wide - 5.278 sq feet x $175/sq foot = **$923,650**
5. 210 feet of Bowstring Pre-Fabricated Trusses - 15.5 feet wide - 3,225 sq feet x $310/sq foot = **$1,009,050**
6. Special Staging and Traffic Control in this area for work near Highway 10 = **$300,000**
7. Grading and Connection to Existing Skyway = **$500,000**

CONSTRUCTION COSTS

1.	$1,000,000
2.	$ 300,000
3.	$ 500,000
4.	$ 923,650
5.	$1,009,050
6.	$ 300,000
7.	$ 500,000

Total = $4,532,700

US HWY 10

MnDOT ROW

OVERHEAD UTILITY TO BE BURIED

PROPOSED SKYWAY FOOTING LOCATION

RIVERDALE DRIVE

BITUMINOUS EDGE

8'

28'

US HWY 10

NEW TRAIL LIGHT LOCATION

10' BIT TRAIL

OVERHEAD UTILITY TO BE BURIED

NEW STREET LIGHT LOCATION

PROPOSED SKYWAY FOOTING LOCATION

LEGEND

- IN PLACE STREET LIGHT
- IN PLACE TRAIL LIGHT
- SALVAGE PRIOR TO CONSTRUCTION AND INSTALL IN NEW LOCATION AFTER CONSTRUCTION
- SALVAGE LIGHT FIXTURE PRIOR TO CONSTRUCTION AND INSTALL AFTER CONSTRUCTION
- ROW
- OU — IN PLACE OVERHEAD UTILITY
- OU — OVERHEAD UTILITY TO BE BURIED
- EU — IN PLACE UNDERGROUND UTILITY
- MAPPED UNDERGROUND UTILITY
- FO — IN PLACE FIBER OPTIC

PRELIMINARY LAYOUT DATE: MARCH 13, 2017

HORZ. SCALE 0 30 60 FEET

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BOLTON & MENK
7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MINNESOTA 55303
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com

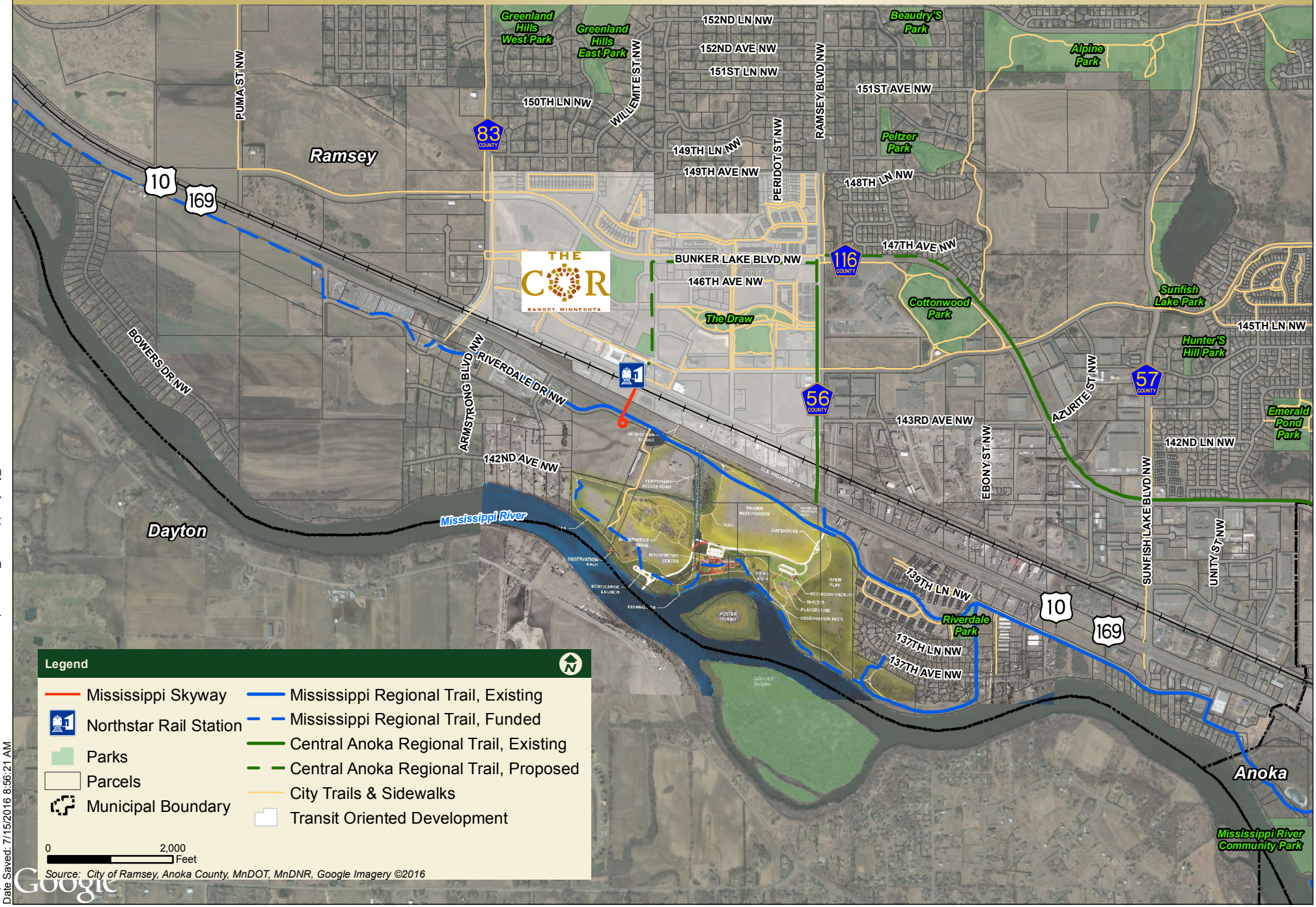
CITY OF RAMSEY, MINNESOTA
MISSISSIPPI SKYWAY
SOUTH TERMINI UTILITY CONSIDERATIONS

MARCH, 2017

Mississippi Skyway

City of Ramsey

July, 2016



Map Document: \\arcserver1\GIS\RAMS\R16P01106\ESRIMaps\P01106_MississippiSkyway_85x11.mxd
Date Saved: 7/15/2016 8:56:21 AM

CONNEXUS® ENERGY
Your Community Energy Partner

14601 Ramsey Boulevard
Ramsey, Minnesota 55303
763.323.2600
www.connexusenergy.com

Invoice	OTH0000126
Date	4/20/2017
Due Date	5/20/2017
Page	1

Bill To: CITY OF RAMSEY
7550 SUNWOOD DR NW
DIANA LUND, FINANCE DIRCTOR
RAMSEY MN 55303-5137

Do not combine payment for this invoice with electric service payments or application may be delayed.

Service Order No.	Customer ID	Payment Terms	Created By
SORD000W1630547	FIS00024	NET30	krislete

Quantity	U of M	Unit Price	Description	Ext. Price
1	EA	$18,325.51	INCREMENTAL COST TO BUILD 440' OF UNDERGROUND	$18,325.51

ENP 18 Riverdale Dr form Armstrong to Alpaca System improvements. Quote valid for 60 days. Please remit payment to ATTN: Becky Bergherr

Subtotal	$18,325.51
Tax	$0.00
Total	$18,325.51

Detach Along Line

CONNEXUS® ENERGY
Your Community Energy Partner

Please Remit with Payment!

Customer ID: FIS00024
Amount Due: $18,325.51

Invoice : OTH0000126
Service Order: SORD000W1630547
Due Date: 5/20/2017

Remit To: Connexus Energy
Attn: AR Accounting
14601 Ramsey Blvd.
Ramsey, MN 55303

CITY OF RAMSEY
7550 SUNWOOD DR NW
DIANA LUND, FINANCE DIRCTOR
RAMSEY MN 55303-5137

CC Regular Session **7. 4.**

Meeting Date: 04/25/2017

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Adopt Resolution #17-04-098 Supporting Anoka County's Mississippi West Regional Park, Master Plan Amendment

Purpose/Background:

The purpose of this case is to adopt a Resolution supporting a Master Plan Amendment for Mississippi West Regional Park. The Master Plan (attached) for the Regional Park was developed in 2010, and approved by Metropolitan Council in 2011. An amendment to the Master Plan, to be approved by Metropolitan Council (scheduled for May 2017), is required so as to 'remove' from the park approximately 5 acres of Right of Way parallel to Hwy #10 for the Riverdale Drive frontage road. This new city street between Ramsey Boulevard and Traprock Street is to be constructed beginning in 2017, and the location is depicted on page 3 of the Draft Master Plan (attached).

Regional Parks within the Metropolitan Area are managed by the county they are within, known as 'implementing agencies'—in the case of Mississippi West Regional Park, this is Anoka County Parks. As part of the development of the aforementioned Draft Master Plan Amendment, the County has solicited comment from the City of Ramsey, and thus Staff has prepared the detailed Staff Review of the Draft Master Plan, and also the ***Official Comments Regarding Draft Master Plan Amendment for Mississippi West Regional Park***, both of which are attached to this case.

Notification:

Observations/Alternatives:

Considerable detail and rationale for the suggested revisions to the Draft Master Plan are contained within the 15-page Staff Review document. Resolution #17-04-098 supports the approval of the amendment to the Master Plan for Mississippi West Regional Park, subject to the recommended revisions specifically identified in the ***Official Comments Regarding Draft Master Plan Amendment for Mississippi West Regional Park***. These recommended revisions to the Master Plan Amendment may be summarized as:

1. The final Master Plan Amendment shall specifically name the proposed pedestrian bridge as a future improvement of the regional park. For example, the pedestrian bridge shall be depicted within Figure 8, page 8, and additionally in the narrative on page 8; such as, *The remaining picnic shelters, restrooms, a visitor center, pedestrian bridge, and remaining infrastructure as outlined in the 2010 Master Plan will be implemented in future years as funding allows.*

Also, within the second paragraph under Accessibility page 19, remove 'City of Ramsey' for the sentence to read: *The future pedestrian bridge across Highway 10 is proposed to provide a safe crossing over Hwy 10 and provide access to the park via the city and county trail systems, with direct connection to transit.* Also, remove from the exhibit [referred to as both 25 and 13] on page 19, the text, 'City of Ramsey Proposed', and change the text color to white, consistent with the other text relating to the park for this exhibit.

2. Identify within the final Master Plan Amendment a schedule for the development of a negotiated cost-share agreement for completion of the skyway and pedestrian bridge—in a timeframe that allows for an application in 2018 for the Transportation Advisory Board solicitation for funding (and potentially other sources).

3. Add a narrative and exhibit to the final Master Plan Amendment that shows the opportunity for realignment of the Central Anoka County Regional Trail to a safe alignment for bicyclists and pedestrians (to the location of the pedestrian overpass when complete), which also will connect the regional park directly to the Metropolitan Council's Transit system.

4. Include in the final Master Plan Amendment mention of the fact that the City of Ramsey and Anoka County Parks jointly funded a shoreline inventory of the Mississippi River to assess the severity of riverbank erosion and found that the riparian edge of this regional park had both severe and very severe stretches of erosion. This finding, and opportunity to secure grant funding for shoreline restoration should be identified within the final Master Plan Amendment.

Addition information will be available at the meeting.

Funding Source:

This case does not require funding—rather, it recommends changes to the Draft Master Plan Amendment that in part, will position the City and County to be more competitive in seeking grant funding for the completion of the skyway and pedestrian bridge over Hwy #10.

Recommendation:

The Park and Recreation Commission and Staff recommend that City Council Adopt Resolution #17-04-098 Supporting Anoka County's Mississippi West Regional Park, Master Plan —which includes the Official Comments regarding the Draft Master Plan Amendment for Mississippi West Regional Park, by reference within the Resolution.

Action:

Motion to Adopt Resolution #17-04-098 Supporting Anoka County's Mississippi West Regional Park, Master Plan Amendment.

Attachments

Resolution #17-04-098
Official Comments_Miss West_MPA
Draft Master Plan Amendment
Staff Recomendations for Draft Amendment
2010 Master Plan, Miss West
Met Council 2040 Plan
Exec Summary Ped Bridge
Amend Ltr Support NPS

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/20/2017 10:56 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 04:12 PM
Form Started By: Mark Riverblood		Started On: 04/20/2017 09:55 AM
Final Approval Date: 04/20/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-04-098

RESOLUTION SUPPORTING ANOKA COUNTY'S MISSISSIPPI WEST REGIONAL PARK MASTER PLAN AMENDMENT

WHEREAS, safe access to parks, trails, and recreation areas, are essential to the quality of life, health and welfare of the City of Ramsey and the regions's residents; and

WHEREAS, the City of Ramsey and County of Anoka continue to work with other agencies and partners in a cooperative effort to develop Mississippi West Regional Park and other regional connections within the city; and

WHEREAS, these cooperative efforts include funding by the City of Ramsey for the boat landing, construction of the trail from Riverdale Drive to the river with overlook, development of the Mississippi River Regional Trail from Anoka to MnDOT's Wayside Rest, the acquisition of an easement to the west of the park for the 2017 trail project, the acquisition of the touch-down easement for the completion of the future pedestrian bridge over Hwy 10 to the Mississippi River Regional Trail, and the contribution of $490,000 from the National Park Service for the Final Plans and Specifications for the aforementioned bridge; and

WHEREAS, the County of Anoka has developed a park development program for Mississippi West Regional Park, which includes a park boundary adjustment to accommodate Riverdale Drive's extension, realigns the park entrance road to Traprock Street, and includes additional road and trail improvements, together with other future phased improvements named in the original 2010 Master Plan for Mississippi West Regional Park and;

WHEREAS, the Metropolitan Council requires an amendment to the Master Plan for Mississippi West Regional Park be approved by the Metropolitan Council; and,

WHEREAS, the City of Ramsey's Park and Recreation Commission and Environmental Policy Board have reviewed and provided recommendations to Ramsey City Council on the plan.

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

1) That, the City of Ramsey hereby offers support to Anoka County for the Mississippi West Regional Park Master Plan Amendment subject to the City's April 25th, 2017 '*Official Comments Regarding Draft Master Plan Amendment for Mississippi West Regional Park*', attached hereto by reference.

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 25th day of April 2017.

_____
Mayor

ATTEST:

_____
City Clerk

To: Anoka County Parks
From: City of Ramsey
April 25, 2017

Re: Official Comments Regarding Draft Master Plan Amendment for Mississippi West Regional Park

The City of Ramsey is in receipt of the March 6th, 2017 Draft Master Plan Amendment for Mississippi West Regional Park, (hereafter referred to as the 'Draft Amendment'). This memorandum constitutes the City's official comments in regard to the Draft Amendment.

The City supports the proposed Draft Amendment, subject to the following revisions being incorporated into the final Master Plan Amendment:

1. The final Master Plan Amendment shall specifically name the proposed pedestrian bridge as a future improvement of the regional park. For example, the pedestrian bridge shall be depicted within Figure 8, page 8, and additionally in the narrative on page 8; such as, *The remaining picnic shelters, restrooms, a visitor center, pedestrian bridge, and remaining infrastructure as outlined in the 2010 Master Plan will be implemented in future years as funding allows.*

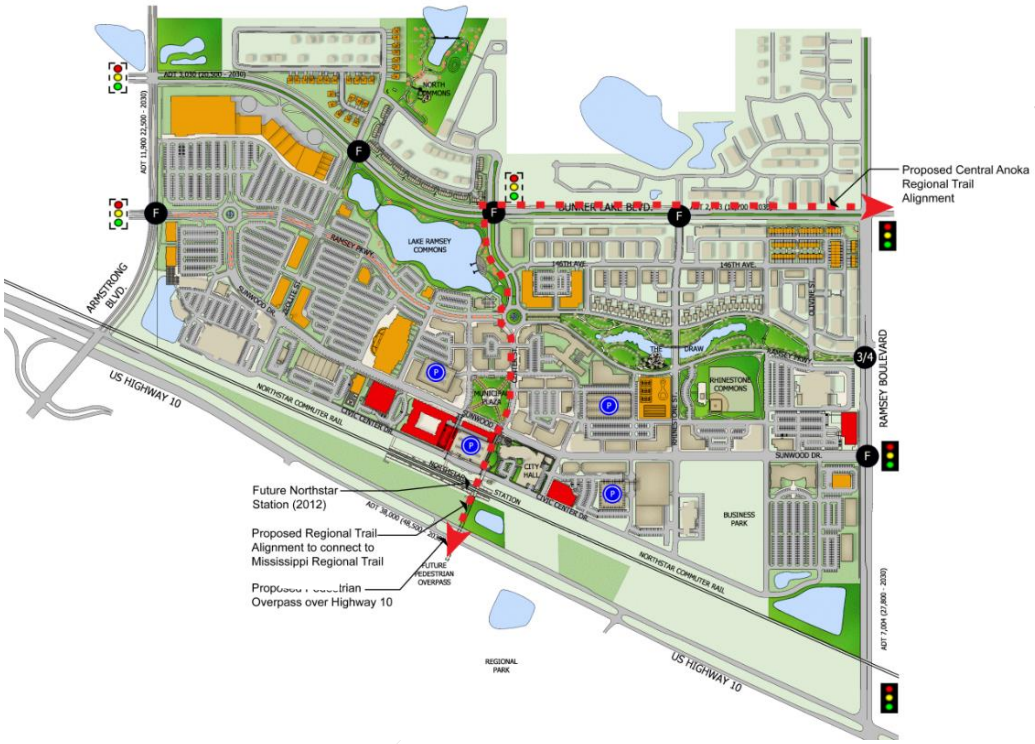
   Also, within the second paragraph under *Accessibility* page 19, remove *City of Ramsey* for the sentence to read: *The future pedestrian bridge across Highway 10 is proposed to provide a safe crossing over Hwy 10 and provide access to the park via the city and county trail systems, with direct connection to transit.* Also, remove from the exhibit [referred to as both 25 and 13] on page 19, the text, *City of Ramsey Proposed*, and change the text color to white, consistent with the other text relating to the park for this exhibit.

   Note: Including the pedestrian bridge as a named, phased element of the park's development is essential in calling attention to its significance as a regional facility—as this is strategically important to securing grant funding.

2. Identify within the final Master Plan Amendment a schedule for the development of a negotiated cost-share agreement for completion of the skyway and pedestrian bridge—in a timeframe that allows for an application in 2018 for Transportation Advisory Board solicitation for funding (and potentially other sources).

3. Add a narrative and exhibit to the final Master Plan Amendment that shows the *opportunity* for realignment of the Central Anoka County Regional Trail to a safe alignment for bicyclists and pedestrians (to the location of the pedestrian overpass when complete), which also will connect the regional park directly to the Metropolitan Council's Transit system.

(The exhibit below shows the proposed, realigned trail corridor in a red dashed line.)



4. Include in the final Master Plan Amendment mention of the fact that the City of Ramsey and Anoka County Parks jointly funded a shoreline inventory of the Mississippi River to assess the severity of riverbank erosion and found that the riparian edge of this regional park had both severe and very severe stretches of erosion. This finding, and opportunity to secure grant funding for shoreline restoration should be identified within the final Master Plan Amendment.

MARCH 6, 2017

MISSISSIPPI WEST REGIONAL PARK MASTER PLAN AMENDMENT

MASTER PLAN AMENDMENT

Anoka County
PARKS & RECREATION

ANOKA COUNTY PARKS AND RECREATION
550 BUNKER LAKE BLVD NW, ANDOVER, MN 55304

ACKNOWLEDGEMENTS

ANOKA COUNTY BOARD OF COMMISSIONERS
Rhonda Sivarajah, Chair
Julie Braastad
Mike Gamache
Jim Kordiak
Matt Look
Scott Schulte
Robyn West

ANOKA COUNTY PARKS AND RECREATION COMMITTEE
Commissioner Jim Kordiak, Chair
Commissioner Mike Gamache
Commissioner Robyn West

METROPOLITAN COUNCIL

ANOKA COUNTY PARKS AND COMMUNITY SERVICES DIVISION
John VonDeLinde, Division Manager

ANOKA COUNTY PARKS AND RECREATION DEPARTMENT
Jeff Perry, Planning and Resource Manager
Karen Blaska, Park Planner
Danielle Sanborn, Landscape Architect
Crystal Passi, Landscape Planner
Andy Soltvedt, Marketing and Visitor Services Manager
Nicole Greenwell, Communication Specialist

MISSISSIPPI WEST REGIONAL PARK MASTER PLAN AMENDMENT

BACKGROUND

Mississippi West Regional Park is a 273-acre park located within the City of Ramsey adjacent to the Mississippi River and Trunk Highway 10. Refer to Figure 1 for the park's location in the county. Figure 2 shows that the main portion of the park consists of approximately 183 acres of upland along the river and two islands within the river of approximately 90 acres. Since the main portion of the park has 1-1/2 miles of shoreline along the Mississippi River, it offers a unique setting to provide recreational and educational opportunities in the area and it is part of the Mississippi River Critical Corridor Area and the Mississippi National River Recreation Area.

Anoka County Parks and Recreation System

FIGURE 1

In 1996, a concept master plan was approved by the Metropolitan Council and the park was incorporated into the metropolitan regional park system. Since then it has been updated with the Anoka County 20/20 Parks and Recreation Vision Plan and then again in 2006, when Anoka County adopted a new Parks and Recreation Comprehensive System Plan.

Moving forward from the 2006 comprehensive system plan, an amendment to the existing Mississippi West Regional Park master plan was developed and approved by the Met Council in 2011. This master plan outlined a five phase park development plan. Since that time, the County has reassessed the conceptual plan from 2006 based on the existing conditions, the natural resource restoration within the park and the proposed recreational and educational facilities. The County, with this master plan amendment, is proposing to change the vehicular access of the park, adjust the park boundary to accommodate the City of Ramsey's Riverdale Drive frontage road extension, add a few canoe camping sites on the islands and reprioritize the current phasing of the development plans. Development costs

Existing Mississippi West Regional Park Boundary

FIGURE 2

associated with this amendment are approximately $1,163,000 and are anticipated to be completed within the next five to ten years.

BOUNDARIES

The current park boundary contains 273 acres and approximately 3 -1/2 miles of shoreline, including the islands of Foster and Cloquet, as shown in Figure 2.

A future City of Ramsey Riverdale Drive frontage road extension project is anticipated to impact the park boundary adjacent to Highway 10. It is anticipated that this project will impact approximately five acres of the park in a linear fashion between Ramsey Boulevard and Traprock Street. See Figure 3 for proposed layout plan of the

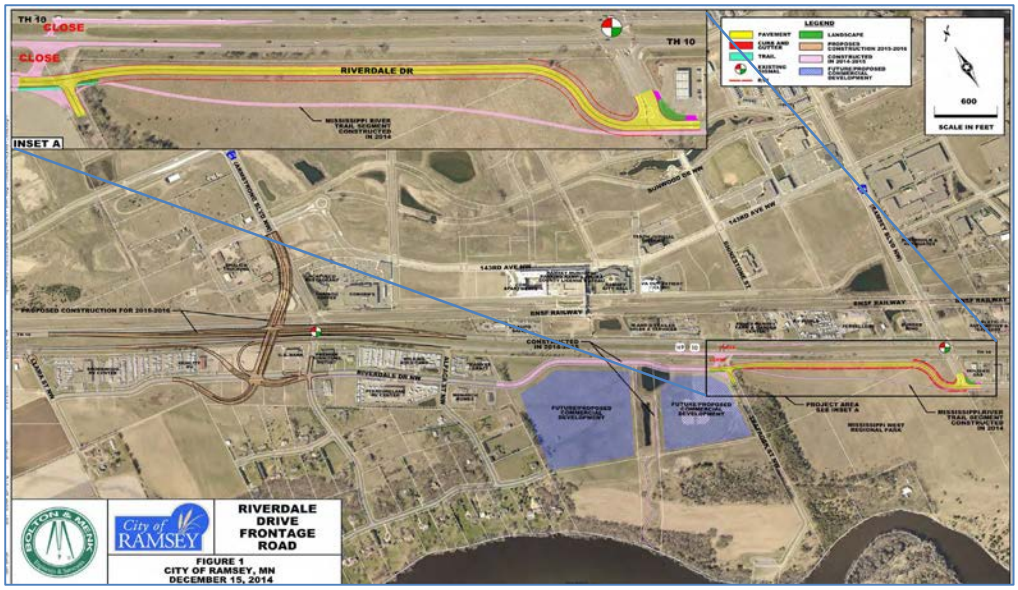


FIGURE 3

FIGURE 4 Proposed Mississippi West Regional Park Boundary

project and Figure 4 for the approximate impact to the park. It is anticipated that the City of Ramsey will provide the market value of $200,000 for the parkland impact to the County, which will be used for equally valuable facility improvements within the park. Some of these improvements include constructing a paved entrance road, constructing a parking lot and/or constructing additional trails within the park. Refer to the Development Concept and Exhibit 1 & 2 in the Appendix for more information on the City of Ramsey project.

There are no parcels that need to be acquired for this boundary adjustment, therefore no acquisition costs associated with this amendment are to be incurred and there are no other anticipated special assessments or other conditions that would affect park development.

STEWARDSHIP PLAN

Future management and stewardship of the park will continue as regional recreation open space in the regional system. Since this park is only partially developed as far as amenities and recreational opportunities go, the stewardship plan for the park thus far has focused on natural resource management and restoration. The County has conducted several restoration projects to restore the previously fallow farm fields to native prairie and grasslands. Future restoration projects are proposed within the riparian area along the river and to the riverbank itself, as well as planting a diverse variety of trees and shrubs to increase the biodiversity in the park.

Since the park is relatively undeveloped, the majority of the current operational and maintenance expenses relate to the on-going management of the native prairie and grassland restorations. Funds for those expenses have been offset by the parks general operating budget, the Metropolitan Council's Operations and Maintenance grant program and the Lottery in Lieu of program. Future development of the park will increase the operations and maintenance requirements within the park, but those expenses are anticipated to be offset by an increase in revenues related to the sale of daily and annual park passes, rental fees and special use permit fees as well as an increase in the operating budget.

There are no non-recreational uses planned for in the development of this park.

DEMAND FORECAST

Regional parks and trails have been increasing in popularity and as the population grows the need for additional recreation resources and amenities grow as well. The population in the City of Ramsey is anticipated to grow, as is Anoka County. The table below shows the Thrive 2040 MSP – Forecasts as of July 8, 2015.

Population Forecast[1]

YEAR	RAMSEY	ANOKA COUNTY
2010	23,668	330,844
2040	34,700	438,820

According to the Metropolitan Council Regional Forecast to 2040, the metro regional area is anticipated to grow by 22% between 2010 and 2040. By 2040, seniors are expected to comprise 20% of the population and people of color will comprise 40%. As the population increases, diversifies, and ages, demand for easily accessible outdoor recreation opportunities and open space increases.

The outdoor recreational use patterns in the metropolitan area have also been growing steadily. Recreational visits to Anoka County regional parks and trails have increased from approximately 2.7 million visits in 2005 to over 3.4 million in 2015.[2] Visitation to Mississippi West Regional Park increased from 158,800 in 2012 to almost 200,000 in 2015 after the construction of the boat launch.[3] The additional development within the park, is anticipated to meet the future demands of the public.

The community engagement process revealed the importance of trails, as hiking and biking were two of the top three preferred uses in the parks as shown by the survey results in Figure 5.

Based on the 2014 Met Council's "Regional Park Use Among Select Communities of Color", it is anticipated that future proposed development within

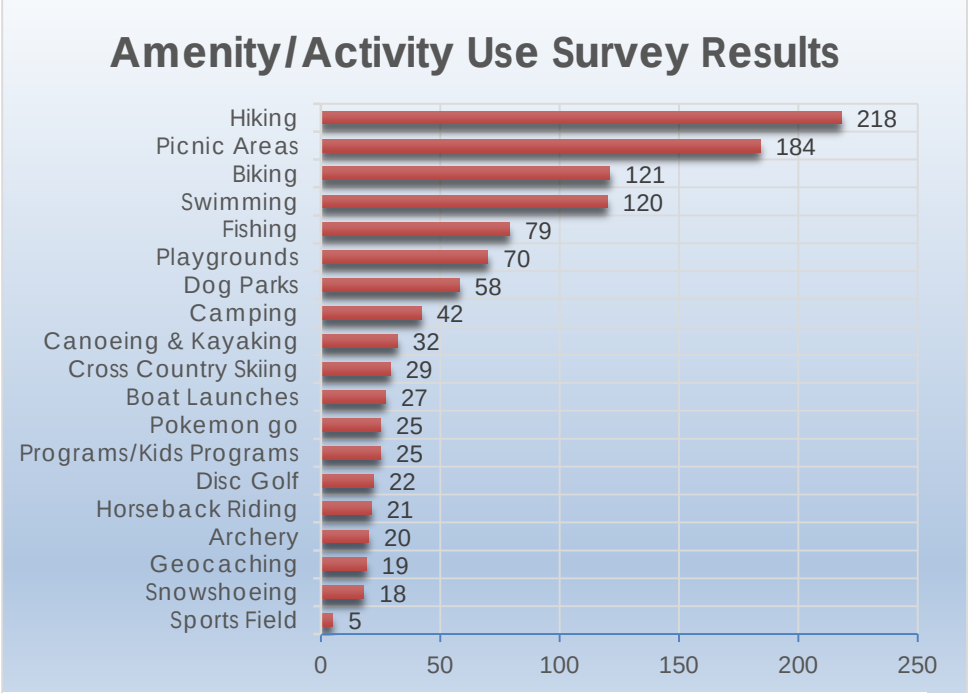


FIGURE 5

[1] Metropolitan Council, Thrive MSP 2040 Forecasts, Adopted May 28, 2014 and revised July 8, 2015

[2] Annual Use Estimate of the Metropolitan Regional Parks System for 2005 & 2015, Metropolitan Council

[3] Annual Use Estimate of the Metropolitan Regional Parks System for 2012 & 2015, Metropolitan Council

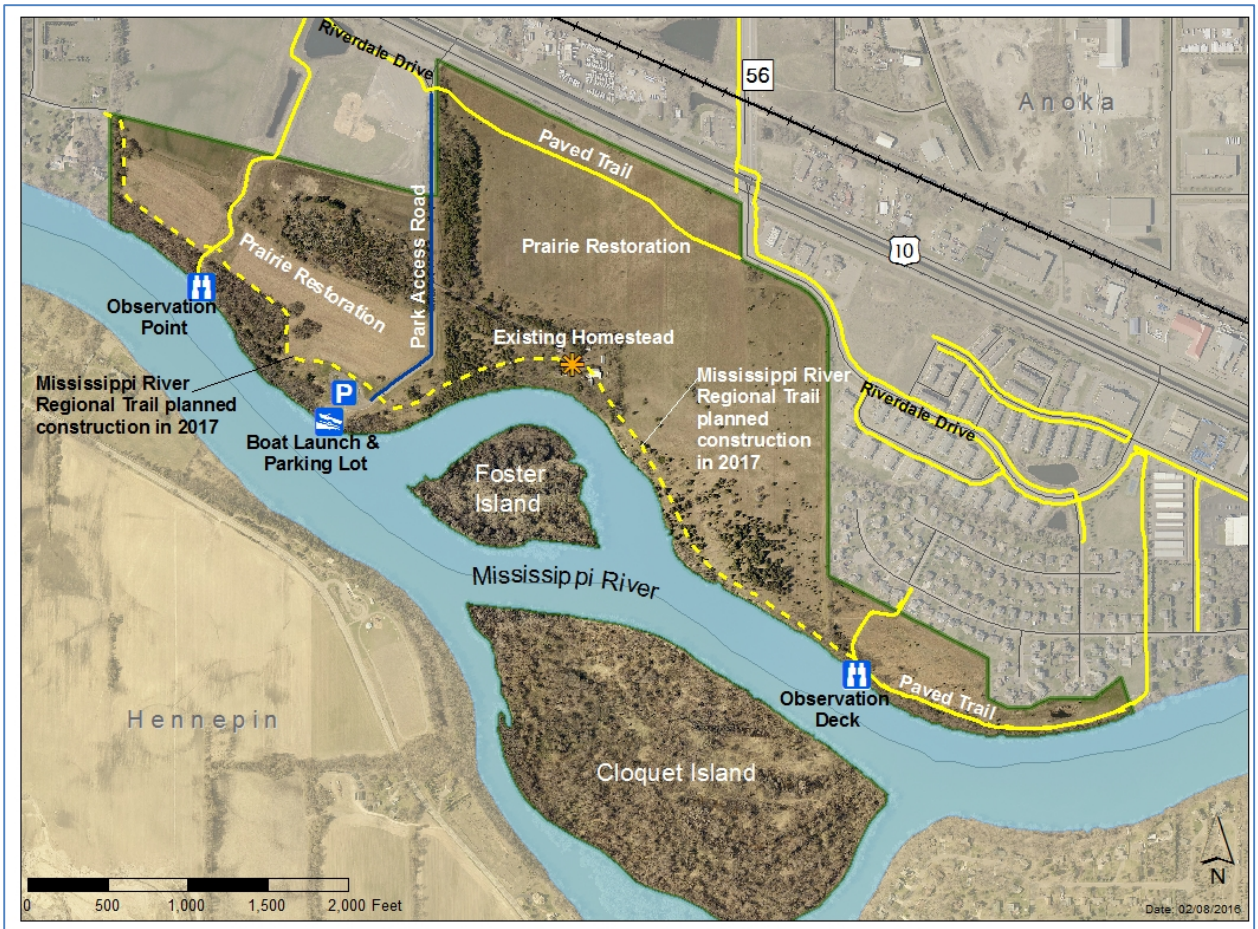
the park, i.e., picnic pavilions and trails will appeal to currently underserved populations who noted picnicking, walking/biking and gathering with family as their preferred outdoor activity. In addition, based on the park location on the river, it is anticipated that the fishing opportunities provided within the park will generally appeal to Asian Immigrant and Asian American populations as their preferred outdoor activities were noted as walking, fishing and rest or relaxation.

DEVELOPMENT CONCEPT

The development concept for the park was laid out in the 2010 Master Plan Amendment and illustrated in Figure 6. The amendment included the construction of a boat launch, infrastructure development, park facility development, visitor center development and a pedestrian crossing.

FIGURE 6

Since that time, some development has occurred and the current existing conditions, as shown in Figure 7, include a gravel roadway, a boat launch, a paved parking lot for the launch, some trails, two observation points, and the existing homestead site. The existing homestead site consists of a house and several outbuildings which is planned to be removed in 2017, prior to the construction of the Mississippi River Regional Trail through the park.



Mississippi West Regional Park - Existing Conditions

FIGURE 7

This master plan amendment proposes to change the vehicular entrance proposed in the 2010 master plan amendment. Per the 2010 master plan amendment, the vehicular entrance was proposed to be located off of Ramsey Boulevard and Riverdale Drive. To eliminate disturbance and reduce fragmentation in the park, yet still provide easy access to the park, the County is proposing to utilize Traprock Street for access into and out of the park. The road would need to be reconstructed and widened to a minimum of 24 feet to allow safe two-way traffic. In addition, a small parking lot and additional trails are proposed. Refer to Figure 8 for proposed projects. The cost estimate for this work is approximately $753,000. Some of these development costs are anticipated to be offset through the funding for the equally valuable facility exchange for the 5 acres needed for the City of Ramsey's frontage road project.

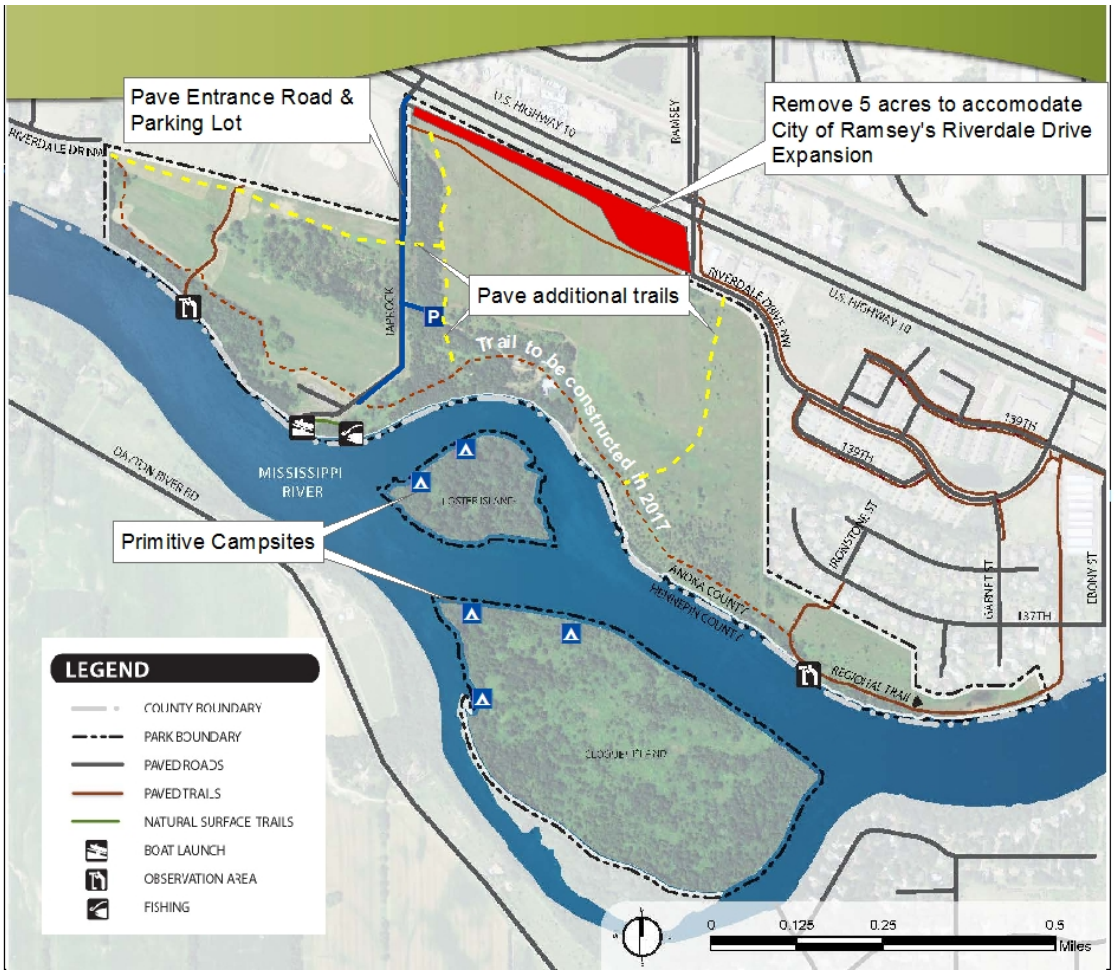


FIGURE 8

In addition, the County is proposing to add 3 to 5 canoe camp sites on Foster and Cloquet Islands. These would be primitive type sites with latrines. Total cost for this project is anticipated to be $10,000. The remaining development plans outlined in the 2010 master plan are still being planned for, but the phasing has been adjusted. The County is now proposing to construct the majority of the infrastructure (roads, additional parking lots, trails), one to two picnic shelters, a restroom, a playground and other smaller amenities within the next 5 to 10 years. A maintenance facility would also be part of that development. The remaining picnic shelters, restrooms, visitor center, and remaining infrastructure as outlined in the 2010 master plan will be implemented within the next 15-20 years as funding allows. Figure 9 illustrates all the projects proposed for the Mississippi West Regional Park Master Plan.

FIGURE 3

Wayfinding within the park includes several different types of signs. A monument entrance sign will be located near the vehicular entrance to the park, as illustrated in Figure 10. Vehicular scaled directional signs will be placed along roadways for visitors to quickly find their way within the park. Trailhead signs and directional signs are placed at trailheads to provide an overview of the parks and help users orient themselves to the park. An example of a trailhead sign is shown in Figure 11. Directional and map signs will also be located at decision-making points along the trails. The estimated cost for signs throughout the park is approximately $50,000.

FIGURE 10

FIGURE 11

While there is a well for water on the site, there is not drinking water available at the park. Future plans include hooking into the city water and sewer services during the restroom and shelter phase of development. A sanitary sewer hook-up location is currently located along the existing Riverdale Drive. Water service locations will be completed as part of the frontage road extension project. The cost to hook into these services is estimated to be about $350,000.

CONFLICTS

Conflicts related to park development will be kept to a minimum through the proper planning and community engagement. See additional information regarding engagement in the Public Engagement and Participation section of this document.

The park is adjacent to Highway 10 to the north and the Mississippi River to the south. The highway and proposed frontage road will create experiential conflicts for users. Therefore, additional vegetated screening and buffering will be used to enhance the safety, aesthetics and quality of the park experience.

It is anticipated that the proposed City of Ramsey Riverdale Drive Extension project will impact about 5 acres of the park along the northern boundary. This impact is anticipated to be mitigated through an equally valuable facility exchange as illustrated in Figure 8.

It is anticipated that development will impact some of the native prairie and grassland restorations established within the park. The County anticipates temporary impacts to those areas will be restored. In areas where impacts are unavoidable, the County will mitigate those impacts by restoring other non-native areas within the park.

Conflicts between pedestrians and vehicular traffic will be kept to a minimum by reducing the number of trail and road crossings within the park and by working with the City of Ramsey to ensure safe crossings at city road intersections. Treatments for these areas may include signing, striping and signalized pedestrian crossings. In addition, signs within the parks will alert users of potential conflict areas, i.e. street crossings, driveway crossings, pedestrian cross-traffic, etc., and will provide way-finding and interpretive information.

PUBLIC SERVICES

Since this park is mostly undeveloped, currently there are no public services available within the park. As discussed in the development concept, future development will include hooking into city services for water and sanitary. Current city sanitary service is located near the northeast of the park and proposed city water service will be made available as part of the city's Riverdale Drive extension project. When restroom and pavilion development occurs, these services will be included as part of those development plans.

OPERATIONS

Anoka County Ordinance #2012-01, which will be updated in 2017, regulates the parks and trails under the jurisdiction of Anoka County and is enforced by the local police departments as well as the Anoka County Sheriff's Department. Park Service Specialists (formerly known as Park Rangers) provide education to the public regarding ordinances and other park information.

Current annual operations and maintenance costs for the park are estimated to be about $23,000. This includes staff time for on-going daily and general routine maintenance within the park, such as cleaning, mowing, sweeping, plowing, debris removal, and sign maintenance, as well as equipment expenses, repairs, service contracts and supplies and utility expenses. Once fully developed the operations and maintenance costs are anticipated to be around $150,000 annually. Expenses are typically offset by revenue generated through daily and annual park pass sales, picnic pavilion rentals, programs, special events and the parks operating budget. Additional supplementary funding is provided through the Regional Park Operations and Maintenance Grant Program.

Anoka County currently employs a remote building automation system that saves the department $5,000-10,000 annually compared to traditional energy systems by realizing energy reductions in heating, cooling, lighting, and domestic water during unoccupied and off-peak periods. The program enables staff to monitor, adjust, and troubleshoot building mechanical systems at all of the wide-spread park facilities from a single location, aiding in prompt management and repair. The County has recently undertaken a project to convert lighting in key facilities to LED technology, in an effort to reduce energy demands. The Maintenance and Parks Services Units utility vehicle fleets include a growing number of electric powered vehicles. Turf irrigation systems employ "rain sensor" technology to avoid using valuable water during periods of precipitation. The County has encouraged employees to go "digital" to reduce the amount of paper in the workplace, by utilizing smaller more portable laptop computers and tablets. The county also recently consolidated its contract filing system so as to reduce the amount of paper files, as well as digital files.

The County, through the Recycle & Resource Solutions Department employs a refuse and recycling program that requires recycling of paper, plastics, etc. Refuse that cannot be reused or recycled is collected and disposed of consistent to applicable laws.

PUBLIC ENGAGEMENT AND PARTICIPATION

INTRODUCTION

The public engagement and participation plan identifies local cities, population groups and organizations that are specifically targeted to enable the County to engage the public in an inclusive, accessible and results oriented manner in developing the Mississippi West Regional Park Master Plan Amendment.

It also describes the approaches and methods used for engagement.

Stakeholders targeted for inclusion in community engagement activities included:

- Diverse population groups not currently represented
- Children and young people
- Elderly people
- Residents in the local and regional area's
- Government Officials/City and County Staff

Outcomes anticipated by the engagement process associated with the development of this master plan are as follows:

- Build positive relationships with local communities/residents.
- Build awareness of the County's regional park and trail system.
- Build community ownership of and understanding of the park and the County's planning process.
- Identify community priorities and expectations for the future of the park.

COMMUNITY ENGAGEMENT PROCESS

The County developed a "Plan Your Parks" marketing strategy to share the master plan amendment projects with community members, local cities, staff and other governmental agencies for feedback and input. Multi-lingual postings, e-mail blasts, social media, and pop-up events were included within the strategy and different methods of engagement were employed to understand what works best for different community groups.

Plan Your Parks - Voting

The County placed static picture boards on easels at different locations throughout the county, i.e. Driver's License Center, Library, etc., to share the proposed projects and allow the public to share their preferred park amenities, preferred trail surfacing, ways of accessing the parks and park safety. Refer to Figure 12. This method was considered successful in the amount of responses received, but unsuccessful in that this method could not track actual number of respondents or if underserved populations were participating.

FIGURE 12

Plan Your Parks - Social Media

The County shared a "Plan Your Parks" advertisement on social media and the County Parks home page. Refer to Figure 13. The post on social media specifically targeted underserved minority populations within a 20-mile radius and reached almost 8000 people. The post included a short anonymous survey in English, Spanish and Somali that asked for input on access to parks, transportation to parks, preferred amenities and activities, preferred trail surfacing, park cleanliness, city respondent was from, age, sex and ethnicity. There were 100 survey respondents and most were regular park users. The majority of respondents were female, Caucasian, between 25-64 years of age and from Anoka County. Other respondents were between 15-24 years of age, were American Indian/Alaska Native, Hispanic or Latino or of another ethnicity not specified. Some respondents were from Hennepin and Sherburne counties.

FIGURE 4

Plan Your Parks - Public Events

The County conducted two public events to reach non-park users and underserved populations. One event has held at a local mall during a busy shopping season and the other was held at the County's Blaine Service Center. Refer to Figures 14 and 15 for images of the events. At both events, staff attempted to track age, ethnicity and gender of each individual engaged. The mall event engaged approximately 75 people. Of those 75 people, approximately half were considered part of the underserved population. About half the people were estimated to be between 25-64, while the others were split between the over 65 years of age range or under 25 years of age range. This event is considered a success in that half of those engaged were part of the targeted underserved population.

FIGURE 14

FIGURE 5

COMMUNITY ENGAGEMENT RESULTS

There was an estimated total of 400 people engaged during the public participation process. Of the total number engaged, 132 people were actively engaged by providing feedback through one on one discussions at the pop-up events. The others participated through anonymous online surveys and/or "sticky dot" surveys conducted at a variety of locations throughout the County.

DEMOGRAPHICS

The demographics of those 132 people actively engaged were tracked to ensure the Department was actively engaging the underserved population. While the majority of those engaged were part of the existing service population, 40% engaged were part of the underserved populations. Figure 16 illustrates the difference.

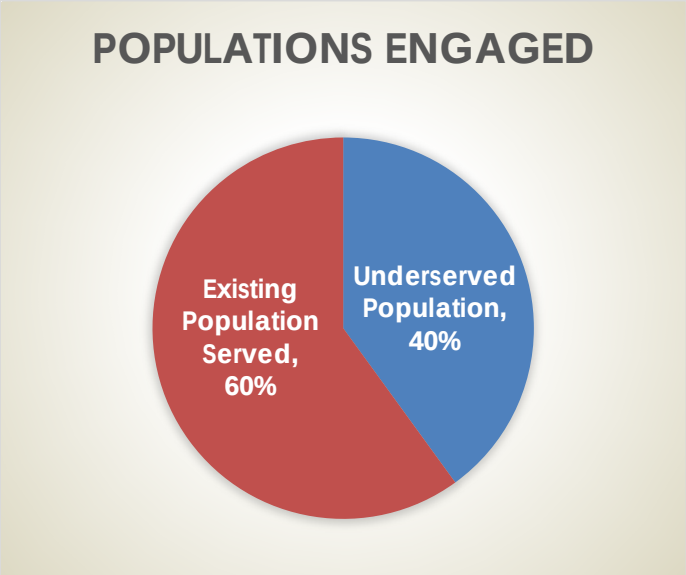


FIGURE 6

Of those engaged, 62% were female and 38% male as shown in Figure 17. Ages categories are shown in Figure 18 and generalized ethnicities are shown in Figure 19.

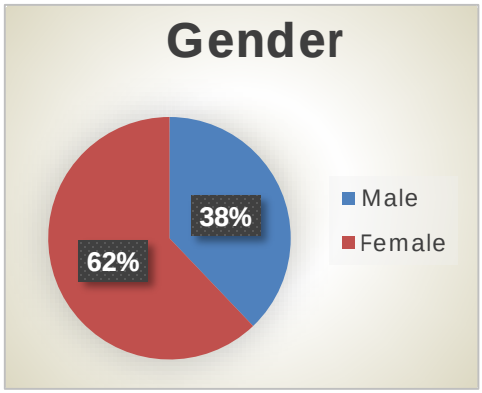


FIGURE 7

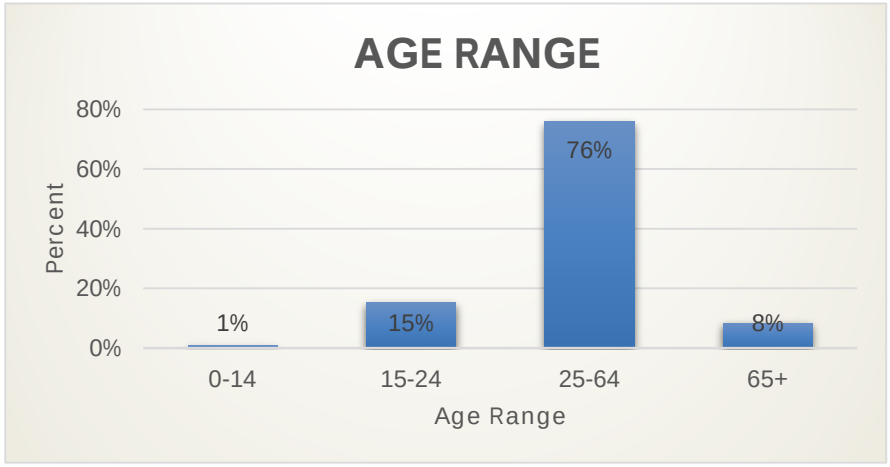


FIGURE 8

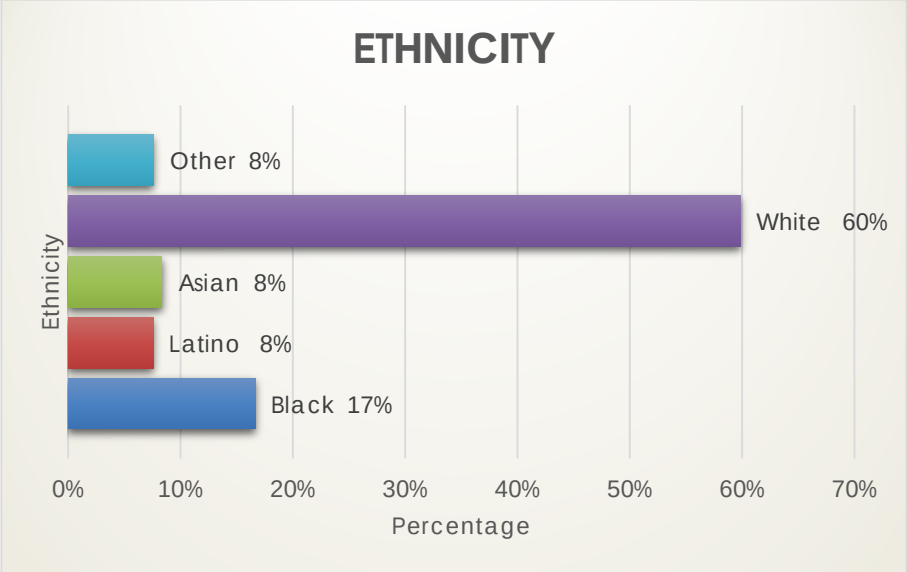


FIGURE 9

SURVEY RESULTS

Throughout the engagement process park amenity use was surveyed. Results are shown in Figure 20. The survey results show that the top three activities for parks and trails were hiking, biking and picnicking, followed closely by swimming, fishing and use of playgrounds. These results for the hiking, biking and picnic areas, provide support for the projects outlined in this master plan amendment. As does the preferred trail surfacing results as shown in Figure 21. In addition, when asked how users typically access the parks, the majority said drive, but 41% said walk or bike, as shown in Figure 22. Figure 23, shows the preferred method of accessing a park. 62% would prefer to walk or bike to a park as opposed to having to drive. Again, this shows support for the trail projects outlined in the amendments and shows the importance of connectivity throughout the local and regional trail systems.

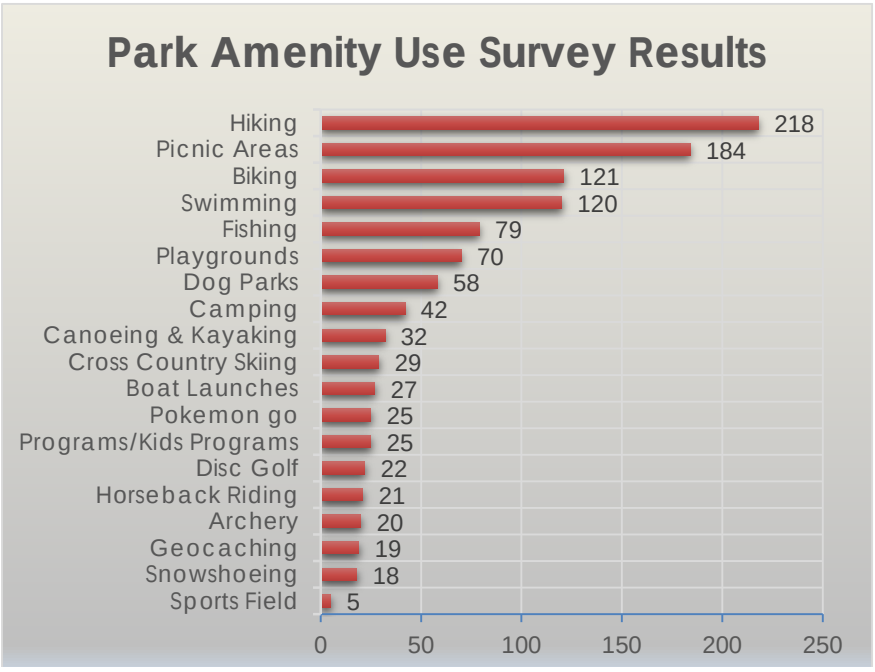


FIGURE 10

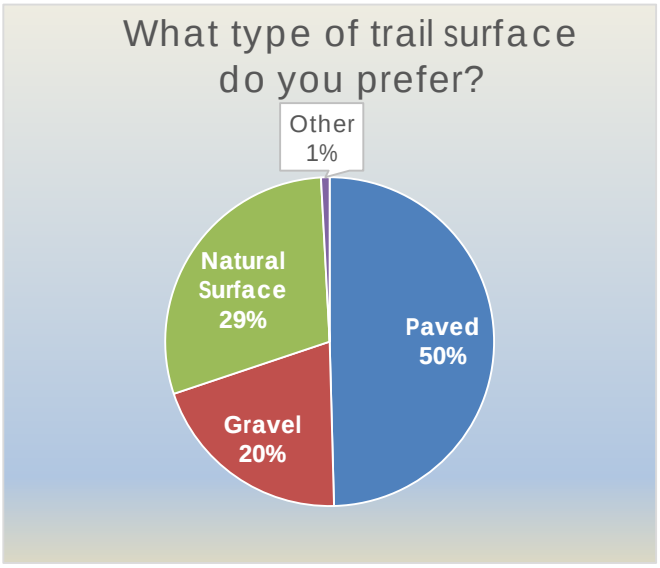


FIGURE 11

This survey information also shows a lack of public transportation options that provide stops and/or service to regional parks and trails systems. Going forward, the Parks and Recreation Department will work closely with the County Transit Department, the County's Transportation Management Organization and the Metropolitan Council to find solutions to increase transit access to the regional parks and trails.

The Department also surveyed participants about safety in the parks and whether they feel safe when they are in the parks. Resoundingly, 91% said yes, they feel safe. Refer to Figure 24. While the County strives to create safe and welcoming spaces, future engagement events should delve deeper into that 9% that did not feel safe in the parks to determine what could be done to ensure everyone feels welcome and safe.

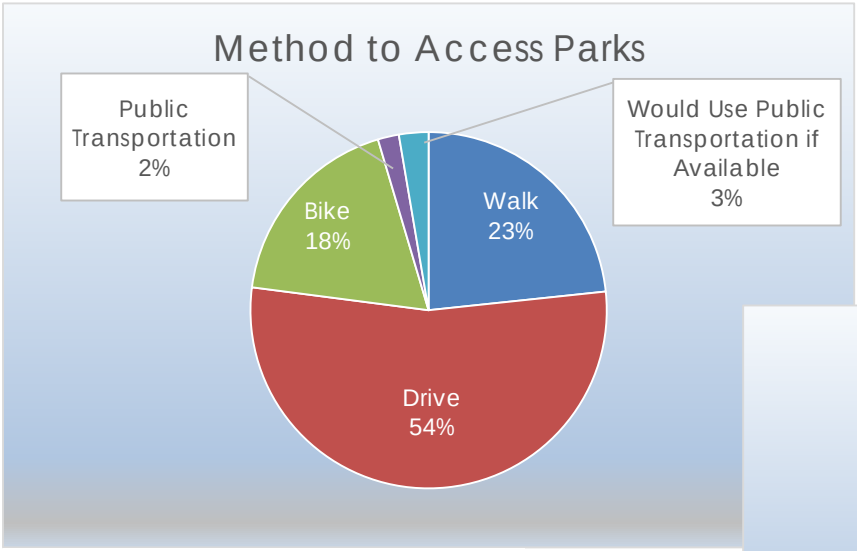


FIGURE 22

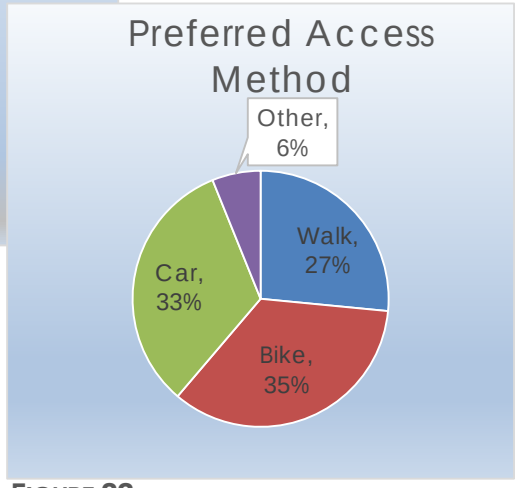


FIGURE 23

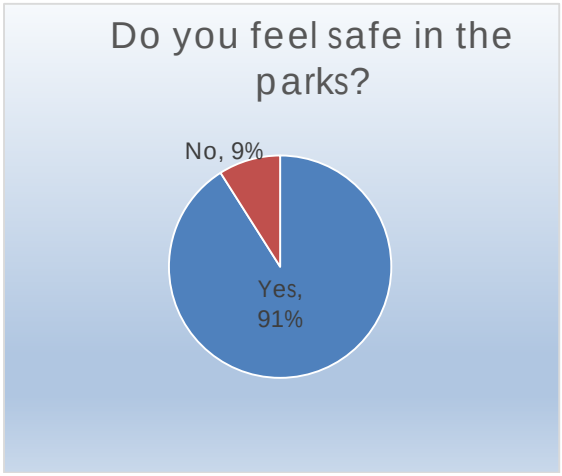


FIGURE 12

ENGAGEMENT GOING FORWARD

Since engaging the public for these master plan amendments, there are a few a few items that stood out and should be explored in more detail.

DEMOGRAPHICS

The Department should continue to reach out to the underserved populations, establish connections and build relationships. The pop-up events worked great for reaching underserved populations, but didn't provide for in-depth discussions. The Department should continue to explore other locations that will be more inviting and welcoming to underserved populations and implementing listening sessions for more in-depth conversations. Due to the majority of respondents being between 25-64, the Department should look at targeting the youngest and oldest age groups for input in the future.

AMENITIES

While hiking, biking and picnicking are the Department's bread and butter and those are the most demanded amenities, the lower participant numbers for some of the other amenities should be explored to see what could be done to increase participation.

ACCESS

Since the majority of participants end up driving the parks and trails, the Department should work with County's Transportation Division, local cities and the Metropolitan Council to ensure multiple modes of transportation options exist for access to the system and that future trail provide the needed connections between the residential areas surrounding the park.

SAFETY

While the majority of participant's felt safe in the parks, it is advisable to explore why some people might not feel safe or welcome in the parks and evaluate solutions.

AWARENESS

While participants were not specifically asked whether they were aware of the Anoka County Parks and Recreation System, anecdotally, many participants were unaware

of all the regional parks and trails within the system. They may be familiar with a park they live near, but they aren't aware of all the other parks and amenities the County has to offer. Therefore, any future engagement events should help to create awareness about the overall system.

While some of the above issues are not specific to the proposed projects in this amendment, they do show larger scale issues that need to be addressed. The lack of knowledge of the park system show the need for additional marketing, programming and engagement efforts. The lack of participation in some amenities will need to be further analyzed to determine why people don't participate and why they do not feel safe in parks and the County will need to work with the Anoka County Transportation Division and the Metropolitan Council's Transit Department to provide better public transportation access to the parks.

The Parks and Recreation Department will request input from the City of Ramsey, other County staff, and other jurisdictional government agencies for input on the amendment for their input.

Finally, the County will keep the public informed by continuing engagement beyond the planning process, by providing the public with information regarding the plans progress and future opportunities for engagement and input via websites, social media and local and County governmental meetings.

The resulting approved plan will be posted online for the public to access easily.

PUBLIC AWARENESS

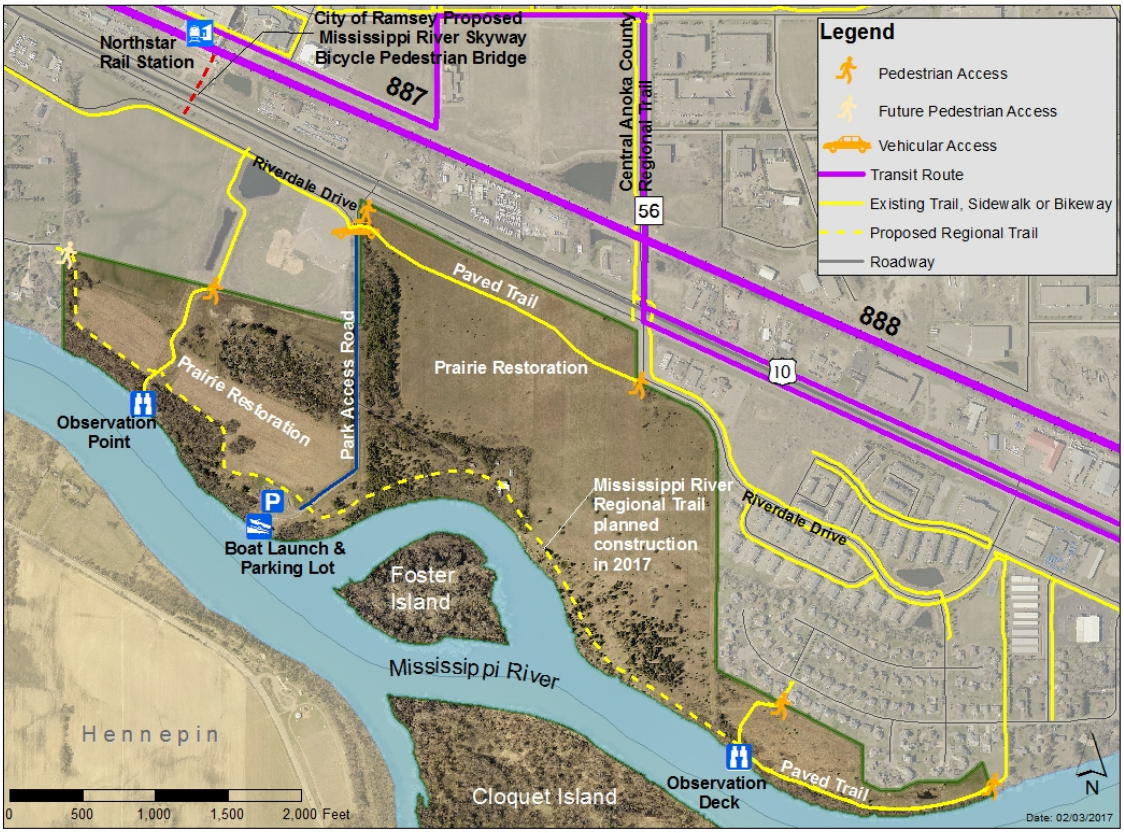
Public awareness is an important component to regional park and trail systems. The County will provide public education efforts through the Metropolitan Council's regional-wide awareness program, as well as, public information maps, websites (www.anokacountyparks.com & www.anokacounty.us), social media, publications and brochures provided by Anoka County Parks and Recreation Department and Commute Solutions, the County's Transportation Management Organization. In addition, any future public engagement events that occur will include information on the system to increase awareness and promote the park amenities and recreational opportunities throughout the County. Since the park is located in the Mississippi National River Recreation Area, Anoka County will also work with National Park Service staff to engage the public and provide information regarding the park through their website, social media, publications and brochures.

ACCESSIBILITY

Anoka County continually strives to provide equal access to all residents of Anoka County and the region. Park and trail use is open to any and all citizens. A few of the regional parks have a nominal $5.00 daily entrance fee, which is used to help offset the operations and maintenance for the parks. This fee is not anticipated to be collected until the park fully developed, which is not expected to occur for 10 to 15 years.

Figure 25 illustrates existing transit access near the park. Currently transit is limited to Bus Route 887 and Northstar Route 888 with no direct stops at the park, although the park can be reached via trail. The future City of Ramsey pedestrian bridge across Highway 10 is proposed to provide a safe crossing over Highway 10 and provide access to the park via the city's trail system.

In addition, the Anoka County Traveler Transit Link and Metro Transit's Mobility Link provide dial-a-ride services for a minimal fee. Transit Link will pick up and drop off passengers anywhere there is an address. The address for the park is 13935 Traprock Street. Currently all of the vehicles are equipped with bike racks so passengers wishing to bike on the trail could use Transit Link to preschedule a drop-off and return trip.



Mississippi West Regional Park - Access & Transit

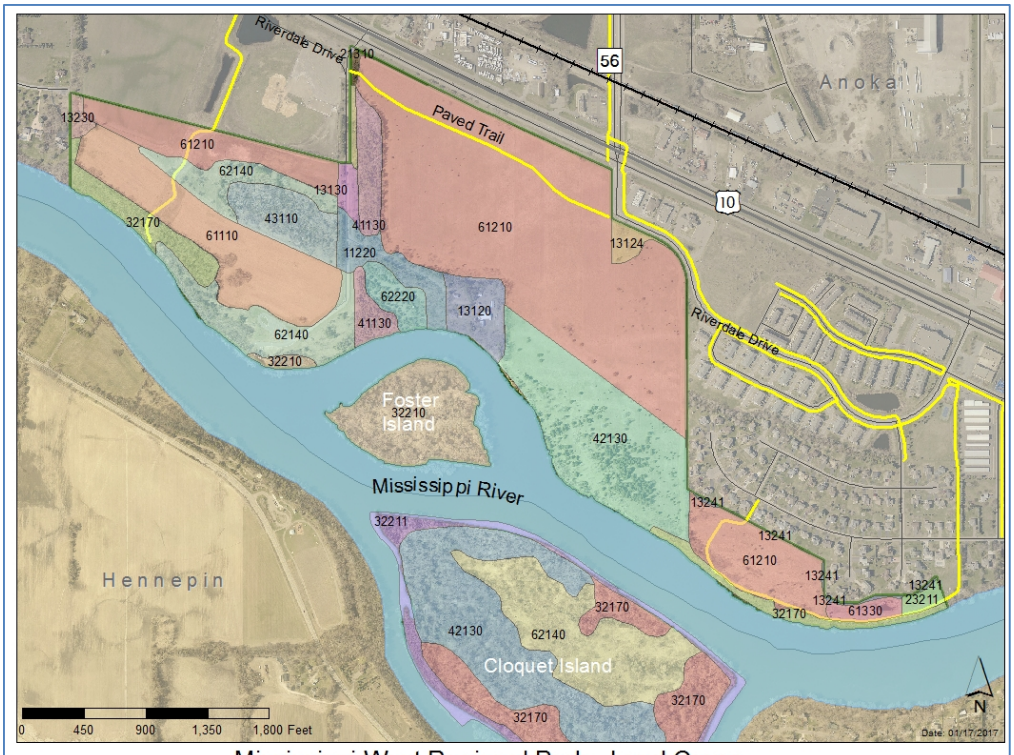
FIGURE 13

NATURAL RESOURCES

Anoka County has maintained a strong commitment to preserving and restoring natural resources within its park, trails and open space system. The expansive 11,000-acre park system contains a diverse system of wildlife species and natural areas including upland forests, deciduous woodlands, upland prairies, forested wetlands, shrub wetlands and open wetlands. To manage the natural resources and maintain parks and trails identity and natural connection to the river, Anoka County will provide for:

- The protection, restoration and enhancement of native plant and animal habitats throughout the park and along the trail corridor;
- Protection and improvement of water and soil resources;
- Increase public awareness regarding the diverse natural resources in the area;
- Sustainable practices related to park development, operations and maintenance.

General natural resources management strategies include identifying and assessing remnant plant and animal communities, monitoring rare species, controlling invasive species, ecologically restoring native plant and animal habitat, controlling detrimental



Mississippi West Regional Park - Land Cover

FIGURE 26

insects and disease, wildlife management, enhancing water quality, erosion control and cooperative land stewardship.

A sustainable development framework is utilized in all new park and trail development and redevelopment to ensure ecologically sound land stewardship with an emphasis on maintaining the longevity of the facilities for public benefit.

Figure 26 shows the existing land cover in the park, based on the Minnesota Land Cover Classification. The legend can be found in the Appendix as Exhibit 3.

Based on the land cover and restoration projects that have occurred within the park, the following natural resource management components are an integral part of Anoka County's planning efforts associated with the development of Mississippi West Regional Park:

- Anoka County's Natural Resources Unit will be directly involved with the design, construction and monitoring of the proposed park redevelopment. A concerted emphasis will be placed on avoiding and minimizing any adverse impacts to the plant and animal habitat, as well as to the river. In addition, Anoka County will focus on incorporating local native seed and plant material that will compliment the ecology and function of the surrounding native plant communities.

- Protection of surface water resources will be a top priority for this project. Anoka County will work very closely with the City of Ramsey, the local Watershed Management Organization, the National Park Service's Mississippi National River Recreation Area, the Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency (MPCA), and the Metropolitan Council to ensure that the standards and requirements for resource protection are met. The MPCA's best management practice guidance document recommendations will be followed in the design and incorporation of stormwater pollutant and runoff flow reduction measures constructed in conjunction with Park upgrades.

  The MPCA best management practices guidance documents can be found at: http://www.pca.state.mn.us/index.php/water/water-types-and-programs/stormwater/index.html.

The overall vegetation management goal for Anoka County is to identify restoration needs and to define and implement adaptive management strategies that will sustain the biological diversity, production, and function of native plant communities. Vegetation management within the park will focus on preserving native plants, introducing local native plants, eradicating invasive species, maintaining water quality within the watershed and providing for linear plant and wildlife corridor connections. The Minnesota Department of Natural Resources reference *"Guidelines for Managing and Restoring Natural Plant Communities Along Trails and Waterways"* will be used as part of the long term management plan for this park.

Considering that ecosystems are dynamic and continually changing over time and space, an adaptive management approach and framework fits very well with the County's practice of ecological restoration and stewardship. In the context of ecological restoration, the following adaptive management principles will guide the stewardship plan the Rice Creek West Regional Trail Corridor:

Problem Assessment:
Define the scope of degradation to the site, synthesize the existing knowledge about it, and explore the potential outcomes of alternative restoration actions.

Design:
Design a restoration plan and monitoring program that will provide reliable feedback and information about the effectiveness of restoration methods.

Implementation:
Effective restoration is usually a multi-step process, requiring not only installation, but many years of maintenance and monitoring.

Monitoring:
Biological indicators are monitored to determine how effective the restoration methods are in meeting the project objectives.

Evaluation:
The actual outcomes are compared to the anticipated outcomes. In addition, the reasons for the underlying differences are interpreted.

Adjustment:
Practices, objectives, and models used during the restoration process may lead to reassessment of the problem, new questions, and new options to try in a continual cycle of improvement for a given project.

Management and stewardship practices for maintenance in the park will include periodic mowing, prescriptive fire management, invasive species surveys, hazard tree assessments, seed collection and propagation, invasive species removal, turf management, brush and tree maintenance, erosion control, forest health assessments and maintenance, wildlife surveys and management as needed, and interpretive signage. Maintenance and stewardship practices also include regular trimming of trees and vegetation along roadways, trail corridors, park facilities and structures.

The two highest priority projects for natural resources would be:

1) Removal of invasive species throughout the park through the use of bio-control agents.
2) Planting of native trees throughout the park as replacement for anticipated losses due to disease or storm damage.

A review of the Natural Heritage Information System (NHIS) revealed that there is known occurrences of rare features within the park. Rare features that *may* be adversely affected by the proposed project include:

- The Black Sandshell (*Ligumia recta*), a state-listed special concern mussel, has been documented in the Mississippi River near the park.

- Blanding's turtles (*Emydoidea blandingii)*, a state-listed threatened species, have been reported within a one-mile search radius of the park and could very well be encountered on site.

The area is an important migratory stop for waterfowl, waterbirds, raptors and neotropical migrants and as such is designated as part of the North Metro Mississippi River Important Bird Area. In the past, Bald Eagles (*Haliaeetus leucocephalus*) and colonial waterbirds have been known to nest on Cloquet and Foster Islands. Therefore, the County had a survey conducted to locate any nests near the project area. The only nest found was a Bald Eagle's nest, which is currently located across the river from the park and is greater than 660' from any proposed disturbance. Therefore, no further action should be required to comply with the Bald and Golden Eagle Protection Act, but prior to each phase of development, a new survey shall be conducted to verify nesting locations and ensure compliance with Protection Act.

The County is confident it can avoid disturbance to the listed species during the development of the park using recommendations and best management practices as outlined by the Department of Natural Resources and US Fish and Wildlife Service.

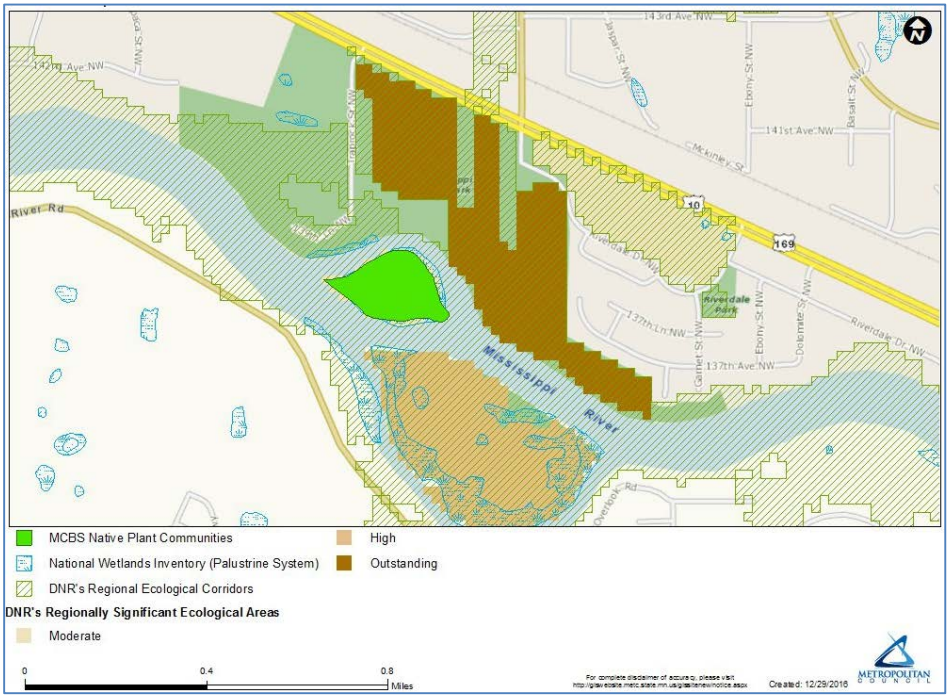


FIGURE 27

As shown in Figure 27, Areas within the park and Foster and Cloquet Islands are listed as sites with High or Outstanding biodiversity significance, therefore any proposed development strive to enhance the biodiversity within the park and not negatively impact it.

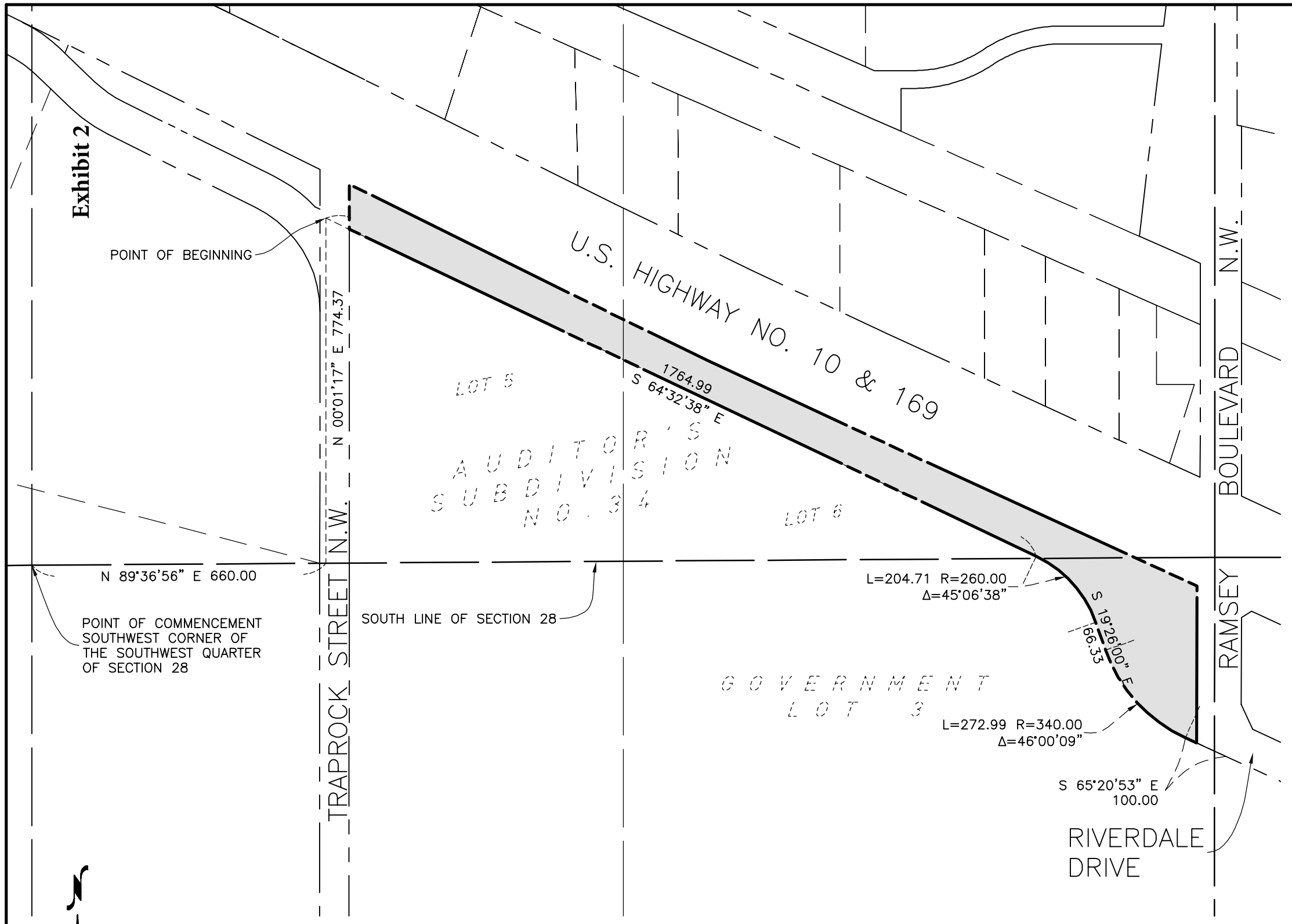
Care will be taken during the planning and design phase of development to ensure minimal impacts and maximize diversity.

APPENDIX

Exhibit 1

ALIGNMENT - RIVERDALE DR OPTS PROFILE
BITUMINOUS
CHAIN LINK FENCE
LOCAL
CHANNEL LANE - RIGHT
CHANNEL LANE - LEFT
BIT
CMP
RCP
900
895
890
885
880
875
870
865
860
855
850
845

Exhibit 2



PROPOSED DESCRIPTION

Those parts of Lots 5 and 6, AUDITOR'S SUBDIVISION NO. 34, according to the recorded plat thereof, Anoka County, Minnesota and that part of Government Lot 3, Section 33, Township 32, Range 25, said Anoka County, which lies southerly of U.S. Highway No. 10 & 169 per Minnesota Department of Transportation Monumentation Plat 02-05, lies easterly of Traprock Street North West, and northerly of the following described line:

Commencing at the southwest corner of the southeast quarter of Section 28, said Township 32; thence North 89 degrees 36 minutes 56 seconds West, assumed bearing along the southerly line of said Section 28, a distance of 660.00 feet; thence North 00 degrees 01 minutes 17 seconds East, a distance of 774.37 feet to the point of beginning of the line to be described; thence South 64 degrees 32 minutes 38 seconds East, a distance of 1764.99 feet; thence southeasterly, a distance of 204.71 feet, along a tangential curve concave to the southwest, having a radius of 260.00 feet, and a central angle of 45 degrees 06 minutes 38 seconds; thence South 19 degrees 26 minutes 00 seconds East, tangent to the last described curve, a distance of 66.33 feet; thence southeasterly, a distance of 272.99 feet, along a tangential curve concave to the northeast, having a radius of 340.00 feet, and a central angle of 46 degrees 00 minutes 09 seconds; thence South 65 degrees 20 minutes 53 seconds East, tangent to the last described curve, a distance of 100.00 feet and said line there terminating.

EXCEPTING therefrom that part lying within Ramsey Boulevard (formerly known as Riverdale Drive) as delineated and dedicated on the plat of RIVENWICK THIRD ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

PROPOSED RIGHT OF WAY TO BE ACQUIRED CONTAINING 231,394 SQ. FT.

0 250 500
SCALE IN FEET

SURVEYOR'S CERTIFICATION

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Nathaniel T. Stadler
License Number 43934

02/08/2016
Date

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RIGHT OF WAY TO BE ACQUIRED EXHIBIT
RAMSEY, ANOKA COUNTY, MINNESOTA

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MINNESOTA 55303
(763)-433-2851

LOTS 5 & 6 AUDITOR'S SUBDIVISION,
ANOKA COUNTY, MINNESOTA
GOVERNMENT LOT 3, SECTION 33,
TOWNSHIP 32, RANGE 25

FOR: CITY OF RAMSEY

H:\RAMS\R16111092\CAD\C3D\111092EX1.DWG 02-08-2016 10:19a.m.

JOB NUMBER: R16.111092 FIELD BOOK: N/A DRAWN BY: ALH

S28-T32-R25-43-44, S33-T32-R25-11

Legend

Exhibit 3

Land Cover

- 11220, 11% to 25% impervious cover with deciduous trees
- 11230, 26% to 50% impervious cover with deciduous trees
- 13120, 11% to 25% impervious cover with perennial grasses and sparse trees
- 13124, Short grasses and mixed trees with 11-25% impervious cover
- 13130, 26% to 50% impervious cover with perennial grasses and sparse trees
- 13211, Short grasses with 4-10% impervious cover
- 13230, 26% to 50% impervious cover with perennial grasses
- 13241, Short grasses with 51-75% impervious cover
- 23211, Short grasses on upland soils
- 32170, Altered/non-native deciduous forest
- 32210, Floodplain forest
- 41130, Eastern Red Cedar woodland
- 42130, Altered/non-native deciduous woodland
- 43110, Altered/non-native mixed woodland
- 61110, Mesic Prairie
- 61210, Dry Praire
- 61330, Temporarily flooded altered/non-native dominated grassland
- 62140, Grassland with sparse deciduous trees - altered/non-native dominated vegetation
- 62220, Grassland with sparse conifer or mixed deciduous/coniferous trees - altered/non-native dominated
- 32170, Altered/non-native deciduous forest
- 32211, Floodplain forest silver maple subtype
- 42130, Altered/non-native deciduous woodland
- 62140, Grassland with sparse deciduous trees - altered/non-native dominated vegetation
- RAILROAD
- ROAD
- Existing Trail, Sidewalk or Bikeway
- WATER

To: Anoka County Parks
Fm: City of Ramsey Staff
Re: Draft Master Plan Amendment for Mississippi West Regional Park

Overview

The City of Ramsey is in receipt of the March 6th, 2017 Draft Master Plan Amendment for Mississippi West Regional Park, (hereafter referred to as the 'Draft Amendment'). We understand that Anoka County Staff has requested City Staff's comments, and further understand that the 60 day comment period is applicable here too, which will allow enough time for review by the Park and Recreation Commission, Environmental Policy Board and City Council.

Foremost Staff appreciates Anoka County's willingness to accommodate the Riverdale Drive frontage road project, which is the impetus for the developing and submitting to Metropolitan Council the Master Plan Amendment for approval. The request for early comment is valuable as well, to ensure that the **Public's best interests** are carried forward within the original Master Plan, or improved upon within the Draft Amendment.

Requested Revisions

The City requests the following revisions to the Master Plan Amendment:

1. Clearly name the proposed pedestrian bridge as a future Phased Improvement of the regional park, thereby to be found in conformance with the *Thrive 2040 Regional Parks Policy Plan*, and the approved Master Plan.
2. Identify within the Draft Master Plan Amendment a schedule for a negotiated cost-share agreement for completion of the skyway and pedestrian bridge—in a timeframe that allows for a joint application in 2018 for Transportation Advisory Board solicitation for funding (and potentially other sources).
3. Add a narrative and exhibit to the Draft Master Plan Amendment that shows the realignment of the Central Anoka County Regional Trail to a safe alignment for bicyclists and pedestrians (to the location of the pedestrian overpass when complete), which also will connect the regional park directly to the Metropolitan Transit system, and thereby to come into conformance with both the *Thrive 2040 Regional Parks Policy Plan as well as the 2040 Transportation Policy Plan* relating to directives for regional parks.

   Further, that the City be afforded the full 60 Day Review Period in order to review the Master Plan Amendment with our Parks and Recreation Commission, Environmental Policy Board, and City Council.

Staff Review

Ensuring that the pedestrian bridge remain a named, phased element of the park's development is essential in calling attention to its significance as a Regional facility—as this is strategically important to securing grant funding.

Conformance with Anoka County Policies and Plans

Evidence of the importance and relevance for continued collaboration and cooperation in securing funding for completion of the skyway and pedestrian bridge is noted on page 17 of the Draft Amendment. It cites survey results from the 2016 'Plan Your Parks' – Public Events: *"62% would prefer to walk or bike to a park as opposed to having to drive. Again, this shows support for the trail projects outlined in the amendments and shows the importance of connectivity throughout the local and regional trail system."*

Further evidence that the pedestrian crossing with direct connection to the Northstar rail station and the 887 Bus Route stop, should remain a priority is cited on page 20 of the Draft Amendment:

"Since the majority of participants end up driving to the parks and trails, the Department should work with County's Transportation Division, local cities and the Metropolitan Council to ensure multiple modes of transportation options exist for access to the system and that future trails provide the needed connections between the residential areas surrounding the park."

Compliance with Regional Policies and Plans

Like the City of Ramsey, Anoka County is also in the process of updating its Comprehensive Plan. Pursuant to Minn. Statute 473.864, the County's park plans must be consistent with both the Metropolitan Council's *Thrive 2040 Regional Parks Policy Plan* as well as the *2040 Transportation Policy Plan*. Both the City and County's comprehensive plans are reviewed by the Metropolitan Council based on three primary criteria:

- Conformance with metropolitan system plans
- Consistency with Metropolitan Council policies
- Compatibility with adjacent and affected governmental units.

When a plan meets these criteria, the Metropolitan Council authorizes comprehensive plans, and park plans to be put into effect. If a plan does not meet the review standards,

Staff Review

the Council can require the jurisdiction to modify its plan to conform to the Council's system plans. The City of Ramsey believes that the policies of the *Thrive 2040* system plans will be better advanced when it fully acknowledges and includes the Mississippi Skyway as a critical connection to regional systems; including transit, the Mississippi River Trail (MRT) and its important role in accessing the regional park.

Thrive MSP 2040 also provides specific Directives for parks' implementing agencies, most notably: *"Promote expanded multimodal access to regional parks, regional trails, and the transit network, where appropriate."* Advocating for completion of the skyway across U.S. Highways #10 & #169 as part of the planning for Mississippi West Regional Park will advance this Directive.

Ramsey believes that removal of this existing planned improvement from the existing Master Plan presents a conflict with regional policies. *ThriveMSP 2040 outlines several outcomes: "Thrive's regional vision includes five desired outcomes: stewardship, prosperity, equity, livability, and sustainability. While each outcome is described below, it is important to note that the five outcomes reinforce and support one another to produce greater benefits than any single outcome alone. The outcomes provide policy direction for this 2040 Regional Parks Policy Plan."*

The current/approved Metropolitan Council's approved master plan for Mississippi West Regional Park, shows an elevated pedestrian crossing of U.S. Highways #10 & #169 as one of the Phased improvements to the Mississippi West Regional Park. Ramsey believes it important for this improvement to remain in the Master Plan. The improvement would connect the following existing regional systems.

1. Mississippi West Regional Park Boat Landing
2. Northstar Commuter Rail – Ramsey Station
3. US Highway 10/169 (A Major Arterial)
4. Central Anoka County Regional Trail
5. Anoka County Mississippi River Regional Trail
6. Tier 1 Priority Regional Bicycle Transportation Corridor

The exhibit below shows the proposed, realigned trail corridor in a red dashed line, as proposed by the City of Ramsey.

Staff Review

Figure 1: COR Master Plan/Suggested Realignment of Central Anoka County Regional Trail

Considerable investments in regional improvements converge in this location, including the $13 million dollar rail station, with $1.1 million dollar pedestrian skyway over Veteran's Drive, $8 million dollar covered transit and parking facility, as well as approximately one half million in boat landing and river access improvements. Additionally, the Mississippi River Regional Trail has been completed and in use from the City of Anoka, through the City of Ramsey and into the park (portions depicted below). The trail together with two bridges on the 80-acre King's Island represents over one million dollars in bike facilities that are also a key component of the Mississippi National River and Recreation Area. <u>The Final Plans and Specifications for the Mississippi Skyway are being prepared today, and funded by a $490,000 grant from the National Park Service.</u>

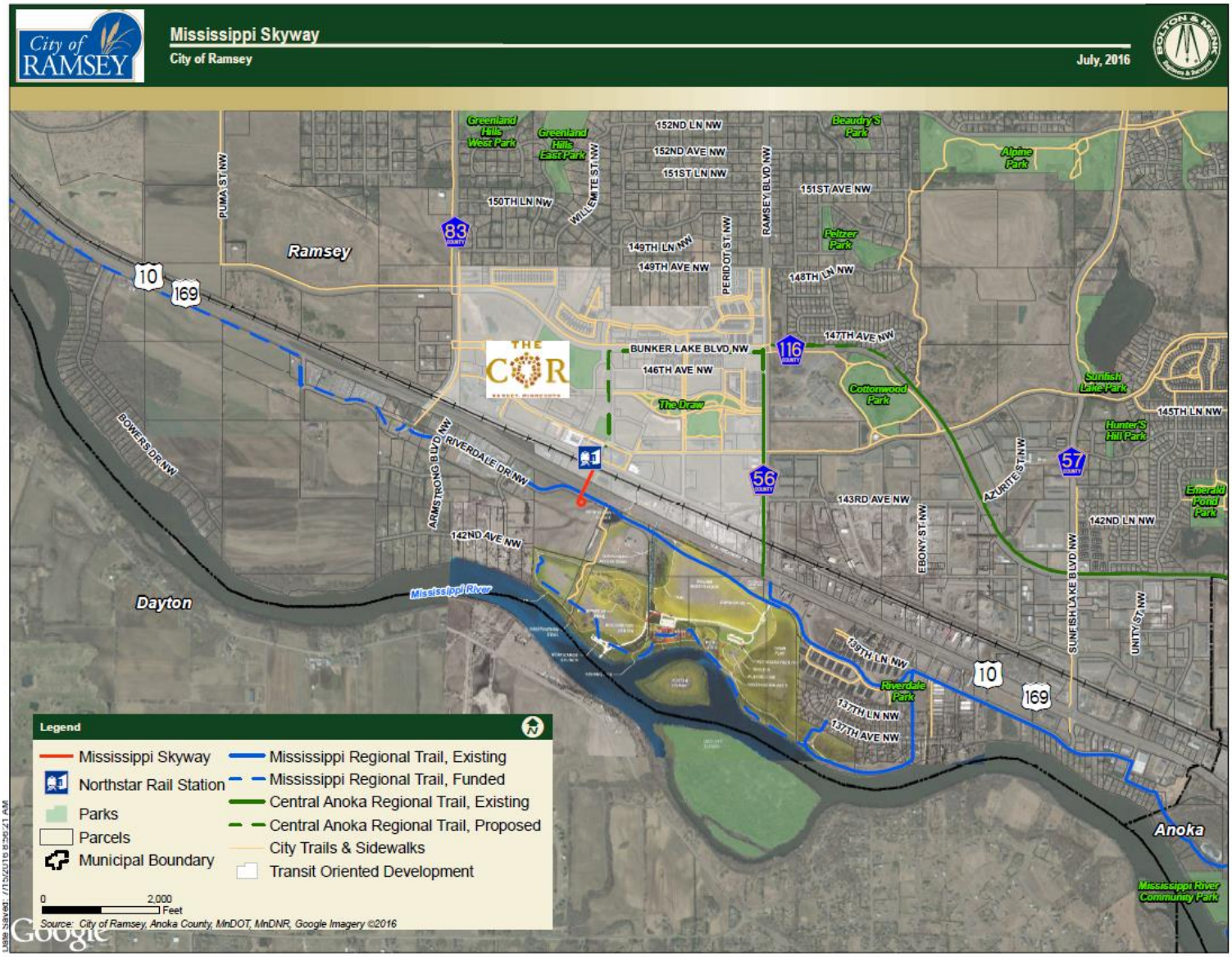


Figure 2: Regional Intersections of Mississippi Skyway

It is this inter-jurisdictional trail with multi-modal connections and host of retail services that will make this pedestrian bridge the nexus of regional systems and destinations, and merits the concurrent alignment of the Central Anoka County Trail at such time the elevated highway crossing is in place. <u>The realigned Regional Trail should also be discussed within the completed Master Plan Amendment.</u>

149TH AVE NW
PERIDOT
148T
THE
COR
RAMSEY, MINNESOTA
BUNKER LAKE BLVD NW
116
COUNTY
146TH AVE NW
Central Anoka Regional Trail, Proposed
The Draw
ARMSTRONG BLVD NW
RIVERDALE DR NW
56
COUNTY
142ND AVE NW
Mississippi River

Advancing ThriveMSP 2040 Outcomes

The following highlights anticipated *Thrive Outcomes* relating to the 2040 Regional Parks Policy Plan of an aligned regional trail with a grade-separated pedestrian crossing of Hwy's #10 & #169 and connection to the MRT.

Stewardship

Mississippi River at the regional park

Mississippi West Regional Park possesses a bounty of natural resources, including woodland habitats, restored native prairie, and a segment of the Nation's most prominent river with Wild and Scenic designation. Advancing multi-modal connections to the park for the region's residents and visitors is a strategic investment that makes available these rich natural assets for those who choose not to travel by automobile. Broadening access to these regional amenities exposes people to the intrinsic beauty of the park and river, and thus builds support for on-going stewardship of natural resources and the environment.

Workforce Housing in The COR, completed in 2013

Prosperity

Investment in the pedestrian overpass will make the commercial and retail areas on both sides of Hwy's #10 & #169 more attractive to quality business that are concerned with quality of life for their employees in terms of the ability to walk during break periods to and from the park. In addition, improved connection to the trail systems the bridge will provide for, allows a greater proportion of the workforce to commute without an automobile and expands transit access – both of which enhance economic competiveness.

Rail and bus service can provide access to the natural-resource based Mississippi West Regional Park from the urban cities

Staff Review

Equity

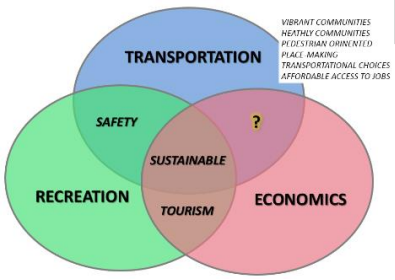
Increasingly, people are using the Northstar Commuter Rail to expand recreational access to the region's parks and trails

The transit-oriented development known as The COR includes a mix of residential housing choices for people of all incomes. Providing a 'means' to access Mississippi West Regional Park sans an automobile also means creating real choices in where residents may live, travel and recreate. The grade-separated pedestrian crossing of the highway and rail line creates the nexus between housing, transportation and recreation, and thus leverages multiple investments to build a more equitable region.

Livability

U.S. Hwy's #10 & #169 can be a barrier to accessing Nature associated with the regional park and trail on the south side of the highway. Livability is enhanced by *one* connecting piece of infrastructure – the pedestrian crossing and bicycle facility. This will provide transportation choices, and access to Nature and outdoor experiences for a range of the region's demographic and economic make-up. The COR is by design, pedestrian-oriented as well as transit-oriented. Aligning resources (the pedestrian bridge), supports walkable places and promotes healthy communities and active living.

Sustainability



The Mississippi Skyway exemplifies sustainability as bicycles will always be an efficient means of short trips – made more effective especially with the proposed bridge's physical connection to the commuter rail station. With a 100-plus year lifespan, the facility will help to ensure regional vitality for generations to come. This also adds and preserves capacity for all the public and private investments it connects to, thereby quite literally investing in the future.

Staff Review

Integration

The pedestrian facility will be the embodiment of the intentional combining of related activities and infrastructure to achieve more effective results in coordinating the way people travel, commute, work and play. The bike and ped bridge will be an example of the County, City and Council effectively working with all partners and stakeholders throughout the region to secure funding for a project that will have multiple benefits.

Collaboration

The Mississippi Skyway, with its direct connection to the National Mississippi River Trail and U.S. Bikeway #45 - when completed with a realigned Central Anoka County Trail, will be an unequaled example of collaboration in advancing the region most effectively towards shared outcomes. The pedestrian bridge is an expensive facility, no single entity has the capacity to fund it alone, and therefore a *shared* strategy is truly in the region's interest. Indeed, it is the Metropolitan Council's mission to foster these partnerships and reciprocal relationships to address regional opportunities and solutions—therefore maintaining the pedestrian bridge as a named Phased improvement within the Master Plan for the park is essential.

Accountability and Additional Directives

Ramsey Station, October 2014: People use the rail and bus service for commuting, efficient access to the airport, as well a connection to the region's trail systems

Identifying the proposed pedestrian bridge over U.S. Hwy's #10 & #169 as a priority for the regional partners to secure Federal funding; will fulfill the Council's mission of an equitable return on investments across the geographic region. This positions the Council, the Metropolitan Parks and Open Space Commission, regional park agencies, municipalities, the National Park Service, and state partners to effectively collaborate on:

~ Expanding the Regional Parks System to conserve, maintain, and connect natural resources identified as being of high quality or having regional importance, as identified in the 2040 Regional Parks Policy Plan

Staff Review

~ Provides a comprehensive regional park and trail system that preserves high quality natural resources, increases climate resiliency, fosters healthy outcomes, connects communities, and enhances quality of life in the region

~ Promotes expanded multimodal access to regional parks, regional trails, the Mississippi National River and Recreation Area, and the transit network, and as such, strengthens equitable usage of regional parks and trails by all our region's residents - across age, race, ethnicity, income, national origin, and abilities

Advancing 2040 Regional Transportation Policy Plan

Following the abstract on pedestrian bridge's relevance as a regional improvement directly associated with the park, is a summary of *Thrive's* 2040 Transportation Policy Plan's ***objectives*** (in quotes) and why it is imperative that the completion of the skyway over Hwy #10 and Riverdale Drive remain a named Phased Improvement within the Master Plan for Mississippi West Regional Park—and for the Master Plan Amendment to be consistent with the Transportation Policy Plan's goals, objectives and strategies.

Project Abstract

The Mississippi Skyway is a pedestrian bridge extension of the existing skyway over Veterans Drive from the 800-stall public parking ramp to the Northstar Ramsey Rail Station. The extension will continue over U.S. Highways #10 & #169 to the Regional Park and Trail on the south side of the highway and frontage road.

This section of Highways #10 & #169 is a barrier to pedestrian and bicycle movements at the Ramsey Station. It is a 4-lane divided highway that is a primary east-west route in Anoka County, serving as a commuter corridor to the Minneapolis/Saint Paul Metropolitan Area with annual average daily traffic of 39,000 vehicles per day in the immediate project area. BNSF freight rail line runs parallel to the highway, and there has been a nearly 40 percent increase in freight traffic since 2012, with 71 trains per day each day at present. This rail line also serves as the Northstar Commuter Rail Corridor.

Staff Review

~ "*Overcome physical barriers and eliminate critical systems gaps.*"

The proposed extension of the bicycle and pedestrian bridge both addresses gaps and barriers within the regional systems, and at the same time will improve convenience and continuity for bicyclists and ADA accessibility.

~ "*Facilitate safe and continuous trips to regional destinations.*"

Developing the proposed multiuse trail and bicycle facility (skyway extension) within the Tier One **Regional Bicycle Transportation Network** will improve the convenience and safety of bicycling and ADA accessibility along, and connecting to, existing facilities - including the Mississippi River Trail and the regional park.

~ "*Integrate and/or supplement existing and planned infrastructure.*"

The Mississippi Skyway provides the connection between regional amenities creating an effective nexus between housing, transportation, employment and recreation. The Mississippi Skyway will **link existing and future public investments with a single project, enhancing the value of each.**

Staff Rev

~ "*Provide improved opportunities to increase the share of trips made by bicycle.*"

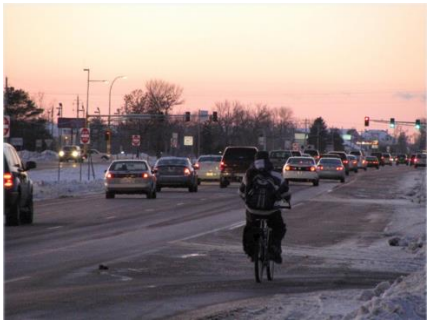
The dramatically improved, safe connections the skyway extension will accomplish - together with access to transit will increase the likelihood of choosing bicycling for transportation over other travel modes—and especially for Metropolitan area residents beyond the City of Ramsey.

Excerpt from the Hwy 10 Study - Injury and fatal crash locations along Hwy 10 in Ramsey, 2003-12

The Draft Amendment cites on page 11: "*Conflicts between pedestrians and vehicular traffic will be kept to a minimum by reducing the number of trail and road crossings within the park and by working with the City of Ramsey to ensure safe crossings at city road intersections. Treatments for these areas may include signing, striping and signalized pedestrian crossings.*"

The above strategy to mitigate conflicts may be effective immediately adjacent to the park, but would be deficient with respect to bicyclists and pedestrians utilizing the Central Anoka County Trail as it exists today. The intersection of Ramsey Boulevard and Highways #10 & #169 (below) has traffic speeds of 60 MPH and is more than 220' feet across—and including turn lanes, has 32 points of conflict to negotiate.

As evidenced by the above image of existing conditions, MnDOT and Anoka County Highway have not maintained the crosswalk striping. This should be addressed, as the 8' foot sidewalk (presently serving as the Central Anoka County Trail) connects to the intersection at the northwest, and an 8' bituminous trail is also at the southeast. Both are considered elements of the MRT and US Bikeway #45.



The proposed realignment of the Central Anoka County Regional Trail concurrent with the proposed pedestrian bridge discussed above, should be shown within the completed Master Plan Amendment, as it will provide demonstrable safe pedestrian and bicyclist's benefits for accessing the park from north of U.S. Highways #10 & #169.

Wayfinding is discussed on page 10 of the Draft Amendment. The City of Ramsey supports the signing plan outlined in the document. The final Master Plan should note that adjacent to the touch-down point of the proposed pedestrian bridge there is large wayfinding sign with maps of the local parks and trails—with the other side showing the entire National Park Service area from Ramsey to Hastings. This sign is within a plaza with seating along the MRT and across from the trail leading to the river in Mississippi West Regional Park.

MnDOT double sided Interpretive Kiosk

Review

Public Engagement and Participation is discussed within the Draft Amendment on pages 12 through 21. However, **it appears there was no community engagement specific to Mississippi West Regional Park**, nor was the City of Ramsey informed or invited to host public input on the plans for the park. As with most regional parks, the primary users are those nearest the park. The COR will have more than 2,000 residential units directly to the north of the park, with many more adjacent to this pedestrian oriented development—thousands of Ramsey residents are within walking and biking distance of the park today. In terms of Origins (residential units) and Destinations (the Regional Park), there exists the highway and rail line barrier discussed above. To the east of Ramsey in the City of Anoka, a similar situation of Origins and Destinations exist, and fatalities have occurred when pedestrians have crossed this same highway. Recently, hundreds's of thousands in public monies have been expended in constructing physical barriers in an attempt to save lives. It is imperative that Anoka County Parks and the City of Ramsey develop a cost-share plan for the ultimate construction of the remaining portion of the Mississippi Skyway, considering other Regional partners—and seek funding for grant monies that are uniquely available for pedestrian and bicycle facilities. This will be prudent planning and cooperation, in stark contrast to the potential future action of expending public monies on barriers.

In conclusion, the City of Ramsey unequivocally recommends that the Draft Master Plan Amendment be revised to:

- Clearly name the proposed pedestrian bridge as a future Phased Improvement of the regional park, thereby to be found in conformance with the *Thrive 2040 Regional Parks Policy Plan*, and the approved Master Plan.
- Identify within the Draft Master Plan Amendment a schedule for a negotiated cost-share agreement for completion of the skyway and pedestrian bridge—in a timeframe that allows for a joint application in 2018 for Transportation Advisory Board solicitation for funding (and potentially other sources).
- Add a narrative and exhibit to the Draft Master Plan Amendment that shows the realignment of the Central Anoka County Regional Trail to a safe alignment for bicyclists and pedestrians (to the location of the pedestrian overpass when complete), which also will connect the regional park directly to the Metropolitan Transit system, and thereby to come into conformance with both the *Thrive 2040 Regional Parks Policy Plan as well as the 2040 Transportation Policy Plan* relating to directives for regional parks.

Respectfully,

The City of Ramsey

Staff Review

Committee Report

C Community Development Committee

Item: 2011-70

For the Metropolitan Council meeting of March 30, 2011

Date Prepared: March 22, 2011

Subject: Mississippi West Regional Park Master Plan, Anoka County

Proposed Action:

That the Metropolitan Council:

1. Approve the Mississippi West Regional Park Master Plan (Referral No. 50004-1).

2. Require that Anoka County submit a negotiated cost sharing agreement related to the development of the pedestrian overpass described in Phase 5 of the master plan to the Metropolitan Council prior to seeking regional parks funding for the project, in order for the Council to determine the eligible costs for regional funding.

3. Advise Anoka County to work with the City of Ramsey to ensure that the Mississippi River Corridor Critical Area and Wild and Scenic River programs and standards are implemented during the park development phases.

Summary of Committee Discussion / Questions:

Chair Cunningham inquired about the Mississippi River Corridor Critical Area designation. Jan Youngquist, Planning Analyst, described that the Minnesota Department of Natural Resources (DNR) oversees the Mississippi River Critical Area Program. The Critical Area Corridor follows the Mississippi River and stretches from the City of Ramsey in Anoka County past Hastings in Dakota County. The DNR establishes rules for protecting the river, similar to zoning code requirements, which are implemented by local municipalities.

The Community Development Committee unanimously approved the recommendation.

MISSISSIPPI WEST REGIONAL PARK MASTER PLAN

ANOKA COUNTY, MINNESOTA
December 2010
Approved by Met Council April 2011

Prepared by:
Anoka County Parks and Recreation Department
550 Bunker Lake Boulevard NW
Andover, MN 55304

SPECIAL ACKNOWLEDGEMENTS

ANOKA COUNTY BOARD OF COMMISSIONERS

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METROPOLITAN COUNCIL

ANOKA COUNTY PARKS AND RECREATION DEPARTMENT

John VonDeLinde, Director
Karen Blaska, Park Planner

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APPENDIX

I. EXECUTIVE SUMMARY

Mississippi West Regional Park is a 273 acre park located within the City of Ramsey between the Mississippi River and Trunk Highway 10. The park has 1-1/2 miles of shoreline along the Mississippi River and offers a unique setting to provide recreational and educational opportunities in the area. It is part of the Mississippi River Critical Corridor Area and the Mississippi National River Recreation Area.

In 1996, a concept master plan was approved by the Metropolitan Council and the park was incorporated into the metropolitan regional park system. Since then it has been updated with the Anoka County 20/20 Parks and Recreation Vision Plan and then again in 2006, when Anoka County adopted a new Parks and Recreation Comprehensive System Plan. Input for the system plan was obtained through a variety of stakeholders, including a 20 member citizen advisory group and all local units of government in Anoka County. The system plan addresses current and future system needs, including an updated concept plan for Mississippi West Regional Park.

This master plan was developed based on the conceptual plan from 1996, the history of the land, the existing conditions, nature resources in the area, sustainability, demand for additional recreational and educational facilities and accessibility.

Concept Plan from 1996

The proposed development concept for Mississippi West Regional Park includes many recreational amenities typically found in the regional parks; picnic areas, restroom buildings, trails, roads and parking lots. The central feature proposed for Mississippi West Regional Park is an interpretive or visitor center that would serve as a "living laboratory" that incorporates best management practices in sustainability and natural resource restoration, i.e. minimizing impervious surfaces and using native plant species. Interpretive information regarding best management practices will educate visitors regarding restoration of disturbed sites in ways that enhance the natural resources and promote long term conservation. In addition, an arboretum style garden will educate visitors on the differences between native and non-native plant species in the area and the required maintenance for each type. Facilities of this type require a supporting maintenance facility that would be included in the park development.

Development is proposed to occur in phases. The first phase of development is the design, engineering and construction of a temporary road, boat launch and fishing pier on the river. The next phase will be the construction of the necessary infrastructure such as roadways, trails, parking lots, utilities, and lighting. Following that, construction of new picnic facilities, restroom buildings, a gatehouse, additional trails, and a play structure will occur. The fourth phase of development will include an interpretive and/or visitor center with additional parking, trails and interpretive features, an arboretum style garden, as well as natural resource restoration.

As proposed by the City of Ramsey, there could be an additional phase that would include a pedestrian overpass for Truck Highway 10 that would connect the park with Ramsey Town Center. This phase could occur earlier depending on available funding.

Estimated costs for each phase are as follows:

Concept Development Estimate	
Item	Total Cost
Phase I - Boat Launch Construction	$ 400,000
Phase 2 - Infrastructure Development	$ 2,290,000
Phase 3 - Park Facility Development	$ 1,570,000
Phase 4 - Visitor Center Development	$ 1,780,000
Phase 5 - Pedestrian Crossing Development	$ 2,585,000
Total	**$ 8,625,000**

Annual operations and maintenance costs for the park are estimated to be about $140,000.

Anoka County will be responsible to provide the on-going daily and general routine maintenance of the park. Anoka County will inspect the park and trails regularly and will provide any capital improvements the park requires, such as bituminous overlays, reroofing, etc. Park signs will be provided and maintained by the county.

Revenue for the operation and maintenance of the park will come from the Anoka County Parks and Recreation Department's annual operations and maintenance budget, which includes revenues from picnic shelter rentals, room rentals, programs, and park entrance fees. Supplementary funding is provided through the Regional Park Operations and Maintenance Grant Program.

Master Plan for Mississippi West Regional Park

II. BACKGROUND

A. Park History

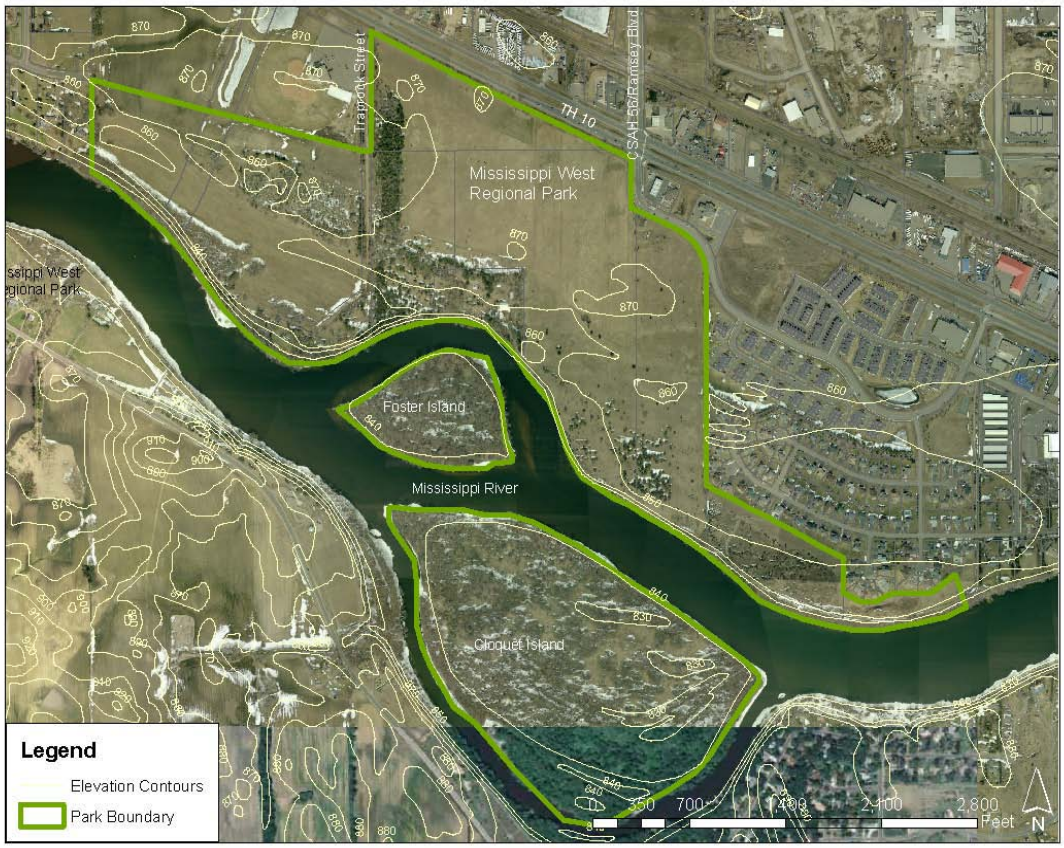
Mississippi West Regional Park was incorporated into the metropolitan regional park system in 1996. Since then, little recreation development has occurred due to a life estate within the park, which ended in 2007. The County has restored 49.9 acres of fallow fields to native prairie habitat and continues to restore the remaining fields as funding allows. In 2008, the County partnered with the City of Ramsey on a storm water outlet project related to the development of the Ramsey Town Center. This project ultimately provided a bituminous trail on top of a storm water outlet to the Mississippi River providing easy access to the river. Outside of this trail and a few fire breaks which serve as natural surface walking trails, there are no other recreational amenities in the park currently.

B. Existing Conditions

Aerial view of Mississippi West Regional Park

First and foremost, the park has approximately 1-1/2 miles of river frontage along the Mississippi River, which provides several extraordinary scenic vistas of the river. Foster and Cloquet Islands have remained relatively undisturbed.

View of Mississippi River from the park



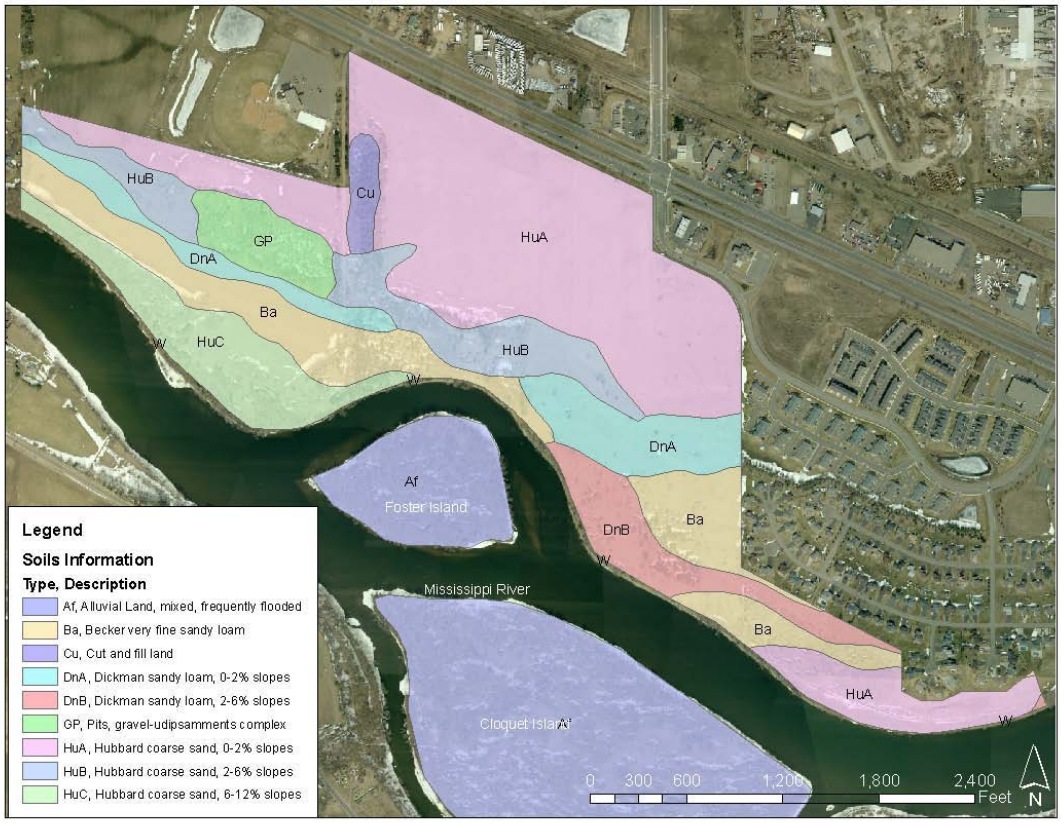
Elevation contours in park

The park contains fairly level topography with the majority of relief located at an old gravel pit and along the river. Due to the relief in those areas and erosion that has occurred, sections of the banks should be repaired to reduce and avoid further sediment loading into the river.

Mississippi River bank erosion

The majority of the soil types within the park are Hubbard course sand with 0-12% slopes. The remaining soils are Becker, very fine sandy loam and Dickman sandy loam with 0-6 % slopes. There are a few small areas that have been cut and filled along the existing road. Therefore, overall the soils in the park are very suitable for development.

The soils of Foster and Cloquet Islands are an alluvial mix that floods frequently, therefore no development is proposed for the islands, although some natural resource restoration may occur.

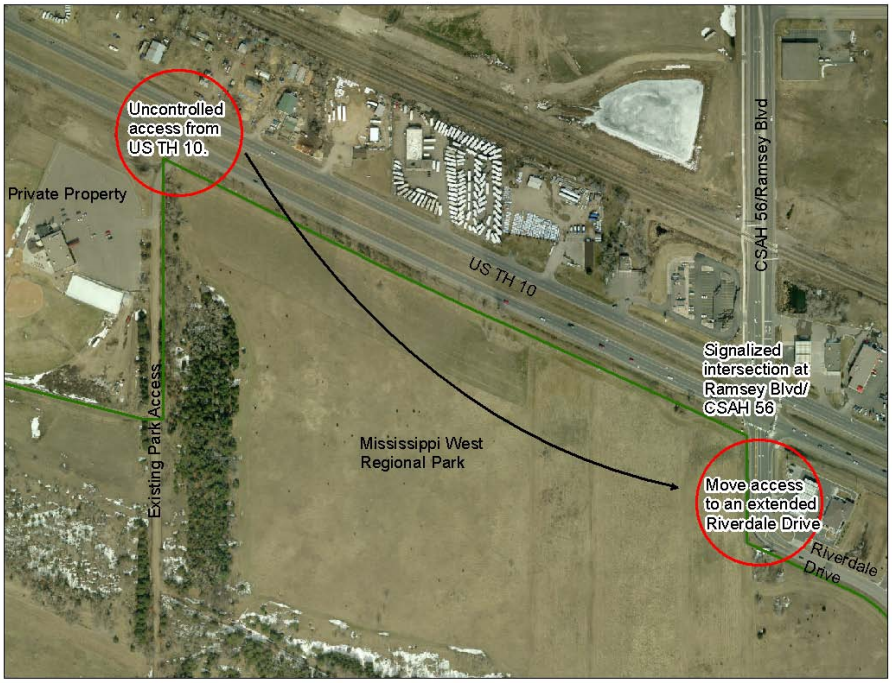


Soil Types

A wetland review was performed in September 2010. Anoka County Soil Survey and the National Wetland Inventory (NWI) were referenced as well as conducting an onsite review. There were no hydric soils and no wetlands as inventoried by the NWI except for those directly associated with the river. See Appendix.

Other existing natural resources include previously disturbed woodland and grassland areas, riparian edges and river bluffs, which contain several invasive species that will need to be eliminated and restored with native species. Native prairie has been restored in some areas of the park and the remaining fields are scheduled to be restored to a native grassland/prairie sometime in the future.

Current access to the park is through an uncontrolled intersection off Trunk Highway 10 and follows a gravel road (Traprock Street) back into the park. Long-term plans will provide access off of Riverdale Drive through a signalized intersection at CSAH 56/Ramsey Blvd.

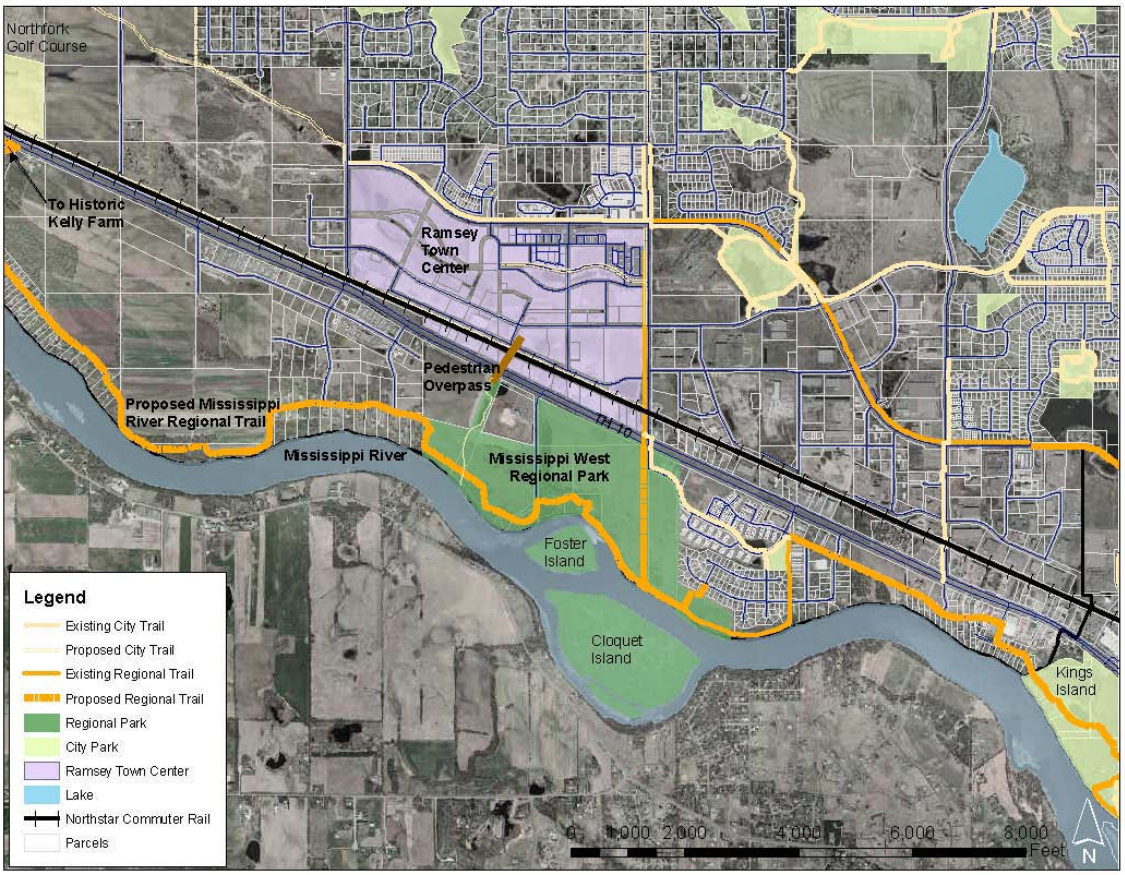


Move Park Access

Currently, there are a few existing structures in the park: one habitable house, one uninhabitable house, a few garage buildings and several outbuildings. Most structures, other than the habitable house, are in a state of disrepair and pose liability issues. The structures are proposed to be demolished and removed.

C. Surrounding Amenities

A few of the surrounding amenities include the proposed Mississippi River Regional Trail (MRT), which runs adjacent to the river from Elk River to Minneapolis and traverses through Mississippi West Regional Park.



Amenities around Mississippi West Regional Park

Ramsey Town Center (RTC) is a 369.5 acre development north of Highway 10 and the park. RTC was planned to include 2400 residential units and 1.65 million square feet of commercial, industrial, and institutional space. In addition, the City of Ramsey proposes a Northstar Commuter Station and a pedestrian overpass over Trunk Highway 10.

Approximately one mile west of the Anoka County/ Sherburne County line is the historic Oliver Kelley Farm. This farm is owned by the Minnesota Historical Society and is used as an interpretive center and working example of an 1860's Farm.

D. Historical/Cultural Background Information

At this time, the County is unaware of any known or suspected archaeological resources in the area that will be affected by this project. The State Historical Preservation Office will be consulted for further information as park development occurs.

III. BOUNDARIES AND ACQUISITION COSTS

All parcels within the park boundary are currently under County ownership. Therefore, there will be no boundary changes or acquisition costs related to the proposed master plan development. To address potential park impacts due to a proposed interchange at CSAH 56/TH 10, a Memorandum of Understanding has been signed by the Metropolitan Council, MN Department of Transportation, MN Department of Natural Resources and Anoka County. See Appendix.

Park Boundary

IV. STEWARDSHIP PLAN

Management and stewardship of the park thus far has entailed natural resource restoration throughout the park. Approximately 50 acres of fallow agricultural fields have been restored to a native grassland prairie mix and current plans are to restore another 23

acres. Future plans include woodland restoration, bluff/riparian edge restoration and completing the remaining grassland prairie restoration.

Currently, there is a Parks and Recreation staff member who lives in the existing house and serves as caretaker for the park. This staff member has been able to notify the Department of any maintenance or operations issues that arise, allowing quick resolution.

Future park development would require balancing the impacts of recreational development with the restored natural resources in the park and sustainable development.

V. DEMAND FORECAST

Regional parks and trails have been increasing in popularity and as the population grows, the need for additional recreation sources and amenities grows as well. The population in Anoka County has been growing steadily and is predicted to grow 38% in the next 25 years. The City of Ramsey is predicted to grow approximately 32% from the year 2010 to the year 2030. This will create a very high demand for recreational opportunities.

Population Forecast*

	City of Ramsey
2010	30,000
2020	43,000
2030	44,000

*Metropolitan Council 2030 Regional Development Framework – System Statement

The outdoor recreational use patterns in the metropolitan area have been growing steadily. From 1995 to 2009, recreational visits to Anoka County regional parks and trails increased by almost 70% and is currently over 3.0 million visits per year.

According to the Minnesota Department of Natural Resources 2004 Outdoor Recreation Participation Survey of Minnesotans, nearly 82% indicated that outdoor recreation is “very important” or “moderately important” in their lives. Popular trail related activities are walking, hiking, biking, running, jogging or inline skating.

In addition, the Statewide Health Initiative Program (SHIP) is promoting living longer, healthier lives through the reduction in obesity and increased physical activity. Currently, Anoka County has received a SHIP grant to increase access to parks and trails and increase education regarding health, wellness and outdoor recreation.

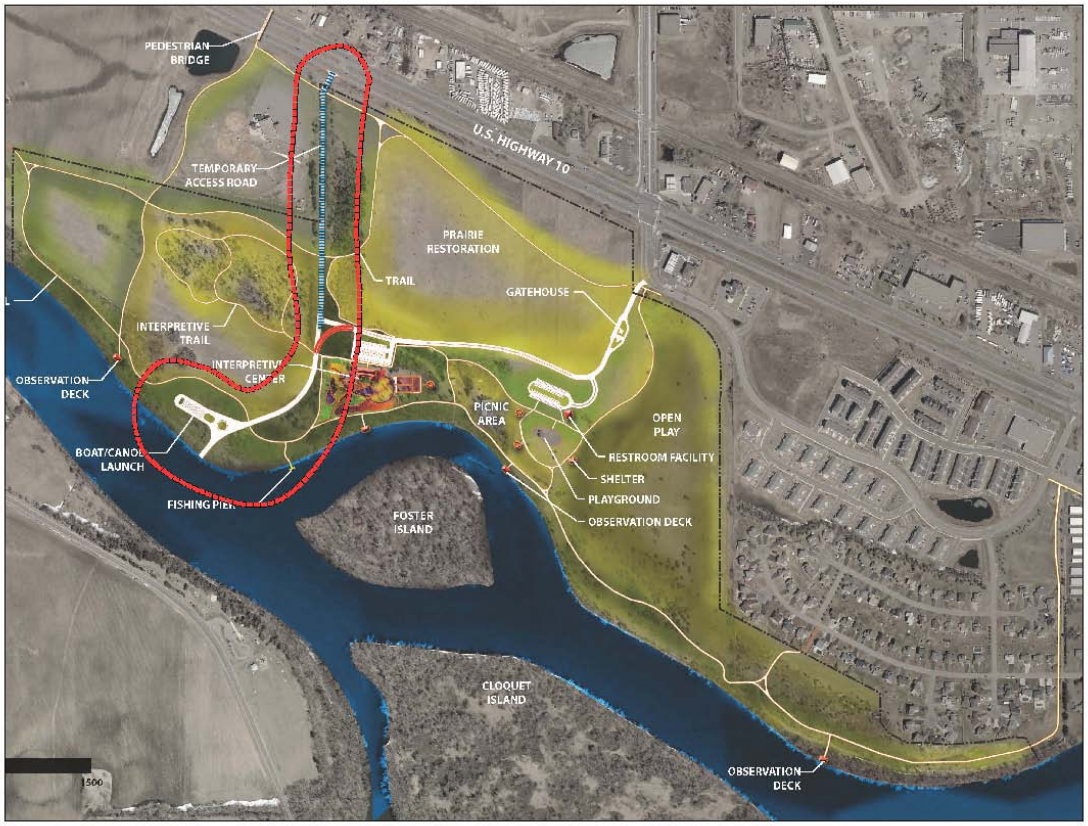
With the population growth expected, the increase in recreational visits to regional parks and trails, and the increased concern for health and wellness, the demand for additional recreational facilities will increase.

VI. DEVELOPMENT CONCEPT

The proposed development concept for Mississippi West Regional Park includes many recreational amenities typically found in the regional parks: picnicking areas, restroom buildings, trails, roads and parking lots. The central feature proposed for Mississippi West Regional Park is an interpretive or visitor center that would serve as a "living laboratory" that incorporates best management practices in sustainability and natural resource restoration. In addition, an arboretum style garden will education visitors between the differences of native and non-native plant species in the area and the required maintenance for each type. Best management practices will educate visitors about restoring disturbed sites in ways that enhance the natural resources, promote long term conservation, and use less costly alternative energy sources. In addition, a supporting maintenance facility will be included in the development.

Master Plan for Mississippi West Regional Park

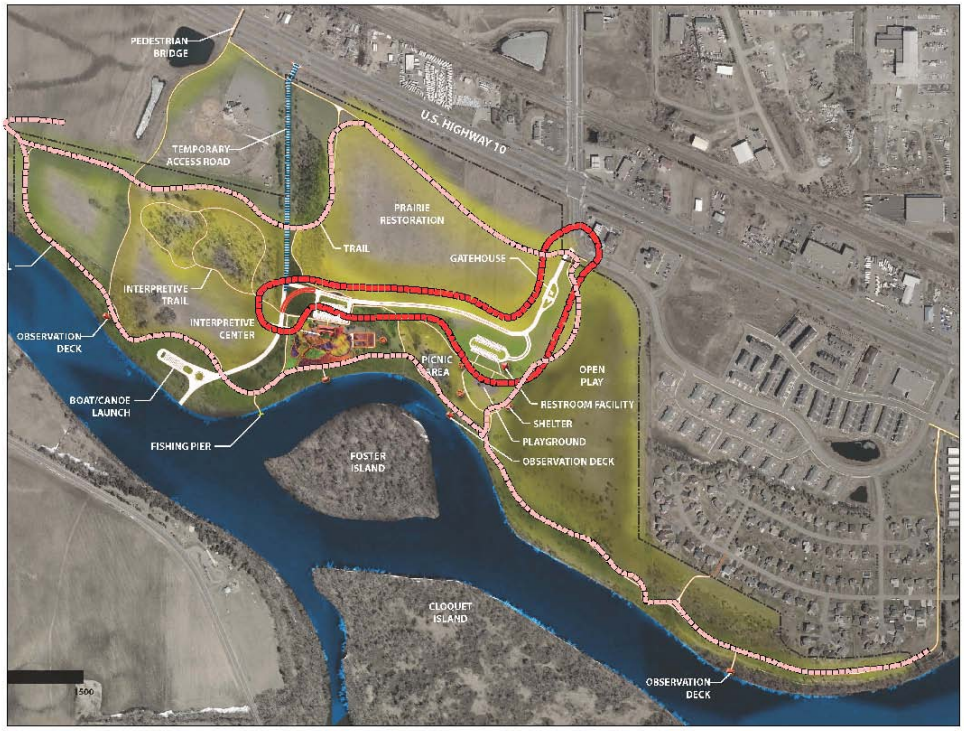
Development would occur in phases. The first phase of development is the design, engineering and construction of a temporary road, boat/canoe launch and fishing pier providing access to the river.



Phase 1 Development at Mississippi West Regional Park

Phase 1: Boat Launch Development Estimate	
Item	Total Cost (2010)
Design/Engineering (in-kind)	$ -
Boat Launch Road/Parking Lot	$ 190,000
Boat Launch	$ 40,000
Temporary Access Road	$ 50,000
Fishing Pier	$ 40,000
Signs	$ 5,000
Topographic Survey / Construction Staking	$ 10,000
Removal/Demolition of House and Hazard Material Abatement	$ 40,000
Permits (City, Watershed, DNR, COE, NPS)	$ 5,000
Subtotal	$ 380,000
Contingency and Fees	$ 20,000
Total	**$ 400,000**

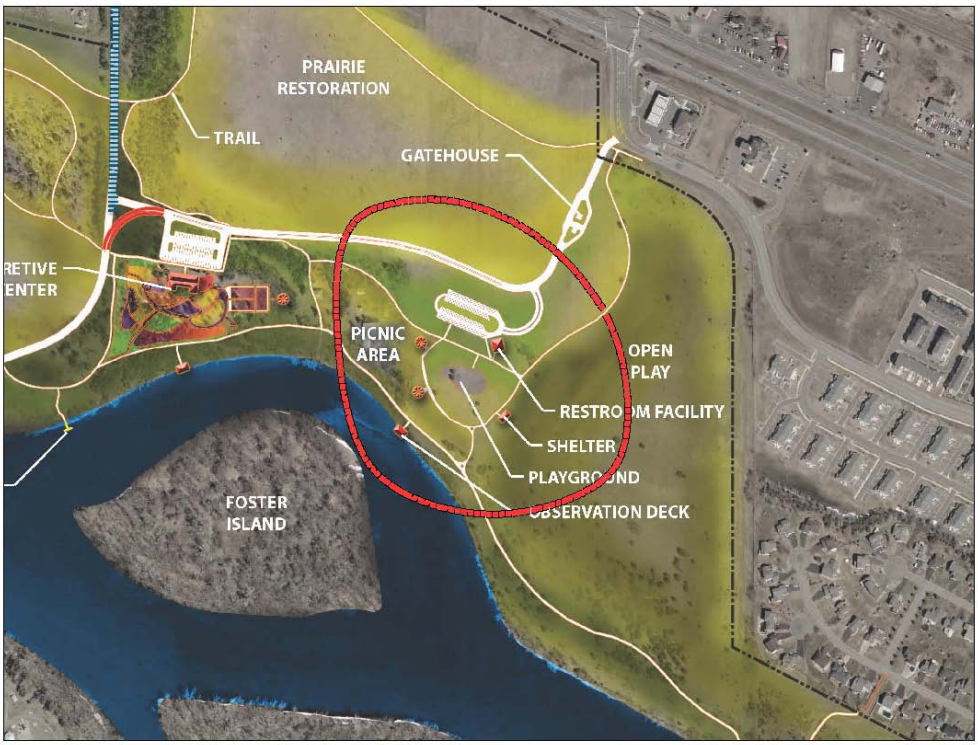
The next phase of development will be the design, engineering and construction of the main infrastructure for the park. This would include construction of roadways, parking lots, trails, utilities, installation of city water or a well, installation of city sanitary lines or a septic system and a maintenance facility. In addition, there would be some natural resource restoration and the installation of an observation deck or two. Lighting, signing and site furnishings for the roadway, parking lots and trails would be included in this phase as well. Existing structures would be torn down and removed.



Phase 2 Development at Mississippi West Regional Park

Phase 2: Infrastructure Development Estimate	
Item	Total Cost (2010)
Design & Engineering	$ 170,000
Roadways / Parking Lots	$ 950,000
Regional and Park Trails	$ 250,000
Maintenance Facility	$ 300,000
Utilities - Water/Sanitary/Electric/Fiber	$ 150,000
Observation decks	$ 100,000
Natural Resource Restoration	$ 25,000
Lighting/Signage and Site Furnishings	$ 25,000
Geotechnical Survey/Wetland Delineation and Assessment	$ 25,000
Survey/Construction Staking	$ 25,000
Material Abatement	$ 60,000
Permits (City, Watershed, DNR, COE, NPS)	$ 10,000
Subtotal	$ 2,090,000
Fees and Contingency	$ 200,000
Total	**$ 2,290,000**

After the infrastructure is in place, the next phase of development would include the construction of a few new facilities, such as three picnic shelters, one to two restroom buildings, a gatehouse, additional trails, a play structure, utilities, lighting and site furnishings as well as some additional natural resource restoration.



Phase 3 Development at Mississippi West Regional Park

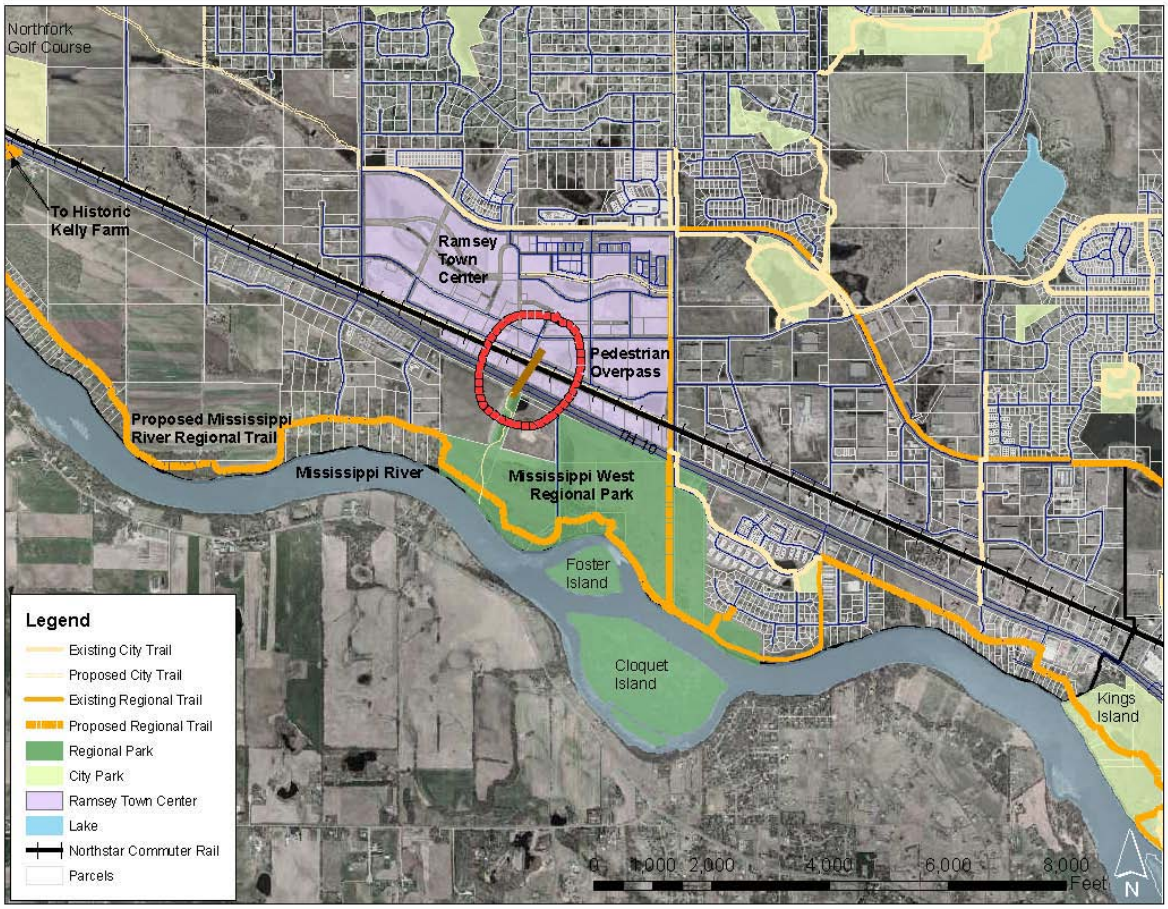
Phase 3: Park Facility Development Estimate	
Item	Total Cost (2010)
Design - Architectural & Engineering Services	$ 120,000
Picnic Shelters (3)	$ 600,000
Restroom Building (2)	$ 200,000
Entrance Gate/POC station	$ 100,000
Connector Trails	$ 150,000
Play Structure	$ 100,000
Utilities	$ 50,000
Natural Resource Restoration	$ 25,000
Lighting, Signage and Site Furnishings	$ 25,000
Geotechnical Survey/Wetland Delineation and Assessment	$ 25,000
Survey/Construction Staking	$ 25,000
Permits (City, Watershed, DNR, COE, NPS)	$ 10,000
Subtotal	$ 1,430,000
Fees and Contingency	$ 140,000
Total	**$ 1,570,000**

The fourth phase of development would include an interpretive and/or visitor center with additional parking, trails and interpretive features, as well as natural resource restoration and maintenance.

Phase 4 Development at Mississippi West Regional Park

Phase 4: Visitor Center Development Estimate	
Item	Total Cost (2010)
Design - Architectural & Engineering Services	$ 120,000
Interpretive / Visitor Center	$ 800,000
Site Work and Parking Lot	$ 300,000
Trails and Interpretive features	$ 150,000
Natural Resource Restoration	$ 40,000
Utilities	$ 100,000
Lighting, Signage and Site Furnishings	$ 50,000
Geotechnical Survey/Wetland Delineation and Assessment	$ 25,000
Survey/Construction Staking	$ 25,000
Permits (City, Watershed, DNR, COE, NPS)	$ 10,000
Subtotal	$ 1,620,000
Fees and Contingency	$ 160,000
Total	**$ 1,780,000**

The final phase of development would include a pedestrian overpass for Trunk Highway 10 that would connect the park with Ramsey Town Center. Estimated costs for the overpass would mostly likely shared between the MN Department of Transportation, Anoka County and the City of Ramsey.



Phase 5 Development at Mississippi West Regional Park

Phase 5: Pedestrian Connection Estimate	
Item	Total Cost (2010)
Design & Engineering Services	$ 200,000
Pedestrian Bridge	$ 2,000,000
Lighting, Signage & Site Furnishings	$ 75,000
Survey/Construction Staking	$ 50,000
Geotechnical Survey/Wetland Delineation and Assessment	$ 50,000
Permits (City, Watershed, DNR, COE, NPS)	$ 10,000
Subtotal	$ 2,385,000
Fees and Contingency	$ 200,000
Total	**$ 2,585,000**

VII. CONFLICTS

Conflicts related to park development will be kept to a minimum through proper planning and community involvement. With any new development in an existing residential area, there are common concerns among the area residents that are adjacent to the park or trail.

One of these concerns is the effect the increased usage of the park will have on their safety, security and privacy. Generally, regional parks in the metropolitan area do not have a high number of criminal activities related to park use. Privacy is always a concern and Anoka County will work with the affected residents to minimize perceived impacts. Various methods will be used, such as vegetated buffer or shifting a trail when possible, with the best methods being determined by Anoka County.

Conflicts between pedestrians and vehicular traffic will be kept to a minimum by creating an entrance road at the signalized intersection of TH 10 and CSAH 56.

There are plans to construct an interchange at Trunk Highway 10 and CSAH 56/Ramsey Blvd. This will impact the park by requiring approximately eight (8) acres of parkland be converted to highway uses for the project. To minimize the impacts to the park in the future, current plans avoid any development in the potentially impacted area and replacement land has been tentatively identified. A Memorandum of Understanding has been signed by the Metropolitan Council, MN Department of Transportation, MN Department of Natural Resources and Anoka County that addresses with issue. See Appendix.

Where the park is in close proximity to Highway 10, additional screening and buffering will be utilized to enhance the safety, aesthetics and quality of the park.

In addition, signage within the park will alert users of potential conflict areas, i.e. street crossings, driveway crossings, pedestrian cross-traffic, etc., and provide wayfinding and interpretive information.

VIII. PUBLIC SERVICES

As outlined in the Development Concept, the planned public services and facilities for the park will occur in phases, but initial development will provide a temporary access road, a boat/canoe launch and parking lot for access to the river. Portable toilets will be provided until a restroom building can be constructed.

IX. OPERATIONS

Anoka County Ordinance #2007-1 regulates the parks and trails under the jurisdiction of Anoka County and will be enforced by the local police departments and the Anoka County Sheriff's Department.

Anoka County will be responsible to provide the on-going daily and general routine maintenance of the park. This will include such maintenance as mowing, sweeping, plowing, clearing, debris removal, etc. Solid waste will be collected from trash and recycling receptacles located at high use areas and at regular intervals along the park trails. Anoka County will inspect the park and trails regularly and will provide any capital improvements the park requires, such as bituminous overlays, reroofing, etc. Park signs will be provided and maintained by the County.

Annual operations and maintenance costs for the park are estimated to be about $140,000.

Revenue for the operation and maintenance of the park will come from the Anoka County Parks and Recreation Department's annual operations and maintenance budget, which includes revenues from picnic shelter rentals, room rentals, programs, parks entrance fees and the County general fund. Supplementary funding is provided through the Regional Park Operations and Maintenance Grant Program.

The County will research the most energy efficient models in sustainable construction methods when developing the park. Currently, Anoka County employs remote building automation systems that save the department $5,000-$10,000 per year compared to traditional energy monitoring systems. New building construction would include alternate heating and cooling methods, such as geo-thermal heating and cooling.

Anoka County through the Environmental Services Department has a refuse and recycling policy that requires recycling of paper, plastics, etc. In the past, Anoka County has typically used recycled materials as much as possible for buildings and furnishing for the low maintenance these materials require.

X. CITIZEN PARTICIPATION

Anoka County works with regulatory agencies and local units of government in the master planning process. The Mississippi National River Recreation Area, a part of the National Park System, and the Minnesota Department of Natural Resources was allowed the opportunity to comment on this Master Plan. City of Ramsey staff and City Council members were invited to comment on the plan as well.

In addition, an open house was held on October 20, 2010. A notice was published in the local weekly newspaper and on the Anoka County website a few weeks prior to the meeting. In addition, post card invitations were mailed out to nearby residents and local city and county officials.

A total of 18 citizens attended the open house. Virtually all attendees were in support of the proposed plan. Residents were particularily appreciative of the current and planned protection and restoration of natural resources in the park and the minimized impact to adjoining residences through careful design and setbacks of any planned development.

Some additional comments and suggestions were:

- Allow for pontoon use of the boat launch;
- Post a sign to advise boaters of shallow waters or low water conditions;
- Restrict launch use to non-motorized boats because of shallow waters;
- No buildings near residential areas;
- Excited for the trails and connectivity between Ramsey and Anoka through the Mississippi River Trail.

Comments specific to the boat launch will be addressed and incorporated into the design phase of that project.

Refer to Appendix for the public notices.

XI. PUBLIC AWARENESS

Public awareness is an important component to regional park and trail systems.

As development occurs, the County will provide public education efforts through the Metropolitan Council's regional-wide awareness program, as well as, public information maps, websites, publications and brochures provided by Anoka County Parks and Recreation Department. Since the park is located in the Mississippi National River Recreation Area, Anoka County will also work with National Park Service staff to provide information regarding the park.

XII. ACCESSIBILITY

Anoka County continually strives to provide equal access to all residents of Anoka County. Park and trail use is open to any and all citizens. There is a nominal $5.00 vehicle entrance fee to help offset maintenance and operations costs, but if visitors use public transportation, walk or bicycle to the park, entry is free, which minimizes economic barriers for park visitors. In addition, to public transportation, the Anoka County "Traveler" provides transportation services to the citizens of Anoka County for a minimal fee. This service offers rides to specific locations and is available to those in need.

The facilities and amenities within the park, as well as, access points will conform to the standards mandated by the Americans with Disabilities Act.

XIII. NATURAL RESOURCES

Anoka County has maintained a strong commitment to preserving and restoring natural resources within its parks and open space system. The expansive 10,500 acre park system contains a diverse system of wildlife species and natural areas including upland forests, deciduous woodlands, upland prairies, forested wetlands, shrub wetlands and open wetlands. To manage the natural resources and maintain the parks identity and natural connection to the river, Anoka County will provide for:

- The protection, restoration and enhancement of native plant and animal habitats throughout the park;
- Protection and improvement of water and soil resources;
- Increase public awareness regarding the diverse natural resources in the area; and
- Sustainable practices related to park development, operations and maintenance.

General natural resources management strategies include identifying and assessing remnant plant and animal communities, monitoring rare species, controlling invasive species, ecologically restoring native plant and animal habitat, controlling detrimental insects and disease, wildlife management, enhancing water quality, erosion control and cooperative land stewardship.

A sustainable development framework is utilized in all new park and trail development and redevelopment to ensure ecologically sound land stewardship with an emphasis on maintaining the longevity of the facilities for public benefit.

The following natural resource management components are an integral part of Anoka County's planning efforts associated with the development of Mississippi West Regional Park:

1. Anoka County's Natural Resources Unit will be directly involved with the design, construction and monitoring of the proposed park development. A concerted emphasis will be placed on avoiding and minimizing any adverse impacts to the plant and animal habitat, as well as to the overall watershed. In addition, Anoka County will focus on incorporating local native seed and plant material that will compliment the ecology and function of the surrounding native plant communities.

2. Protection of surface water and ground water resources will be a top priority for this project. Anoka County will work very closely with the Cities of Ramsey and Anoka, the Lower Rum River Watershed Management Organization, the National Park Service's Mississippi National River Recreation Area, the Minnesota Department of Natural Resources and the Metropolitan Council to ensure the standards and requirements for resource protection are consistent with the Council's model ordinance for storm water management.

3. The overall vegetation management goal for Anoka County is to identify restoration needs and to define and implement adaptive management strategies that will sustain the biological diversity, production, and function of native plant communities. Vegetation management within Mississippi West Regional Park will focus on preserving native plants, introducing local native plants, maintaining water quality within the watershed and providing for linear plant and wildlife corridor connections. The Minnesota Department of Natural Resources reference

"Guidelines for Managing and Restoring Natural Plant Communities Along Trails and Waterways" will be used as part of the long term management plan for this park.

Considering that ecosystems are dynamic and continually changing over time and space, an adaptive management approach and framework fits very well with the County's practice of ecological restoration and stewardship. In the context of ecological restoration, the following adaptive management principles will guide the stewardship plan for Mississippi West Regional Park;

1. Problem Assessment:
   Define the scope of degradation to the site, synthesize the existing knowledge about it, and explore the potential outcomes of alternative restoration actions.
2. Design:
   Design a restoration plan and monitoring program that will provide reliable feedback and information about the effectiveness of restoration methods.
3. Implementation:
   Effective restoration is usually a multi-step process, requiring not only installation, but many years of maintenance and monitoring. Anoka County's Natural Resources Unit has begun restoring natural plant communities within Mississippi West Regional Park. At the time of acquisition, 121 acres of the property consisted of agricultural fields and pasture land. Since acquisition, Anoka County's Natural Resources Unit has restored 49.9 acres to native prairie with another 23.3 acres scheduled for restoration in 2011. The objective of the Natural Resources Unit is to restore the remaining acreage as funding becomes available.
4. Monitoring:
   Biological indicators are monitored to determine how effective the restoration methods are in meeting the project objectives.
5. Evaluation:
   The actual outcomes are compared to the anticipated outcomes. In addition, the reasons for the underlying differences are interpreted.
6. Adjustment:
   Practices, objectives, and models used during the restoration process may lead to reassessment of the problem, new questions, and new options to try in a continual cycle of improvement for a given project.

Management and stewardship practices for maintenance in the park will include periodic mowing, prescribed fire management, invasive species surveys, hazard tree assessments, seed collection and propagation, invasive species removal, turf management, brush and tree maintenance, erosion control, forest health assessments and maintenance, wildlife surveys and management as needed, and interpretive signage. Maintenance and stewardship practices also include regular trimming of trees and vegetation along roadways, trail corridors, park facilities and structures.

Appendix

List of Appendices:

County Context Map

Mississippi West Regional Park Master Plan

Portions of Park Development Chapter of the Anoka County Parks and Recreation Comprehensive System Plan

Portions of the 20/20 Vision Plan for the Anoka County Parks and Recreation System

Hakanson Anderson wetland review information

Memorandum of Understanding between MNDNR, MNDOT, Metropolitan Council and Anoka County

Minnesota Land Cover Classification System information

Anoka County Resolution

Review request letters to City of Ramsey, National Park Service and MN Department of Natural Resources

Public Meeting Notice

Anoka County Park System

Rum River North
County Park

Martin Island
Linwood Lakes
Regional Park

Lake George
Regional Park

Sandhill Crane
Natural Area

Coon Lake
County Park

Rum River Central
Regional Park

**Mississippi West
Regional Park**

Rum River South
County Park

Bunker Hills
Regional Park

Rice Creek
Chain of Lakes
Park Reserve

Coon Rapids Dam
Regional Park

Manomin
County Park

Rice Creek West
Regional Trail / Locke

Islands of Peace

Anoka County
Riverfront
Regional Park

Kordiak
County Park

ANOKA COUNTY PARKS

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Miles

MISSISSIPPI WEST REGIONAL PARK MASTER PLAN

Conceptual Design
(10.01.2010)

ANOKA COUNTY PARKS

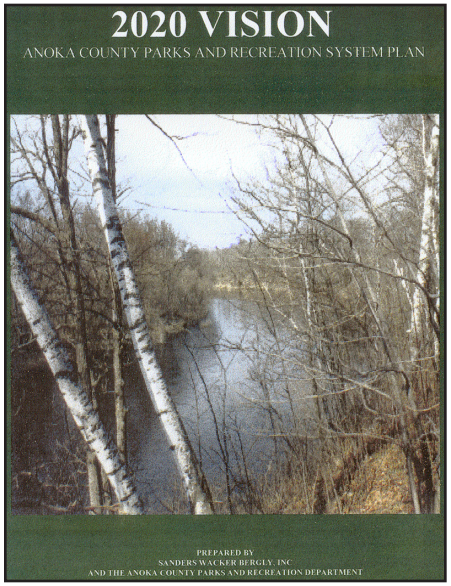
section ten

park master plans

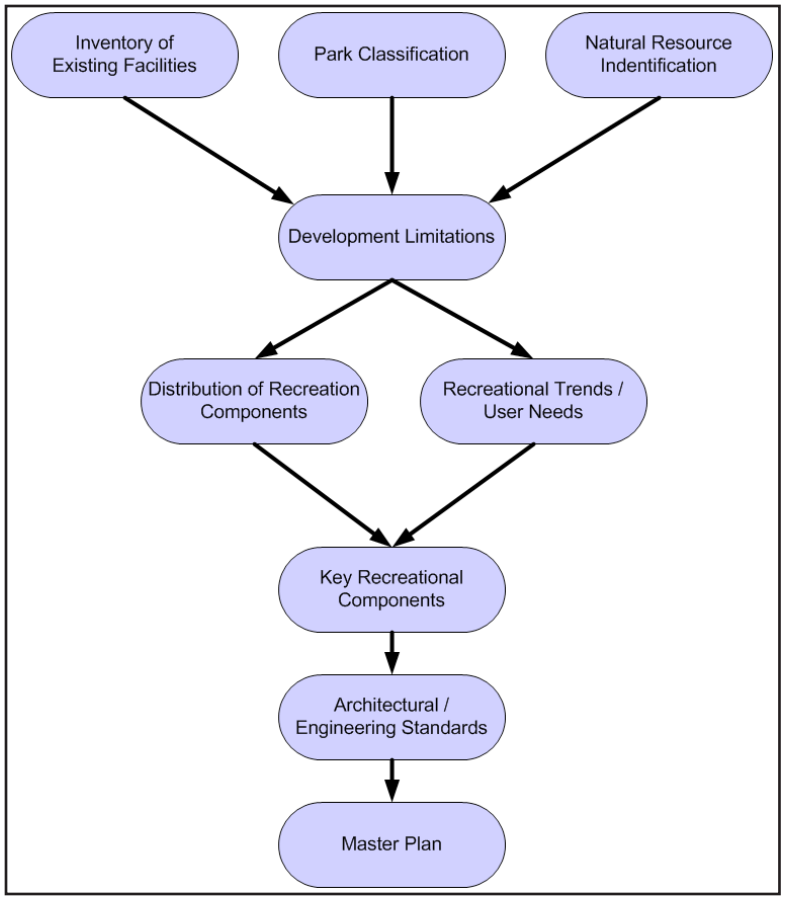
PARK MASTER PLANS

Introduction

Since the mid-1990's, Anoka County has invested in the renovation, upgrading and expansion of recreation and support facilities within the park system. Approximately $28 million, mostly from outside funding sources, has been spent on improvements. This effort was guided by the 2020 Vision Plan and has led to substantial enhancements to the park system. Facility enhancements have provided many dividends to our customer base, which is evident by the response from users and the increasing popularity of the park system. Today, the parks are much more appealing, usable and safe.



Because of the increased popularity and satisfaction from users, the same principles that guided the development through the 2020 Vision Plan, are again used to plan, design and develop the park system from this point forward. A review of the recreation trends, survey of users, understanding the natural resource base and its limitations, modern design standards and increased accessibility, are all components that enable proper recreational development. In addition, existing facilities and desired future development was reviewed by a multi-disciplinary team of individuals ensuring a wide variety of perspectives. This planning process will create park development that is of high quality, efficient, accessible and aesthetic to all users.



Planning Process

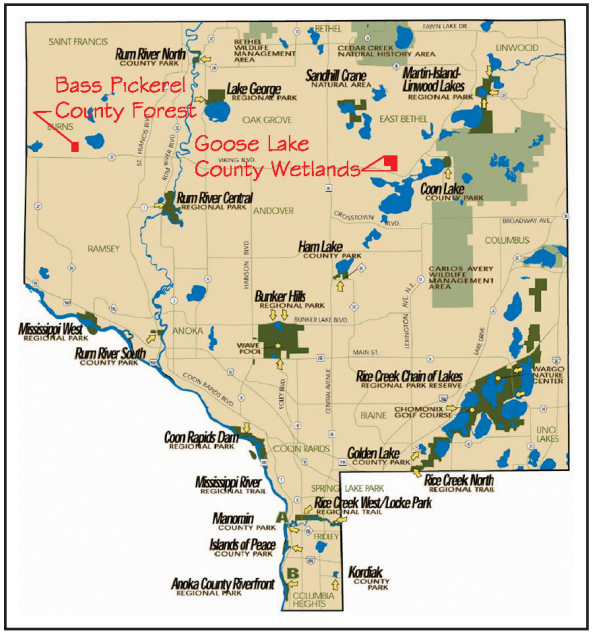
The master planning process for each park included a review and analysis of several different categories. These were inventory of existing facilities; review of park classification; identification of natural resource and ecosystems; review of development limitations; identification of key recreational components; distribution of recreational facilities; identifying recreation trends and user needs; and review of architectural and engineering standards. In addition, a complete inventory of land parcel ownership and boundary alignment was conducted in detail. A review of each category follows.

Inventory of Existing Facilities

An overview of the existing facilities in each park was made. This included quantitative aspects of trails, recreational and interpretive facilities, support facilities, special use facilities and other amenities. A qualitative assessment was made as well, including the accessibility, aesthetic functionality and condition of existing facilities. Understanding the existing structure of the park enables planners to better identify future redevelopment needs and costs. The inventory also codifies all facilities throughout the county for future reference.

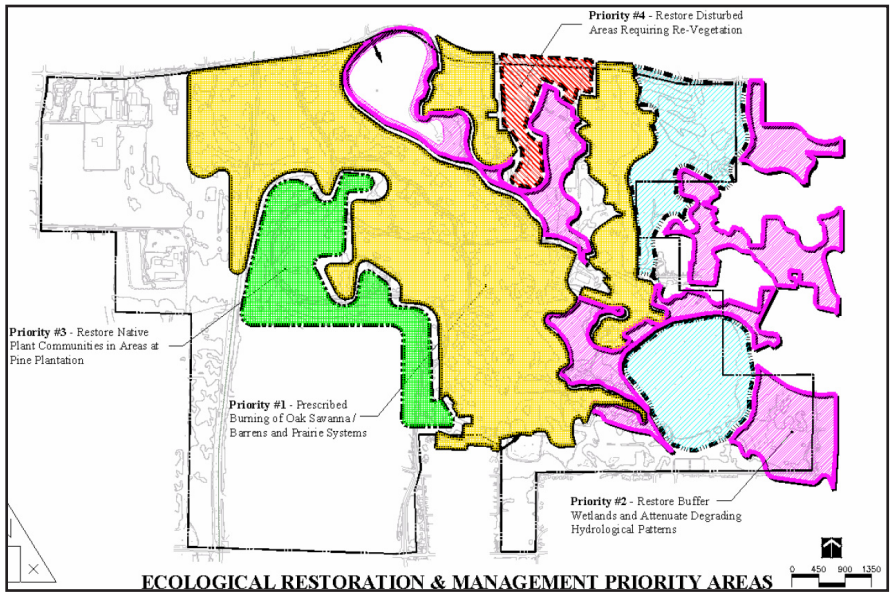
Park Classification

A review of the each park's classification was made, being either regional or county, to determine the current appropriateness of its classification. This review assists in determining the best value and direction to take to meet the future needs of the citizens. Parks that have experienced substantially increased use, in light of population expansion, were analyzed to see if reclassification would assist in future development. Regional designation would allow a park to receive additional dollars, in terms of both development funding and operations and maintenance funding. On the other hand, parks that receive very little regional use could be identified as potential transfers to local jurisdictions.



Natural Resource Identification

An overview of the existing natural resources was taken to determine the areas of significant resource value and the suitability for development. Identifying the high-quality natural ecosystems, and areas for potential restoration, will ensure continued preservation of our natural resources. High quality resources also enhance the park user's experience. Planned park development should not cause excessive impact to quality resources. Designs should reflect limited impact and limited fragmentation of existing natural communities. Through these efforts, forests, prairies and water resources will be improved.

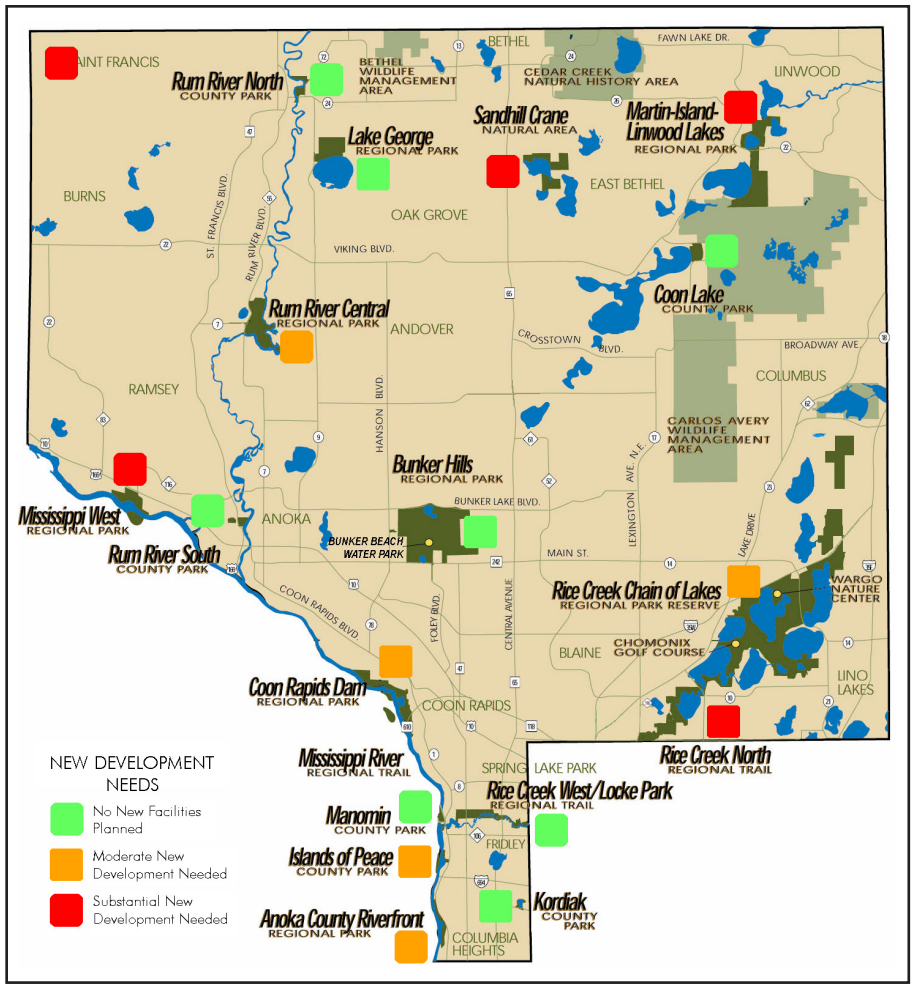


Development Limitations

A review of existing site characteristics, including soils, vegetation, hydrology and topography is incorporated into the master planning process. This type of information enables park designers to minimize impacts to the landscape, as well as, reduce development and long-term maintenance costs by designing appropriate facilities within the existing site conditions framework.

Key Recreational Components

Unique features within each park, either natural or man-made, can provide a contextual framework for the design of the Master Plan. Creating a common theme will provide uniformity and a "sense of place." In addition, points of interests or unique landscapes can be incorporated into the design to enhance the educational or recreational experience.



Distribution of Recreational Components

A review of existing facilities was conducted throughout the park system to establish a quantifiable measure of recreational opportunities. It is important to ensure that different types of recreation offerings are distributed "evenly" throughout all areas of the county so that all citizens will have relatively "equal" access to the types of recreation provided by the county. The county has a strong history of locating parks in a well dispersed fashion, thus recreational opportunities should be available throughout as well.

Recreational Trends and User Needs

While there are 'tried and true' recreational uses that the regional park system offers, the county should anticipate recreational trends and needs of the future park users. The increase in fitness and health awareness, for example, is just one of the many changing demands that will play an important role in the use and design of the park system. In the past, the county has been attentive to the demographic groups that utilize the park system and the Master Plans will remain flexible and evolve through user input and discussion.

Architectural/Engineering Standards

With recent technological advances and increased ecological understanding of our environment, it is imperative that the county incorporate modern utility and function in park and facility design. The county will follow state and local energy and environment codes and perform 'best practices' in a structured planning process in order to offer park visitors with the high-quality, environmentally sensitive, and long-lasting recreational facilities. In addition, the design process will incorporate standards of: Universal Design, ADA Accessibility, Public Safety,

Cost Efficiency, and Uniformity. Underlying these standards is the goal of creating a design that is visually and aesthetic pleasing that will attract continued use of the park system.

Park Master Plans

Each regional and county park has a master plan incorporating the above elements. Each park master plan has a written description that gives a brief synopsis of the park, its natural features and existing facilities, a planning concept and key elements of the master plan. Future facilities, acquisition and development are identified along with estimated costs. Selective areas or recreational features are highlighted on some parks.

Acquisition and development of the Anoka County park system began in the 1960's and was based on the goal of providing outdoor, natural resource-based recreation. Connected with this goal was the objective of protecting the county's natural landscapes and resources. Since the unfolding of the 2020 Vision plan, many of these goals were maintained and expanded upon. The goals and objectives developed in this plan will assist in the continued development and stewardship of the county's parks and open spaces.

As is shown in each Master Plan, future development will focus primarily on upgrading existing facilities to meet current growing demand of outdoor recreation and adding new facilities that provide additional passive or unstructured recreational opportunities. Projects will be planned and designed that will result in facilities and use patterns that are compatible with the surrounding landscape. Design objectives have been established to maximize recreational value, while maintaining natural resources.

System Development Costs

The table below lists the total anticipated amount for all acquisition, development and redevelopment. While the total is fairly sizable, it should be noted that for the past eight years since the establishment of the 2020 Vision plan, over $20 million has been spent on developing and redeveloping the park system. This equates to expenditures of approximately $2.5 million per year. Following this same average of financial commitment, the proposed park development efforts outlined in this chapter would extend out over the next ten years.

In the past, the county has been aggressive in securing financial support for development and redevelopment projects. This effort will continue. Funding sources, such as, the Metropolitan Council, Minnesota Department of Natural Resources, National Park Service, and others will be pursued for financial commitments. The county has established an excellent track record working with these agencies in fulfilling commitments through various grant agreements. Grants have been direct support, as well as, matching grants through financial or force-account sources. These agreements will continue to benefit the county through the next phase of development.

Regional Parks	
Anoka County Riverfront/Islands of Peace	$1,825,000
Bunker Hills	7,125,000
Coon Rapids Dam	1,910,000
Lake George	1,370,000
Martin-Island-Linwood	5,680,000
Mississippi West	6,000,000
Rice Creek Chain-of-Lakes	5,470,000
Rum River Central	2,730,000
Sugar Hills	15,600,000
County Parks	
Coon Lake	$1,290,000
Kordiak	330,000
Locke	280,000
Manomin	355,000
Rum River North	375,000
Rum River South	355,000
Special Units	
Sandhill Crane	$605,000
Total	**$51,300,000**

Mississippi West Regional Park

Mississippi West Regional Park is located in the city of Ramsey between the Mississippi River and Highway 10. With over a mile of shoreline, two islands and 273 acres, the park offers a unique setting to provide recreation and education within this scenic and fast developing area.

Features:
- 273 Acres
- Mississippi River
- Old Farmstead
- Oak Forest
- Flood Plain Islands
- Prairie Restoration Area

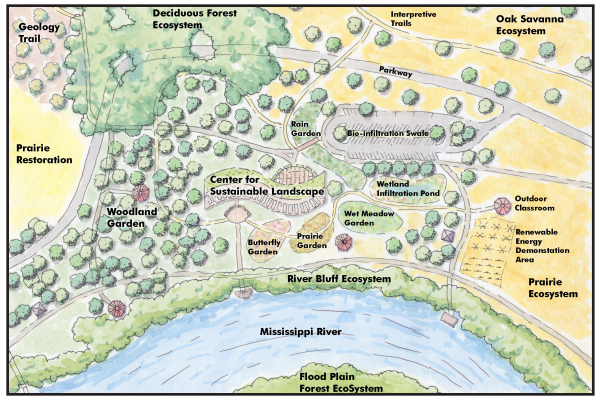
Existing Facilities:
- None

Planning Context:

As a regional entity, the park will incorporate facilities to accommodate a large and growing population. The park should take advantage of the river's wild and scenic qualities, while creating visual or physical buffers from the busy highway traffic. The park will incorporate the Mississippi River Regional Trail Corridor and plans for a connection to the future Ramsey Town Center are proposed. As a regional entity, serving a large user base, planning and design should incorporate the growing trends of the general population and governmental agencies to restore and protect natural resources and the environment.

Master Plan:

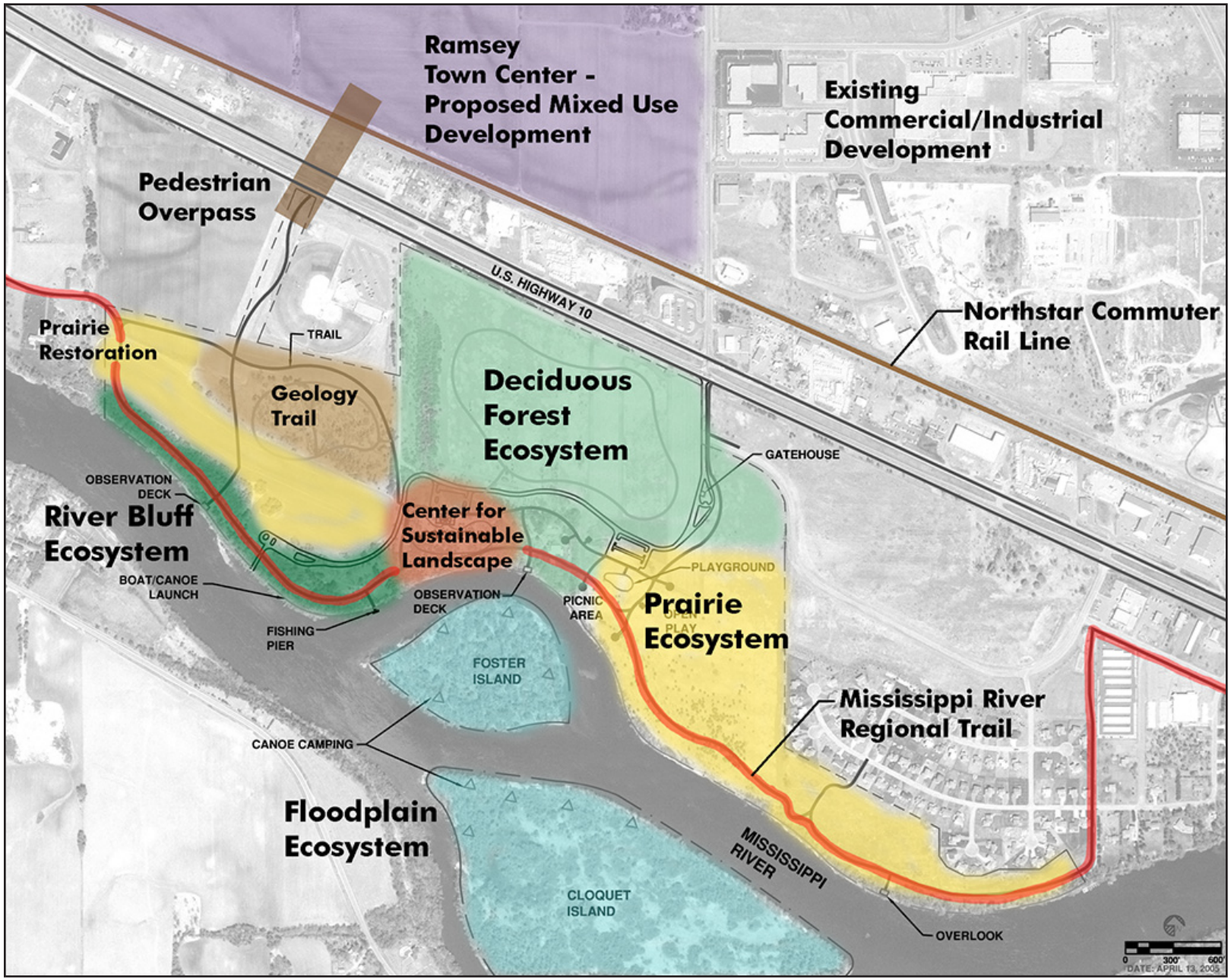
The Master Plan for Mississippi West Regional Park proposes the development of a Center for the Sustainable Landscape. It could include an educational/ interpretive center to serve as a "learning laboratory" and best management practices to utilize sustainable design and "green architecture" for implementation and construction of the park. Recreational facilities will include roadways and parking lots, picnic facilities, restrooms, hike and bike trails, interpretive facilities, regional trail access and prairie restoration areas. In addition, observation and scenic overlooks along with fishing platforms would be built along the river. Canoe camping is proposed for Foster and Cloquet islands.



Site Plan for Landscape Center

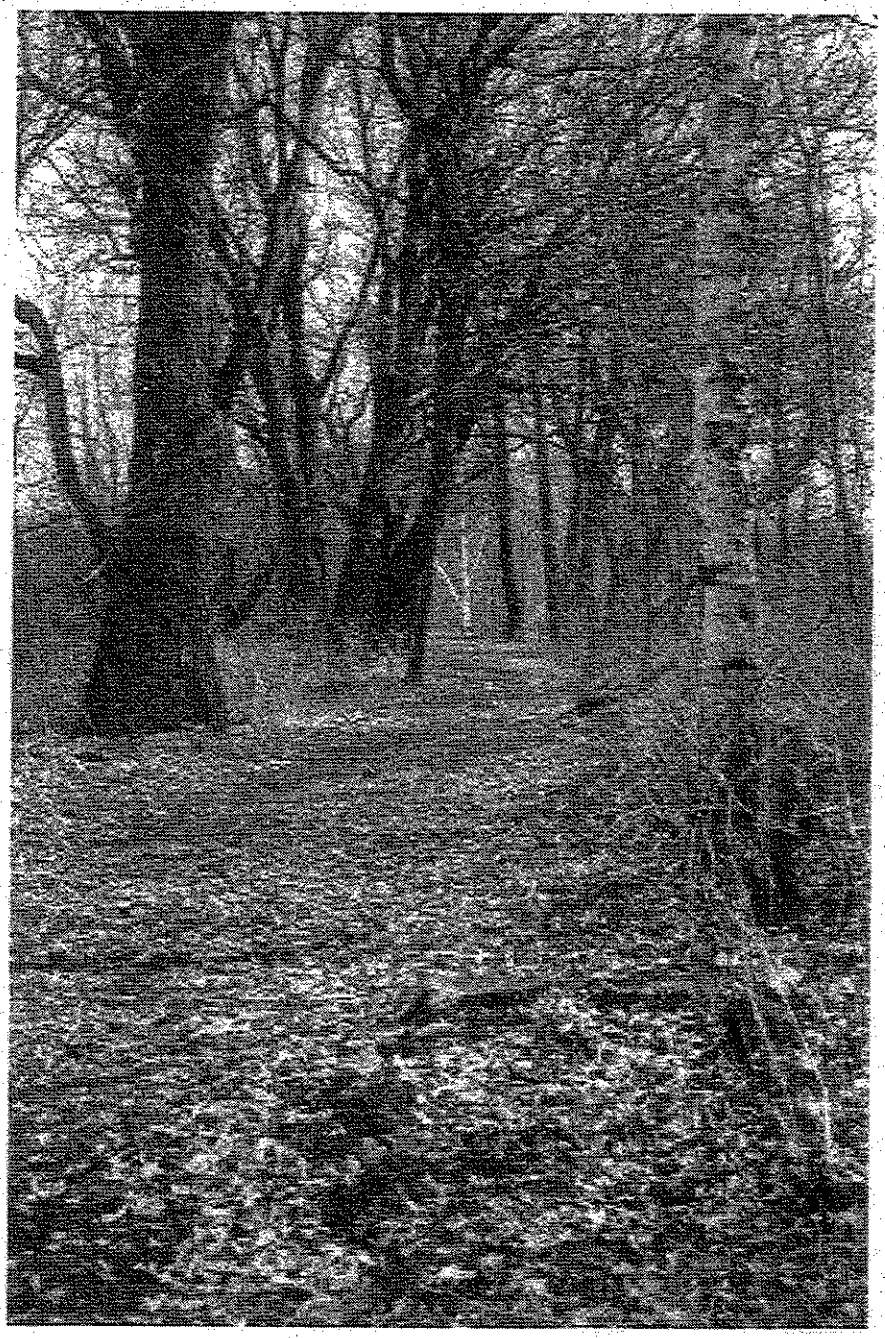
Future Needs / Development:

• Picnic / Restroom Facilities	$1,000,000
• Roadways, Parking lots, Utilities	800,000
• Sustainable landscapes / gardens	400,000
• Trails and interpretive features	200,000
• Recreational amenities	500,000
• Boat / Canoe Launch	400,000
• Regional Trail	200,000
• Gardens and Landscape Restoration	400,000
• Outdoor exhibits and displays	200,000
• Connection to multi-modal node / town center	400,000
• Interpretive / Educational Facility	1,500,000
Total Projected Future Cost:	**$6,000,000**



Mississippi West Regional Park Master Plan

CHAPTER 12 - PARK DEVELOPMENT AND LAND STEWARDSHIP



CHAPTER 12

PARK DEVELOPMENT AND LAND STEWARDSHIP

complete revision

12.1 INTRODUCTION

Many of the recreation facilities in the Anoka County Park System are in need of upgrading as a result of heavy use, changing safety and design standards, growing recreation demand and changes in leisure time interests. The Anoka County Parks and Recreation Department will pursue redevelopment of existing facilities, development of new facilities and expansion of park lands in its effort to continue to provide a high quality recreation service to the county residents.

The 2020 Vision planning process has shown that county residents have a strong interest in outdoor recreation activities. The high percentage of family households, the influx of new home buyers and the large population of aging baby boomers suggests that recreation facilities must appeal to a broad cross-section of age groups. There is a need to serve children with an interest in activities such as swimming and active play; teenagers and young adults with interests such as roller blading and volleyball and older adults with interests such as hiking and picnicking.

The planning process also has shown that residents are interested in natural resource based recreation activities such as hiking in natural areas and bird watching and that they support the protection and enhancement of natural areas in the park system. The mission statement prepared during the planning process expresses this clearly by saying: The purpose of the Anoka County Park and Recreation Department is to provide parks, open space and leisure services for the public. Our primary mission encompasses the protection, preservation, and restoration of a natural, resource-based park system.

The Anoka County Parks and Recreation Department is pursuing improvements to recreation facilities throughout the various park types in the system. The park system is comprised of the following park classifications:

Regional Park Reserve
Park land classified as a regional park reserve serves a multi-county area and is characterized, by the Metropolitan Council, as an area of natural or ornamental quality for nature-oriented outdoor recreation such as viewing and studying nature, wildlife habitat, conservation, swimming, picnicking, hiking, boating, camping and trail uses. A park reserve is over 1,000 acres in size and of sufficient area to encompass the resource envisioned for preservation. It has a diversity of unique resources, such as topography, lakes, streams and marshes. The Metropolitan Council requires that no more than 20% of the land area be developed with any type of constructed improvements including buildings, outdoor recreation facilities, roads, paths and the like.

Regional Park
Park land classified as a regional park serves a multi-county area and is characterized, by the Metropolitan Council, as an area of natural or ornamental quality for nature-oriented outdoor recreation such as picnicking, boating, fishing, swimming, camping and trail uses. A regional park is typically 200-1000 acres with a natural setting contiguous to water bodies or water courses.

County Park
Land classified as a county park is an area of natural or ornamental quality for nature-oriented outdoor recreation such as limited primitive camping, picnicking, boating, fishing, swimming and trail uses. Although the service areas are intended to be county-wide, in many cases the county parks are used primarily by the communities that surround them or are nearby. The park sites can be 10 to 200 acres in size and the settings are generally contiguous to water bodies or water courses.

Linear Park/Greenway
Land classified as a linear park/greenway is developed for one or more varying modes of recreation travel such as hiking, biking, snowmobiling, horseback riding, cross-country skiing, canoeing and driving or is intended to protect a sensitive, linearly occurring natural resource such as a wetland or upland native plant community. The service area may be local or regional in scale. The linear park/greenway must be of sufficient width and length to provide maximum protection of resource or maximum use as a trail corridor. Trail routes may utilize man-made or naturally occurring resources such as utility corridors, road rights-of-way, drainage ways, bluff lines, vegetation patterns, etc.

Special Feature
A special feature is a specialized or single-purpose recreation facility such as golf course, nature center, marina, arboretum and sites of historic or archaeological significance. The service area may be county-wide or regional. The size of the site matches standards for a specific facility (e.g. golf course) or is determined by the area occupied by the featured item (e.g. historic building).

The special features included in the Anoka County Park System include 4-H Camp Salie in Martin Island Linwood Lakes Regional Park, Chomonix Golf Course in Rice Creek Chain of Lakes Regional Park Reserve (RCCL), Wargo Nature Center in RCCL, Banfill House in Manomin County

Park, Riedel Farm Estate in Riverfront Regional Park, and Coon Rapids Dam in Coon Rapids Dam Regional Park and the Wave Pool in Bunker Hills Regional Park. Discussion of each feature in this chapter is included in the section devoted to the park in which the feature is located.

Conservancy Lands
"Conservancy lands" are areas of unique quality such as watercourses and wetlands that are preserved for environmental or aesthetic benefits to the community and/or because of the negative environmental or economic effects of development in them. The service area may be a municipality, township or county. The site should be sized adequately to protect the resource.

The Anoka County Parks and Recreation Department will utilize the 2020 Vision plan and individual park master plans as tools for identifying appropriate improvements or expansion for each park in the system. Cooperative efforts with municipalities and with other local, regional and state agencies are also key to effective development and maintenance of recreation facilities in the county.

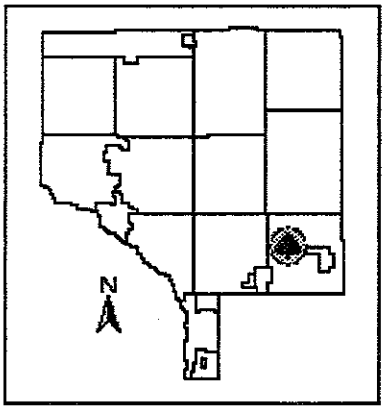
This chapter includes:

a. Discussion of development, redevelopment, natural resource management and expansion of Anoka County Parks;
b. Recommendations for possible disposition of several existing parks that are classified as "county parks";
c. Recommendations concerning the possible disposition of parks that are classified as "conservancy lands";
d. Recommendations concerning sale of non-park property currently owned by the parks and recreation department.
e. Discussion concerning the protection of natural areas that are currently in private ownership.

12.2 REGIONAL PARK RESERVES

"Park reserves" are typically the largest of the park types in a county park and recreation system. They are managed to provide recreation opportunities but are also intended to protect major natural resource areas. Because of their large size, the parks provide opportunities to preserve regionally significant plant communities and wildlife habitat areas. Refer to Chapter 11 - System Standards for more information on the role that a regional park reserve plays in the Anoka County Park and Recreation System.

Park: RICE CREEK CHAIN OF LAKES REGIONAL PARK RESERVE



Size: 2,550 acres
Estimated visitors in 1996: 178,300

OVERVIEW

Rice Creek Chain of Lakes is the only "Regional Park Reserve" in Anoka County. It is expected that it will become a major focal point in the Twin Cities regional park system. The park currently attracts visitors from throughout the metro area and offers a wide array of educational opportunities with its broad scope of natural history, cultural and archaeological resources. In addition, the Wargo Nature Center, Chomonix Golf Course, camping facilities, water based activities and future trails make it an attractive destination similar to Morris T. Baker Park Reserve in Hennepin County or Lake Elmo Park Reserve in Washington County.

The Wargo Nature Center and Chomonix Golf Course are classified as two of the park system's "special features" (see Chapter 11). Wargo is an outdoor learning center designed to be used by the community. The 10,000 square foot center is nestled on a beautiful peninsula overlooking George Watch Lake. Environmental education classes for school children of all ages are held both at the Wargo Nature Center and the Coon Rapids Dam Visitor Center. They are designed to assist educators in meeting the state's environmental education learner outcomes and to provide children with a better understanding of the natural world. Over 10,000 students participated in environmental education programming during the 1996-97 school year. Programming is developed to promote positive environmental values and is available for persons of all ages and abilities. Public programs are held at various locations around the county. Program content changes with the seasons and includes topics such as maple syruping, pond studies, apple cidering and snowshoeing. With financial support from Anoka Electric Cooperative, the Wargo Nature Center has been able to develop and implement the Wildlife Outreach Program; an environmental education program for grades 1-6 which

takes place in the schools. It is made available to schools in Anoka/Hennepin School District 11 at no cost. These programs have been tremendously successful with over 40,000 students participating each year.

Chomonix Golf Course is an 18-hole, par 72 championship facility. The focus of Chomonix is to provide a positive and pleasurable golf experience to all players at a reasonable cost. The golf course hosts corporate and general public golf tournaments, golf leagues, junior golf programs and lessons during the summer months. Winter activities include cross-country skiing. The facility has about 6.5 miles of groomed, double tracked trails. A special winter event is the annual "Ski by the Light of the Moon". In 1997, the facility hosted 41,664 golfers and countless numbers of walkers, joggers and cross country skiers. The course is one of Anoka County's Enterprise Funds with operating expenses of $500,000 to $600,000 per year. Revenues generated are $800,000 - $1 million per year.

Future development and redevelopment in the Rice Creek Chain of Lakes will focus on upgrading the quality and accessibility of existing facilities and increasing their carrying capacity. The extensive system of lakes and waterways in the park offer extraordinary, but largely undiscovered, opportunities for canoeing that make it unique in the Twin Cities area.

Rice Creek Chain of Lakes is surrounded by municipalities (Lino Lakes, Blaine, Centerville and Circle Pines) and is also close to population centers located in Ramsey County. Because it is located within a short of distance of a large population base and completely within the 2020 Metropolitan Urban Service Area (MUSA), it will be developed to a higher level in the near term than parks in rural areas. Its "park reserve" status limits development to 20% of the total land area, but carefully managed facility development and programs can greatly expand its carrying capacity without undue threats to its natural and archaeologic resources.

RECREATION FACILITIES

Proposed Development:
Playground; thirty new campsites at existing campground; courtesy docks at boat launch; campground amphitheater

Proposed Redevelopment:
Upgrade sand blanket and reduce slope at Centerville beach and construct beach playground.

TRAILS

Proposed Development:
Three trail bridges over Rice Creek, 8 miles of bituminous trail, 12 miles of soft surface trail; boardwalks in wetland areas

SPECIAL FEATURES

Proposed Development:
Construct building to enclose archeological dig at Heritage Lab Site

INTERPRETIVE FACILITIES

Proposed Development:
Archeological dig site including displays and active dig site; interpretive displays on Native American culture; interpretive prairie shelter; boardwalks

BUILDINGS AND SHELTERS

Proposed Development:
Multi-use building including trail head, equipment rental, gathering space, concessions, toilets; picnic pavilion and restrooms at Centerville Beach; screened pavilion and restrooms at existing campground; large event pavilion at Chomonix Golf Course; contact station

Proposed Redevelopment:
Maintenance shop and club house renovations at Chomonix Golf Course; upgrade four existing restroom facilities at scattered park sites

ROADS AND PARKING

Proposed Development:
Parking lot at boat launch; security lighting at campground parking lots

Proposed Redevelopment:
Pave all main roads and parking lots and roads at Heritage Lab site and campground; new signage at campground

LANDSCAPING AND AMENITIES

Planting at existing campground to define spaces, provide shade and improve appearance

NATURAL RESOURCE MANAGEMENT

Continue to protect heron rookery and maintain nesting data base; conduct white-tailed deer population density study; Wargo Nature Center to continue focus on forest resource and prairie management.

ACQUISITION, EASEMENTS AND LAND TRUSTS

A land swap is currently underway in which the county will receive land located south of Centerville Lake in exchange for property located to the east of the I-35W interchange near the northwest corner of the park.

The county and the MNDNR are exploring the possibility of acquiring and protecting wetlands adjoining Rice Creek

and extending from I-35W at the north end of the park to Howard Lake. The area currently appears as a possible greenway corridor on the MNDNR's draft map titled Potential Greenways & Natural Areas for the Metro Region. This would link Rice Creek Chain of Lakes to Carlos Avery Wildlife Management Area and Coon Lake Park.

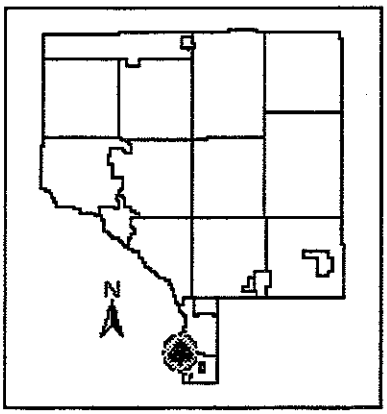
ESTIMATED COST OF FULL DEVELOPMENT

$4,419,000.00 in 1997 dollars for projects not including Chomonix Golf Course-related improvements; $1,521,000.00 for Chomonix Golf Course improvements (refer to Chapter 17 for information on development priorities).

12.3 REGIONAL PARKS

A "regional park" is generally 200 to 1,000 acres in size and provides a variety of natural resource-based recreation opportunities but also preserves and protects significant natural areas. There are seven "regional parks" in Anoka County including Bunker Hills, Coon Rapids Dam, Lake George, Martin Island/Linwood Lakes, Riverfront, Rum River Central and Mississippi West Regional Parks. Because of their size and regional significance, these parks, along with Rice Creek Chain of Lakes Regional Park Reserve, form the core of the Anoka County Park System. Refer to Chapter 11 - System Standards for more information on the role of regional parks in the Anoka County Park and Recreation System.

Park: RIVERFRONT REGIONAL PARK
ISLANDS OF PEACE



Size: 218 acres
Estimated visitors in 1996: 180,000

OVERVIEW

Riverfront Regional Park is considered to be the gateway to the Anoka County Park System at the south end of the county. The park is in a densely populated area within the current MUSA boundary and is surrounded by industrial uses. It is located on the bank of the Mississippi River and adjacent to major vehicular and bike routes. Because the park is highly visible, it makes a bold statement that reflects on the image of the park system as whole.

Future development and redevelopment in the park will focus on enhancing its esthetic character to project a strong and positive image. Designs will emphasize the river setting and the historic character established by the Riedel Farm Estate and the Banfill House in nearby Manomin Park. There will be continuity in the design of site elements such as lighting, signage and landscaping in Riverfront/Islands of Peace and Manomin Parks to help clarify that they are both part of the county parks system.

Recreation facilities at Riverfront Park will continue to be passive or unstructured in nature with an emphasis on providing for social gatherings, picnicking and hiking. In addition to these activities, regional trail use at Riverfront is a focus as a result of the park's relationship to the Mississippi River Regional Trail that follows East River Road adjacent to the site.

The historic Riedel Farm Estate is classified as one of the park system's "special features" (see Chapter 11) and offers unique opportunities for special programming. The farmstead was built in the 1880's by Albin Riedel and was purchased from F.M.C. by the Parks and Recreation Department in the 1980's. The house is currently available to the community for special events and is commonly used for groom's dinners, wedding receptions, business meetings and corporate retreats. Some additional programs to be considered in the future include use of the house as an extension of the Banfill-Locke Center for the Arts and use as a day conference center. A renovation plan has been completed recently to guide future improvements to the house and site.

The Islands of Peace building facility will continue to accommodate social activities of the surrounding neighborhoods by serving as a meeting and gathering place. This area of the park is also a possible mooring place for boaters enjoying upper reaches of the Mississippi River south of the Coon Rapids Dam. In addition, Islands of Peace is an important node along the Mississippi River Regional Trail serving as a trail head and rest stop.

Riverfront/Islands of Peace is about one mile from the Minneapolis City limits and is closer to the core of the current Metropolitan Urban Service Area than any other regional park in Anoka County. This urban context creates high demand for the recreation opportunities that the park has to offer. For this reason, park development and redevelopment projects will be scheduled at a somewhat faster rate than parks in rural areas.

INTERPRETIVE FACILITIES

Proposed Development:
Information kiosk; trail interpretive signs

BUILDINGS AND SHELTERS

Proposed Development:
Three picnic pavilions; interpretive/multi-use building; restrooms; visitor contact station

ROADS AND PARKING

Proposed Development:
Bituminous parking lot at new boat ramp; security lighting

Proposed Redevelopment:
Bituminous access road and parking lot upgrades

ACQUISITION, EASEMENTS AND LAND TRUSTS

The county will consider acquiring three residential properties located on County Highway 7 on the west side of the park (see figure 12.3). All three properties are surrounded on three sides by park land. The total acreage of the three parcels is approximately 9 acres.

The county proposes to partner with the City of Andover in purchasing land (none specified at this time) on the east side of the river and providing vehicle parking and pedestrian access to the park, by bridge, from the east.

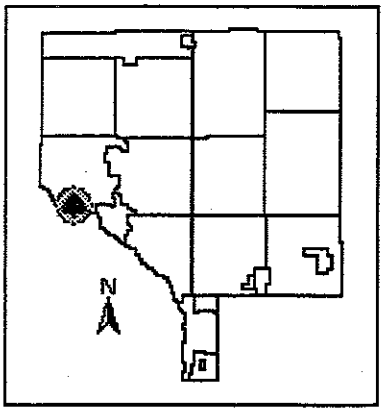
NATURAL RESOURCE MANAGEMENT

Riverbank stabilization; oak savanna restoration; conduct butternut regeneration study

ESTIMATED COST OF FULL DEVELOPMENT

$2,605,000.00 in 1997 dollars not including Phase I improvements which are currently underway (refer to Chapter 17 for information on development priorities)

Park: MISSISSIPPI WEST REGIONAL PARK



Size: 273 acres

OVERVIEW

Mississippi West Regional Park is located on the Mississippi River and is the newest addition to the Anoka County Park system. It was incorporated into the Metropolitan regional System in 1996. The park is located on a State Highway 10 within the MUSA boundary and in a rapidly developing urban area. The land is currently undeveloped and is comprised of woodland habitat and cultivated fields. The property was donated to the county but the benefactor maintains a residence there along with another homestead having a life estate. No development will be scheduled until the property is vacated and can be arranged through the Metropolitan Council.

Mississippi West's location along the river and on the Mississippi River Regional Trail corridor, creates strong ties to Anoka's Peninsula Point Park, Coon Rapids Dam Regional Park, Manomin County Park and Riverfront/Islands of Peace Regional Park. The river binds the five parks together, but each is different in character and displays a unique, natural and cultural history. The relationship creates excellent opportunities for development of a variety of water and land-based facilities and interpretation of the river environment and the history of the sites and surrounding areas. Site elements such as signs, furniture, lighting and landscaping will be designed to create continuity in the image and appearance of the parks and to identify them with the "Mississippi River System of Parks".

Mississippi West will provide access to the Mississippi River and to the regional trail system. The topography at the river and the shoreline condition provide a good opportunity for boat and canoe access. In addition, the location of the park near the west end of the Mississippi River Regional Trail in Anoka County makes it attractive for location of a major trail head.

Other development in the park will focus on passive, unstructured activities such as hiking, picnicking, education and cultural and historic interpretation. Development of an arboretum will also be considered for the site. A master plan has been completed for the park that defines proposed improvements for the park more completely.

TRAILS

Proposed Development:
Mississippi River Regional Trail head; hiking and biking trails throughout the park

BUILDINGS AND SHELTERS

Proposed Development:
Picnic pavilions; restrooms; interpretive building facility; visitor contact station; retreat center (existing Anderson residence); picnic furnishings

ROADS AND PARKING

Proposed Development:
Paved roadways and parking lots to serve all areas of the park

LANDSCAPING AND AMENITIES

Arboretum development; picnic furnishings, benches, signs, lighting, etc. having designs consistent with Parks and Recreation Department standards

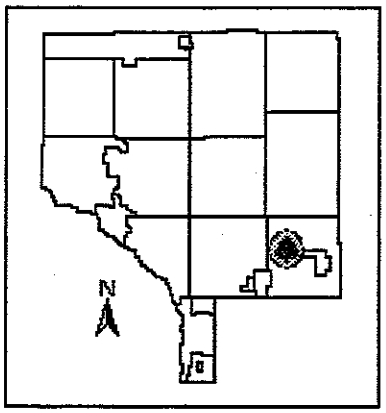
NATURAL RESOURCE MANAGEMENT

Prairie restoration

12.5 LINEAR PARKS

"Linear parks" or trails provide important connections between regional parks in the county park system and between parks and population centers in the county. There are three existing linear parks in Anoka County including Rice Creek North Regional Trail, Rice Creek West Regional Trail and Mississippi River Regional Trail. Refer to Chapter 11 - System Standards for more information on the role of linear parks in the Anoka County Park System.

Park: RICE CREEK NORTH REGIONAL TRAIL



Size: 389 acres - 3.8 mile developed trail length
Estimated visits in 1996: 49,000

OVERVIEW

Rice Creek North Regional Trail is a greenway/trail connection between Rice Creek Chain of Lakes Regional Park Reserve and a trail length in Ramsey County that is planned to extend through Shoreview and the Twin Cities Army Ammunition Plant site. Heading west, the trail will then link with Rice Creek West Regional Trail in Fridley. The greenway/trail is a valuable regional trail link that protects sensitive wetland and creek habitat areas and provides attractive undeveloped open space. In addition, the trail links to several local parks and trail systems. There is also a Native American burial mound in the park that will be protected.

Improvements planned for the park focus on development of trails and support facilities and on interpretation of the Native American heritage represented by the burial site located there.

TRAILS

Development:
Two foot bridges; boardwalk; bituminous trail expansion; trail connection into Rice Creek Chain of Lakes Regional Park; trail directional signage

INTERPRETIVE FACILITIES

Development:
Native American interpretive plaque

ROADS AND PARKING

Development:
Bituminous parking lot including security lighting

Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860 Fax: 763/427-0520
www.haa-inc.com

35 YEARS

September 22, 2010

Scott Yonke
Anoka County Parks and Recreation
550 Bunker Lake Boulevard NW
Andover, MN 55304

Re: Wetland Review for Mississippi West Regional Park, Ramsey, MN

Dear Mr. Yonke:

Thank you for the opportunity to review the wetlands for this site. It has been a pleasure to work with you.

I reviewed the Anoka County Soil Survey and the National Wetland Inventory (NWI) as well as an onsite review along the location of the access road (shown as 139th Lane on soils map) and proposed boat/canoe launch areas. There were no hydric soils per the soil survey and no wetlands as inventoried by the NWI except for those directly associated with the river. Also, no jurisdictional wetlands were identified using the Routine Determination methodology described in the Corps of Engineers Wetlands Delineation Manual (Waterways Experiment Station, 1987) and the appropriate regional supplement as required by Section 404 of the Clean Water Act and the Minnesota Wetland Conservation Act. I did not review any other proposed trails or facilities as shown in the Master Plan dated 5/25/2010.

There may be wetlands associated with the Mississippi River below the Ordinary High Water level. Please contact Kate Drewry at 651/259-5753 in regards to this and the MNRRA program.

The Corps of Engineers could also require a permit under Section 404 of the Clean Water Act. Please contact Tim Fell at 651/290-5360.

If you have questions or need additional information please call me at 763/427-5860.

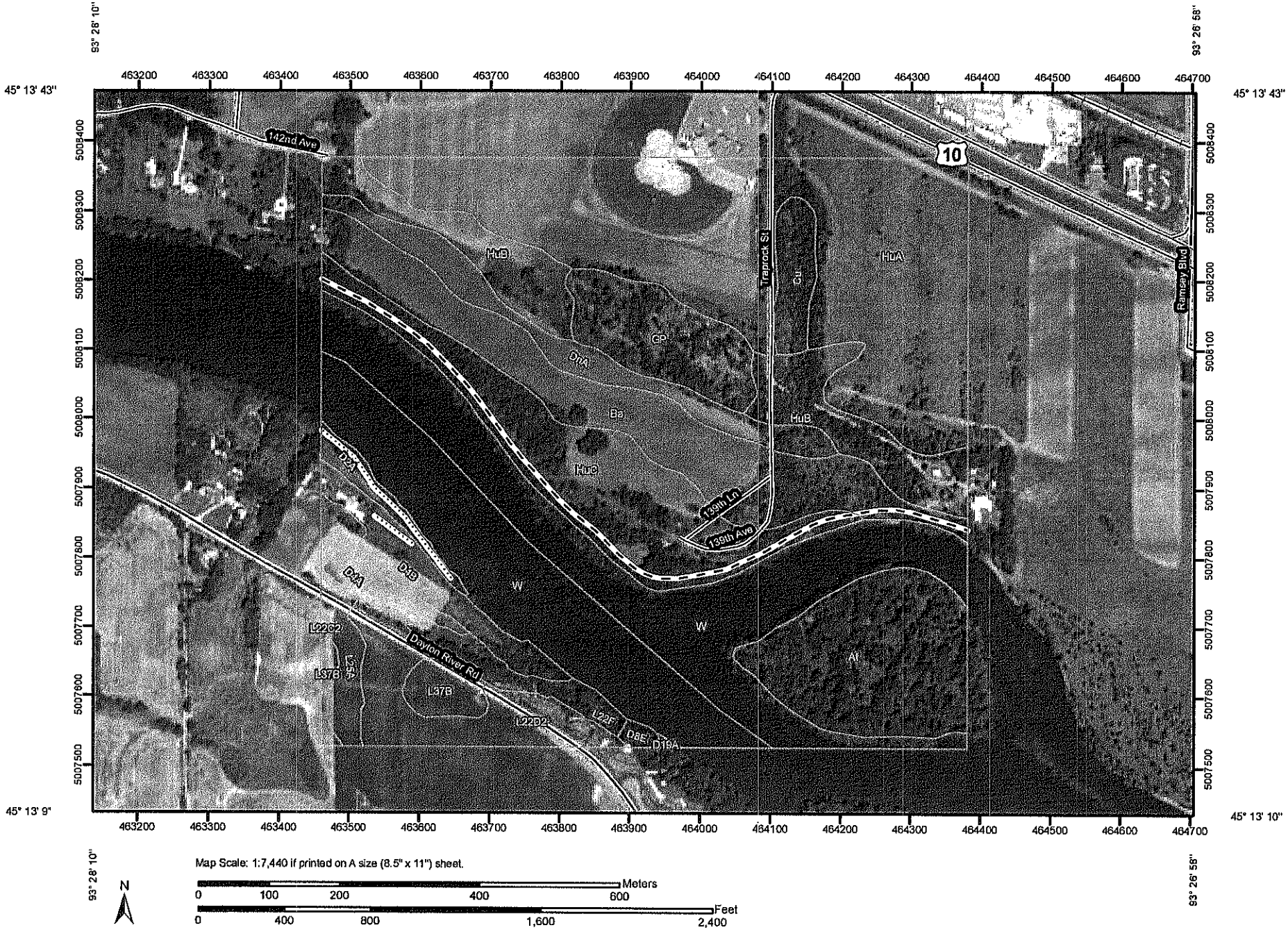
Sincerely,
HAKANSON ANDERSON ASSOCIATES, INC.

Becky L. Wozney, Wetland Specialist
Certified Wetland Delineator

Cc: Steve Jankowski, Lower Rum River WMO
Karen Blaska, Anoka County Parks and Recreation
Dennis Rodacker, Anoka Conservation District
Lynda Peterson, Board of Water and Soil Resources

Att: Anoka County Soil Survey
National Wetland Inventory
Master Plan

Soil Map—Anoka County, Minnesota, and Hennepin County, Minnesota
(Mississippi West Regional Park)



Map Unit Legend

Anoka County, Minnesota (MN003)			
Map Unit Symbol	**Map Unit Name**	**Acres in AOI**	**Percent of AOI**
Af	Alluvial land, mixed, frequently flooded	14.6	7.5%
Ba	Becker very fine sandy loam	17.7	9.1%
Cu	Cut and fill land	2.9	1.5%
DnA	Dickman sandy loam, 0 to 2 percent slopes	6.7	3.5%
GP	Pits, gravel-Udipsamments complex	7.8	4.0%
HuA	Hubbard coarse sand, 0 to 2 percent slopes	43.9	22.6%
HuB	Hubbard coarse sand, 2 to 6 percent slopes	12.7	6.6%
HuC	Hubbard coarse sand, 6 to 12 percent slopes	17.4	9.0%
W	Water	25.4	13.1%
Subtotals for Soil Survey Area		**149.2**	**77.0%**
Totals for Area of Interest		**193.9**	**100.0%**

Hennepin County, Minnesota (MN053)			
Map Unit Symbol	**Map Unit Name**	**Acres in AOI**	**Percent of AOI**
D2A	Elkriver fine sandy loam, 0 to 2 percent slopes, rarely flooded	1.7	0.9%
D4A	Dorset sandy loam, 0 to 2 percent slopes	2.8	1.5%
D4B	Dorset sandy loam, 2 to 6 percent slopes	4.9	2.6%
D8E	Sandberg loamy coarse sand, 18 to 35 percent slopes	0.4	0.2%
D19A	Fordum-Winterfield complex, 0 to 2 percent slopes, frequently flooded	0.1	0.0%
L22C2	Lester loam, morainic, 6 to 12 percent slopes, eroded	0.1	0.1%
L22D2	Lester loam, morainic, 12 to 18 percent slopes, eroded	7.6	3.9%
L22F	Lester loam, morainic, 25 to 35 percent slopes	2.9	1.5%
L25A	Le Sueur loam, 1 to 3 percent slopes	2.4	1.2%
L37B	Angus loam, morainic, 2 to 5 percent slopes	2.7	1.4%
W	Water	18.9	9.8%
Subtotals for Soil Survey Area		**44.7**	**23.1%**
Totals for Area of Interest		**193.9**	**100.0%**

U.S. Fish and Wildlife Service
National Wetlands Inventory

Mississippi West Regional Park

Sep 22, 2010

Wetlands

- Freshwater Emergent
- Freshwater Forested/Shrub
- Estuarine and Marine Deetwater
- Estuarine and Marine
- Freshwater Pond
- Lake
- Riverine
- Other

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

User Remarks:

Minnesota Department of Transportation

Memo

Metro Program Delivery
Waters Edge
1500 West County Road B2
Roseville, Minnesota 55113

Rd No.
File: TH 10
02-596-10
Environmental
Section 4(f)

Office Tel: 651.234.7722
Fax: 651.234.7609

RECEIVED
MAY 28 2009
ANOKA COUNTY
HIGHWAY DEPT

May 28, 2009

To: Distribution

From: Mark J. Lindeberg
North Area Engineer

Subject: MOU for Park taking
TH 10 in Ramsey
SP 0202-90

Enclosed is a fully executed copy of the MOU that addresses the mitigation of the taking of Park land for the future construction of an interchange at TH 10 and Ramsey Boulevard (CSAH 56). We have all been involved in the development of this MOU and our respective agencies have signed the MOU. Please retain this file for your agencies future use.

Please contact me with any questions that you may have.

Distribution:
Marybeth Block
Department of Natural Resources
DNR Central Regional Headquarters
1200 Warner Rd.
St. Paul, MN 55106

Jan Youngquist
Metropolitan Council
Parks Department
390 Robert St. N.
St. Paul, MN 55101

Jack Corkle
Anoka County Highway Department
1440 Bunker Lake Blvd NW
Andover, MN 55304

Rick Dalton
Minnesota Department of Transportation
1500 West County Road B-2
Roseville, MN 55113

COPY
Orig. at CAO

MEMORANDUM OF UNDERSTANDING

PURSUANT TO SECTION 4(f) OF THE DEPARTMENT OF TRANSPORTATION ACT OF 1966 AMONG THE MINNESOTA DEPARTMENT OF TRANSPORTATION (MN/DOT), THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES, (MNDNR), THE METROPOLITAN COUNCIL, AND THE COUNTY OF ANOKA REGARDING TRUNK HIGHWAY 10 PRELIMINARY INTERCHANGE DESIGN (S.P. 199-010-09 AND S.P. 02-596-10)

CITY OF RAMSEY, COUNTY OF ANOKA, MINNESOTA

WHEREAS, the Minnesota Department of Transportation (Mn/DOT), the County of Anoka and the City of Ramsey in partnership are preparing preliminary engineering and environmental documentation in support of right of way preservation for a future project to convert the segment of Trunk Highway (TH) 10 in Ramsey from an expressway to a freeway, including construction of grade-separated interchanges at County State Aid Highway (CSAH) 56 (Ramsey Boulevard) and CSAH 57 (Sunfish Lake Boulevard) and replacement of direct access to TH 10 with access from frontage/backage roads (Project); and

WHEREAS Mississippi West Regional Park (Park) (Figure 1 attached) is located in the Project area vicinity; and

WHEREAS, the Project includes the extension of Riverdale Drive west of realigned Ramsey Boulevard, in order to restore access to properties that will lose direct access to TH 10 through its conversion from expressway to freeway; and

WHEREAS, the proposed extension of Riverdale Drive severs the corner of land within the Park that is located in the southwest quadrant of the proposed TH 10/Ramsey Boulevard interchange from the remainder of the Park; and

WHEREAS the Park is (1) owned by the County of Anoka, (2) part of the regional park system which is the responsibility of the Metropolitan Council, and (3) the site of a native prairie restoration funded by a Legislative Commission on Minnesota Resources (LCMR) grant administered by the Minnesota Department of Natural Resources (MnDNR); and

WHEREAS, in anticipation of federal funding, the Project is being reviewed by the Federal Highway Administration (FHWA) as a Class III Action (Environmental Assessment) under the National Environmental Policy Act (NEPA) of 1969 (Statute 42 USC 4321 et seq.); and

WHEREAS Section 4(f) legislation as established under the Department of Transportation Act of 1966 (49 USC 303, 23 USC 138) (Section 4[f]) provides protection for publicly owned parks from conversion to a transportation use.

NOW THEREFORE Mn/DOT, County of Anoka, Metropolitan Council, and MnDNR (Signatory Agencies) agree as follows:

1. Before takings for the Project, the Park parcel contains approximately 274 acres. Based on preliminary engineering conducted for the current study, the right of way needed for the Project plus the severed parcel totals 8.0 acres of Park land, (Parcel A depicted in Figure 1 attached), the acquisition of which constitutes a use under Section 4(f). Parcel A is also part of the LCMR-funded native prairie restoration area within the Park.

2. Minimization of impacts through the removal of the extension of Riverdale Drive west of Ramsey Boulevard from the Project will not be part of this Project because this extension, which is consistent with the City of Ramsey's transportation plan, is needed to restore access to properties on the south side of TH 10.

3. Mitigation of the Project's Park land acquisition impact is subject to approval by the Metropolitan Council in accordance with the requirements for conversion of regional parks system lands to other uses as outlined in the Regional Parks Policy Plan. Lands within the regional park system can only be converted to other uses if approved by the Metropolitan Council through an equally valuable land or facility exchange.

   Mitigation of the Project's Park land acquisition impact will occur through one of the following methods:

   a. Acquisition of replacement land of reasonably comparable to the value to Parcel A. Replacement land will be adjacent to the Park or another regional park within the County of Anoka.

   b. Financial compensation to Anoka County Parks, in an amount equal to the value of the acquired Park land, for the purpose of Park development.

   c. A combination of the two methods above in amounts that together are reasonably comparable to the value of Parcel A.

   The Metropolitan Council makes the final decision on whether or not there is an equally valuable land or facility exchange.

4. Mitigation of the Project's impact to the native prairie planting on Parcel A will involve native prairie restoration (with local ecotypes) of an area, like in size, elsewhere in the Park, the location and details of which will be subject to MnDNR review and approval.

5. Mitigation of Park impacts may occur in advance of Project construction if opportunities arise. Mitigation details and agreements will be finalized among the Signatory Agencies prior to implementation of mitigation or prior to Project construction, whichever occurs first.

6. In consideration of the above-referenced Project impacts and mitigation provisions the Signatory Agencies with jurisdiction over the Park resource agree that the Project does not adversely affect the activities, features or attributes of the Park.

7. The Park impact, proposed mitigation, and a proposed Section 4(f) *de minimis* finding will be reported in the Environmental Assessment (EA) that is being prepared for the Project. This EA will be published and a public hearing held to provide the opportunity for public comment on the features, activities and attributes of the Park. The final determination of Section 4(f) *de minimis* applicability will be made by FHWA following a review of any public comments received.

8. This Memorandum of Understanding will be re-evaluated and amended, if required, upon any of the following conditions:

   a. Proposal by any of the Signatory Agencies to implement specific Section 4(f) impact mitigation measures; and, as specific mitigation is defined, documenting the terms of agreement between Mn/DOT and the County of Anoka regarding the proportion of mitigation costs to be paid by each agency.

   b. Re-evaluation of the Project under NEPA.

   c. Request by any of the Signatory Agencies.

MINNESOTA DEPARTMENT OF TRANSPORTATION (Mn/DOT)

By: _____ 4/27/09
DATE

MINNESOTA DEPARTMENT OF NATURAL RESOURCES (MnDNR)

By: _____ 3/26/09
DATE

METROPOLITAN COUNCIL

By: _____ 3-19-09
DATE

COUNTY OF ANOKA

By: _____ 2/27/09
Dennis D. Berg, County Board Chair DATE

Attest

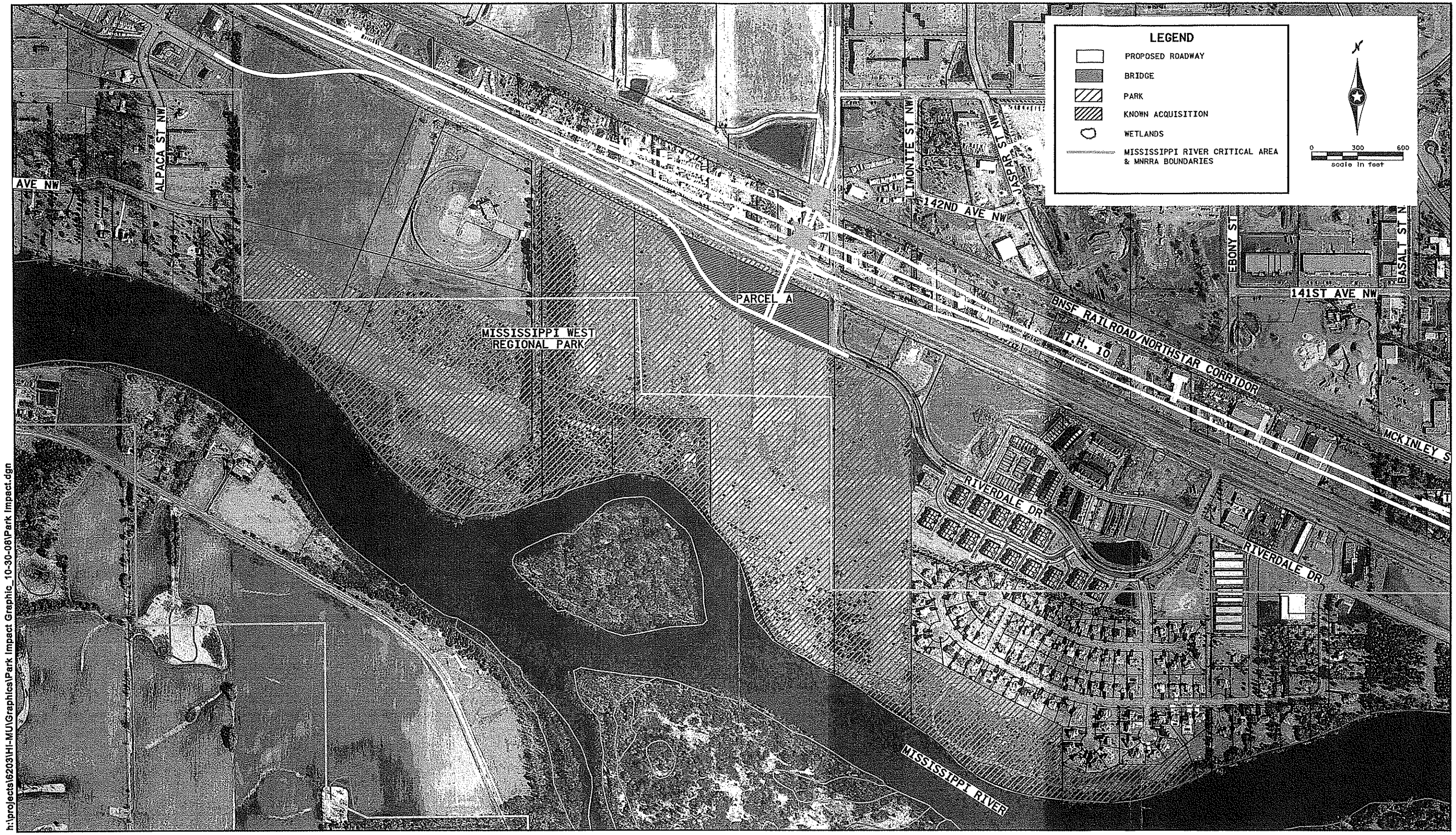
By: _____ 2/27/09
Terry L. Johnson, County Administrator DATE

Approved By

By: _____ February 13, 2009
John VonDeLinde, Director of Parks and Recreation DATE

Approved as to Form

By: _____ 3-3-09
Robert M. A. Johnson, County Attorney DATE



h:\projects\6203\HI-MU\Graphics\Park Impact Graphic_10-30-08\Park Impact.dgn

Section 4(f) Park Impact

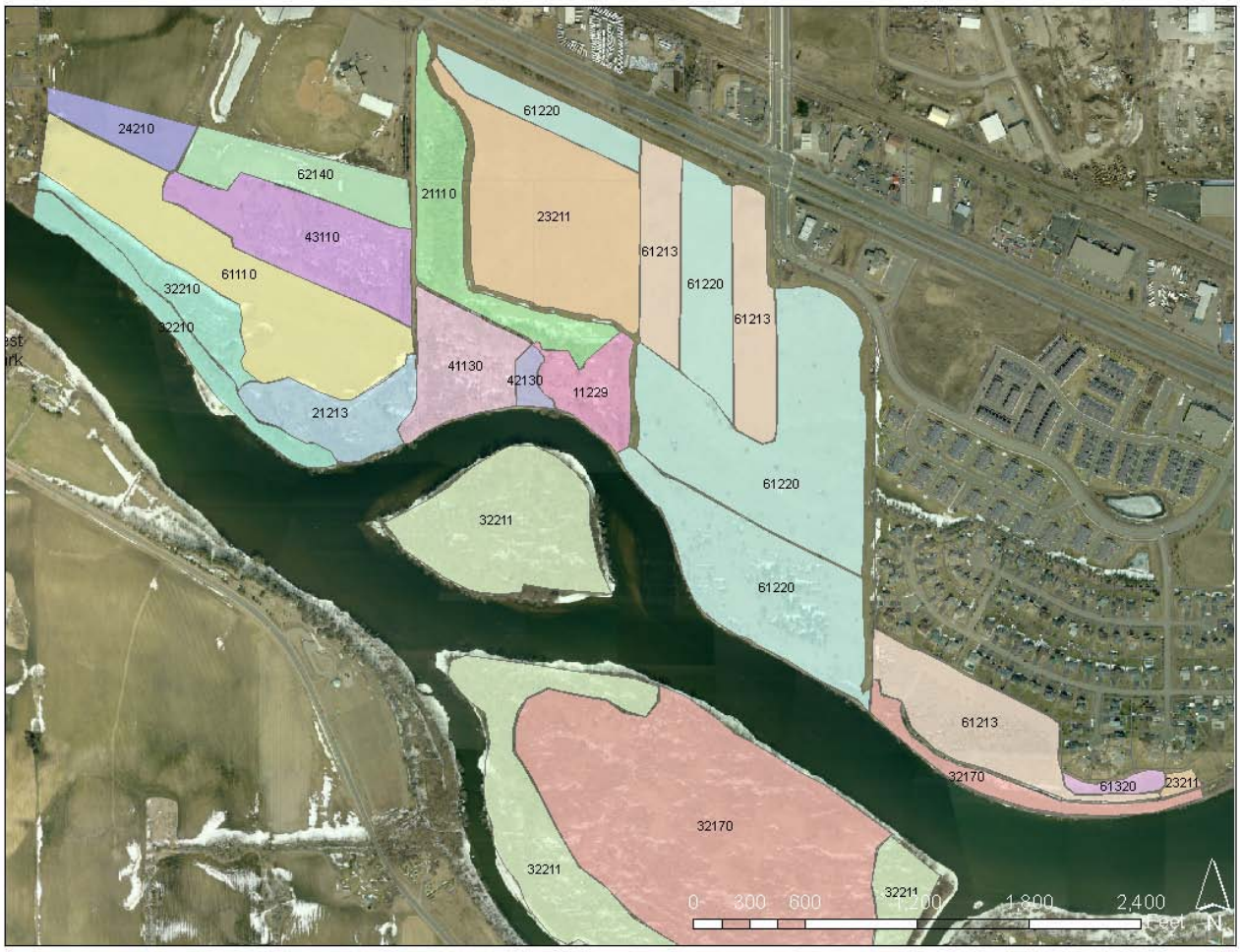
TH 10 in Ramsey
S.P. 199-010-09, S.P. 02-596-10, HPPH MN196(002)
Anoka County, City of Ramsey, Mn/DOT

Job 6203
10/30/2008

Figure 1

Minnesota Land Cover Classification System

A natural resource inventory of land cover types was conducted using the Minnesota Land Cover Classification System (MLCCS). Anoka County conducted a ground survey of Mississippi West Regional Park in September, 2010. The following community types were identified and classified as:



MN Land Cover Classification

MLCC Legend for Mississippi West Regional Park:

11229	Artificial surfaces with deciduous trees…other deciduous trees (4.6 acres)
21110	Upland soils with planted, maintained or cultivated coniferous trees (9.6 acres)
21213	Planted, maintained or cultivated deciduous trees…other deciduous trees (6.5 acres)
23211	Planted or maintained grasses…short grasses (4.1 acres)
24210	Upland soils with cultivated close grown cropland (3.7 acres)
32170	Upland deciduous trees…altered/non-native deciduous forest (54.7 acres)
32210	Upland deciduous forest…floodplain forest (5.2 acres)
32211	Upland deciduous forest…floodplain forest, silver maple subtype (46.5 acres)
41130	Upland coniferous woodland…eastern red cedar woodland (7.4 acres)
42130	Upland deciduous woodland…altered/non-native deciduous woodland (1 acre)
43110	Mixed coniferous – deciduous woodland…altered/non-native woodland (11.7 acres)
61110	Tall upland herbaceous vegetation…mesic prairie (19.7 acres)
61213	Medium-tall upland herbaceous…dry prairie, sand-gravel subtype (13.9 acres)
61220	Medium-tall upland herbaceous…medium-tall non-native dominated herbaceous vegetation (72.2 acres)
61320	Tall upland herbaceous vegetation…wet-meadow-temporarily flooded (1 acre)
62140	Grasslands with sparse deciduous trees…non-native dominated herbaceous vegetation with sparse deciduous trees (6.6 acres)

BOARD OF COUNTY COMMISSIONERS

Anoka County, Minnesota

DATE: December 14, 2010 **RESOLUTION #2010-168**

OFFERED BY COMMISSIONERS: Lang and LeDoux

RESOLUTION RELATING TO THE APPROVAL AND ADOPTION OF THE MISSISSIPPI WEST REGIONAL PARK MASTER PLAN

WHEREAS, it is necessary and in the public interest for the County of Anoka to provide open space recreational facilities within the County; and,

WHEREAS, the County of Anoka has worked with the City of Ramsey and other regulating agencies in a cooperative effort to locate and develop a regional park in the city; and,

WHEREAS, the County of Anoka and the Metropolitan Council have designated Mississippi West a regional park; and,

WHEREAS, the County of Anoka has through studies and evaluations developed a park development program for Mississippi West, which is required to be approved by the Metropolitan Council; and,

WHEREAS, the Metropolitan Council requires a Mississippi West Master Plan for this regional park; and,

WHEREAS, the local city representatives have reviewed and commented on the plan:

NOW, THEREFORE, BE IT RESOLVED that the Anoka County Board of Commissioners hereby adopts the Mississippi West Regional Park Master Plan which is dated December 2010, a copy of which is on file in the office of Anoka County administrator, 2100 3rd Ave., Anoka, MN 55303, and authorizes its submission to the Metropolitan Council for its approval so that park development will be eligible for future Metropolitan Council grant funding.

BE IT FINALLY RESOLVED that a copy of this resolution and Master Plan be forwarded to the Metropolitan Council, Anoka County Parks and Recreation Department, and the City of Ramsey.

STATE OF MINNESOTA)
COUNTY OF ANOKA) ss

I, Terry L. Johnson, County Administrator, Anoka County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Anoka County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on December 14, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 14th day of December 2010.

TERRY L. JOHNSON
COUNTY ADMINISTRATOR

	YES	NO
DISTRICT #1 – BERG	X	
DISTRICT #2 – LANG	X	
DISTRICT #3 – WEST	X	
DISTRICT #4 – KORDIAK	X	
DISTRICT #5 – LEDOUX	X	
DISTRICT #6 – SIVARAJAH	X	
DISTRICT #7 – ERHART	X	

Anoka County Parks and Recreation

550 Bunker Lake Boulevard NW, Andover, MN 55304

October 20, 2010

Susan Overson
National Park Service
Mississippi National River Recreation Area
111 E. Kellogg Blvd. Suite 105
St. Paul, MN 55101

Re: Draft Master Plan for Mississippi West Regional Park

Dear Susan:

Enclosed please find a draft master plan for Mississippi West Regional Park located in Ramsey, MN.

As you know, the park is located within the Mississippi National River Recreation Area and is located along the Mississippi River Trail. When complete, the development of the park will provide a convenient stopping point along the MNRRA corridor either by boat or by bicycle.

I would like to take this opportunity to invite you to review and comment on the plan at your earliest convenience.

I look forward to working with you on the development of this park. If you have any questions, you can contact me at 763-767-2865 or via e-mail at karen.blaska@co.anoka.mn.us.

Thank you and regards,

Karen Blaska
Park Planner

Anoka County Parks and Recreation

550 Bunker Lake Boulevard NW, Andover, MN 55304

October 20, 2010

Molly Shodeen
Department of Natural Resources
1200 Warner Road
St. Paul, MN 55106

Re: Draft Master Plan for Mississippi West Regional Park

Dear Molly:

Enclosed please find a draft master plan for Mississippi West Regional Park located in Ramsey, MN. As you know, the park is located along the Mississippi River and provides great access to the river.

I would like to take this opportunity to invite you to review and comment on the plan at your earliest convenience.

I look forward to working with you on the development of this park. If you have any questions, you can contact me at 763-767-2865 or via e-mail at karen.blaska@co.anoka.mn.us.

Thank you and regards,

Karen Blaska
Park Planner

Anoka County Parks and Recreation

550 Bunker Lake Boulevard NW, Andover, MN 55304

October 11, 2010

Amber Miller
Planning Manager
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Draft Master Plan for Mississippi West Regional Park

Dear Amber:

Enclosed please find a draft master plan for Mississippi West Regional Park located in Ramsey, MN. I would like to take this opportunity to invite you to review and comment on the plan at your earliest convenience.

The Anoka County Parks and Recreation Department is holding a public meeting on October 20th, 2010 from 4:00pm to 7:00pm at Ramsey Municipal Center, to obtain public comment on the plan.

If you have any questions, you can contact me at 763-767-2865 or via e-mail at karen.blaska@co.anoka.mn.us.

Thank you and regards,

Karen Blaska
Park Planner

Public Meeting Notice

Mississippi West Regional Park
Master Plan

The Anoka County Parks and Recreation Department will hold a public meeting on October 20, 2010 from 4:00 p.m. to 7:00 p.m. at Ramsey Municipal Center, 7550 Sunwood Dr NW, Ramsey, MN 55303 to obtain public comment on the master plan for Mississippi West Regional Park located in Ramsey, MN. Proposed plans include picnic facilities, restroom buildings, trails, interpretive center, boat launch, fishing pier, observations decks, natural resource restoration, roadways and parking lots.

Anyone interested in learning more about the master plan or wanting to offer comments is invited to attend the meeting. Those who have questions, but are unable to attend, may contact Karen Blaska, Park Planner at 763-767-2865.

Kathryn Timm
Assistant County Attorney

Terry L. Johnson
County Administrator

Publish In:
Anoka County Union: October 8 and October 15, 2010

2040 REGIONAL PARKS POLICY PLAN

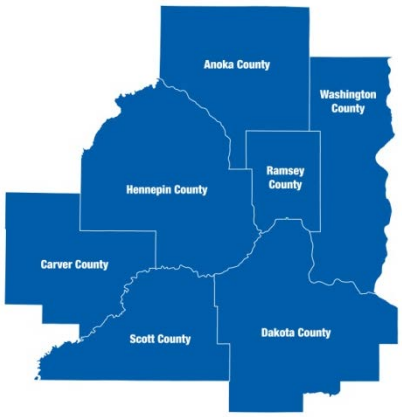
METROPOLITAN COUNCIL

February 2015

The Council's mission is to foster efficient and economic growth for a prosperous metropolitan region

Metropolitan Council Members

Susan Haigh	Chair
Katie Rodriguez	District 1
Lona Schreiber	District 2
Jennifer Munt	District 3
Gary Van Eyll	District 4
Steve Elkins	District 5
James Brimeyer	District 6
Gary L. Cunningham	District 7
Adam Duininck	District 8
Edward Reynoso	District 9
Marie McCarthy	District 10
Sandy Rummel	District 11
Harry Melander	District 12
Richard Kramer	District 13
Jon Commers	District 14
Steven T. Chávez	District 15
Wendy Wulff	District 16



The Metropolitan Council is the regional planning organization for the seven-county Twin Cities area. The Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans and helps fund regional parks, and administers federal funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council board is appointed by and serves at the pleasure of the governor.

On request, this publication will be made available in alternative formats to people with disabilities. Call Metropolitan Council information at 651-602-1140 or TTY 651-291-0904.

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Chapter One: Planning for the Twin Cities Region

Thrive MSP 2040

Our region is anchored by three great rivers, dotted by hundreds of lakes, and endowed with wide expanses of green space, giving our residents beautiful landscapes that inspire and renew. Its largest river − the Mississippi − gave birth to two frontier settlements − Minneapolis and Saint Paul. Since then, our region has grown and prospered, and is now well-known for its high quality of life, its strong, resilient economy, and many other assets:

- Vibrant arts, music and theatre communities and professional sports teams
- Rich cultural diversity
- Abundant parks, recreational trails, conserved open space, fertile agricultural land, and natural resources
- A civic tradition of shared action.

Today, the Twin Cities metropolitan area − the jurisdiction of the Metropolitan Council − is a thriving region of nearly three million people living in 186 communities across the seven counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington. The region has emerged as a world-class metropolitan area − a great place to live, work, play and do business.

As we plan for our next 30 years, key challenges lie ahead − constrained fiscal resources, new demands stemming from demographic shifts, emerging environmental challenges, new regional planning priorities, and the increasing necessity of regional economic cooperation.

Under state law, the Metropolitan Council is responsible for preparing a comprehensive development guide for the seven-county Twin Cities metropolitan area. The Council's *Thrive MSP 2040*, adopted in May 2014, provides a framework for a shared vision for the future of the region over the next 30 years. *Thrive* establishes the policy foundation used by the Council to develop its regional systems and policy plans, as well as development policies and implementation strategies. Taken together, these constitute the comprehensive development guide that guides the orderly and economical development of the region. State statute specifies three metropolitan systems plans:

- Transportation Policy Plan (including Aviation)
- Water Resources Policy Plan
- Regional Parks Policy Plan

In addition to the three statutory metropolitan systems plans, the Council is developing a Housing Policy Plan. The Housing Policy Plan will provide an expanded policy framework to inform the Council's review of the housing elements and housing implementation programs of local comprehensive plans required in statute.

Thrive is the result of extensive engagement with the region's residents, civic, nonprofit and business leaders, and governmental officials. As a regional plan, *Thrive* addresses issues greater than any one neighborhood, city, or single county can tackle alone to build and maintain a thriving metropolitan region. Using an outcomes-based approach, *Thrive* puts forward five outcomes and three principles as the foundation of a prosperous, equitable, and livable region for today and generations to come.

Thrive Outcomes

Thrive's regional vision includes five desired outcomes: stewardship, prosperity, equity, livability, and sustainability. While each outcome is described below, it is important to note that the five outcomes reinforce and support one another to produce greater benefits than any single outcome alone. The outcomes provide policy direction for this *2040 Regional Parks Policy Plan*.

Stewardship

Stewardship advances the Council's longstanding mission of orderly and economical development by responsibly managing the region's natural and financial resources, and making strategic investments in our region's future. The region enjoys a bounty of natural resources including three major rivers, over 900 lakes, extensive wetlands, native prairie, woodland habitats, and an abundant groundwater system. The rich natural assets are a part of our regional identity, enhancing our quality of life and supporting a strong economy. However, challenges to the quality and extent of natural resources abound.

Prosperity

Prosperity is fostered by investments in infrastructure and amenities that make our region competitive in attracting and retaining successful businesses, a talented workforce, and strong economic opportunities. Regional economic competitiveness results from our strategic, long-term public and private decisions that build on and grow our region's economic strengths relative to other regions. Advancing prosperity includes:

- Fostering conditions for shared economic vitality by balancing major investments across the region,
- Protecting natural resources that are the foundation of prosperity,
- Planning for and investing in infrastructure, amenities, and quality of life needed for economic competitiveness, and
- Encouraging redevelopment and infill development.

Equity

Equity means connecting all residents to opportunity and creates viable housing, transportation, and recreation options for people of all races, ethnicities, incomes, and abilities so that all communities share the opportunities and challenges of growth and change. Promoting equity includes:

- Using the Council's influence and investments to build a more equitable region
- Creating real choices in where we live, how we travel, and where we recreate for all residents, across race, ethnicity, economic means, and ability
- Investing in a mix of housing affordability along the region's transit corridors, and
- Engaging a full cross-section of the community in decision-making.

Livability

Livability focuses on the quality of our residents' lives and experiences in the region, and how places and infrastructure create and enhance the quality of life that makes our region a great place to live. Enhancing livability means:

- Increasing access to nature and outdoor recreation through regional parks and trails
- Providing transportation choices for a range of demographic characteristics and economic means
- Supporting bicycle facilities to promote bicycling for transportation, recreation, and healthy lifestyles
- Aligning resources to support transit-oriented development and walkable places, and
- Promoting healthy communities and active living through land use, planning, and investments.

Sustainability

Sustainability seeks to protect our regional vitality for generations to come by preserving our capacity to maintain and support our region's well-being and productivity over the long term. The region's investments in prosperity, equity, and livability will fall short over the long term if the region exhausts its resources without investing in the future.

Thrive Principles

Thrive identifies the principles of integration, collaboration, and accountability to carry out the Council's work. The three principles reflect the Council's efforts to integrate policy areas, support local governments and regional partners, and promote and implement the *Thrive* regional vision. Each principle is explained below.

Integration

Integration is the intentional combining of related activities to achieve more effective results, using multiple policy tools to address complex regional challenges and opportunities. The *Thrive* outcomes described above are lofty ideals that cut across the Council's functions and responsibilities, thereby requiring the Council to use its full range of authorities and activities in more coordinated ways. Achieving integration involves moving beyond organizational silos and coordinating effectively with partners and stakeholders throughout the region.

Collaboration

Collaboration recognizes that shared efforts advance our region most effectively toward shared outcomes. Addressing the region's issues requires collaboration because no single entity has the capacity or authority to do the work alone. For the Council, acting collaboratively means fostering shared strategies, supportive partnerships, and reciprocal relationships. It also represents convening the region's best thinkers, experts, and stakeholders to address complex regional issues beyond the

capacity or authority of any single jurisdiction or institution. Additionally, it involves providing technical assistance and enhanced information to support local planning and decision-making.

Accountability

For the Council, accountability includes a commitment to monitor and evaluate the effectiveness of our policies and practices toward achieving shared outcomes and a willingness to adjust course to improve performance. Acting accountably means: a) adopting a data-driven approach to measure progress, b) creating and learning from *Thrive* indicators, c) providing clear, easily accessible information, and d) fulfilling the Council's mission.

Thrive's Additional Directives for the 2040 Regional Parks Policy Plan

Thrive articulates a long-range vision for the region. The vision aims to foster and contribute to the five desired outcomes through the use of the three principles described in the previous section. While the focus in *Thrive* is on the overarching vision for the region, *Thrive* provides directives for the *2040 Regional Parks Policy Plan*. *Thrive* specifies that the Council will collaborate with the Metropolitan Parks and Open Space Commission, regional park agencies, and state partners to:

- Expand the Regional Parks System to conserve, maintain, and connect natural resources identified as being of high quality or having regional importance, as identified in the *2040 Regional Parks Policy Plan*
- Provide a comprehensive regional park and trail system that preserves high-quality natural resources, increases climate resiliency, fosters healthy outcomes, connects communities, and enhances quality of life in the region
- Promote expanded multimodal access to regional parks, regional trails, and the transit network, where appropriate
- Strengthen equitable usage of regional parks and trails by all our region's residents, such as across age, race, ethnicity, income, national origin, and ability

Regional Growth and Demographics

By 2040, our region is projected to be home to almost 3.7 million people, a gain of 824,000 residents from 2010. Such robust growth is a sign of the region's economic health and vitality. With this growth will come new jobs, greater racial and ethnic diversity, expanded economic opportunities and increased tax revenues. Accommodating growth poses challenges, however, as the increasing public concern about traffic congestion demonstrates. Although there is still open space and available land in some parts of the region, the additional population and the systems that will serve it will make expanding or even preserving space for parks and trails more challenging.

	2000	2010	2040
Population	2,642,062	2,849,567	3,673,660
Households	1,021,456	1,117,749	1,509,170
Employment	1,606,263	1,543,872	2,094,380

In addition, our population is changing in ways that will influence how we develop and redevelop:

- Our region is aging rapidly. More than one in five residents will be age 65 and older in 2040, compared to one in nine in 2010.
- The region will gain 391,000 new households by 2040.
- By 2040, 40% of the population will be people of color, compared to 24% in 2010. The share of people of color increases among younger age groups; 54% of residents under age 18 will be people of color in 2040.

While the rich and growing racial and ethnic diversity is an asset to our continued economic vitality, our region has some of the largest disparities by race and ethnicity of any large metropolitan area in the nation. Importantly, these disparities and shifting demographics have implications for nature-based outdoor recreation providers. Broad based trends consistently indicate that recreation participation is far greater for white and/or non-Hispanic populations within the state and the nation than for people of color. [see Minnesota's State Comprehensive Outdoor Recreation Plan (SCORP), 2014]. In addition, SCORP cites several studies showing that involvement in nature-based outdoor recreation among young adults and their children has decreased since the 1990s. The relative participation of different segments of the population in nature-based outdoor recreation, together with their respective population growth rates, create significant challenges ahead in terms of park and trail utilization, as well as maintaining broad-based public support for park and trail investments. To this end, the *2040 Regional Parks Policy Plan* incorporates specific aims to strengthen equitable usage of our regional parks and trails by all our region's residents.

Community Designations

The seven-county region contains a wide range of communities, from agricultural townships to densely developed downtown neighborhoods. Recognizing that one size does not fit all, the Council uses community designations to group communities with similar characteristics in order to implement regional policy at the local level through comprehensive plans (See Figure 1-1). Community designations fall within two main categories, the Metropolitan Urban Service Area and the Rural Service Area.

Metropolitan Urban Service Area

The Metropolitan Urban Service Area constitutes about half of the land in the region, but accounts for more than 90% of the region's population. The Council supports the Metropolitan Urban Service Area

through investments such as regional wastewater services, regional highways, transit service, the Regional Parks System, and programs that support redevelopment. Some of the region's most popular regional parks are located in the Metropolitan Urban Service Area, including Como Regional Park, Zoo and Conservatory; Minnehaha Regional Park; and Hyland-Bush-Anderson Lakes Park Reserve. Trails including the Bruce Vento and North Cedar Lake Regional Trails; connect people to regional parks and local amenities. The Metropolitan Urban Service Area is divided into five community designations:

- Urban Center
- Urban
- Suburban
- Suburban Edge
- Emerging Suburban Edge

Thrive forecasts project that over the next 30 years growth and redevelopment will occur throughout the region. Not only will growth occur in the suburban communities; the urban communities will continue to redevelop. Forces driving this change are our aging population, new residential preferences among younger households, and increasing interest in sustainable lifestyles. Demographic changes, emerging preferences, and shifting development patterns will increase our need to expand multimodal access to our regional parks, regional trails and transit system.

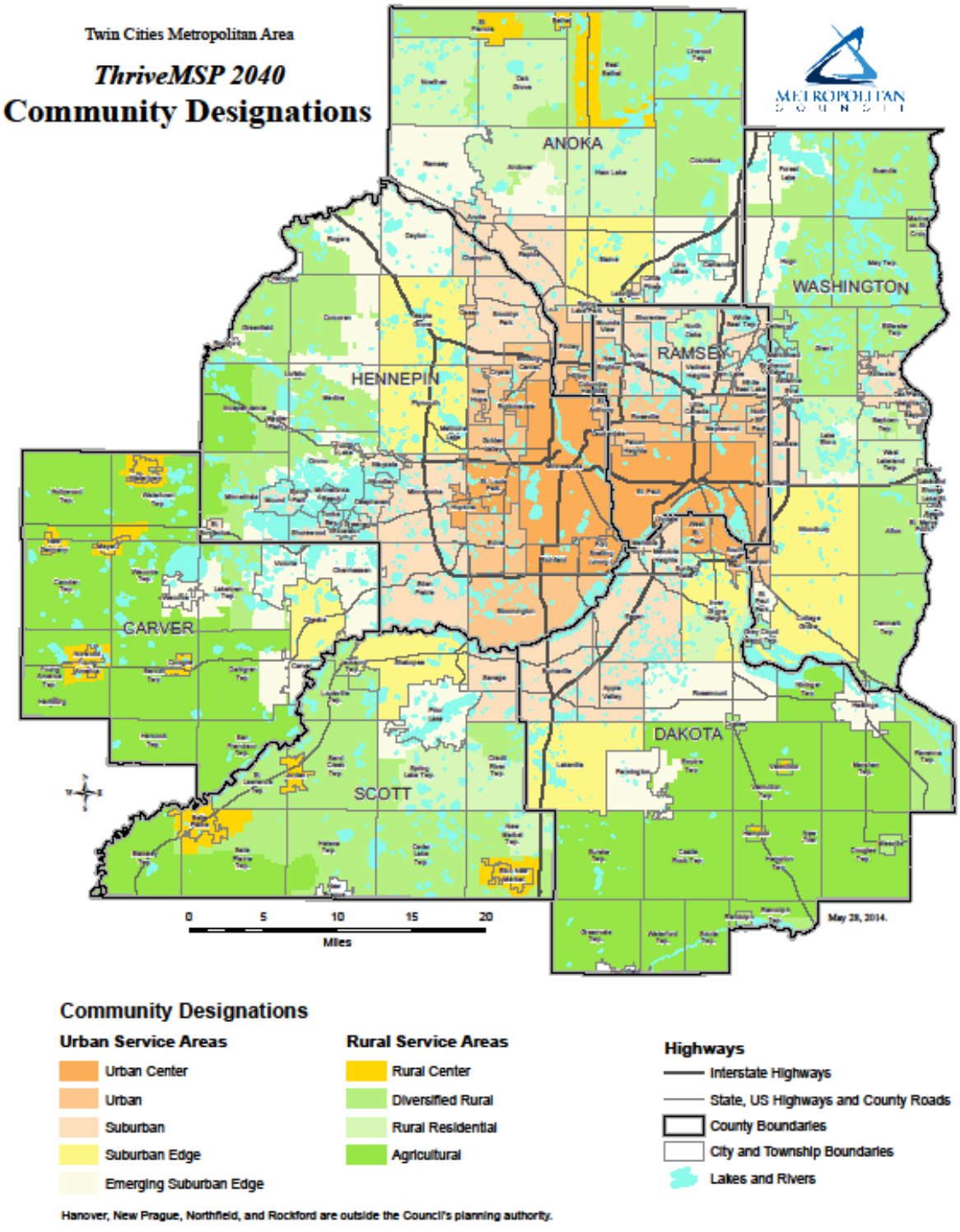
Rural Service Area

About half of the land in the Twin Cities region is located in the Rural Service Area. This area includes a range of land uses, including cultivated farmland, vineyards, hobby farms, gravel mines, woodlands, small towns, scattered and clustered housing, open spaces, and significant expanses of the region's natural resources. Aside from the Regional Parks System, investments in regional service and infrastructure are limited in the Rural Service Area. The Rural Service Area is divided into four community designations:

- Rural Center
- Rural Residential
- Diversified Rural
- Agricultural

The Rural Service Area contains some of the Regional Parks System's large park reserves, including Crow Hassan and Big Marine Park Reserves. In addition to providing passive recreation opportunities, the park reserves also preserve, maintain, and connect high quality or regionally important natural resources.

Figure 1-1. Thrive MSP 2040 Community Designations



Local Comprehensive Plans

The policy direction from *Thrive* and the Council's systems and policy plans − including this *2040 Regional Parks Policy Plan* – provides guidance to local governments in developing their comprehensive plans. Under state law, each county, city and township in the seven-county metropolitan area must review and, if necessary, amend its local comprehensive plan at least every 10 years to ensure that the local plan − and local fiscal devices and official controls − conforms with the Council's metropolitan system plans (Minn. Stats. 473.864).

Following the adoption of the *2040 Regional Parks Policy Plan* and once the Council issues system statements, as required under the Metropolitan Land Planning Act, local communities have three years to update their local comprehensive plan. If the Council issues system statements based on a future amendment to the *2040 Regional Parks Policy Plan*, local communities have nine months to amend their comprehensive plans.

Local comprehensive plans are reviewed by the Council based on three primary criteria:

- Conformance with metropolitan system plans
- Consistency with Council policies
- Compatibility with adjacent and affected governmental units.

When a plan meets these criteria, the Council authorizes it to be put into effect. If a plan does not meet the review standards, the Council can require the jurisdiction to modify its plan to conform to the Council's system plans.

Conformance

A local comprehensive plan will conform to the metropolitan system plans if the local plan:

1. Accurately reflects the components of the metropolitan system plans
2. Integrates public facilities plan components
3. Addresses land use policies, plans for forecasted growth, meets density standards and maximizes the efficiency and effectiveness of the regional systems

In their local comprehensive plans, communities need to acknowledge and plan for the Regional Parks System facilities in their jurisdiction as identified in the *2040 Regional Parks Policy Plan.* The Council will review local plans to ensure they will not cause detrimental impacts to Regional Parks System facilities and that the plans do not preclude or substantially limit the future acquisition of lands officially identified for the Regional Parks System in the *2040 Regional Parks Policy Plan*.

Consistency

Consistency is generally achieved if the local plan:

1. Addresses the community role for the land use policies contained in *Thrive,* including:

   Natural Resource Protection: Conserve, restore, and protect the region's natural resources to ensure their ongoing availability, to support public health, and to maintain a high quality of life.

Access, Mobility and Transportation Choice: Sustain and improve a multimodal transportation system to support regional growth, maintain regional economic competitiveness and provide choices and reliability for the system's users. To help meet this policy, local communities are encouraged to plan and develop local trail connections to regional trails as identified in the 2040 Regional Parks Policy Plan and to plan for and connect to the Regional Bicycle Transportation Network as identified in the 2040 Transportation Policy Plan, where appropriate.

2. Addresses the linkage of local land uses to local parks and open space as well as the Regional Parks System.

3. Includes an implementation plan describing public programs, fiscal devices and other specific actions (sequencing and staging activities) that implement the comprehensive plan and ensure conformance with regional system plans.

4. Addresses official controls and includes a capital improvement program (sewers, parks, transportation, water supply and open space) that accommodates planned growth and development.

Compatibility

Compatibility with adjacent and affected governmental units is generally achieved if the local plan adequately documents that it has addressed the concern(s) of all adjacent and affected jurisdictions, based on comments or concerns from these entities.

As local communities update their comprehensive plans, the Council encourages them to identify locally important natural areas for protection through acquisition, conservation easements, and conservation-sensitive development practices. In addition to planning for the recreational needs of its residents, the Council encourages communities to plan local trail connections to the Regional Parks System. Together, the region, the regional park implementing agencies, local communities, nonprofit organizations, and the private sector can preserve natural areas and enhance multimodal access to regional parks and trails.

Chapter Two: Overview of the Regional Parks System and the 2040 Regional Parks Policy Plan

Introduction

The benefits of parks have been extensively documented[1]. Parks and open green space positively contribute to human health and well-being. Benefits to physical well-being include increased physical activity, reduced risk of various chronic illnesses, as well as obesity. Benefits to psychological well-being include stress reduction, attention restoration, and improved cognitive functioning. Social well-being benefits include increased social capital, family bonding, and social integration. Parks and open green space also contribute many environmental benefits including biodiversity conservation, air and water purification, erosion control, climate regulation, carbon dioxide sequestration, among other ecosystem services.[2]

Benefits afforded by the Regional Parks System, such those illustrated above, help to keep our region at the top of national livability rankings. The Twin Cities area's 62 regional parks, park reserves, and special recreation features, plus more than 340 miles of regional trails, showcase the unique landscapes of the region and provide year-round recreation. Our residents have consistently singled out the region's parks, trails and natural environment as the most attractive feature of the region.[1] Drawing over 47 million annual visits in 2013, the Regional Parks System provides access to natural space that contributes to physical and emotional well-being. Many of our region's most well-known and iconic sites are part of the Regional Parks System − the Minneapolis Chain of Lakes, Como Zoo and Conservatory, Lebanon Hills Regional Park, Bunker Hills Regional Park, Elm Creek Park Reserve, and Lake Elmo Park Reserve.

The 2040 Regional Parks Policy Plan advances the Thrive MSP 2040 outcomes of Stewardship, Prosperity, Equity, Livability, and Sustainability by striving to:

- Expand the Regional Parks System to conserve, maintain, and connect natural resources identified as being of high quality or having regional importance, as identified in the *2040 Regional Parks Policy Plan*
- Provide a comprehensive regional park and trail system that preserves high-quality natural resources, increases climate resiliency, fosters healthy outcomes, connects communities, and enhances quality of life in the region
- Promote expanded multimodal access to regional parks, regional trails, and the transit network, where appropriate

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[1] Dinnie, E., Brown, K.M., Morris, S. (2013). Negotiating the social well-being benefits of urban green space. *Landscape and Urban Planning,* 112, 1-9.
Wolch, J.R., Byrne, J., & Newell, J.P. (2014). Urban green space, public health, and environmental justice: The challenge of making cities 'just green enough'. *Landscape and Urban Planning,* 125, 234-244.

[2] Gómez-Baggethun, E. & Gren, A. (2013). Urban ecosystem services. In T. Elmqvist et al. (eds.), *Urbanization, Biodiversity and Ecosystem Services: Challenges and Opportunities: A Global Assessment*, pp. 175-251.

- Strengthen equitable usage of regional parks and trails by all our region's residents, such as across age, race, ethnicity, income, national origin, and ability

The Regional Parks System plays a key role in providing parks and open space for the metropolitan area. But by itself, it cannot and was never intended to provide all of the metropolitan area's recreational opportunities. The Regional Parks System is one component of the greater recreation and open space system for the metropolitan area that includes local, state, and federal parks and open space areas, as well as private sector facilities. All these other facilities and services complement those of the Regional Parks System.

This chapter provides an overview of the Regional Parks System and the 2040 Regional Parks Policy Plan. These concepts are explored in more detail in subsequent chapters of this plan.

The Regional Parks System

The Regional Parks System, supported by the Council in partnership with cities, counties and special park districts, was established in 1974. At that time, the Legislature found that:

> *"The pressure of urbanization and development threatens the most valuable remaining large recreational open spaces in the metropolitan area at the same time as the need for such areas is increased. Immediate action is therefore necessary to provide funds to acquire, preserve, protect and develop regional recreational open space for public use." (Minn. Stat. 473.302)*

In response to state legislation, about 31,000 acres of existing parks were designated as "regional recreation open space." The newly designated regional parks had about five million visits in 1975. Over the past 40 years, the Council has invested state and regional funds to help local park agencies develop those first designated regional parks, as well as to acquire and develop new parks and trails for the growing metropolitan population. The Regional Parks System strives to build upon the world class system of interconnected parks and natural areas first established in Minneapolis by such visionaries as Horace Cleveland and Theodore Wirth, and extend that model throughout the region.

As of 2014, the Regional Parks System includes:

- 54,286 acres open for public use
- 54 regional parks and park reserves
- Eight special recreation features, such as the zoo and conservatory at Como Regional Park
- 40 regional trails, with 340 miles currently open to the public
- Over 47 million visits each year
- An investment of more than $658 million in state and regional dollars since inception, with an additional $163 million of state funds to partially finance operations and maintenance of the regional park system

Regional parks contain significant regional natural resources such as lakeshore, wetlands, hardwood forests, native prairies and groundwater recharging areas. If you were to visit one regional park, park reserve or special recreation feature each weekend − not even counting the trails, it would take you more than a year to get to them all. It's an amazing system, one that has few rivals anywhere in the

world. It demonstrates the importance of natural spaces and outdoor recreation to Minnesotans, including those living in the metropolitan area. The Regional Parks System is comprised of four main components: regional parks, park reserves, regional trails, and special recreation features.

Regional Parks

Regional parks most notably contain a diversity of nature-based resources, either naturally occurring or human-built, and are typically 200-500 acres in size. Regional parks accommodate a variety of outdoor recreation activities. In 2014, a total of 42 regional parks were open to the public. Examples of regional parks include:

- Battle Creek-Indian Mounds Regional Park (City of St. Paul and Ramsey County)
- Lake Waconia Regional Park (Carver County)
- Lebanon Hills Regional Park (Dakota County)
- Theodore Wirth Regional Park (Minneapolis Park and Recreation Board)
- Spring Lake Regional Park (Scott County)

Park Reserves

Park reserves, like regional parks, provide for a diversity of outdoor recreation activities. One major feature that distinguishes the park reserve from a regional park is its size. The minimum size for a park reserve is 1,000 acres. An additional characteristic of park reserves is that they are required to manage at least 80% of the park reserve as natural lands that protect the ecological functions of the native landscape. As of 2014, a total of 12 park reserves were open to the public. Examples of park reserves include:

- Hyland-Bush-Anderson Lakes Park Reserve (City of Bloomington and Three Rivers Park District)
- Lake Elmo Park Reserve (Washington County)
- Rice Creek Chain of Lakes Park Reserve (Anoka County)

The Council's 2008 Regional Park System Visitor Survey found the most popular activities in regional parks and park reserves included: 1) walking, 2) swimming, 3) biking, 4) picnicking, and 5) playground use.

Regional Trails

The Council has defined two major types of trails to serve the region: 1) destination or greenway trails and 2) linking trails. Destination or greenway trails typically follow along routes with high-quality natural resources that make the trail itself a destination. Examples of destination or greenway trails include:

- Minnehaha Parkway Regional Trail (Minneapolis Park and Recreation Board)
- Rush Creek Regional Trail (Three Rivers Park District)

Linking trails, on the other hand, are predominately intended to provide connections between various Regional Parks System units, most notably regional parks or park reserves. Examples of linking trails include:

- East Anoka County Trail (Anoka County)
- Highway 96 Regional Trail (Ramsey County)

As of 2014, 40 regional trails totaling approximately 340 miles were open for public use.

Special Recreation Features

Special recreation features are defined as Regional Parks System opportunities not generally found in the regional parks, park reserves or trail corridors. Special recreation features often require a unique managing or programming effort. As of 2014, there were eight special recreation features open to the public. Examples of special recreation features include:

- Como Zoo (City of St. Paul)
- Gale Woods Farm (Three Rivers Park District)
- Square Lake (Washington County)

Additional information on Regional Parks System facilities is provided in Chapter 3.

Regional Parks System Management Structure

The organizational structure of the Regional Parks System is unique. It is built upon a strong partnership among the Council and several governmental agencies, including cities, counties, and special park districts. While each agency has a role in the Regional Parks System, collaboration is the cornerstone and the strength of the Regional Parks System.

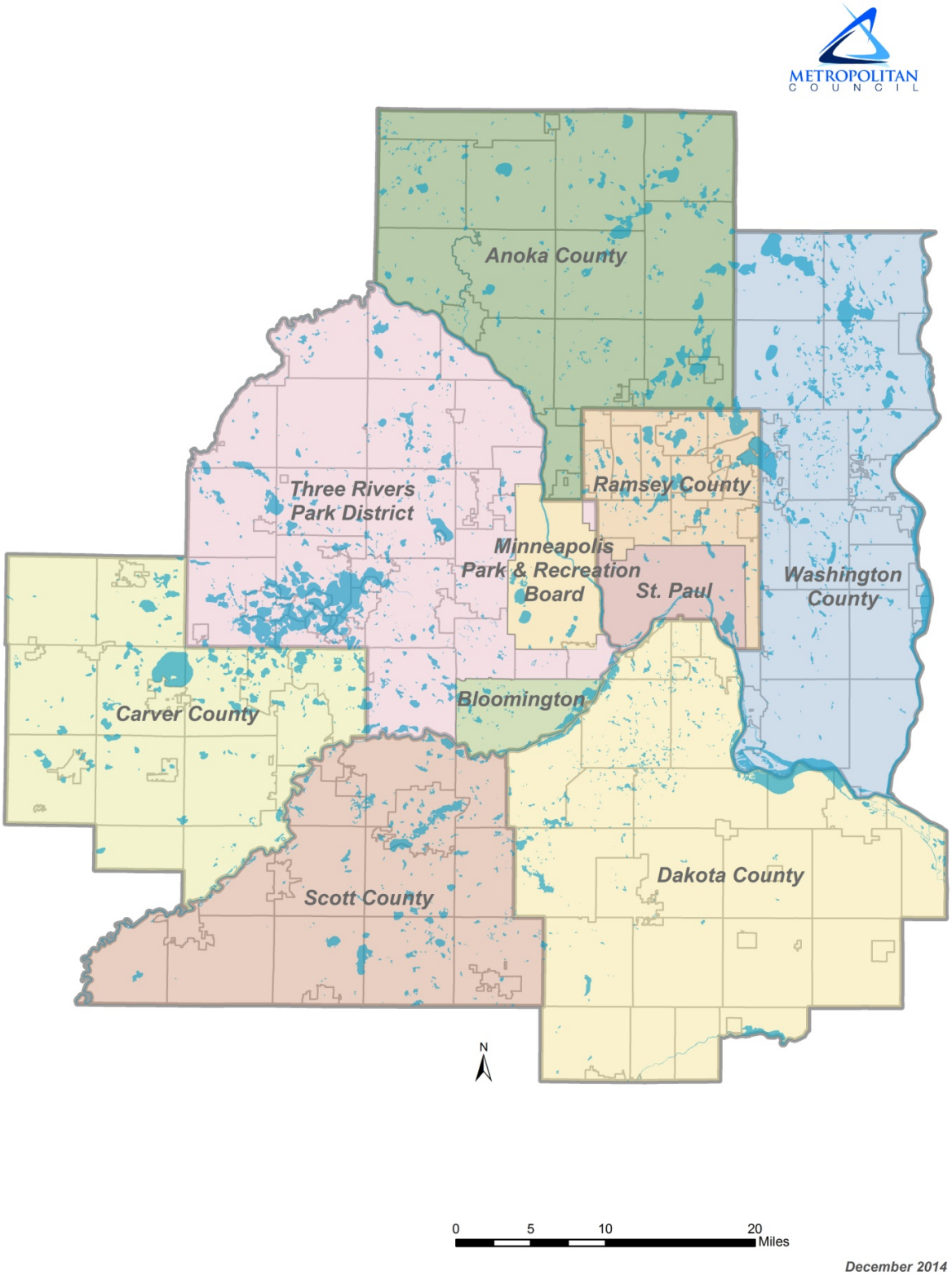
Regional Park Implementing Agencies Role

Cities, counties, and special park districts own and operate regional parks and trails − the Minneapolis Chain of Lakes' facilities, paths and activities are the responsibility of the Minneapolis Park and Recreation Board, for example − but once a park becomes part of the Regional Parks System, the Council supports it with planning, funding, information, marketing, and advocacy. The agency partners that own and operate the Regional Parks System are called regional park implementing agencies. A map of the regional park implementing agency areas is shown in Figure 2-1.

The regional park implementing agencies are:

Anoka County
City of Bloomington
Carver County
Dakota County
Minneapolis Park and Recreation Board
Ramsey County
City of Saint Paul
Scott County
Three Rivers Park District
Washington County

Figure 2-1. Regional Park Implementing Agencies



Metropolitan Council Role

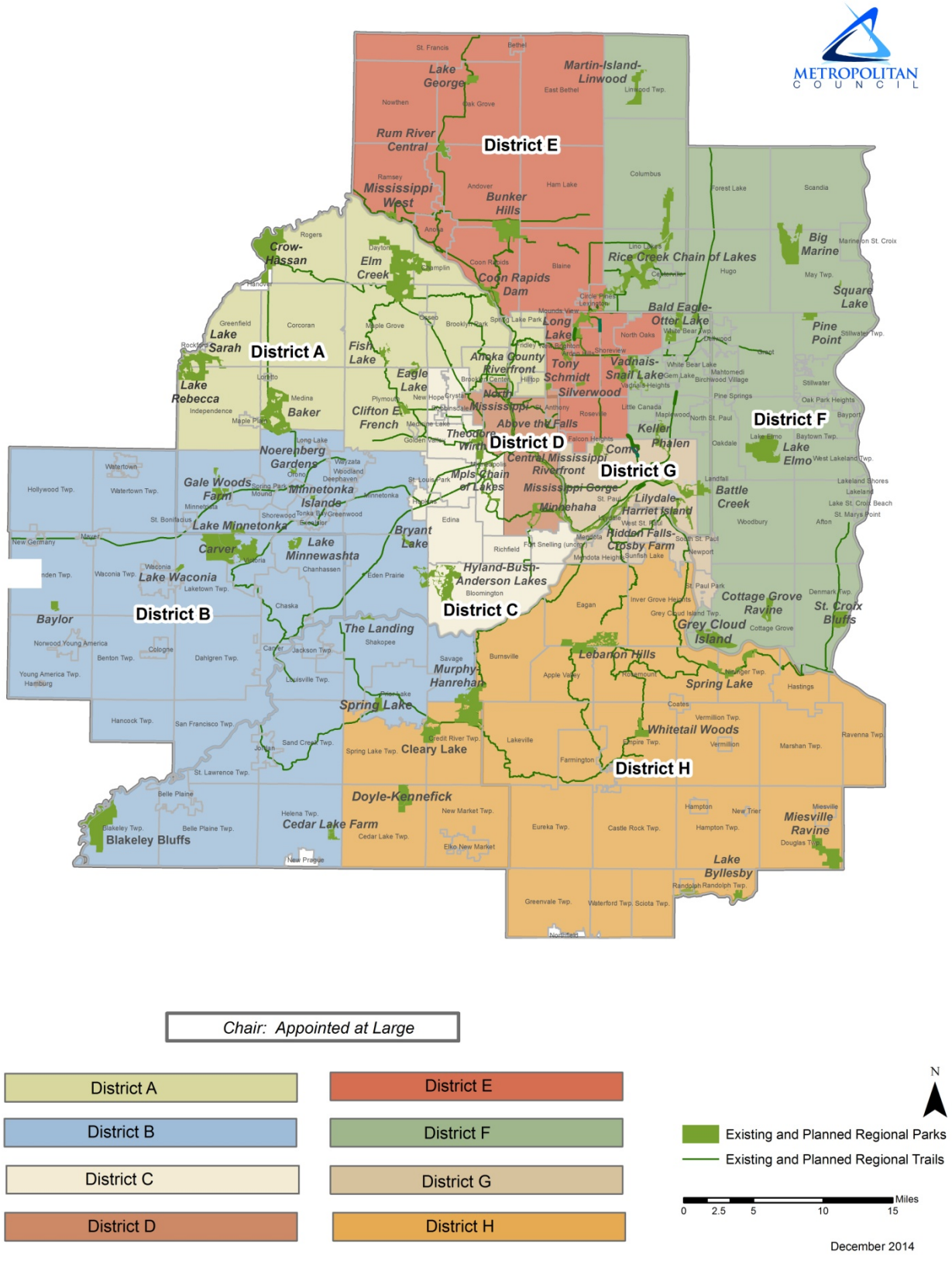
Regional Parks System legislation directs the Council to take the leading role in providing for a Regional Parks System that will complement the recreational open space opportunities provided in the area by the federal, state and local units of government. State law gives the Council the authority to determine which parks and trails in the seven-county area are included in the Regional Parks System and to generally identify areas that should be acquired for the Regional Parks System. The Council is charged with determining whether these lands are regionally important and would collectively provide a balanced system of outdoor recreation for the region. See page 24 for an overview of key Minnesota legislation.

As described shortly, the Council also contributes and administers funding to the regional park implementing agencies to acquire, develop and operate the Regional Parks System.

Metropolitan Parks and Open Space Commission Role

The Metropolitan Parks and Open Space Commission, appointed by the Council, uses its expertise to advise the Council on the review of regional park and trail master plans, grants for land acquisition and capital improvements. It also provides recommendations on updates and amendments to the Regional Parks Policy Plan. The commission consists of eight volunteer members, who represent specific districts throughout the region and a chair who is appointed at large. A map of the districts is shown in Figure 2-2.

Figure 2-2. Metropolitan Parks and Open Space Commission Districts



Regional Parks System Funding

As previously noted, the Council contributes and administers funding to the regional park implementing agencies. Funding for the Regional Parks System funding currently consists of four main grant programs. Each grant program is intended for different purposes and is comprised of various funding sources. Only regional park implementing agencies, listed above, qualify for the grant programs. Each grant program is highlighted briefly below. Additional detailed information can be found in Chapter 5.

Capital Improvement Program

The Council's Capital Improvement Program (CIP) is intended for Regional Park System acquisition, development, and redevelopment projects. The fund is financed by state (60%) and Council (40%) bonds. The amount of funds each regional park implementing agency receives is based on a formula specified in Chapter 5.

Parks and Trails Legacy Fund Program

The Parks and Trails Legacy Fund program was created after the statewide passage of the Minnesota's Clean Water Land and Legacy Amendment in 2008. Along with state and Greater Minnesota regional parks and trails, the Council receives a portion of the Parks and Trails Legacy appropriations for the Regional Parks System.

The Council administers the Parks and Trails Legacy funds to regional park implementing agencies. The Parks and Trails Legacy Plan, which is described in Chapter 5, was developed to guide the use of the funds. Each regional park implementing agency's share of the funds is based on a formula specified in state statute (Minn. Stat. 85.53, subd 3). Also stipulated in state statute is the requirement that 10% of the total Parks and Trails Legacy appropriations be set aside for land acquisition. Appropriations from the Parks and Trails Legacy funds for acquisition are made available to regional park implementing agencies through the Council's Park Acquisition Opportunity Fund Grant Program, described below.

Park Acquisition Opportunity Fund Grant Program

The Park Acquisition Opportunity Fund Grant program is organized into two separate programs, corresponding to different funding sources. The two programs are the Parks and Trails Legacy Fund (PTLF) and the Environment and Natural Resources Trust Fund (ENRTF). As noted above, 10% of the Parks and Trails Legacy Fund appropriations are set aside for land acquisition, which are used for the PTLF acquisition opportunity grant program. The ENRTF acquisition opportunity grant fund is comprised of appropriations received by Legislative-Citizen Commission on Minnesota Resources (LCCMR) for land acquisition. The Council matches every $3 of PTLF or ENRTF appropriations with $2 of Council bonds. Both programs in the Council's Park Acquisition Opportunity Fund Grant program are non-competitive and awarded based on funding availability among other considerations detailed in subsequent chapters.

Operations and Maintenance

The Council administers pass-through funds from the state to regional park implementing agencies to pay for a portion of their operations and maintenance costs. The share each regional park implementing agency receives is based on a formula specified in state statute (Minn. Stat. 423.351).

In addition to the four grant programs highlighted above, the Council also provides additional funds and administers other investments. For example, the Council administers pass-through grants from the state to regional park implementing agencies. These dollars are legislatively earmarked for a particular regional park implementing agency or park and trail unit. Additionally, the Council provides other funding investments not included above. For example, legislation created a special fund for North Mississippi Regional Park. In another example, Council bonds have been issued to pay for acquisitions without state matching funds. In sum, the total investment the state and Council have made toward the Regional Parks System between 1974 and 2014 totals $821 million (Table 2-1).

Table 2-1. 40-year Regional Park System State and Regional Funding Investments, 1974-2014

Capital Improvement Program (State and Council Funds)	**Parks and Trails Legacy Fund** (State Funds)	**Park Acquisition Opportunity Fund Grant Program** (State and Council Funds)		**Operations and Maintenance** (State Funds)	**Pass-Through Grants** (State Funds)	**Other Investments** (State and Council Funds)
		ENRTF[1]	**PTLF**[2]			
$414.1 M	$84.1M	$15.1 M	$15.6 M	$163.0 M	$104.7M	$25.1 M

[1] Environment and Natural Resources Trust Fund acquisition account
[2] Parks and Trails Legacy Fund acquisition account

About eight /tenths of a percent (0.82%) of the total state and local taxes paid by a household in the region go to support the Regional Parks System. For the owner of a $250,000 home in the seven-county metropolitan area, the average annual cost of the Regional Park System is $67 − including $26 in state income and sales taxes and $41 in regional and local property taxes.

The investments and funding sources described above are not the only funding sources for the Regional Park System. Each regional park implementing agency provides their own mix of funding for their respective regional parks and trails. Other funding sources also exist, including federal grants, public-private partnerships, and private donations. In addition to the four grant programs highlighted above, the Council is committed to creating a set-side competitive grant program that is specifically targeted to enhance equitable usage of regional parks and trails. This grant program, tentatively called the Park Equity grant program, will be created using Council bonds and funded on an annual basis. Because of existing constraints on Council bonds, the grant program will provide funding only for acquisition, development, or redevelopment projects in the Regional Park System. Additional details of the new grant program are described in Chapter 4.

Regional Parks Policy Plan

Managing a Regional Parks System that involves a number of different local entities, in addition to the Council, requires coordinated policies and strategies. The *2040 Regional Parks Policy Plan* lays out the goals for the development of the Regional Parks System and the strategies designed to meet these goals.

Over the past 40 years, the Regional Parks System has made significant strides toward achieving the *Thrive* outcomes of stewardship, prosperity, livability, and sustainability. By protecting high quality natural resources and providing a world-class system of recreational opportunities, the Regional Parks System has strongly contributed to the high quality of life in the region. The policies laid out in the *2040 Regional Parks Policy Plan* reflect the Council's commitment to support and protect the Regional Parks System.

The equity outcome as described in *Thrive* is a new direction for the Council. The regional park implementing agencies have various programs and practices to help reach and serve their diverse base of users. The *2040 Regional Parks Policy Plan* strives to build upon the good work that the regional park implementing agencies have been doing to advance equity. The Council seeks to strengthen equitable usage of the Regional Parks System, which is a key theme of this plan.

Planning for 2040

The metropolitan area has historically made a substantial investment in conserving green spaces by establishing regional parks, park reserves and trails. Federal, state, and local governments have invested in parks, natural areas, and wildlife refuges that provide additional habitat and recreational activities. Local communities have invested millions of dollars in community and neighborhood parks and recreation areas.

Protecting remaining high quality natural resource lands in the metropolitan area builds on past investments and offers an excellent opportunity for further investment in the Regional Parks System as the region grows by 824,000 more people in the next 25 years. To that end, the vision for the Regional Parks System includes expanding it to nearly 70,000 acres and tripling the trail system from 340 miles today to more than 1,100 miles by 2040. New regional trails and greenway corridors will link regional parks and park reserves. Also proposed are two additional regional parks in Carver County and a regional park in the northwest corner of Anoka County – an area that has been identified as a potential park since 1974. These planned regional parks and trails will enable residents to enjoy a variety of new park experiences throughout the region.

In the 1880s, Horace Cleveland, a founding father of the Minneapolis parks system, said:

> *"Look forward for a century, to the time when the city has a population of a million, and think what will be their wants. They will have wealth enough to purchase all that money can buy, but all their wealth cannot purchase a lost opportunity, or restore natural features of grandeur and beauty, which would then possess priceless value..."*

This sentiment still rings true. Preserving natural areas with an eye toward the future is critical to our region's livability, sustainability, stewardship, and prosperity. The Regional Parks System represents a major, well-established conservation effort for land and water resources. The area's growing population will need additional large-scale park and open space lands with interconnected trails in the future. The region needs to identify natural areas that could be added to the Regional Parks System and make plans for their acquisition before the opportunity is lost.

Key Minnesota Legislation for the Regional Parks System

Regional Recreation Open Space System (Minn. Stat. 473.302)

"The legislature finds that the pressure of urbanization and development threatens valuable recreational open space areas in the metropolitan area at the same time as the need for such areas is increased. Immediate action is therefore necessary to provide funds to acquire, preserve, protect and develop regional recreational open space for public use."

Regional Recreation Open Space (Minn. Stat. 473.121, subd. 14)

"'Regional recreation open space' means land and water areas, or interests therein, and facilities determined by the Metropolitan Council to be of regional importance in providing for a balanced system of public outdoor recreation for the metropolitan area, including but not limited to park reserves, major linear parks and trails, large recreation parks, and conservatories, zoos, and other special use facilities."

Regional Recreation Open Space System Policy Plan (Minn. Stat. 473.147, subd. 1)

"The policy plan shall identify generally the areas which should be acquired by a public agency to provide a system of regional recreation open space comprising park district, county and municipal facilities which, together with state facilities, reasonably will meet the outdoor recreation needs of the people of the metropolitan area and shall establish priorities for acquisition and development."

"The policy plan shall include a five-year capital improvement program, which shall be revised periodically, and shall establish criteria and priorities for the allocation of funds for such acquisition and development."

Grants for Recreation Open Space (Minn. Stat. 473.315, subd. 1)

"The Metropolitan Council with the advice of the commission may make grants, from any funds available to it for recreation open space purposes, to any implementing agency, as defined in section 473.351, to cover the cost, or any portion of the cost, of acquiring or developing regional recreation open space in accordance with the policy plan; and all such agencies may enter into contracts for this purpose or rights or interests therein."

Metropolitan Area Regional Parks Funding (Minn. Stat. 473.351, subd. 1a.)

"'Implementing agency' means the counties of Anoka, Washington, Ramsey, Scott, Carver, Dakota, the city of St. Paul, the city of Bloomington, the Minneapolis Park and Recreation Board, and the Three Rivers Park District."

Park and Trails Fund (Minn. Stat. 85.53)

"Grants funded by the parks and trails fund must be implemented according to section 16B.98"

Grant Management Process (Minn. Stat. 16B.98, subd.6)

Grant administration. "A granting agency shall diligently administer and monitor any grant it has entered into."

Session law also provides important directives. For instance, the Omnibus Legacy Bill, updated biennially, provides additional guidance and requirements related to Parks and Trails Legacy spending.

Applicable Funding Formulas

Parks and Trails Fund (Minn. Stat. 85.53, subd. 3):

"(1) 45 percent of the money must be disbursed according to the allocation formula in section 473.351, subdivision 3, to each implementing agency; (2) 31.5% of the money must be distributed based on each implementing agency's relative share of the most recent estimate of the population of the metropolitan area; (3) 13.5 percent of the money must be distributed based on each implementing agency's relative share of nonlocal visits based on the most recent user visitation survey conducted by the Metropolitan Council; and (4) ten percent of the money must be distributed as grants to implementing agencies for land acquisition within Metropolitan Council approved regional parks and trails master plan boundaries under the council's park acquisition opportunity grant program."

Operations and Maintenance Funds (Minn. Stat. 473.351, subd. 3)

"The Metropolitan Council shall distribute the operations and maintenance money as follows: (1) 40 percent based on the use that each implementing agency's regional recreation open space system has in proportion to the total use of the metropolitan regional recreation open space system; (2) 40 percent based on the operation and maintenance expenditures made in the previous year by each implementing agency in proportion to the total operation and maintenance expenditures of all the implementing agencies; and (3) 20 percent based on the acreage that each implementing agency's regional recreation open space system has in proportion to the total acreage of the metropolitan regional recreation open space system."

Chapter Three: System Plan

Introduction

The overarching outdoor recreation system in the region consists of lands owned or managed by federal, state, and local governments, as well as lands privately owned by nonprofit or for-profit agencies. All play an important role in supporting and protecting the outdoor recreation system. The system is designed to meet the recreational needs and the natural resources protection goals of the region. The outdoor recreation system consists of a wide range of facilities, from state parks to regional trails to neighborhood playgrounds to private nature centers. The Regional Parks System is one part of this well-rounded system of outdoor recreation.

The Regional Parks System primarily consists of lands located in a high-quality natural resources setting that are contiguous to lakes, rivers, or other water bodies. Natural resource restoration and protection is a key objective in the Regional Parks System. Regional parks and park reserves include large areas of land or water that often extend into multiple political jurisdictions. Regional trails may traverse several communities and provide connections between regional parks, park reserves, and the greater regional trail network. Regional parks and trails draw visitors from across the region and beyond.

Recreational parks and open space provided by the federal and state government generally serve similar recreational demands as the Regional Parks System. Local recreational open space facilities provide facilities for active recreation, such as playgrounds, athletic fields, courts, and aquatic centers. Private operations also make substantial contributions to the development of facilities and the provision of services and include golf courses, riding facilities, marinas, day camps and downhill ski areas.

National Parks and Federal Lands

Our region includes the Minnesota Valley National Wildlife Refuge as well as two national parks--the Mississippi National River and Recreation Area and the St. Croix National Scenic Riverway.

Minnesota Valley National Wildlife Refuge

The Minnesota Valley National Wildlife Refuge is a corridor of land and water along the Minnesota River that stretches from Bloomington to Henderson and is managed by the U.S. Fish and Wildlife Service. The refuge was established in 1976 to provide habitat for a large number of migratory waterfowl, fish, and other wildlife species threatened by commercial and industrial development, and to provide environmental education, wildlife recreational opportunities, and interpretive programming for Twin Cities residents.

Mississippi National River and Recreation Area

The 54,000-acre Mississippi National River and Recreation Area (MNRRA) was established in 1988 and is a unit of the National Park Service. The National Park Service owns very little land within its borders but partners with local governments, state agencies, and organizations to protect the significant resources along the 72-mile stretch of river running through the region. Several regional parks and trails, which are owned and operated by regional park implementing agencies, are located within the MNRRA corridor.

St. Croix National Scenic Riverway

A portion of the St. Croix National Scenic Riverway is located in the region. The St. Croix National Scenic Riverway is a unit of the National Park Service located on the St. Croix River and the Namekagon River in Wisconsin. The National Riverway includes the two rivers and their riparian areas and occupies the boundary between Wisconsin and Minnesota. The St. Croix National Scenic Riverway is maintained and managed by the National Park Service and the Minnesota and Wisconsin Departments of Natural Resources.

State Parks, Lands, and Trails

The Minnesota Department of Natural Resources (DNR) manages state parks, lands and trails in the region, including Afton, Fort Snelling, and William O'Brien State Parks; the Minnesota Valley State Recreation Area; and the Brown's Creek, Gateway, Luce Line, and Minnesota Valley State Trails. The DNR also provides wildlife management areas for hunting, trapping, fishing, wildlife viewing and other compatible recreational uses. Scientific and natural areas are open to the public for nature observation and education, but are not meant for intensive recreational activities.

There are six state water trails and their attendant system of boat and canoe launches that travel through the metropolitan area along the Cannon, Crow, Minnesota, Mississippi, St. Croix, and Rum rivers. The DNR and its local unit of government partners actively manage the state water trails for canoeing, kayaking, boating and camping. Additionally, 72 miles of the Mississippi River and four miles of the Minnesota River have been designated as the Mississippi National River and Recreation Area Water Trail, a national water trail.

Federal and state agencies are encouraged, but not required, to submit master plans for recreational open space units within the seven-county region to the Council for its review. To the extent these master plans indicate that facilities will fulfill regional recreation open space objectives and are consistent with the *2040 Regional Parks Policy Plan*, the Council will provide these lands protection under the Metropolitan Significance Review regulations and the Metropolitan Land Planning Act, as described in the System Protection Policy found in Chapter 4. However, the Council does not grant regional funds to state or federal agencies for capital improvements or for operations and maintenance of these facilities. Figure 3-1 depicts the national, federal and state recreation lands and corridors in the region.

Local Parks

Local recreational open space facilities provide for a very large number and variety of recreational activities that occur in the metropolitan area. Local parks are often more intensely developed than regional parks and provide facilities for active recreation, such as playgrounds, athletic fields, courts, and aquatic centers. Local parks are designed to serve a neighborhood or community and are frequently located in residential areas.

Local parks are usually much smaller than regional parks and are located and designed to serve the local population, rather than primarily based on natural resource amenities. Local trails typically provide connections between community destinations, such as schools, libraries, and community centers. Although local recreational open space areas are not covered by this plan, the facilities and services

they offer are taken into consideration when master plans of the regional system are prepared and reviewed.

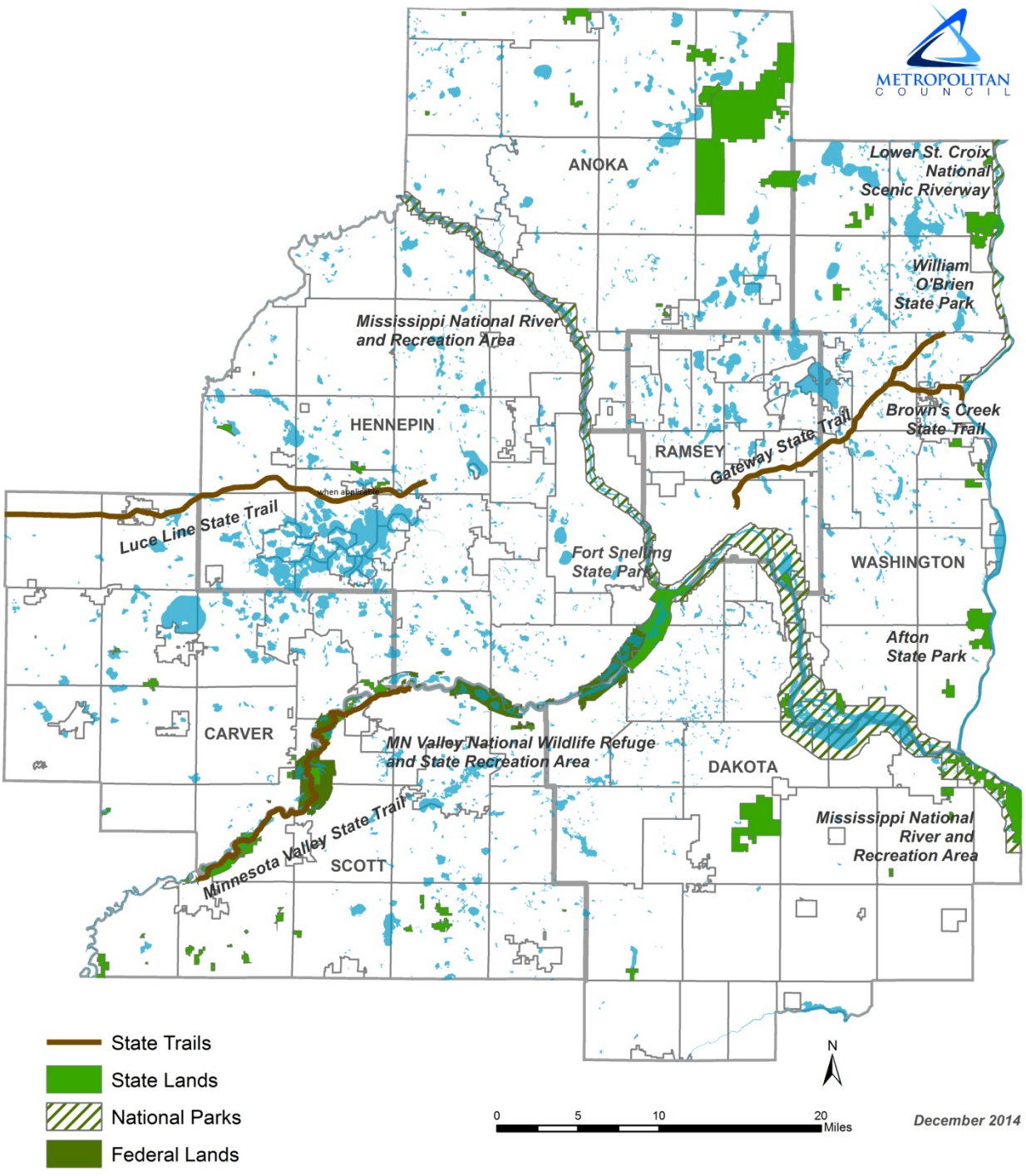
Private Recreation

Public recreational open space facilities do not meet all the demands for such recreation required by the area's residents. Private operations also make substantial contributions to the development of facilities and the provision of services. The most prominent facilities provided by the private sector are golf courses, riding facilities, gun clubs, marinas, day camps, and downhill ski areas. There are also multiple recreational open space areas owned and operated by corporations, employees' associations, benevolent associations, and nonprofit social agencies. These private facilities reduce the burden on the public sector, provide additional opportunities, and help to preserve thousands of acres of land in open space. They complement activities and experiences offered by the public sector.

Nonprofit Partners

Nonprofit organizations, such as the Parks and Trails Council of Minnesota, the Trust for Public Land and the Nature Conservancy, have a long history of supporting the outdoor recreation system in the region by protecting and restoring natural areas and wetlands, helping acquire park land, and advocating for the importance of recreation and open space.

Figure 3-1. National, Federal, and State Recreation Lands in the Region



Components of the Regional Parks System

Not all recreation facilities warrant regional status. Table 3-1 provides a classification system for local and regional facilities.

Table 3-1. Classification System for Local and Regional Park Facilities

Classification System for Local and Regional Facilities					
Component	**Use**	**Service Area**	**Size**	**Site Attributes**	**Site Location**
Local Facilities					
Mini-park	Specialized facilities that serve a concentrated or limited population or specific group such as tots or senior citizens	Less than 1/4 mile radius	< 1 acre		May be publicly or privately owned and/or incorporated into a development site, such as apartment, townhouse, or condominium complexes, or commercial centers.
Neighborhood park/playground	Area for intense recreational activities such as field games, court games, crafts, apparatus area, skating, and neighborhood centers.	¼ to ½ mile radius to serve a population of 4,000 – 5,000 (one neighborhood)	< 25 acres	Physical geography suited for intense development.	Proximity to elementary schools or residential neighborhoods.
Community playfield	Area for intense recreational facilities such as athletic fields and swimming pools; could include a neighborhood use.	3 - 5 neighborhoods or one community	25 - 50 acres	Physical geography suited for intense development.	Proximity to secondary schools and other public facilities.
Community park	Area of natural or ornamental quality for outdoor recreation such as walking, viewing, sitting, picnicking; could have some field and court games.	3 - 5 neighborhoods or one community	25 - 100 acres	Affords natural features with varied physical geographic interest.	Proximity to community facilities and resources.
County park	Area of natural or ornamental quality for outdoor recreation such as walking, viewing, sitting, picnicking; could have some field and court games.	County	25 - 100 acres	Affords natural features with varied physical geographic interest.	Proximity to community facilities and resources and/or where resource occurs.

Classification System for Local Facilities

Component	Use	Service Area	Size	Site Attributes	Site Location
Local Facilities					
Conservancy lands	Area of natural quality such as watercourses and wetlands that are preserved for environmental or aesthetic benefits to the community and/or because of the negative environmental or economic effects of development in them.	Municipality, township, county	Variable, based on extent of resources	Natural resources that merit preservation and that would be negatively affected by development.	Where resource occurs.
Local linear parks, trail, corridors and parkways	Area developed for one or more varying modes of recreational travel such as hiking, biking, snowmobiling, horseback riding, cross-country skiing, canoeing and driving.	A neighborhood or several neighborhoods in a city or township	Contained within one city or township. Width and length minimums vary by locality.	On or off-road trails that may or may not traverse scenic areas while assuring the trail treadway has no adverse effect on the natural resource base.	Where needed to link neighborhoods to components of the local or regional recreation system and/or community facilities such as schools, libraries, commercial areas and to link to adjacent municipalities.
County linear parks, trail, corridors and parkways	Area developed for one or more varying modes of recreational travel such as hiking, biking, snowmobiling, horseback riding, cross-country skiing, canoeing and driving.	Several cities and/or townships in a county.	Traverses one or more municipalities. Width and length minimums vary by county.	On or off-road trails that may or may not traverse scenic areas while assuring the trail treadway has no adverse effect on the natural resource base.	Often found adjacent to major roadways within the county. Other locations where needed to link cities to components of the local or regional recreation system and/or community facilities such as schools, libraries, commercial areas and to link to adjacent counties.

Classification System for Regional Facilities

Component	Use	Service Area	Size	Site Attributes	Site Location
Regional Facilities					
Regional park	Area of natural or ornamental quality for nature-oriented outdoor recreation such as picnicking, boating, fishing, swimming, camping and trail uses.	3 - 5 communities	200 - 500 acres (100 minimum)	Complete natural setting contiguous to water bodies or watercourses where possible.	Where natural resource occurs--particularly water.
Regional park reserve	Area of natural quality for nature-oriented outdoor recreation such as viewing and studying nature, wildlife habitat, conservation, swimming, picnicking, hiking, boating, camping and trail uses.	County, multi-county area	1000 + acres; sufficient area to encompass the resource envisioned for preservation.	Diversity of unique resources, such as topography, lakes, streams, marshes, flora, fauna.	Where natural resource occurs.
Regional destination trail	Area developed for one or more varying modes of nonmotorized recreational travel such as hiking, biking, horseback riding, cross-country skiing, and canoeing.	The entire metropolitan region	Sufficient corridor width to protect natural resources and can safely accommodate trail use. Sufficient length to be a destination itself, or to serve as a link between regional parks system units.	When feasible, off-road trails that utilize human made and/or natural linear resources such as utility corridors, railroad and highway rights of way, stream / river valleys, or at the edges of forest or prairie. On-road trails are acceptable when off-road trails are not feasible.	Preferably adjacent to high quality natural areas. The trail treadway should be placed where it has no adverse impact on the natural resource base.

Classification System for Regional Facilities

Component	Use	Service Area	Size	Site Attributes	Site Location
Regional Facilities					
Regional linking trail	Area developed for one or more varying modes of nonmotorized recreational travel such as hiking, biking, horseback riding, cross-country skiing, and canoeing.	The entire metropolitan region	Sufficient corridor width to protect natural resources and can safely accommodate trail use. Sufficient length to link regional parks system units.	When feasible, off-road trails that utilize human made and/or natural linear resources such as utility corridors, railroad and highway rights of way, stream / river valleys, or at the edges of forest or prairie. On-road trails are acceptable when off-road trails are not feasible.	Linkages between components of the regional parks system. When feasible, linking trails should attempt to connect to population, economic and social centers along its route. The trail treadway should be placed where it has no adverse impact on the natural resource base.
Special recreation feature	Area that preserves, maintains, and provides specialized or single-purpose recreational activities, such as nature center, marina, zoo, conservatory, arboretum, display gardens, hunter training education facilities, downhill ski area, sites of historic or archeological significance, and bridging facilities. Bridging facilities are specialized or single-purpose facilities that are intended to attract and introduce new outdoor recreation users to the Regional Parks System.	Regional-(metropolitan area)	Specific standard applicable to desired feature.	Appropriate to particular special recreation feature.	Where most advantageous for the special recreation feature and the overall park system.

Components of the Regional Parks System are categorized into four major components. These four components are regional parks, park reserves, regional trails, and special recreation features.

Regional Parks

Areas selected for regional parks should contain a diversity of nature-based resources, either naturally occurring or human-built. The recreational quality of a regional park is measured by the presence or absence of outstanding natural resources and the ability to provide adequately for a wide range of natural resource-related recreational opportunities. Access to water bodies suitable for recreation – such as swimming, boating and fishing – is particularly important and most of the regional parks are focused on lakes, rivers or streams.

A regional park should be large enough to accommodate a variety of activities, preserve a pleasant natural aspect, and buffer activity areas from each other and from surrounding areas. This is interpreted as requiring 200 to 500 acres of land. Occasionally, because of the quality of the resource, an exception may be made and a regional park may be as small as 100 acres. Experience has shown this to be the minimum size acceptable for the range and type of activities expected to be accommodated.

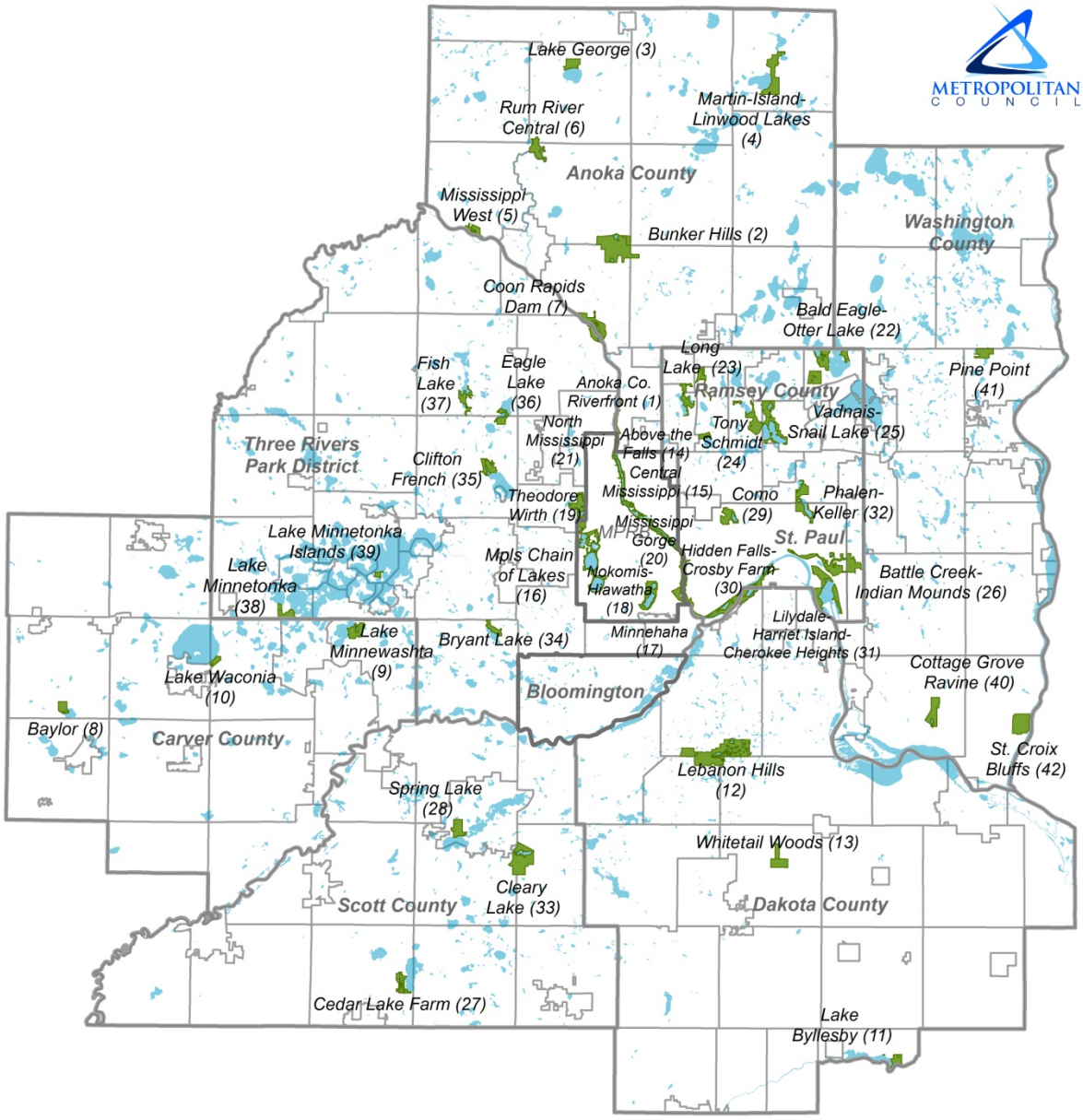
As of 2014, there are 42 regional parks developed and open to the public. These regional parks are listed in Table 3-2 and shown on Figure 3-2.

Table 3-2. Regional Parks Open to the Public (2014)

	Regional Parks	Regional Park Implementing Agency
1	Anoka County Riverfront Regional Park	Anoka County
2	Bunker Hills Regional Park	Anoka County
3	Lake George Regional Park	Anoka County
4	Martin-Island-Linwood Lakes Regional Park	Anoka County
5	Mississippi West Regional Park	Anoka County
6	Rum River Central Regional Park	Anoka County
7	Coon Rapids Dam Regional Park	Anoka County/Three Rivers
8	Baylor Regional Park	Carver County
9	Lake Minnewashta Regional Park	Carver County
10	Lake Waconia Regional Park	Carver County
11	Lake Byllesby Regional Park	Dakota County
12	Lebanon Hills Regional Park	Dakota County
13	Whitetail Woods Regional Park	Dakota County
14	Above the Falls Regional Park	Minneapolis Park & Recreation Board
15	Central Mississippi Riverfront Regional Park	Minneapolis Park & Recreation Board
16	Minneapolis Chain-of-Lakes Regional Park	Minneapolis Park & Recreation Board
17	Minnehaha Regional Park	Minneapolis Park & Recreation Board
18	Nokomis-Hiawatha Regional Park	Minneapolis Park & Recreation Board
19	Theodore Wirth Regional Park	Minneapolis Park & Recreation Board
20	Mississippi Gorge Regional Park	Minneapolis/Saint Paul

21	North Mississippi Regional Park	Minneapolis/Three Rivers
22	Bald Eagle-Otter Lake Regional Park	Ramsey County
23	Long Lake Regional Park	Ramsey County
24	Tony Schmidt Regional Park	Ramsey County
25	Vadnais-Snail Lake Regional Park	Ramsey County
26	Battle Creek & Indian Mounds Regional Park	Ramsey County/St. Paul
27	Cedar Lake Farm Regional Park	Scott County
28	Spring Lake Regional Park	Scott County
29	Como Regional Park	Saint Paul
30	Hidden Falls-Crosby Farm Regional Park	Saint Paul
31	Lilydale-Harriet Island & Cherokee Heights Regional Park	Saint Paul
32	Phalen-Keller Regional Park	Saint Paul/Ramsey County
33	Cleary Lake Regional Park	Three Rivers (Scott County)
34	Bryant Lake Regional Park	Three Rivers Park District
35	Clifton E. French Regional Park	Three Rivers Park District
36	Eagle Lake Regional Park	Three Rivers Park District
37	Fish Lake Regional Park	Three Rivers Park District
38	Lake Minnetonka Regional Park	Three Rivers Park District
39	Lake Minnetonka Islands Regional Park	Three Rivers Park District
40	Cottage Grove Ravine Regional Park	Washington County
41	Pine Point Regional Park	Washington County
42	St. Croix Bluffs Regional Park	Washington County

Figure 3-2. Regional Parks Open to the Public (2014)



Park Reserves

Park reserves, like regional parks, are expected to provide for a diversity of outdoor recreational activities. The major feature that distinguishes the park reserve from a regional park is that the park reserve is also intended to provide, protect, and manage representative areas of the original major landscape types in the metropolitan area and enable appreciation and enjoyment of the natural resources that influenced the region's development.

Park reserves are substantially larger than regional parks because they are to contain a diversity of natural resources with adequate space to protect and manage natural resources and provide for the compatible outdoor activities. The minimum size for a park reserve is 1,000 acres, but larger park reserves are desirable. To establish and maintain an uncompromised sense of nature and protect high-quality natural resources, at least 80% of each park reserve should be managed as wild lands that protect the ecological functions of the native landscape. This would permit up to 20% of a park reserve to be developed for compatible recreational activities.

The eight regional landscape types that have been used in selecting areas for park reserves are:

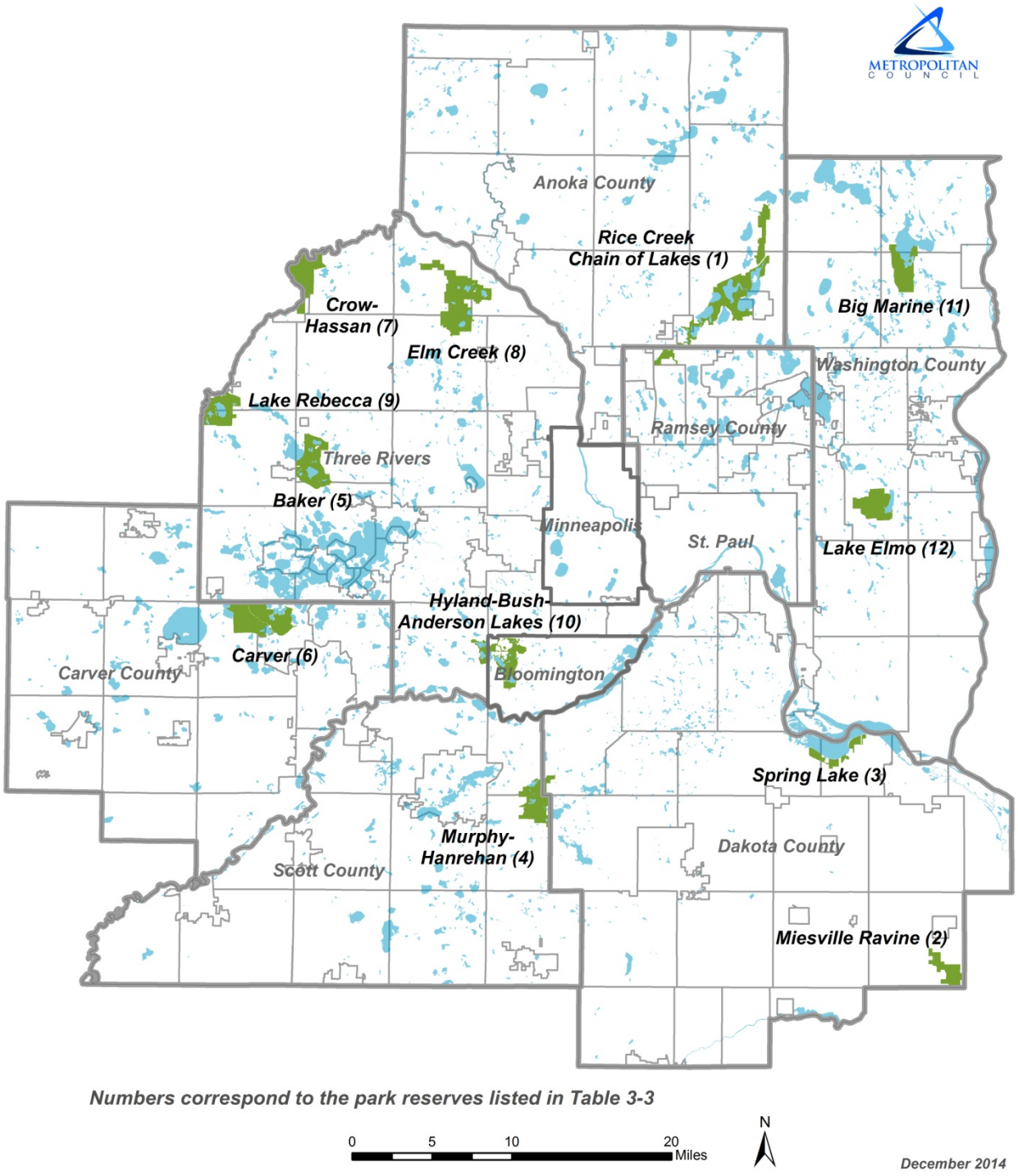
- Sand plains
- St. Croix ground moraine
- Des Moines ground moraine
- Terminal moraine
- Lightly glaciated area
- Mississippi River Valley
- Minnesota River Valley
- St. Croix River Valley

As of 2014, the Regional Parks System included 12 park reserves developed and open to the public, which are listed in Table 3-3 and shown in Figure 3-3.

Table 3-3. Park Reserves Open to the Public (2014)

	Park Reserves	Park Agency
1	Rice Creek Chain-of-Lakes Park Reserve	Anoka County
2	Miesville Ravine Park Reserve	Dakota County
3	Spring Lake Park Reserve	Dakota County
4	Murphy-Hanrehan Park Reserve	Three Rivers (Scott County)
5	Baker Park Reserve	Three Rivers Park District
6	Carver Park Reserve	Three Rivers Park District
7	Crow-Hassan Park Reserve	Three Rivers Park District
8	Elm Creek Park Reserve	Three Rivers Park District
9	Lake Rebecca Park Reserve	Three Rivers Park District
10	Hyland-Bush-Anderson Lakes Park Reserve	Three Rivers/Bloomington
11	Big Marine Park Reserve	Washington County
12	Lake Elmo Park Reserve	Washington County

Figure 3-3. Park Reserves Open to the Public (2014)



Regional Trails

Regional trail corridors are intended to provide for recreational travel along linear pathways throughout the metropolitan area. Ideally, they are selected to follow natural or linear features that traverse areas of scenic appeal and/or historical, architectural and developmental interest while assuring that the trail treadway will have no adverse effect on the natural resource base. The regional trails are selected to pass through or provide connections between components in the Regional Parks System. The regional parks and park reserves perform the important function of providing places for parking, comfort facilities and safe water supplies.

Trails also are selected for their ability to intersect with local trail networks, with the regional trails functioning much like regional highways that interconnect with more local arterials and local streets. The regional trail network, especially in the urban areas, serves as commuting routes for bicyclists in addition to serving recreational purposes. As the regional trail and transit systems expand, opportunities to provide connections between these forms of travel should be explored. People can ride the bus or light rail to access a regional trail, and conversely, people can use regional trails to access transit.

Regional trails can also be developed as greenways, or linear parks, where the trail itself is a destination. These greenways typically include wide corridors that provide opportunities for improving wildlife habitat, protecting natural resources, and providing recreational opportunities.
People tend to prefer trails that are relatively close to where they live. Surveys conducted by the Metropolitan Council show that more than 75% of trail visitors live within 3 miles of the trails they used. However, trail users are traveling from one city or county to another. It is this inter-jurisdictional trail length that makes these trails regionally significant.

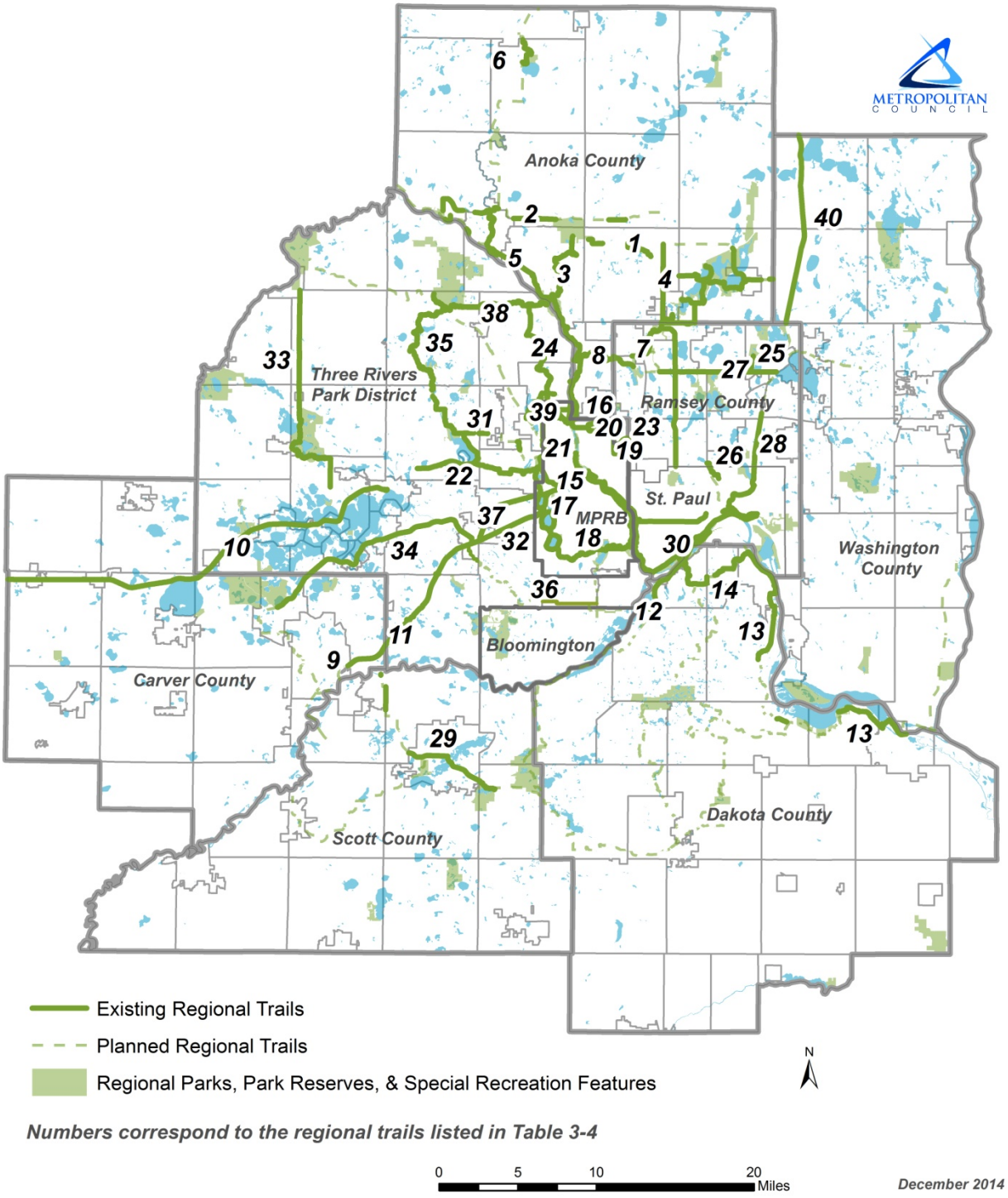
As of 2014, there were 40 regional trail corridors, with a total of 340 miles open to the public, listed in Table 3-4 and Figure 3-4. Many trails are constructed in phases, some as part of roadway improvement projects or local development. Therefore, although a trail is listed as being open, some portions of the trail corridor may be developed in the future and are not yet open to the public.

Table 3-4. Regional Trails Open to the Public (2014)

	Regional Trails	**Park Agency**
1	Bunker Hills-Chain of Lakes Regional Trail	Anoka County
2	Central Anoka Regional Trail	Anoka County
3	Coon Creek Regional Trail	Anoka County
4	East Anoka County Regional Trail	Anoka County
5	Mississippi River Regional Trail (Anoka Co)	Anoka County
6	Rum River Regional Trail	Anoka County
7	Rice Creek North Regional Trail	Anoka County/Ramsey County
8	Rice Creek West Regional Trail	Anoka County/Ramsey County
9	Southwest Regional Trail	Carver County
10	Dakota Rail Regional Trail	Carver County/Three Rivers
11	Minnesota River Bluffs LRT Regional Trail	Carver County/Three Rivers

12	Big Rivers Regional Trail	Dakota County
13	Mississippi River Regional Trail (Dakota Co)	Dakota County
14	North Urban Regional Trail	Dakota County
15	Cedar Lake Regional Trail	Minneapolis Park & Recreation Board
16	Columbia Parkway Regional Trail	Minneapolis Park & Recreation Board
17	Kenilworth Regional Trail	Minneapolis Park & Recreation Board
18	Minnehaha Parkway Regional Trail	Minneapolis Park & Recreation Board
19	Ridgway Parkway Regional Trail	Minneapolis Park & Recreation Board
20	St. Anthony Parkway Regional Trail	Minneapolis Park & Recreation Board
21	Victory Memorial Parkway Regional Trail	Minneapolis Park & Recreation Board
22	Luce Line Regional Trail	Minneapolis/Three Rivers
23	Northeast Diagonal Regional Trail	Minneapolis/Three Rivers
24	Shingle Creek Regional Trail	Minneapolis/Three Rivers
25	Birch Lake Regional Trail	Ramsey County
26	Trout Brook Regional Trail	Ramsey County
27	Highway 96 Regional Trail	Ramsey County
28	Bruce Vento Regional Trail	Ramsey County/St. Paul
29	Scott County Regional Trail	Scott County
30	Samuel Morgan Regional Trail	Saint Paul
31	Bassett Creek Regional Trail	Three Rivers Park District
32	Cedar Lake LRT Regional Trail	Three Rivers Park District
33	Lake Independence Regional Trail	Three Rivers Park District
34	Lake Minnetonka LRT Regional Trail	Three Rivers Park District
35	Medicine Lake Regional Trail	Three Rivers Park District
36	Nine Mile Creek Regional Trail	Three Rivers Park District
37	North Cedar Lake Regional Trail	Three Rivers Park District
38	Rush Creek Regional Trail	Three Rivers Park District
39	Twin Lakes Regional Trail	Three Rivers Park District
40	Hardwood Creek Regional Trail	Washington County

Figure 3-4. Regional Trails Open to the Public (2014)



Special Recreation Features

Special recreation features, which are called for in state legislation (Minn. Stat. 473.121, subd. 14), are defined as Regional Parks System opportunities not generally found in the parks, the park reserves or the trail corridors. Special recreational features often require a unique managing or programming effort on the part of the regional park implementing agency.

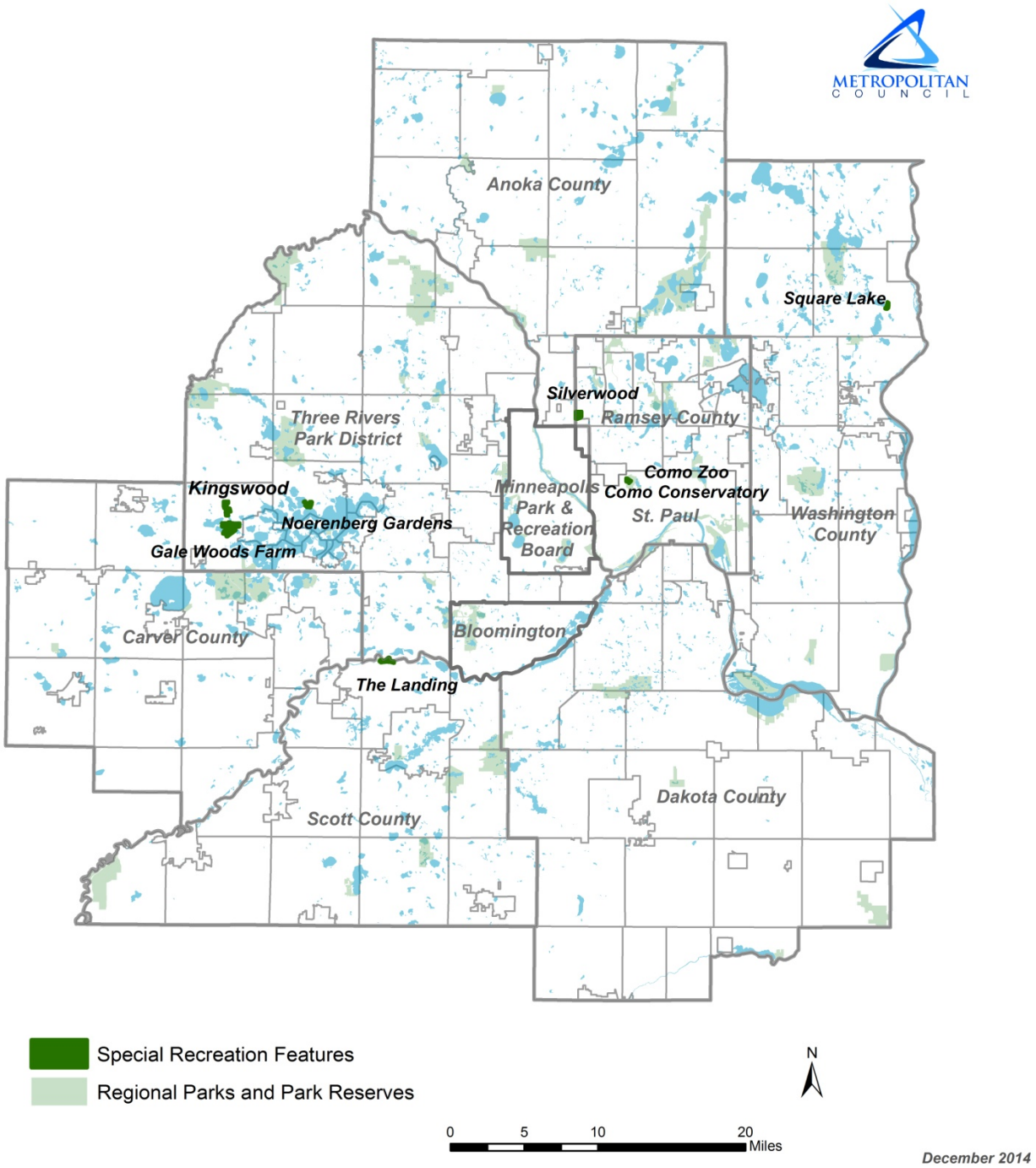
As of 2014, there are eight special recreation features developed and open to the public:

- Como Park Zoo at Como Regional Park in Saint Paul
- Marjorie McNeely Conservatory at Como Regional Park, in Saint Paul
- Gale Woods Farm on the shore of Whaletail Lake in Minnetrista
- Kingswood, on the shore of Little Long Lake in Minnetrista
- The Landing, along the Minnesota River in Shakopee
- Noerenberg Gardens on the northwest side of Lake Minnetonka
- Silverwood on the shore of Silver Lake in the City of St. Anthony
- Square Lake in Washington County.

The Como Zoo and Marjorie McNeely Conservatory are managed within Como Regional Park. Gale Woods Farm provides opportunities for visitors to learn about agriculture, food production, and land stewardship. Kingswood provides nature-based service learning programs to preserve the unique and significant natural resources of the site. The Landing provides a historical representation of life in a river town in the 1800s. Noerenberg Gardens was given to Three Rivers Park District with the understanding that it was a unique and regional-level attraction with stunning floral gardens. Silverwood integrates arts, environmental education, and gardens to serve as a center for arts and the environment. Square Lake provides beach and boat access to one of the clearest lakes in the metropolitan area and attracts scuba divers from across the region.

New special recreation features need to be complementary to the rest of the Regional Parks System and not be a financial burden to the system. Special recreation features are highlighted in Figure 3-5.

Figure 3-5. Special Recreation Features Open to the Public (2014)



Regional Parks System Plan

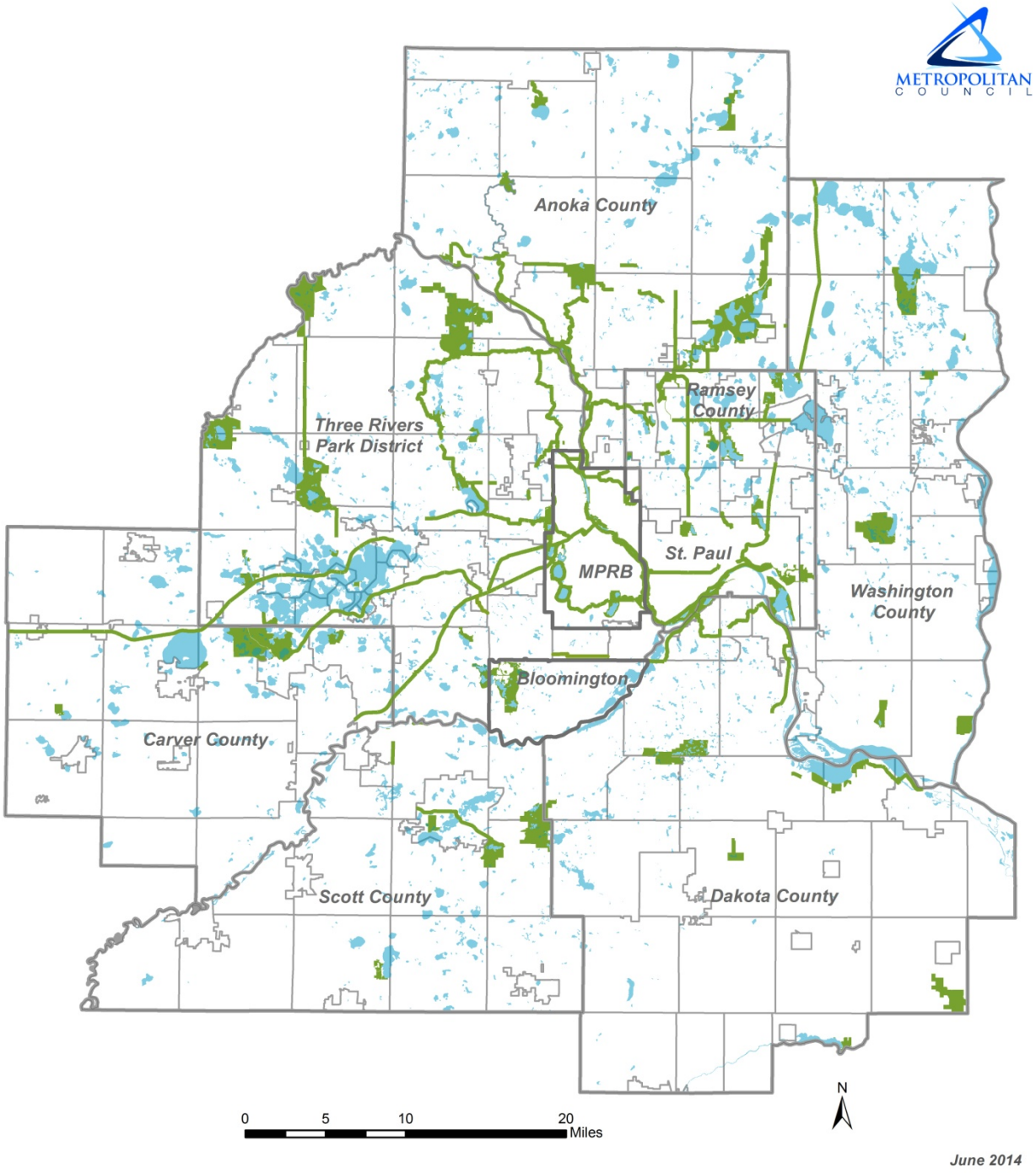
There are six components that make up the System Plan, which all together comprise the vision for the Regional Parks System in 2040:

- Existing Regional Parks System facilities
- Planned Regional Parks System facilities that are not yet open to the public
- Regional Parks System Boundary Adjustments
- Regional Park Search Areas
- Regional Trail Search Corridors
- 2040 System Additions

Existing Regional Parks System Facilities

As described in the previous section, the Regional Parks System as of 2014 includes 42 regional parks, 12 park reserves, 40 regional trails, and 8 special recreation features that are open for public use. These Regional Parks System facilities have a total land area of about 54,286 acres that have been acquired by the regional park implementing agencies, with 4,789 acres of inholdings within the boundaries of these parks and trails that have not yet been acquired. Figure 3-6 shows the Regional Parks System facilities that are open to the public as of 2014.

Figure 3-6. Regional Parks System Facilities Open to the Public (2014)



Planned Regional Parks System Facilities

In addition to the facilities that are open to the public, there are three regional parks and one park reserve that have Council-approved master plans, but have not yet been developed. These facilities are listed in Table 3-5 and shown in Figure 3-7. Approximately 1,353 acres have been acquired for these four planned Regional Parks System facilities, with an additional 3,767 acres to be acquired in the future.

Table 3-5. Planned Regional Parks Not Open to the Public

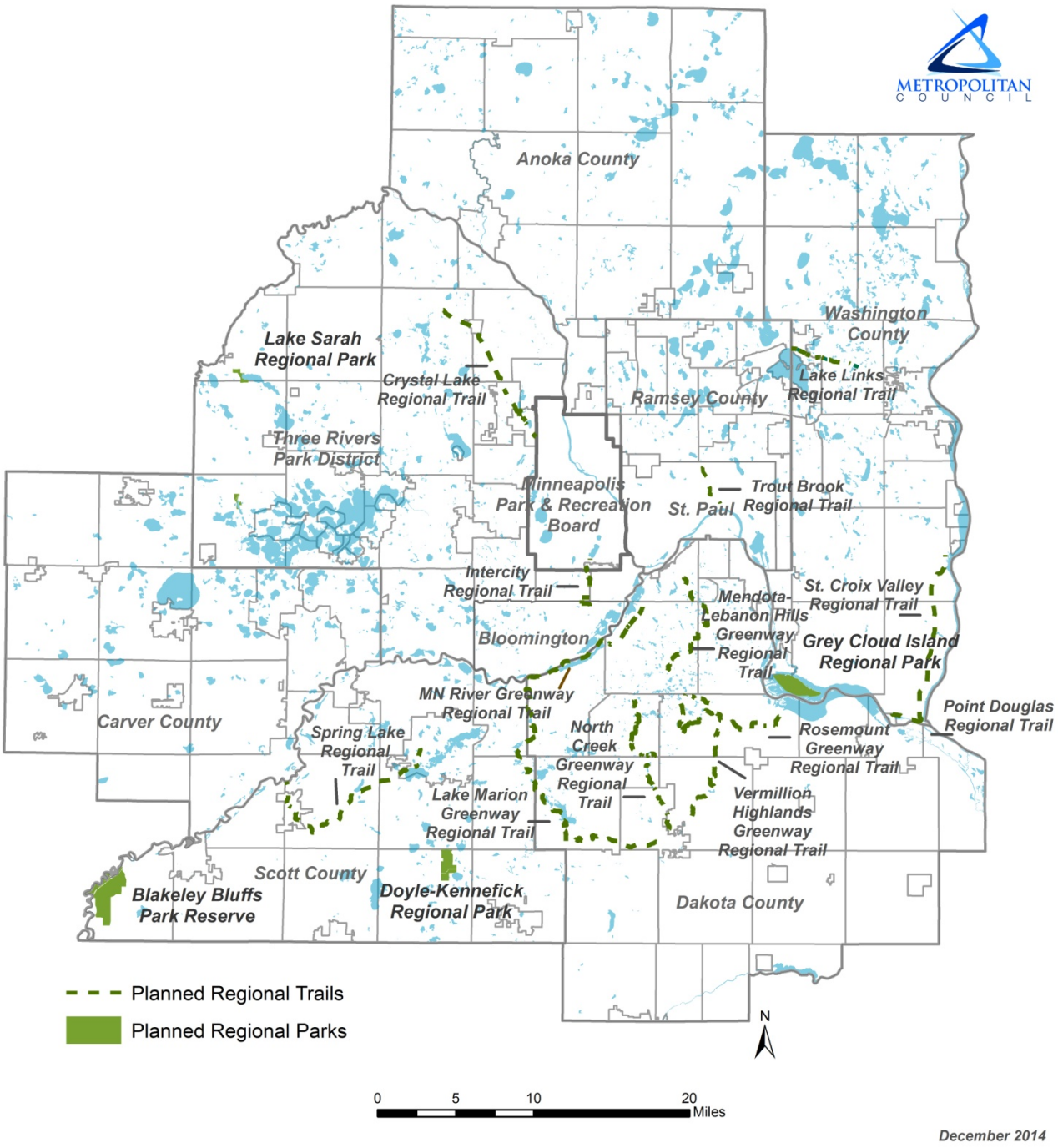
Regional Park Implementing Agency	Regional Park or Regional Trail
Scott County	Doyle-Kennefick Regional Park
Scott County	Blakeley Bluffs Park Reserve
Three Rivers Park District	Lake Sarah Regional Park
Washington County	Grey Cloud Island Regional Park

Thirteen regional trails, totaling 147 miles, have Council-approved master plans, but are not yet developed or open to the public, as listed in Table 3-6 and shown in Figure 3-7.

Table 3-6. Planned Regional Trails Not Open to the Public

Regional Park Implementing Agency	Regional Park or Regional Trail	Trail Mileage
Dakota County	Lake Marion Greenway RT	20
Dakota County	Mendota-Lebanon Hills Greenway RT	8.5
Dakota County	Minnesota River Greenway RT	17
Dakota County	North Creek Greenway RT	14
Dakota County	Rosemount Greenway RT	13
Dakota County	Vermillion Highlands Greenway RT	13
Ramsey County/Washington County	Lake Links RT	5
Scott County	Spring Lake RT	13.5
Saint Paul	Trout Brook RT	4
Three Rivers Park District	Crystal Lake RT	11
Three Rivers Park District	Intercity RT	5
Washington County	Point Douglas RT	2
Washington County	St. Croix Valley RT	20.5

Figure 3-7. Planned Regional Parks and Trails Not Yet Open to the Public



Regional Park Boundary Adjustments

The *2030 Regional Parks Policy Plan* recommended Master Plan Boundary Adjustments for five regional parks, one park reserve, and seven regional trails. The proposed adjustments to existing regional parks and trails were identified to protect areas of high-quality natural resources or to provide recreation. Some of the boundary adjustments were achieved through a master plan amendment, such as the addition of the Bruce Vento Nature Sanctuary to the Bruce Vento Regional Trail in Saint Paul.

Others have been removed from the System Plan because they have been acquired for other recreational purposes. For example, a portion of the Seminary Fen that was proposed to be added to the Minnesota River Bluffs Regional Trail in Carver County was acquired by the Minnesota Department of Natural Resources. Additionally, land designated as a proposed boundary adjustment area for Rum River Central Regional Park was purchased by Anoka County using non-regional funds. This area became the Cedar Creek Conservation Area, which is not part of the Regional Parks System. Four boundary adjustment areas are included in the 2040 System Plan, which are described in Table 3-7.

Table 3-7. Master Plan Boundary Adjustments

Regional Park Implementing Agency	Regional Parks System Unit	Estimated Acreage	Description
Carver County	Baylor RP	100	Acquire approximately 100 acres of land adjacent to Eagle Lake, including lakeshore
Carver County	Lake Waconia RP	30	Add Coney Island to the regional park. Includes a great blue heron nesting colony and maple-basswood forest. Potential boundary expansion provides opportunity for preservation, interpretation and compatible recreation.
Ramsey County	Highway 96 RT	47	Adds Snail Lake Marsh to the Highway 96 Regional Trail to provide area for trail facilities and interpretation.

Regional Park Search Areas

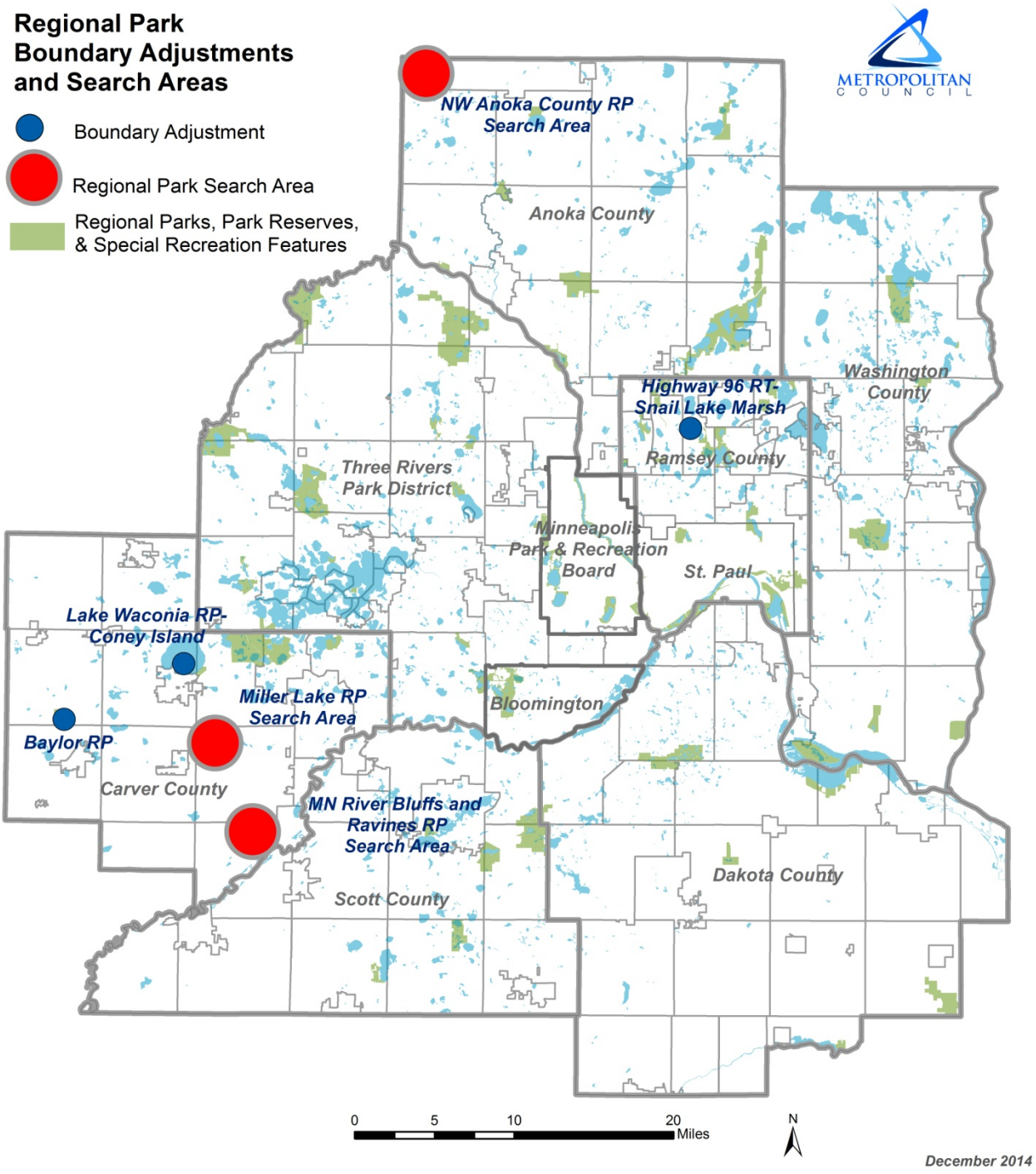
The *2030 Regional Parks Policy Plan,* updated in 2010, identified six regional park search areas in the region. Two of the search areas, one in Dakota County and one in Scott County, have been planned, acquired, developed, and are now open to the public as Whitetail Woods Regional Park and Cedar Lake Farm Regional Park, respectively. Another search area has been shaped into the planned Blakeley Bluffs Park Reserve, for which Scott County has been acquiring land.

Three regional park search areas, totaling approximately 1,700 acres remain, which are described in Table 3-8. Figure 3-8 shows a map of the regional park boundary adjustment and regional park search areas.

Table 3-8. Regional Park Search Areas

Regional Park Implementing Agency	Regional Park Search Area	Estimated Acreage	Notes
Anoka County	NW Anoka County RP Search Area	1,000	Very high-quality natural resource area unique in Anoka County.
Carver County	Miller Lake RP Search Area	200	Very attractive lake resource and appropriate setting for a regional park
Carver County	Minnesota Bluffs and Ravines RP Search Area	500	Large areas of regionally significant natural resources, excellent recreation potential.

Figure 3-8. Regional Park Boundary Adjustments and Search Areas



Regional Trail Search Corridors

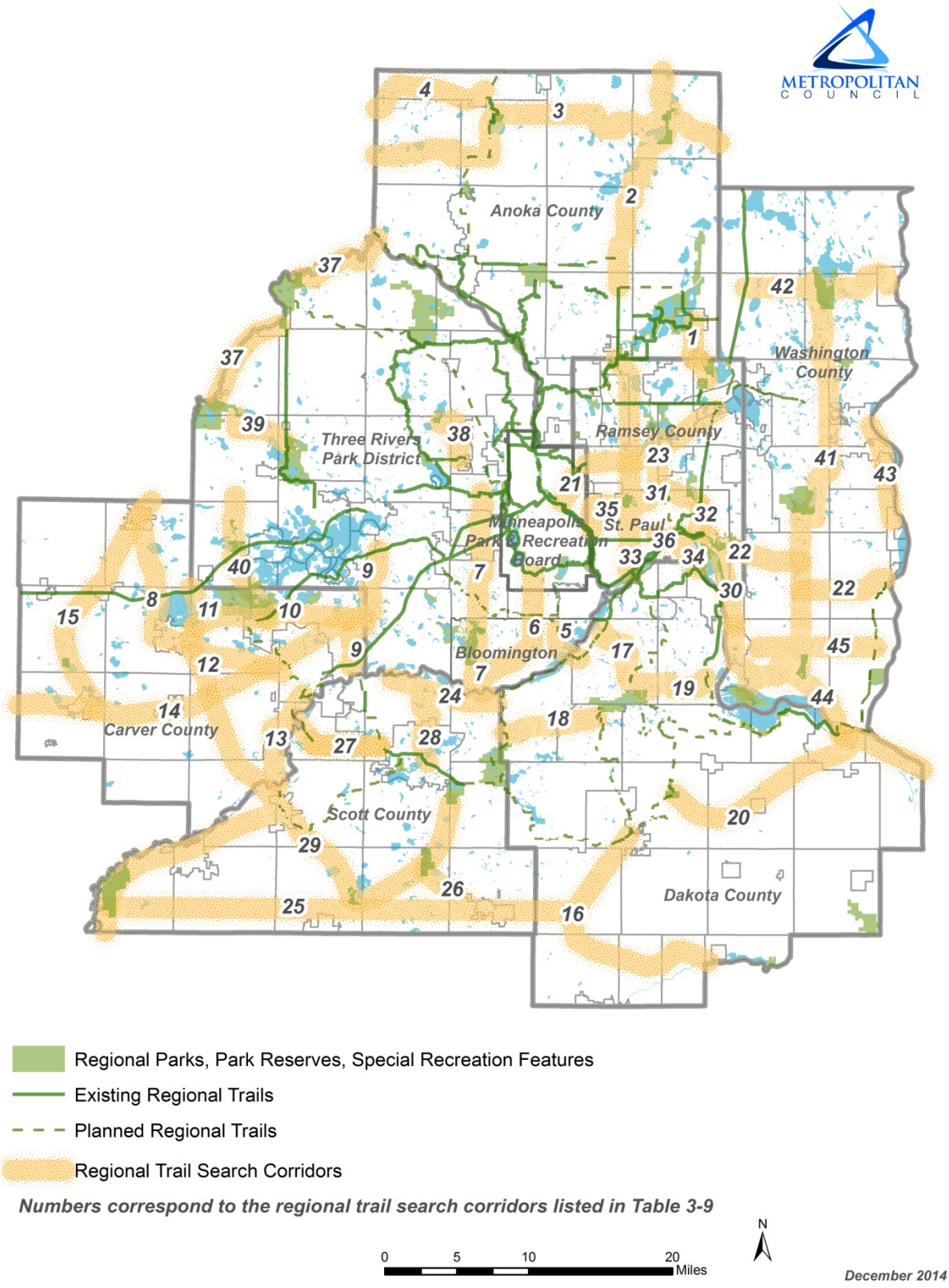
There are 45 proposed regional trails without Council-approved master plans that identify the trail alignments. Many of these trails have been considered part of the Regional Parks System for several years and were mapped in previous Regional Parks Policy Plans as proposed trails showing a tentative alignment. Since alignments for these trails have not yet been approved by the Council as part of a master plan, and are therefore not eligible for Regional Parks System funding for acquisition and development, they are being shown as regional trail search corridors. The estimated mileage of these regional trail search corridors is 488 miles. Regional park implementing agencies are encouraged to prepare master plans for these trails. The regional trail search corridors are listed in Table 3-9 and shown in Figure 3-9.

Table 3-9. Regional Trail Search Corridors

Map Desig-nation	Regional Park Implementing Agency	Regional Trail Search Corridor	Est. Miles
1	Anoka County	Chain of Lakes-Otter Lake	3
2	Anoka County	East Anoka County Regional Trail Extension	14
3	Anoka County	North Anoka County	22
4	Anoka County	Sugar Hills	14
5	Bloomington	Intercity Extension	2
6	Bloomington	South Hennepin East (CP Rail)	9
7	Bloomington & Three Rivers Park District	South Hennepin West (CP Rail)	14
8	Carver County	County Road 10	19
9	Carver County & Three Rivers Park District	Highway 101	9
10	Carver County	Highway 5	7
11	Carver County	Lake Waconia	6
12	Carver County	Lake Waconia-Carver	13
13	Carver County	Minnesota River Bluffs LRT Extension	6
14	Carver County	Twin Cities & Western	25
15	Carver County	Western Carver County	17
16	Dakota County	Chub Creek Greenway	20
17	Dakota County	Lebanon Hills-Big Rivers	7
18	Dakota County	Lebanon Hills-Lake Marion	7
19	Dakota County	Lebanon Hills-Mississippi	5
20	Dakota County	Vermillion River Greenway	17
21	Minneapolis Park & Recreation Board	Grand Rounds Missing Link	3.5
22	Ramsey County, Saint Paul & Washington County	Afton Bluffs	17
23	Ramsey County	Trout Brook Extension	3.5

24	Ramsey County & Saint Paul	Lexington Avenue/Parkway	16
25	Scott County	Big Rivers Extension	5
26	Scott County	Elko New Market-Blakeley-Doyle Kennefick	32
27	Scott County	Elko New Market-Doyle Kennefick	5
28	Scott County	Louisville	5
29	Scott County	Prior Lake Outlet	6
30	Scott County	Southern Scott	35
31	Saint Paul	Point Douglas (Bruce Vento-Washington County)	4
32	Saint Paul	Como-Phalen (Wheelock Parkway)	6
33	Saint Paul	Johnson Parkway	2
34	Saint Paul	Mississippi River (Harriet Island-South St. Paul)	3
35	Saint Paul	Mississippi-Como	4
36	Saint Paul	Summit Extension	1
37	Three Rivers Park District	Crow River	17
38	Three Rivers Park District	Eagle Lake-Bassett Creek	4
39	Three Rivers Park District	Lake Sarah	5.5
40	Three Rivers Park District	Minnetrista	9
41	Washington County	Central Greenway	26
42	Washington County	Glacial Hills	12
43	Washington County	Middle St. Croix Valley	8
44	Washington County	Mississippi River	13
45	Washington County	Prairie View	9

Figure 3-9. Regional Trail Search Corridor Map



Revisions to the Regional Parks System Plan

Minn. Stat. 473.147, subd. 1, states that:

> The Metropolitan Council, after consultation with the [Metropolitan] Parks and Open Space Commission…and after appropriate public hearings, shall prepare and adopt a long-range system policy plan for regional recreation open space as part of the Council's Metropolitan Development Guide…The policy plan shall identify generally the areas which should be acquired by a public agency to provide a system of regional recreation open space comprising park district, county and municipal facilities, which together with state facilities, reasonably will meet the outdoor recreation needs of the people of the metropolitan area and shall establish priorities for acquisition and development.

Minn. Stat. 473.121, subd. 14 defines "regional recreation open space" as:

> …land and water areas, or interests therein, and facilities determined by the Metropolitan Council to be of regional importance in providing for a balanced system of public outdoor recreation for the metropolitan area, including but not limited to park reserves, major linear parks and trails, large recreation parks, and conservatories, zoos, and other special use facilities.

In response to these laws, the Council will evaluate proposed additions to the Regional Parks System to determine whether the general areas are of regional importance and will help provide a balanced system of public outdoor recreation for the metropolitan area. Additionally, the proposed additions must meet the applicable criteria described in Chapter 4 for regional parks, park reserves, special recreation features, or regional trails.

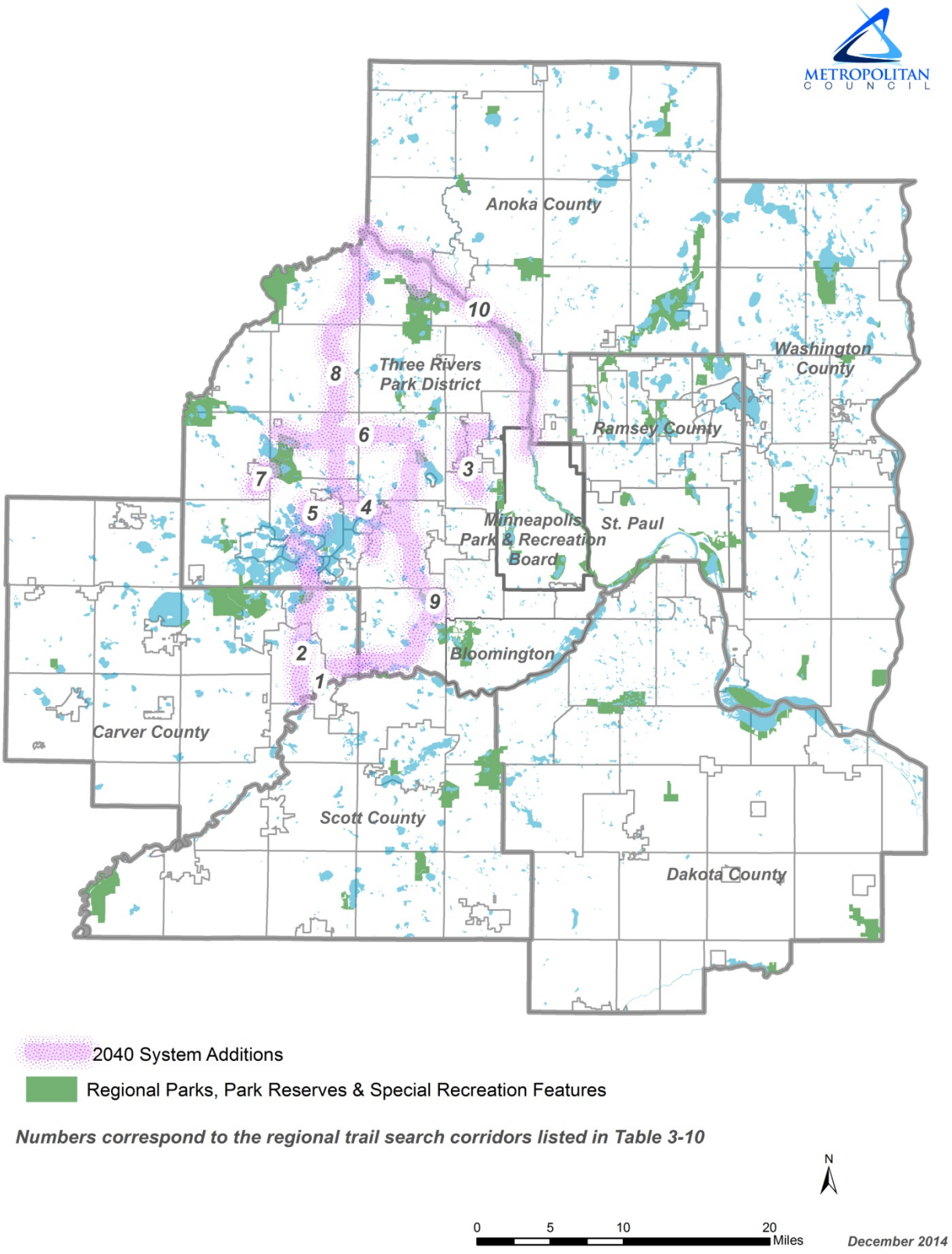
2040 Regional Trail Search Corridor Additions

As part of the development of the *2040 Regional Parks Policy Plan* in 2014, the Council provided an opportunity for regional park implementing agencies to propose additions to the Regional Parks System. Carver County and Three Rivers Park District submitted requests to consider several regional trail search corridors. The Metropolitan Parks and Open Space Commission and the Council's Community Development Committee reviewed the proposed regional trail search corridors based on state law described above and the criteria for regional trails described in Chapter 4. Ten regional trail search corridors, totaling approximately 111 miles, met the criteria and are recommended as System Additions to the *2040 Regional Parks Policy Plan*. These System Additions are described in Table 3-10 and shown in Figure 3-10.

Table 3-10. Regional Trail Search Corridor System Additions

Map Desig-nation	Regional Park Implementing Agency	Regional Trail Search Corridor	Estimated Mileage	Description
1	Carver County	County Road 61	1	Connects MN River Bluffs RT, MN Valley National Wildlife Refuge, Seminary Fen and North-South 2 RT System Addition
2	Carver County	Highway 41	7.5	Connects Southwest RT, MN River Bluffs RT, MN Valley National Wildlife Refuge and State Recreation Area, Twin Cities & Western RT Search Corridor, Hwy. 5 RT Search Corridor, Lake Minnewashta RP
3	Three Rivers Park District	CP Rail Extension	5.5	Extension of existing CP Rail RT Search Corridor north between the Luce Line RT and Crystal Lake RT
4	Three Rivers Park District	Dakota Rail Extension	2	Connects eastern terminus of the Dakota Rail RT to North-South 2 RT System Addition
5	Three Rivers Park District	Lake Independence Extension	7	Extension of existing Lake Independence RT south to connect with Luce Line State Trail, Dakota Rail RT, Lake Minnetonka LRT RT to Hwy. 41 RT Search Corridor in Carver County
6	Three Rivers Park District	Lake Sarah Extension	10	Extension of existing Lake Sarah RT Search Corridor east to connect Baker PR to Medicine Lake RT
7	Three Rivers Park District	Minnetrista Extension	2.2	Extension of existing Minnetrista RT Search Corridor north to connect Luce Line State Trail to Baker PR
8	Three Rivers Park District	North-South 1	28	Connects Crow River RT Search Corridor, Rush Creek RT, Luce Line State Trail, Dakota Rail RT. Lake Minnetonka LRT RT and Hwy. 101 RT Search Corridor
9	Three Rivers Park District	North-South 2	20	Connects Medicine Lake RT, French RP, Luce Line RT, Lake Minnetonka LRT RT, MN River Bluffs LRT RT, Bryant Lake RP and County Rd. 61 RT System Addition
10	Three Rivers Park District	West Mississippi River	28	Connects Crow River RT Search Corridor, Elm Creek PR, Rush Creek RT, Coon Rapids Dam RP, Twin Lakes RT, North Mississippi RP

Figure 3-10. Additions to the Regional Parks System



Regional Park Study Areas

Typically, new regional parks are proposed as search areas that have been identified based on high-quality natural resources located in portions of the region where population growth is expected. However, there are times when a regional park implementing agency may want to propose including existing parks into the Regional Park System. In an effort to make an informed decision, further study is required to assess whether the proposed addition is of regional significance. The proposed area for consideration is called a Regional Park Study Area. Designation as a Regional Park Study Area does not guarantee that a park will become part of the Regional Parks System. It acknowledges that studies would need to be conducted to determine whether the facility warrants regional status. Once these studies are complete, the information would be presented to the Metropolitan Parks and Open Space Commission and the Council for evaluation. The Council's 2008 Regional Parks and Trails Survey shows that at least 40% of visits to most regional parks are made by people who do not live in the jurisdiction of the respective regional park implementing agency where the park is located. Therefore, the benchmark applied for qualifying as a regional distribution of visitation is 40% non-local visits in evaluating a regional park study area.

Deletion of a Proposed Regional Park Study Area

The *2030 Regional Parks Policy Plan* included a regional park study area in northern Dakota County. Dakota County proposed evaluating the feasibility of combining Thompson County Park in West St. Paul with Kaposia Park and Kaposia Landing, two local parks in South St. Paul, into one regional park unit. Council staff worked with Dakota County to conduct visitor origin surveys at these parks in 2012. The results of the study determined that 16.7 percent of visits were non-local and that the Thompson Kaposia Study Area did not meet the regional visitation distribution criteria. The Thompson-Kaposia Regional Park Study Area has been removed from the System Plan Map as part of the 2040 Regional Parks Policy Plan.

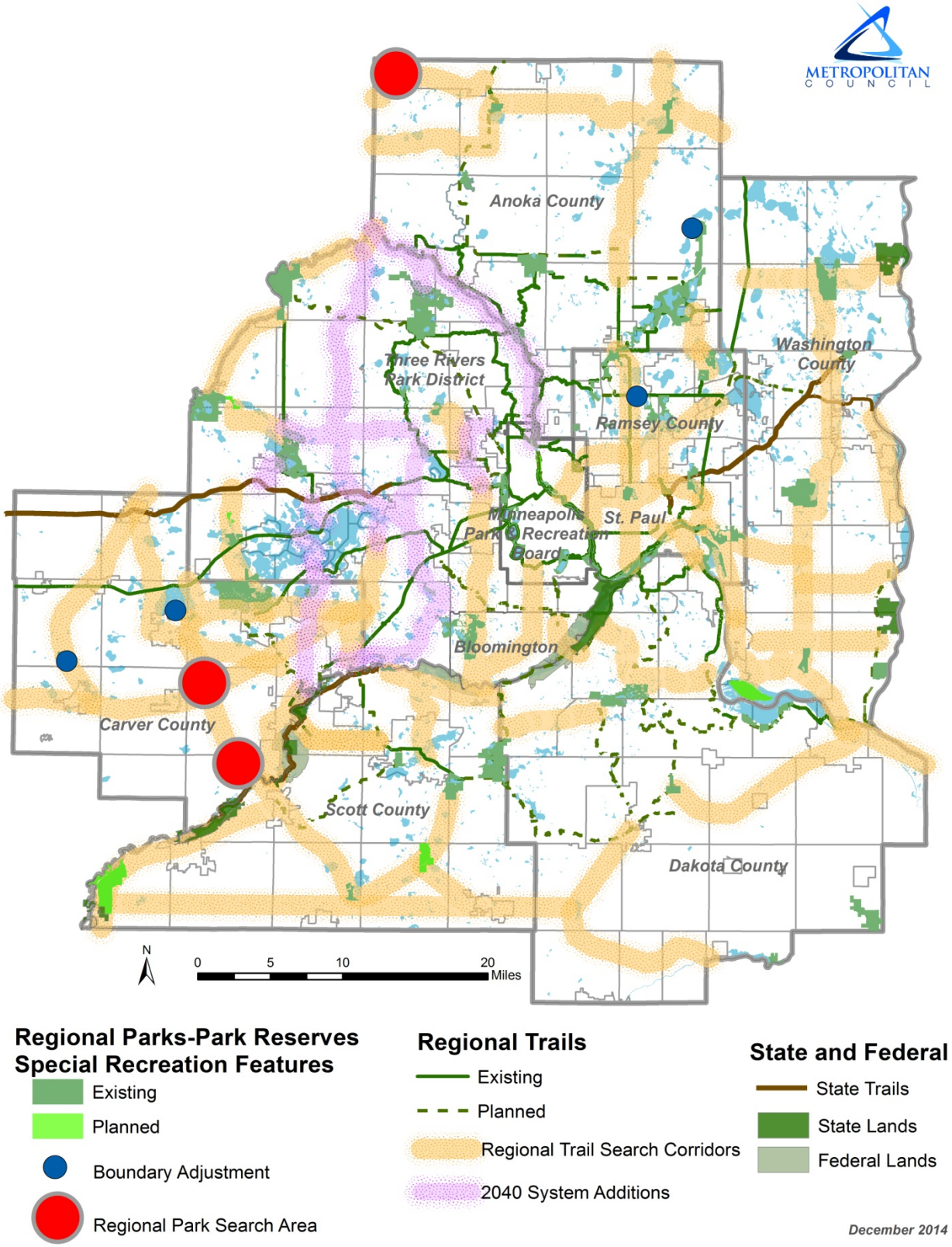
2040 Regional Parks System Plan Summary

As Figure 3-11 illustrates, the 2040 System Plan includes:

- Existing Regional Parks System facilities (2014)
  - 42 regional parks
  - 12 park reserves
  - 8 special recreation features
  - 40 regional trails, consisting of 340 miles
- Planned Regional Parks System facilities that are not yet open to the public
  - 4 regional parks
  - 1 park reserve
  - 12 regional trails, consisting of 147 miles
- Regional Parks System Boundary Adjustments
  - 2 regional parks
  - 1 park reserve

  - 1 regional trail corridor
- Regional Park Search Areas
  - 3 regional park search areas
- Regional Trail Search Corridors
  - 45 regional trail search corridors, with approximately 488 miles
- 2040 System Additions
  - 10 regional trail search corridors, with approximately 111 miles

Figure 3-11. 2040 Regional Parks System Plan Map



Chapter Four: Policies and Strategies

Introduction

The policies presented in this document are the Council's objectives for the kind of regional recreation open space facilities and services the region needs to acquire, develop, and operate in the future. The policies provide direction to ongoing efforts to plan, develop, operate, and protect the system.

The strategies are short- to medium-term actions that will advance the policies. Some of the strategies represent actions that the Council will take in developing the system or responding to particular conditions. Other strategies are directed to the regional park implementing agencies involved in implementation of the plan. The strategies are incremental actions; each contributes to achieving the Council's policies. Guidelines for implementation and administration are found in the "Management Procedures" portion of the Policy Plan.

This section of the Regional Parks Policy Plan lists the overall policies for recreation activities and facilities, planning, siting and acquisition, finance, and system protection for the Regional Park System. Strategies for accomplishing each policy are stated briefly, explained in more detail, and followed by the history and development of each strategy.

Recreation Activities and Facilities Policy

Provide a regional system of recreation opportunities for all residents, while maintaining the integrity of the natural resource base within the Regional Parks System.

Recreation Activities and Facilities − Strategy 1: Activities in regional parks must be tied to the natural resources of the parks, but not adversely affect them.

Minn. Stat. 473.147 requires the Council to prepare a policy plan that "…shall identify generally the areas which should be acquired by a public agency to provide a system of regional recreation open space comprising park district, county and municipal facilities, which, together with state facilities, reasonably will meet the outdoor recreation needs of the people of the metropolitan area and shall establish priorities for acquisition and development."

Minn. Stat. 473.121, subd. 14 defines regional recreation open space as "…land and water areas, or interests therein, and facilities determined by the Council to be of regional importance in providing for a balanced system of public outdoor recreation for the metropolitan area, including but not limited to park reserves, major linear parks and trails, large recreation parks, and conservatories, zoos, and other special use facilities."

Based on the legislative directive and definition of "regional recreation open space," activities in the Regional Parks System should:

- Be strongly tied to high-quality natural resources and to the balanced distribution of these resources around the area.
- Require land acreage to serve a regional scale audience

- Be reasonably, feasibly, and safely accommodated without detriment to existing uses as determined through master plans or through policy board decisions of regional park implementing agencies.
- Protect the environment/ecology of the site and not negatively impact its natural resources.

Based on the criteria above, activities that should be accommodated in the Regional Parks System include:

Boating	Horseback riding
Bicycling	Nature appreciation
Camping	Picnicking
Cross country skiing	Snowshoeing
Cultural or historical interpretation	Snowmobiling (in some cases)
Fishing	Swimming
Hiking/walking/trail running	Wildlife viewing

This list does not include unique activities such as those offered by the Como Park Zoo and Marjorie McNeely Conservatory, because these two facilities are, by law, to be included in the Regional Parks System as Special Recreation Features.

The regional activities selected require large tracts of land, or land endowed with unique natural resources, or both. The land needs are easier to meet at the regional level than at the municipal level and the associated activities are more likely to be developed or provided at a regional level than by cities and townships.

When it was established in the 1970s, the Regional Parks System included several existing parks that had activities not currently considered appropriate for inclusion in the regional system. Many of these activities continue to operate legitimately today, such as ball diamonds and tennis courts, but they are not eligible for regional funding for improvement or expansion.

Land is acquired for the Regional Parks System with the intent that it may eventually be developed in a way that provides for the recreational activities listed above. Adherence to this basic list of activities has served the regional system well over the last 40 years and has helped to fend off efforts to acquire and develop Regional Parks System lands for other ventures.

Regional park agencies should consider various factors when determining whether other uses, described below, should be accommodated in regional parks and trails and included in regional park or trail master plans.

- Inline skating and roller skiing. These activities require a treadway wider than eight feet if pedestrians, bicyclists and inline skaters are on the same treadway and traveling in opposite directions. Inline skating and roller skiing also require a smoother/harder surface than bicycling and pedestrian uses. Inline skating and roller skiing are more popular on flat-terrain trails, such as abandoned railroads, than on hilly terrain trails going cross-country.

Inline skating seems to be more popular on looped park trails than on long-distance regional trails. However, skaters will go out and back on linear trails at a distance that meets their physical conditioning. Inline skating can be added as a primary use on a regional trail if the trail treadway is or could reasonably be made sufficiently wide, smooth and flat to safely accommodate skaters, pedestrians and bicyclists.

- Mountain biking. Challenging, hilly terrain is attractive to mountain bicyclists, but the trail treadway must be designed to minimize soil erosion. In some cases, mountain biking on turf trails may be permitted only during dry times of the year if the underlying soil and slopes are not able to withstand mountain bike use when it is seasonally wet. Mixing mountain biking and pedestrian users on the same trail treadway should be carefully evaluated during the trail design process. Trail user rules may be needed to provide a safe and enjoyable experience for both kinds of users. Mountain bike trail terrain is best provided in closed loop trails within regional parks or park reserves rather than in cross-country trails between parks. Regional park implementing agencies are encouraged to consider sustainable design standards, such as those provided by the International Mountain Biking Association, during the trail design process.
- Night trail use. Opening trails at night allows those who work during the weekdays to use them more frequently. Walking and cross-country skiing at night increases trail uses during the off-peak spring, fall and winter seasons. Trail lighting projects are encouraged where appropriate, especially on trails with high demand. When considering lighted trails, however, it's important to assess the lighting's impact on nocturnal wildlife as well as adjacent land uses.

Mixing motorized and non-motorized trail uses, such as snowmobiling and hiking, requires appropriate trail design and possibly speed controls and signage to safely accommodate both uses. Regional park implementing agencies are encouraged to engage the public to develop solutions to any multi-use trail conflicts.

To accommodate trail users of all abilities, trail uses such as motorized wheelchairs or three-wheel bicycles should be reasonably accommodated to serve persons with mobility impairments wherever possible.

There has been a demand for organized amateur athletic facilities that serve several municipalities or organized league play within a municipality. Municipal recreation departments and/or school districts provide these athletic field complexes. The Minnesota Amateur Sports Commission (MASC) is responsible for elevating the social and economic benefits of sports to enrich the lives of all Minnesotans. Grants for such facilities go through the MASC, not the Council. Such athletic field complexes do not require a high-quality natural-resource land base; they are easier to develop on formerly disturbed lands. As such, athletic field complexes are inappropriate for development on Regional Parks System lands. However, informal ball fields that can be used for a variety of pickup games are encouraged. The concept of an informal ball field encourages recreational use in this manner, but is not intended for programmed or league sports, since those services are offered in other recreational settings.

When new recreational activities become popular, regional park implementing agencies need to see if it is appropriate to accommodate them on Regional Parks System lands. For example, in the last 10 years, adventure racing, kayaking, standup paddle boarding, triathlons, and windsailing have become

increasingly popular (Outdoor Foundation, 2013). These activities may preclude the use of an area for other uses, but this doesn't mean they are unacceptable within Regional Parks System lands in all cases. To accommodate new recreation activities on Regional Parks System lands, the regional park implementing agency must first assess how well the proposed activity meets the standards for recreational activities and then incorporate any physical changes to the Regional Parks System landscape through a master plan amendment process that includes significant public engagement.

In some instances, there may be no need for any physical change to the regional park or trail unit, but a change in visitor or park management rules or policies may be necessary, such as allowing off-leash dog use on a trail, for example. Another management issue might be permitting a limited controlled hunt as a means of maintaining the health of a park's deer herd. In both cases, there are no physical changes to the park/trail unit requiring capital improvements, simply a change in how the park/trail unit is used or managed. Such park/ trail management issues should be resolved by the regional park implementing agency's policy board after appropriate public input and consideration of how these management changes affect the regional park's environment, users, and the adjacent property.

Some new recreation open-space uses may be compatible with the long-range basic mission of the Regional Parks System. In some instances, new uses may enhance the viability of the regional system and expand the range of opportunities available in the parks, park reserves, and trails. Other recreation open-space uses may substantially reduce the ability of the regional facilities to carry out their planned roles or may diminish the quality of the recreational experience.

Off-road vehicles (ORVs) are defined as all-terrain vehicles (ATVs), off-road motorcycles (ORMs) and four-wheel-drive vehicles being used off designated roads. For the purpose of this 2040 Regional Parks Policy Plan, snowmobiles are not considered to be ORVs. Snowmobiles have been permitted on regional trails and in some regional parks when local ordinances and the regional park implementing agency have authorized such use. Local units of government in the rural areas of the region also work with the Minnesota Department of Natural Resources and snowmobile clubs to provide rights-of-way for snowmobile trails that link to other trails outside the region.

The Council acknowledges that the Minnesota Department of Natural Resources (DNR) has statutory authority under Minn. Stat. 84.03 to provide for regulated use of off-road vehicles through its management of several legislatively dedicated accounts that contain license receipts and a portion of Minnesota gas tax revenues from the use of these vehicles. Siting and managing an off-road vehicle use area in the region that doesn't adversely affect nearby land uses and natural resources will require cooperation between the affected local unit of government and the DNR. Regional park implementing agencies may participate in siting an off-road vehicle use area, but the lead responsibility for siting and funding the area will be provided by the DNR under the authority it is granted in statute.

Regional park concessioners may operate within the Regional Parks System if the appropriate approvals from the regional park implementing agency have been obtained, as each agency may have different policies and procedures in place. Concessioners must provide park related amenities and services to park visitors without negatively impacting the natural resources of the regional park. Regional park implementing agencies must contact the Council to determine whether a master plan amendment is required to accommodate the concessioners.

In summary, the initial decision on whether a new activity can and should be accommodated is up to the regional park implementing agency responsible for the regional park, park reserve, special recreation feature, and regional trail. The Council will become involved if the regional park implementing agency decides it would like to accommodate a new activity but the Council deems the use incompatible with the nature-based system or finds that a master plan amendment is necessary before the new activity can be accommodated.

Recreation Activities and Facilities − Strategy 2: Most heavy recreational use should be accommodated in the more urban regional parks.

Facilities that attract many users require large capacity roads and connection to a municipal sewage treatment system. These facilities should be confined to parks and park reserves located in the region's Metropolitan Urban Service Area, as defined in Chapter 1, unless the demands for heavily used services cannot be adequately met at Regional Parks System units in those areas. If facilities need to be developed in the Rural Service Area, the master plan should justify facilities that will attract large numbers of users and indicate how support services and facilities, such as roads and sewers, will be provided.

When feasible, the transit system should be planned to provide access to Regional Parks System units. Transit planners should consider routes and facilities that are sensitive to parks, park users, park development plans, and local agencies' rules and regulations.

Many regional parks and park reserves are located in the Rural Service Area because a high-quality natural resource base has long been a major criterion for determining lands that are appropriate for the Regional Parks System. Many of the rural park reserves were existing parks that were designated as regional recreation open space when the Regional Parks System was established in 1974. In order to build up a large recreational land reserve to be used for future populations, it has been necessary to acquire land in the Rural Service Area.

Much of the demand for recreational facilities, especially those that attract large numbers of users, can be adequately accommodated at properties in the Metropolitan Urban Service Area. Some activities, such as nature study, camping, and water recreation, because of their resource demand, will likely be accommodated at parks or park reserves located in the Rural Service Area. Intense developments at parks and park reserves in the Rural Service Area should be the exception rather than the rule and should be considered on a property-by-property basis. Developments intended to enhance the protection and preservation of natural resources, whether in the Metropolitan Urban Service Area or the Rural Service Area, advance the strong conservation role of park reserves.

Recreation Activities and Facilities − Strategy 3: Strengthen equitable usage of regional parks and trails among all residents, across race, ethnicity, income, and ability.

The regional park implementing agencies provide outstanding facilities, amenities, staffing, and programming to offer a welcoming environment. Activities hosted within the Regional Parks System include a breadth of opportunities for visitors, such as movies and music in the park, day camps, festivals, nature programming, among others. The benefits of park use are numerous, including

improvements to physical health, well-being, learning, family bonding, and community building. Therefore, it is imperative that all residents have the opportunity to enjoy the bountiful resources the Regional Parks System provides.

The regional park implementing agencies should act to remove or reduce barriers which prevent use of the regional system. Barriers may include safety concerns, cost, transportation, and lack of information about programming and facilities. If needed, new facilities and/or programs (including marketing programs) should be designed to increase use of the Regional Parks System by all the residents of the region, irrespective of race, ethnicity, income, and ability.

Metro Transit and other transit providers are encouraged to work with the regional park implementing agencies to identify any transportation barriers and design programs to increase the level of access to the Regional Parks System.

The Regional Parks System has been designed and developed to provide outdoor recreation opportunities for all of the residents of the area, with facilities and services geared to meet the demands and abilities of the general population. The Americans with Disabilities Act (ADA), passed by the U.S. Congress in 1990, has created specific requirements for development and rehabilitation projects in the Regional Parks System. All new projects and updated master plans for the system include ADA review. Regional Park Implementing agencies are encouraged to use U.S. Access Board guidelines for Outdoor Developed Areas as a minimum standard of accessibility on all new or substantially altered capital projects within the Regional Parks System. Additionally, regional park implementing agencies are encouraged to provide physically challenged participants with similar park/trail experiences through adaptive programs.

Findings from the 2008 Regional Parks Visitor Study found that people of color underuse the regional system. In 2014, the Council released its research findings on Regional Parks System use among select communities of color. A total of 16 focus groups were held throughout the metropolitan region to assess recreational preferences, barriers to recreation participation, and suggestions to enhance participation. In sum, 263 individuals participated in the focus groups and self-reported diverse racial, ethnic, and cultural backgrounds. Study findings revealed the most preferred outdoor recreational activities included walking, picnicking or barbequing, and playground use. In terms of barriers to using the Regional Parks System, the most frequently identified barriers were lack of awareness, available time, fear or safety concerns, language barriers, and weather. Focus group participants identified key suggestions to enhance park use, including:

- Increasing awareness
- Addressing safety
- Enhancing capacity of gathering spaces
- Creating a regional park ambassador program
- Increasing and diversifying programming
- Providing more events in regional parks

In addition to the study noted above, the Council invited feedback from around the region to identify strategies that would have the greatest impact on strengthening equitable use of the Regional Parks System. Based on the insights provided by more than 400 individuals, the Council has committed to

several strategies to enhance equitable use. While the strategies are highlighted briefly below, each bulleted summary is further described in the associated policy and strategy section that follows. To summarize, in an effort to enhance equitable usage of the Regional Park System, the Council will:

- Create a set-aside competitive Park Equity grant program for capital projects, specifically targeted toward projects that would enhance equitable usage of the Regional Parks System.
- The Metropolitan Council and regional park implementing agencies will work together to ensure the 25-year Parks and Trails Legacy Plan's intent to "connect people to the outdoors" is achieved.
- Work with regional park implementing agencies to prioritize funding requests, using equity as a key factor.
- Conduct studies to inform Regional Parks System planning and management. Such efforts will include:
  - A region-wide visitor survey every five years to monitor changes in Regional Parks System use.
  - Targeted studies to better understand and provide for the outdoor recreational needs and preferences across social classes, age groups, racial, ethnic, and educational backgrounds, and ability status.
- Create a Regional Parks System ambassador program to assist with expanding awareness of the Regional Parks System and bring parks to the people.
- Convene stakeholder meetings with regional park implementing agencies, partners, community-based organizations, and advocacy groups to enhance knowledge and continuous improvement.
  - Information shared will be systematically collected and shared electronically
- Require regional park implementing agencies to incorporate a public engagement process that includes involvement from individuals representing diverse races, ethnicities, classes, ages, abilities, and national origin when developing a regional park or trail master plan.
  - To that end, the Council will provide staff assistance, where appropriate.
- Encourage regional park and trail design that conforms to changing recreational preferences. Examples of recreational preferences include:
  - Amenities suited for the aging population and those with limited mobility.
  - Non-fee picnic areas that accommodate mid-sized groups (for example, 15-25 people).
  - Clustering of amenities for multigenerational family gatherings.
  - Informal ball fields for pick-up games.

Recreation Activities and Facilities − Strategy 4: Bicycle and pedestrian facilities should be coordinated between the Regional Parks System and the transportation system.

Safe, high-quality, continuous, barrier-free bicycle and pedestrian systems shall be developed, maintained, and improved to function as integral parts of the Council’s Regional Parks System and

transportation system. The Council is responsible for regional transportation planning, including bicycle transportation facilities. Since regional trails also serve commuters, it is important that the Regional Parks System and the transportation system work together when developing trail and transportation plans.

A comprehensive network of trails that serve both recreation and transportation needs is desirable. This network should link state, regional, county and local trails, and should be integrated with other transportation modes, including the transit system.

Regional trails are primarily multi-use recreation trails, although some regional trails also serve bicycle commuter functions. The majority of regional trail miles should be developed so they are off or away from roadways. However, in some instances it may be necessary for a short stretch of trail, to be adjacent to or on a road in order to bypass natural or man-made barriers or private property.

Regional trails will primarily consist of these types of facilities:

- Off-road facilities, which are paths within or adjacent to the road rights-of-way but separated from the roadway surface. They may be used for walking and inline skating as well as bicycling.
- Independent trails, such as trails using abandoned railroad corridors or utility easements that exist in their own independent rights-of-way.

In addition to pedestrians and inline skaters, regional trails are intended to serve:

- Casual or new adult and teenage bicyclists who prefer comfortable access, preferably by a direct route on low-speed or low-traffic streets. These bicyclists are most comfortable on designated bikeways, off-road facilities and independent trails, or having access to streets with low vehicle speeds and volumes.
- Pre-teen bicyclists whose roadway use is usually accompanied by a parent. They need access to local schools, libraries, recreation facilities, shopping, or other residential areas. These bicyclists have a strong preference for separation of bicycles from motor vehicles through off-road facilities or independent trails.

Regional trails may also serve the most experienced bicyclists, who want direct access to destinations at maximum speed with minimum delays. Highly experienced bicyclists primarily rely on the road system for routes, and value using roads like other vehicles for commuting, but occasionally enjoy independent trails if they are relatively continuous and not overly crowded.

Regional Bicycle Transportation Network

In preparing the *2040 Transportation Policy Plan*, the Council conducted a Regional Bicycle System Study in 2013-2014. The purpose of the study was to develop a more complete understanding of how the region's on-street bikeways and off-road trails interact and how they serve regional transportation trips by bicycle. The primary outcome of the study was to identify a Regional Bicycle Transportation Network, which defined a two-tiered network for planning and implementation. The Tier 1 (high priority) network was identified where bicycle travel was greatest, population and job densities were highest, and where there were the most opportunities to connect regional job concentrations and activity centers

with population centers and the regional transit system. Figure 4-1 shows the Regional Bicycle Transportation Network corridors.

The intent of the Regional Bicycle Transportation Network is to encourage planning and implementation of future bikeways by cities, counties, park agencies, and the state that will integrate a seamless network of on-street bikeways and off-road trails to most effectively improve conditions for bicycle transportation region-wide. The Regional Bicycle Transportation Network corridors are intended to serve as the “backbone” arterial system for biking in the region. Figure 4-2 shows existing and planned regional trails with regard to the Regional Bicycle Transportation Network corridors and also highlights the overlap between bicycle recreation and bicycle transportation networks.

Existing regional trails or segments of regional trails that serve a transportation function were included in the proposed Regional Bicycle Transportation Network, such as the Cedar Lake Regional Trail, the Samuel Morgan Regional Trail, and portions of the Luce Line Regional Trail.

For more information on the Regional Bicycle Transportation Network, please refer to the *2040 Transportation Policy Plan. (insert link to Regional Bicycle Transportation Network section of 2040 TPP in the final version of the 2040 RP3).*

Figure 4-1. Regional Bicycle Transportation Network Corridors

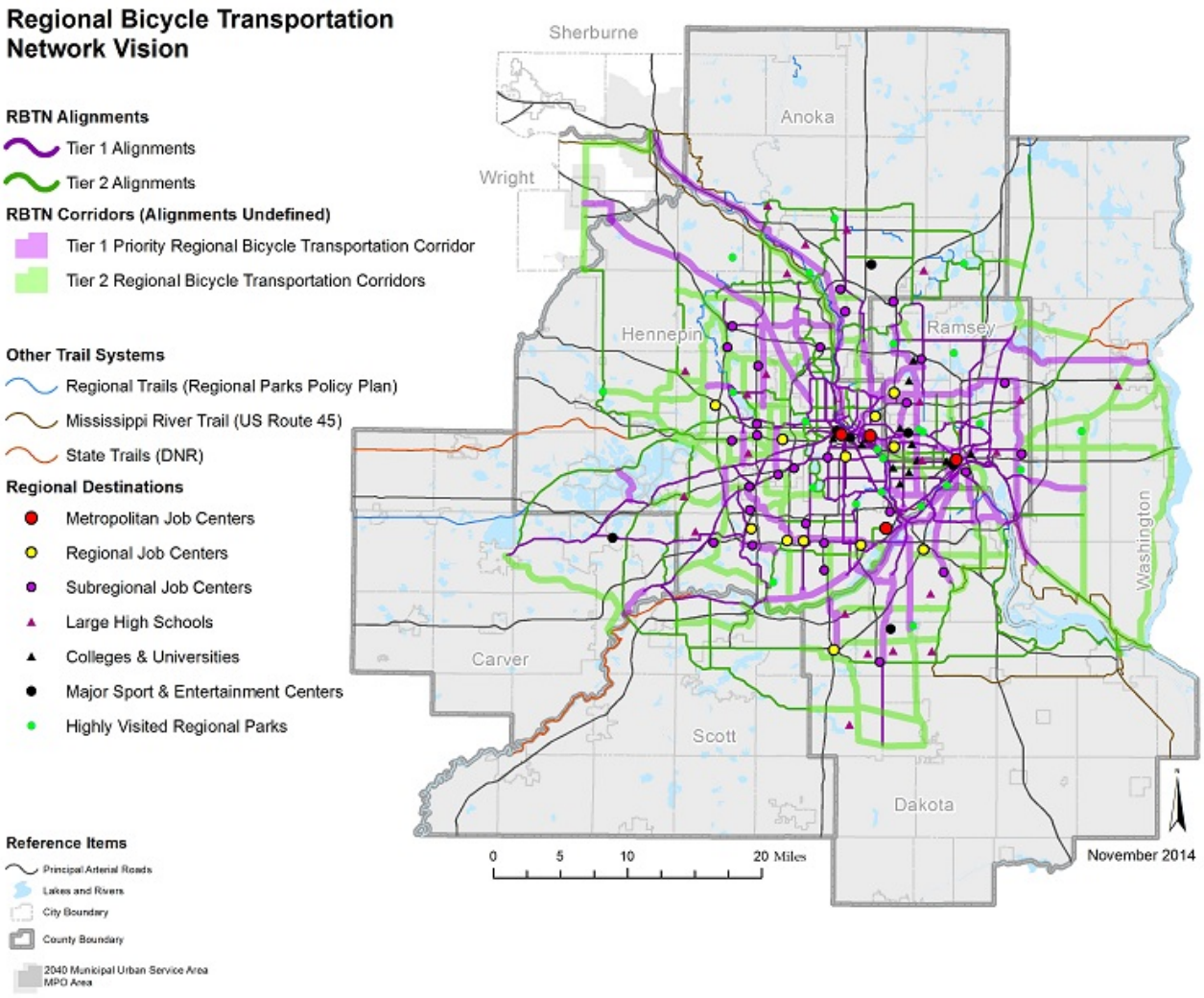
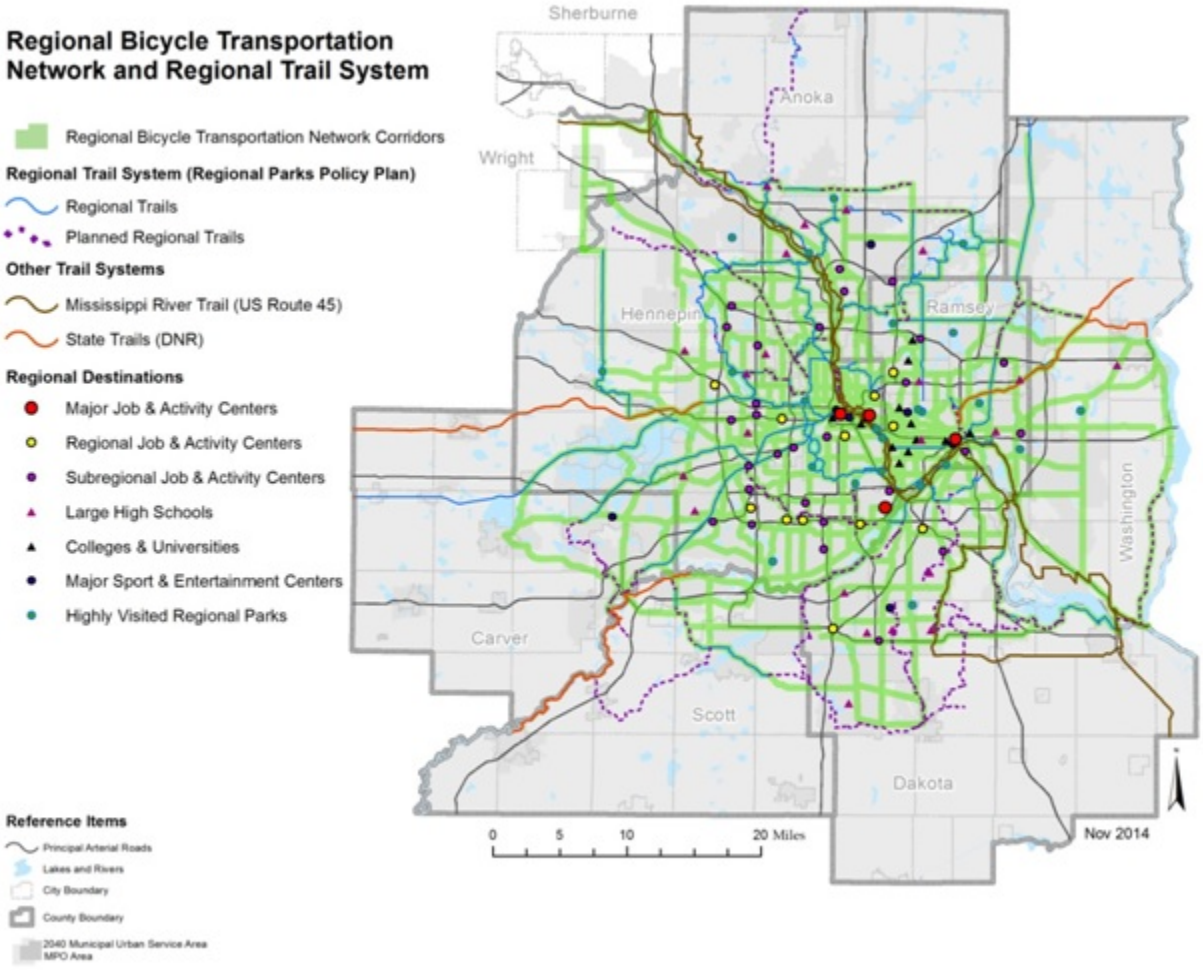


Figure 4-2. Regional Bicycle Transportation Network Corridor and Regional Trails



Siting and Acquisition Policy:

Identify lands with high-quality natural resources that are desirable for Regional Parks System activities and put these lands in a protected status so they will be available for recreational uses and conservation purposes in perpetuity.

Siting and Acquisition − Strategy 1: Lands with natural resource features and/or access to water will have priority over other proposed park land.

Future Council designation of lands for the Regional Parks System should emphasize important natural resource features, access to water bodies, and natural resource features that enhance outdoor recreation. Geographic balance or proportionate distribution tied to population distribution patterns can be given weight when natural resource features can be provided through restoration.

The legislative charge to the Council is to prepare a policy plan that "…shall identify generally the areas which should be acquired by a public agency to provide a system of regional recreation open space comprising park district, county and municipal facilities, which, together with state facilities, reasonably will meet the outdoor recreation needs of the people of the metropolitan area and shall establish priorities for acquisition and development" (Minn. Stat. 473.147, subd. 1).

Regional recreation open space is defined as "…land and water areas, or interests therein, and facilities determined by the Council to be of regional importance in providing for a balanced system of public outdoor recreation for the metropolitan area, including but not limited to park reserves, major linear parks and trails, large recreation parks, and conservatories, zoos, and other special use facilities" (Minn. Stat. 473.121, subd. 14).

Water is a major attraction in almost every park unit of the Regional Parks System and an amenity along many regional trails. Most surface water is public, with the waterbeds owned by the state, so it is appropriate to provide access to these water bodies through the Regional Parks System.

Major considerations in deciding which lands should be brought into the Regional Parks System are:

- Acquiring lands with natural qualities most desirable for the outdoor recreational activities
- Protecting an important natural resource feature, such as linking other natural resource areas or water bodies together, which in turn provide a larger natural habitat opportunity; help protect or improve water quality, or provide a larger habitat for protected or endangered species
- Assuring that regional park facilities are evenly distributed around the metropolitan area or distributed in proportion to the existing and forecasted urban development

The legislative directive is clear that the land should be of "regional importance." Regional importance is not directly defined in the law, but the legislative directive requires that regional parklands, plus state facilities, should reasonably meet the outdoor recreation needs of the people of the metropolitan area. Therefore, lands of "regional importance" would be comparable in size, draw users from rather large geographic areas, and contain natural resources similar to the state parks and trails in the metropolitan region. Lands that serve only a municipality or neighborhood would not be considered to have "regional importance."

Past acquisition activity has tended to favor lands with high-quality natural resources over even geographic distribution. This has produced a Regional Parks System with more lands and facilities in the west and southwest portions of the metropolitan area than in other sectors.

This geographic imbalance in the Regional Parks System is ameliorated by the presence of state parks in the St. Croix Valley and at Fort Snelling and by the existence of a high-quality highway system with most of the regional facilities within a drive of 30 minutes or less from the urbanized area. The restoration of urban areas that include natural resource features (for example, Above the Falls Regional Park and the Bruce Vento Regional Trail and Nature Sanctuary) have provided opportunities to create regional park sites or regional trails that also address the emerging redevelopment of the Urban Centers.

Siting and Acquisition − Strategy 2: Priorities for land acquisition are set by regional park implementing agencies in Council-approved master plans.

Priorities for acquiring park and park reserve lands identified in Council-approved master plans are lands that are available for purchase now, which would be lost to the Regional Parks System if timely action is not taken, and that are:

- Essential to protect the natural resources that define a park or park reserve and make it usable to the public as planned.
- Essential for the park or park reserve to reach its full service potential for regional natural resource-based outdoor recreation as defined in the Council's Regional Parks System plan and the park unit's master plan.

Most master plans provide for a range of recreational activities and developments that require lands in addition to those strictly needed to protect and enjoy the prime natural resource base. The full intent of the master plan will not be realized until these additional lands have been acquired for the system.

All privately owned parcels within a Council-approved master plan boundary are "inholdings" until they are acquired. Some parcels have homes on them and are called "residential inholdings." The acquisition of inholding parcels − especially those containing homes or those likely to be developed for residential or other urban uses − should be protected by first-right options to purchase, official mapping, life estates or other means. It is imperative that efforts are made to acquire these parcels because every time the land is sold to another private party, the land remains unavailable for Regional Parks System purposes. If once-vacant land is developed for housing or other uses, it may become unreasonably expensive to acquire and is essentially lost to the Regional Parks System.

The Council, with the advice of the Metropolitan Parks and Open Space Commission, will work with regional park implementing agencies to systematically review inholding parcels that have been developed to determine whether the land is essential to protect the natural resources that define the park and make it usable to the public as planned, or whether the land is essential for the park or park reserve to reach its full service potential for regional natural resource-based outdoor recreation as defined in this policy plan and the park unit's master plan. The results of that review may conclude that some parcels or a portion of a parcel no longer meet those requirements and should be removed from the park's boundary through a master plan amendment. For example, historically small parcels with homes on the edge of parks have either been removed from the park boundary or subdivided, with the undeveloped land acquired for the park and the home removed from the park boundary.

Because of strong public attraction to water resources, acquisition of any additional public water frontage identified in a Council-approved master plan should be given a very high priority. The high demand and rapidly escalating value of water frontage will only make those lands more costly in the future. The priority is to acquire water frontage lands when they are most affordable − when they are undeveloped or, at least, developed with less expensive homes. Trying to convert land with water frontage to public use after it's been fully developed is politically difficult and very expensive.

Siting and Acquisition − Strategy 3: New regional trails must serve a regional audience and provide connections between regional parks, park reserves, and regional trails without duplicating an existing trail.

To qualify for regional trail status, an existing or proposed trail:

- must serve a regional audience, based on visitor origin and service-area research on regional trails
- should not duplicate an existing trail, and
- should connect two or more units of the Regional Parks System

The trail may include part of an existing county or local trail if it is a destination itself, providing a high-quality recreation experience that traverses significant natural resource areas where the trail treadway will have no adverse impact on the natural resource base, and/or it links two or more units of the Regional Parks System.

The regional trail system in the metropolitan area is like the highway system, with regional and local components. The regional component consists of trails in the regional trail system and state administered trails. These trails are complemented by shorter, local trails, which may eventually feed into units of the regional trail system. The opportunities for interesting regional trail recreation experiences are substantially enhanced where local trails intersect with or are reached by elements of the regional system.

The Council has defined two major types of trails to serve the region: 1) destination or greenway trails and 2) linking trails. Destination or greenway trails typically follow along routes with high-quality natural resources, which make the trail itself a destination. Linking trails, on the other hand, are predominately intended to provide linkages between various Regional Parks System units, most notably regional parks or park reserves.

Destination Regional Trails or Greenways should be located to reasonably maximize the amount of high-quality natural resources within the trail corridor boundaries. For destination regional trails or greenways, there should be no spacing minimums or maximums between them; instead, the decision to locate the trail should be based on the availability of existing high-quality natural resources or the opportunity to restore, enhance, protect, or re-create natural resources.

The main criterion used to define regional parks and park reserves − the presence of high-quality natural resources − is also relevant to the location of a destination regional trail or greenway. Attractive settings contribute strongly to the quality of trail recreational experience. Since trails or greenways are

linear elements, areas along rivers and streams or chains of lakes are excellent candidates for incorporation into the regional trail system.

Natural features in the greenway or adjacent to the trail treadway serve ecological and environmental educational purposes, too. Restoration and management practices emphasizing native species can maintain and enhance the aesthetic, habitat, and other resource values of these areas.

Linking Regional Trails should be located within the Metropolitan Urban Service Area and may be located in the Rural Service Area of the region, as defined in Chapter 1. For linking regional trails, any two trails running parallel to each other, and not separated by natural or human-built barriers, should be at least 1.5 miles apart so as not to overlap the localized service area of those trails. Whenever possible, linking regional trails should be located to reasonably maximize inclusion of high-quality natural resources and connections to local trails, areas of lifecycle and affordable housing, the transit network, and areas of infill and redevelopment.

Visitor origin data from the Council's *2008 Regional Parks and Trails Survey* indicate that regional trails in the metropolitan area are used most by people who live nearby or can reach the trail in a short bicycle trip or drive. Therefore, a priority is to develop trail corridors in the Metropolitan Urban Service Area, where more than 90% of the population lives. Some of the metropolitan area's inner-ring suburbs are not close to regional parks and don't have large tracts of land that would be available for future development of parks for the regional system. Regional trail development should be pursued in these suburbs when the need has been identified, to help achieve geographic balance of Regional Parks System facilities.

In the Metropolitan Urban Service Area, attention should be given to both high-quality natural resources and to major human-built or developed resources in the fully developed areas. Interesting human-built resources include historical and architectural buildings and sites, education facilities, cultural facilities, and major public and private buildings. Utilizing the surface rights of underground utility corridors, such as large sewers, for trail purposes protects the utility for access/maintenance and provides a linear corridor for the trail.

When determining the boundaries of regional trail corridors, regional park implementing agencies should consider high-quality natural resource lands adjacent to the trail treadway to enhance the natural resource values of the trail. This is especially appropriate when the trail treadway is primarily an abandoned rail bed, in a power line corridor, or along a highway. These pockets of natural areas not only enhance the recreational experience of the trail user but also enhance the values of the primary land near the entire trail. Retaining these areas in their natural condition is the best use of the land, especially if it would be difficult to develop them for other land uses. An example would be including wetlands adjacent to the trail within the trail boundary. The wildlife habitat, water-quality values, plus the aesthetic values of the wetlands enhance the trail user's experience and encourage best land-use practices, since the wetland could not be developed economically compared to "dry" land.

Regional trails may pass through local parks along their route. The regional trails can enhance access to these local parks, and the parks may provide amenities for trail users. Because of this synergy, there may be a desire to incorporate these local parks into the regional trail corridor. However, these local parks may not be regionally significant and may only serve a local audience. In determining whether an

existing local park should become part of the regional trail corridor, the Council will evaluate the request in terms of its regional importance and whether the park itself serves a regional or local audience.

As described in Chapter 3, the 2040 Regional Parks System Plan Map includes over 700 miles of planned regional trails and regional trail search corridors throughout the region. Regional trails are one component of a more comprehensive bicycle and pedestrian network, which serves recreation and transportation purposes. To that end, future regional trail proposals need to be evaluated within a comprehensive, region-wide framework, most notably within the context of the Regional Bicycle Transportation Network. This framework will ensure that regional facilities are not duplicated.

The Council will work with all of the regional park implementing agencies to better integrate the regional trail network across jurisdictions and to assess the role of proposed regional trails with respect to the Regional Bicycle Transportation Network. Additionally, efforts will include a comprehensive evaluation of funding for the regional trail system.

Siting and Acquisition − Strategy 4: Special recreation features must enhance services and facilities already offered, not compete with or duplicate them.

Special recreation features proposed for inclusion in the Regional Parks System must:

- Be unique and complement or enhance the services already offered by the regional system
- Be capable of functioning within the existing management structure of the Regional Parks System
- Not duplicate or compete with recreation facilities adequately provided by the public or private sector
- Not drain funds from other facilities in the system either because they have an existing or committed financial base or because a prior agreement for a public subsidy has been reached that is in the public's interest
- Demonstrate the existence or potential for drawing a sizable number of people from throughout the metropolitan area
- Be tied to natural resources
- Be approved by the Council through the master plan process

Regional Parks System legislation indicates that the system should contain parks, park reserves and trails, and zoos, conservatories, and "other special-use facilities" (Minn. Stat, 473.121, subd. 14). The term "other special-use facilities" is not defined in legislation. This policy plan refers to them as a special recreation feature, which is defined to be a facility that preserves, maintains, and provides specialized or single-purpose recreational activities, such as:

Nature center	Marina
Zoo	Downhill ski area
Conservatory	Arboretum
Display gardens	Hunter training education facilities
Sites of historic or archeological significance	Bridging facilities*

*Bridging facilities are specialized or single-purpose facilities that are intended to attract and introduce new outdoor recreation users to the Regional Parks System.

Furthermore, special recreation features must:

- Contribute to the inventory of available and needed recreation opportunities
- Contain distinctive developments and/or unique natural landscapes not commonly found in the parks, park reserves, and trails
- Require special programming or management

As of 2014, there are eight special recreation features open to the public:

Como Zoo	Kingswood	Silverwood
Como Conservatory	The Landing	Square Lake
Gale Woods Farm	Noerenberg Gardens	

Planning Policy:

Promote master planning and help provide integrated resource planning across jurisdictions.

Planning − Strategy 1: Regional park implementing agencies are required to prepare a master plan for each Regional Parks System facility it owns and/or operates.

Minn. Stat. 473.313 requires a master plan to be developed by each regional park implementing agency in consultation with all affected municipalities. While the statute requires only one master plan per regional park implementing agency, the Council requires individual master plans for each regional park, park reserve, trail and special recreation feature. Master plans prepared by the regional park implementing agencies are critical in defining the specifics of acquisition, development and operation of regional facilities.

The plans include the regional park implementing agency's estimates of use and costs. The master plan process allows residents to participate in the development of the plan and other units of government to know what is planned for a park and how it affects them. Collectively, these master plans form the regional park implementing agencies' part of the regional system plan. For a regional park implementing agency to receive a grant for acquisition or development through the Regional Parks Capital Improvement Program, the proposed project must be consistent with a Council-approved master plan.

Master plans will be reviewed by the Council for consistency with this and other Council policy plans. Inconsistent plans will be returned with comments to the regional park implementing agency, which must be revised, resubmitted, and approved by the Council to be eligible for Council funding.

Minn. Stat. 473 313 provides for the state mandate on master plans; however, it does not provide guidance on timeliness of revisions. A plan is revised when the regional park implementing agency submits a master plan amendment to the Council to change its original proposal for acquisition and/or development, or when it has developed significant additional detail. The Council may approve or reject

the master plan amendment for cause and return the plan to the regional park implementing agency for revisions to address the Council's concerns.

Master Plan Content Requirements and Funding Process

Each master plan for regional parks, park reserves, and special recreation features must include information for each of these items:

- **Boundaries and acquisition costs.** A list of parcels to be acquired and the estimated total cost and schedule for their acquisition, and information on natural resources, site suitability, special assessments, potential contamination based on data from the Minnesota Pollution Control Agency and other conditions that affect acquisition of the site or location of the boundaries.
- **Stewardship plan:** A program for managing park property, including activities, expenses and anticipated revenue prior to developing the property for recreation purposes. Planned non-recreation uses and disposition of revenue from such use should be detailed.
- **Demand forecast:** The recreational demand to be met by the site as identified by the Council, the regional park implementing agency, or other sources.
- **Development concept:** A plan for recreational development and natural resource management that should include:
    - Description and location of planned development and natural resources management projects.
    - Approximate capacity of each facility.
    - Mapping of existing and planned local and regional trail connections to the site and information on how they relate to development within the park.
    - Wayfinding signage plan, indicating the types of signs and general locations within the park.
    - Information on the source and location of drinking water that is adequate for the recreational uses of the park.
    - Schedule and cost estimates for each project.
    - Conflicts between recreational and natural-resource management needs in developing the park/trail unit should be addressed and resolved. Amendments to an acquisition-phase master plan should be made prior to funding recreation and visitor support facilities if there is insufficient detail on the scale and cost of the facility. Alternatively, the final design/engineering phase of a proposed facility should be funded first, with construction funding provided in a separate capital improvement grant.
- **Conflicts:** Identification of conflicts with other existing or proposed projects or land uses affecting the park/trail unit, including steps necessary for their resolution.
- **Public services:** A description of any non-recreational public services and facilities, such as roads or sewers, needed to accommodate the proposed recreational use, including the timing of these services and the arrangements necessary to provide them.
- **Operations:** Rules, regulations or ordinances affecting the site, including estimated operations and maintenance costs and sources of revenue to operate and maintain recreation facilities and

to manage natural resources in the park/trail unit. The operations plan should indicate how energy to operate and maintain the park unit is being managed and conserved. The plan should also state how solid waste from park users is recycled and disposed of consistent with applicable laws.

- **Public engagement and participation:** A process to engage the public and involve affected agencies, local units of government, and local, state, and federal recreation providers in the development of the master plan. The public engagement process must seek to mitigate existing racial, ethnic, cultural or linguistic barriers and include people of diverse races, ethnicities, classes, ages, abilities and national origin. A master plan must include the public engagement plan and describe the process undertaken to engage those mentioned above. The process must include opportunity for the public to be heard and to have influence over the contents in the master plan. The Council will provide staff assistance, where appropriate.

  Regional park implementing agencies are encouraged to include transportation and transit planners in the development of a master plan, when appropriate.

  The regional park implementing agency shall present the master plan and planned amendments to all affected agencies, local units of government, and local, state and federal recreation providers and address their concerns prior to submitting the plan to the Council. The master plan submitted to the Council shall include a summary of comments received that identifies issues raised and content resulting from engagement efforts.
- **Public awareness:** Plans for making the public aware of services available when the regional park is open, including how to access the park by transit, if applicable.
- **Accessibility:** A plan that addresses accessibility, affordability, and other measures designed to ensure that the facility can be used by people with limited mobility.
- **Natural resources:** As part of the master plan, there should be a natural-resource management component that includes:
  - A Natural Resources Inventory (NRI) as a part of the master plan process. An NRI should include a land cover inventory that is consistent with the Minnesota Land Cover Classification System developed by the Minnesota Department of Natural Resources and the MetroGIS – a consortium of government entities in the region that create, manage and share digital geographic-based data in a geographic information system (GIS). The natural resource inventory should include native plant communities mapped in the Minnesota County Biological Survey and listed species (rare, endangered, and threatened) that are documented in the Natural Heritage Information System. The natural resource inventory may include other land-based information.

    The Council has created the Natural Resources Digital Atlas (NRDA) − an easy-to-use mapping application designed to assist communities and other organizations and users in the Twin Cities metropolitan area to identify and protect locally or regionally significant natural resources. Using consistent, region-wide information based on the above data or tool will assure compatibility with other natural resource inventories that have been completed or will be done in the metropolitan region.

    The Natural Resource Inventory should be a basis for projects/proposals to restore degraded resources and maintain high-quality natural resource features, including the

estimated capital costs of natural resource restoration projects. Regional park implementing agencies should consult with natural resource professionals in the design and final construction of park facilities, especially trails, that are adjacent to or cross over natural resource areas. The final design and construction should allow the public to view and enjoy these natural habitats with minimal adverse impact on that habitat.

- Information on how surface water and groundwater resources in the unit, including wetlands, will be protected. This should include standards and requirements that are consistent with the Minnesota Pollution Control Agency's best management practices for stormwater management. The master plan should include provisions to, first, avoid wetland impacts; second, minimize impacts; and, finally, mitigate impacts when no other options are available.
- Information on how vegetation will be managed.

The effective date for these master plan requirements is July 1, 2015 in acknowledgement of regional park implementing agency planning processes that may be underway when the 2040 Regional Parks Policy Plan is adopted. Master plans submitted to the Council prior to this date will be reviewed subject to the requirements outlined in the 2030 Regional Parks Policy Plan.

Master plans for regional linking trails:

Each master plan for a regional linking trail must include information for each of these items:

- **Boundaries and acquisition costs:** A list of parcels to be acquired and the estimated total cost and schedule for their acquisition, and information on natural resources, site suitability, special assessments, potential contamination based on data from the Minnesota Pollution Control Agency, and other conditions that affect acquisition of the site or location of the boundaries
- **Demand forecast:** The recreational demand to be met by the trail, as identified by the Council, the regional park implementing agency, or other sources
- **Development concept:** A plan for development, including schedule and cost estimates for the project. The plan should include:
  - Mapping of existing and planned local and regional trail connections to the trail corridor
  - Wayfinding signage plan, indicating the types of signs and general locations along the trail corridor
- **Conflicts:** Identification of conflicts with other existing or proposed projects or land uses affecting the park/trail unit, including steps necessary for their resolution
- **Public services:** A description of any non-recreational public services and facilities, such as roads or sewers, needed to accommodate the proposed trail, including the timing of these services and the arrangements necessary to provide them.
- **Operations:** Rules, regulations or ordinances affecting the trail, including estimated operations and maintenance costs and sources of revenue to operate and maintain the trail.

- **Public engagement and participation: :** A process to engage the public and involve affected agencies, local units of government, and local, state, and federal recreation providers in the

development of the master plan. The public engagement process must seek to mitigate existing racial, ethnic, cultural or linguistic barriers and include people of diverse races, ethnicities, classes, ages, abilities and national origin. A master plan must include the public engagement plan and describe the process undertaken to engage those mentioned above. The process must include opportunity for the public to be heard and to have influence over the contents in the master plan. The Council will provide staff assistance, where appropriate.

Regional park implementing agencies are encouraged to include transportation and transit planners in the development of a master plan, when appropriate.

The regional park implementing agency shall present the master plan and planned amendments to all affected agencies, local units of government, and local, state and federal recreation providers and address their concerns prior to submitting the plan to the Council. The master plan submitted to the Council shall include a summary of comments received that identifies issues raised and content resulting from engagement efforts.

- **Public awareness:** Plans for making the public aware of services available when the regional trail is open, including how to access the trail by transit, if applicable.
- **Accessibility:** A plan that addresses accessibility, affordability, and other measures designed to ensure that the facility can be used by people with limited mobility.

The effective date for these master plan requirements is July 1, 2015 in acknowledgement of regional park implementing agency planning processes that may underway when the 2040 Regional Parks Policy Plan is adopted. Master plans submitted to the Council prior to this date will be reviewed subject to the requirements outlined in the 2030 Regional Parks Policy Plan.

Master plans for regional destination trails or greenways:

Master plans for regional destination trails or greenways shall include all of the elements outlined above for regional linking trails as well as a stewardship plan and natural resource inventory:

- **Stewardship plan:** A program for managing the surrounding greenway areas and natural resource features.
- **Natural resources:** As part of the master plan, the natural resource management component should include:
  - A Natural Resources Inventory (NRI) as a part of the master plan process. An NRI should include a land cover inventory that is consistent with the Minnesota Land Cover Classification system developed by the Minnesota Department of Natural Resources and Metro GIS – a consortium of government entities in the region that create, manage and share digital geographic-based data in a geographic information system (GIS).

    Using the same NRI format will ensure compatibility with other natural resource inventories that have been completed or will be done in the metropolitan region. The natural resource inventory should include native plant communities mapped in the Minnesota County Biological Survey and listed species (rare, endangered, and threatened) that are documented in the Natural Heritage Information System.

- The Natural Resource Inventory should be a basis for projects/proposals to restore degraded resources and maintain high-quality natural resource features, including the estimated capital costs of natural resource restoration projects. Regional park implementing agencies should consult with natural resource professionals in the design and final construction of the trail/ greenway, that are adjacent to or cross over natural resource areas. The final design and construction should allow the public to view and enjoy these natural habitats with minimal adverse impact on that habitat.
- Information on how surface water and groundwater resources in the unit, including wetlands, will be protected. If appropriate, this should include standards and requirements that are consistent with the Minnesota Pollution Control Agency's best management practices for stormwater management. The master plan should include provisions to, first, avoid wetland impacts; second, minimize impacts; and, finally, mitigate impacts when no other options are available.
- Information on how vegetation will be managed.

Design Considerations for Master Plans

The *2040 Regional Parks Policy Plan* incorporates the policy direction provided by *Thrive MSP 2040* to:

- Promote expanded multimodal access to regional parks, regional trails, and the transit network, where appropriate
- Strengthen equitable usage of regional parks and trails by all our region's residents, such as across age, race, ethnicity, income, national origin, and ability

To respond to these goals, regional park implementing agencies are encouraged to consider the following design elements in a regional park or trail master plan.

Promote expanded multimodal access:

- Provide connections to transit stops or park-and-rides when designating the alignment of a regional trail, where appropriate
- Provide bike racks and lockers located near activity areas in regional parks so visitors can safely store their bikes as they recreate
- Design multiple entrance points to a regional park to make it easier for bicyclist or pedestrian to access the park, where appropriate

Strengthening equitable usage:

- Provide amenities suited for the aging population and/or those with limited mobility, such as:
  - Siting picnic areas or short, looped trails close to parking lots or points of access
  - Providing benches as appropriate intervals along trails
- Designing non-fee picnic areas that accommodate mid-sized groups (for example, 15-25 people), which would allow for spontaneous gatherings:

  - Does not need to be a formal picnic shelter − could be a number of picnic tables grouped together
  - Would not require an advance reservation
  - Does not replace picnic areas that require reservations − both options may be offered

- Clustering of amenities for multigenerational family gatherings, such as picnic areas near playgrounds and open ball fields

Funding Process for Capital Projects

With regard to financing the construction of recreation and visitor support facilities proposed in a master plan, it is important that there is sufficient detail about the facility in the master plan and that the regional park implementing agency is ready to construct the facility when funds become available. As a condition for requesting Regional Parks System development funds in the first biennium of the regional parks capital improvement program (CIP), the Council will require regional park implementing agencies to assess and report to the Council whether sufficient information on the cost of the facility has been provided in the master plan and that the project's construction can begin if funds are provided.

Alternatively, the regional park implementing agency may choose to request capital improvement funds to finance the final design/engineering of the facility in the first biennium of the CIP and a separate grant for the facility's construction in the second biennium of the CIP. In either case, the regional park implementing agency must provide an opportunity for the general public and agencies affected by the particular park or trail to participate in the process to amend a master plan or the final design/engineering phase of a facility prior to funding its construction.

If a master plan amendment is needed before funding the construction of a facility, the regional park implementing agency must provide the general public and affected local units of government an opportunity to participate in the process, as outlined the master plan requirements described above.

Planning − Strategy 2: Promote enhanced multimodal access to regional parks, regional trails and the transit system, where appropriate.

The Regional Parks System plays a key role in advancing the livability of the region by increasing access to nature and outdoor recreation, thereby supporting healthy lifestyles and active living. The Council has a unique opportunity to help achieve this objective, through its roles in planning and operating the transit system, as well as planning for the Regional Parks System.

In 2014, Council staff conducted a stakeholder work session that included regional park implementing agency representatives, transportation and transit planners, land use planners, and park planning partners to discuss ideas to support this strategy. The ideas generated in the work session are classified into concepts that regional park implementing agencies are encouraged to consider and projects or discussions that the Council will pursue.

In addition to design considerations for master plans discussed in the previous section, regional park implementing agencies are encouraged to:

- Provide transit schedules and information at regional parks that are served by transit

- Include information on how to access a regional park or trail by transit on their agency's website, where applicable
- Improve wayfinding signage
- Promote regional trails with existing Transportation Management Organizations (TMOs). A TMO is public-private partnership that provides marketing and advocacy to promote multi-modal options for daily commutes
  - Commute Solutions: serves Anoka County
  - Commuter Connection: serves downtown Minneapolis
  - Commuter Services: serves Bloomington, Eden Prairie, Edina, Minnetonka, and Richfield along the Interstate 494 corridor
  - Smart Trips: serves Saint Paul
- Coordinate with local jurisdictions to identify and plan for local trail connections to regional parks and trails as well as last mile connections from transit
- Collaborate with bike-share programs to site bike stations near regional parks and trails

The Council will explore the following projects:

- Develop an integrated web application that identifies how to access regional parks and trails using alternative transportation.
- Collaborate with local agencies to develop a Bicycle and Pedestrian Wayfinding Best Practices Guide
- Collaborate with Metro Transit or local transit providers to determine the feasibility of the following actions:
  - Promoting regional parks at bus stops
  - Exploring options for siting new park-and-rides near or adjacent to regional parks, or new regional trails near park-and-rides or fixed-route transit lines
  - Promoting a transit day pass or family pass to regional parks
  - Providing free rides to large special events in regional parks
  - Adding transit stops that are convenient to regional parks and trails

Planning − Strategy 3: Joint-powers agreements for regional trails are encouraged.

Regional park implementing agencies are encouraged to enter into joint-powers agreements with local governments regarding the acquisition and operations/maintenance of regional trails.

Joint-powers agreements need not be identical, but regional park implementing agencies are encouraged to negotiate arrangements that:

- address the primary issue of how trail land ownership is controlled and how the trail is going to be managed, and
- ensure that the trail will be open to all people (not restricted by residence). The trail should be treated as a truly regional facility, since it will be eligible for regional and state funds to finance

its acquisition, development and operations/maintenance once the Council has approved a master plan for the regional trail

The duration of the joint-powers agreements should last the expected life of the trail and should be included in the trail master plans submitted to the Council as an assurance that any funds provided by the Council for the trail would be spent consistent with the Council-approved trail master plan.

Regional trails usually extend through several communities. Unlike regional parks, where the regional park implementing agency owns the park and usually coordinates with one or two local governments, regional trails affect several local governments and the land on which the regional trail travels may not be owned by the regional park implementing agency. The regional park implementing agency may lease the trail land and manage it through a joint-powers agreement with a local jurisdiction.

Regional park implementing agencies should include a copy of any joint-powers agreements as part of the regional trail master plan. This assures the Council that any funds it provides or passes on for the trail's acquisition, development or operations/maintenance will be consistent with the Council-approved master plan.

Planning − Strategy 4: Projects may share costs, if they are consistent with a Council-approved master plan.

Projects that are consistent with a Council-approved master plan but exceed regional need as determined by the Council may proceed on a cost-sharing basis. Regional park implementing agencies must obtain Council approval in advance of undertaking cost-shared developments.

It is possible that a regional park implementing agency may wish to make improvements that substantially differ in type, size, scale or cost from those in the Council-approved master plan and the adopted CIP, in order to meet expanded local recreational demands or satisfy above-average quality standards. These improvements are subject to Council approval of an amended master plan.

The master plan must include a funding proposal under which regional funds will be used only for the regional service facilities, not for facilities intended to serve local needs. In fairness to other regional park implementing agencies, it is necessary for the Council to limit funds to what is necessary to cover average improvements that will deliver adequate services, and not to pay for excessively ornate or elaborate facilities.

Even if all of the improvement funds come from regional park implementing agency sources or are raised through cost-sharing arrangements with other governments or the private sector, the regional park implementing agency must secure Council approval of a master plan amendment. The improvements are to be developed on Regional Parks System lands that are committed to specific long-term planned uses. These lands must be protected from the intrusion of activities and developments that are incompatible with the planned uses of the regional parks, park reserves, and trails, regardless of how the development was funded.

The regional park implementing agency may be required to pay the full amount or the extra portion of the project cost when the regional park implementing agency wants to develop a facility sooner than the Council has determined that it is needed to meet regional demand, or at a scale greater than regional demand warrants, or at a higher cost than the Council finds necessary to serve the regional interest. The following conditions apply to projects funded on a cost-sharing basis:

- The project must meet the same requirements of master planning and Council approval as any other Regional Parks System projects.
- Costs incurred by the regional park implementing agency as the local share of the project are not reimbursable.
- Where funds are available from private sources or sources other than the regional park implementing agency to share in project costs, the Council will work directly with the affected regional park implementing agency.

Finance Policy:

Provide adequate and equitable funding for the Regional Parks System units and facilities in a manner that provides the greatest possible benefits to the people of the region.

Finance − Strategy 1: Funds will be granted only to regional park implementing agencies.

Any funds provided by or through the Council for the Regional Parks System will be granted only to regional park implementing agencies for projects consistent with Council-approved master plans, capital improvement programs, or state law. As previously noted in Chapter 2, and defined by Minn. Stat. 473.351, the regional park implementing agencies are:

Anoka County
City of Bloomington
Carver County
Dakota County
Minneapolis Park and Recreation Board
Ramsey County
City of Saint Paul
Scott County
Three Rivers Park District
Washington County

Finance − Strategy 2: Capital Improvement Program funds are used for acquisition, development, and redevelopment of Regional Parks System units.

Development in Regional Parks System units should be based on the principle of providing and maintaining quality public park areas and facilities primarily for residents of the metropolitan area. The eligibility criteria (not in any priority order) for development and rehabilitation of regional park reserves, parks, trails, and special recreation features are:

- Projects that provide new facilities, rehabilitate facilities, or increase capacity where there is documented existing or projected high use, and where there will be no adverse effect on the natural resource base.

- Projects continuing a phased high-priority project or one of relatively high priority that is timed with other public improvement projects to achieve significant economies in cost of construction.
- A project providing a specific facility that meets a documented need, is currently not available, or is significantly under-represented in the system where there will be no adverse effect on the natural resource base.
- Regional trails that connect to other trails or regional facilities or extend existing trails.
- Natural resource restoration, invasive species control and other types of resource restoration and protection projects.
- Acquisition of parkland parcels or reimbursement for parkland parcels.
- Matching non-state and non-Council funds to develop/rehabilitate recreation facilities or restore natural resource areas is encouraged.
- Projects that provide essential facility improvements and natural resource enhancements to allow for the initial public use of a regional park once there is adequate demand and acquisition base to support the development.

Early efforts of the Regional Parks System program focused on acquiring desirable tracts of land and incorporating existing park facilities that are valuable to the region. Since the lands in question were being used, or were intended to be used, for some form of recreation, it was recognized that eventually the new lands would require development and the facilities in the older parks would have to be redeveloped through replacement or reconstruction.

Regional park implementing agencies are responsible for the development and rehabilitation needs for their units in the Regional Parks System. Each regional park implementing agency ranks its proposed development and rehabilitation projects for possible inclusion in the capital improvement program of the Council. All of the proposed development and rehabilitation projects may be desirable, but some − due to their location, their existing use or intended use − tend to be more valuable from a regional standpoint than others.

Adding recreational facilities to Regional Parks System units must not adversely affect the natural resource base that justifies the park or trail's regional designation. Regional park implementing agencies need to balance the carrying capacity of the recreational facilities against the carrying capacity of the park or trail corridor.

For regional trails, regional park implementing agencies are encouraged to connect existing trails to other Regional Parks System units, most notably regional parks and park reserves. Regional park implementing agencies are encouraged to negotiate with local communities and landowners to provide fencing or vegetative screening to meet safety and local community concerns. Fencing and screening along new or existing regional trails may be grant-eligible development costs. The Council and the Metropolitan Parks and Open Space Commission will consider such costs when reviewing trail development master plans and trail development funding requests. Excessive screening or fencing beyond a reasonable minimum should be cost-shared with the adjacent landowner since the additional cost provides no benefit to the trail-using public.

Finance − Strategy 3: Ensure Parks and Trails Legacy Funds are spent in a manner that conforms to the statewide Parks and Trails Legacy Plan.

The Council is the fiscal agent responsible for administering appropriations from the Parks and Trails Legacy Fund to the regional park implementing agencies. It is imperative that the Council ensures the Parks and Trails Legacy dollars are spent in the intended manner. To that end, the Council will ensure regional park implementing agencies target the funds to projects that capture the strategic direction outlined in the Parks and Trails Legacy Plan.

The Parks and Trails Legacy Plan, described in greater detail in Chapter 5, specify four strategic directions:

- *Connect people and the outdoors*
- *Acquire land, create opportunities*
- *Take care of what we have*
- *Coordinate among partners*

The four strategic directions parallel the policy direction put forward in Minnesota's Statewide Comprehensive Outdoor Recreation Plan (SCORP, 2014). Most notably, SCORP, citing changing population demographics and declining per-capita participation in nature-based outdoor recreation, emphasizes the importance of connecting people to the outdoors.

While regional park implementing agencies do a great deal to connect people to the outdoors, and their efforts should not be diminished, the additional funds made available by the Legacy Amendment enable them to do more in this regard. The additional funding allows for the enhancement of what is already being done and be innovative and creative in trying to capture and serve a broader and more diverse population.

Considering the statewide significance of connecting people to the outdoors, a percentage of Parks and Trails Legacy Fund dollars should be used for that purpose. In 2015, the Council − in close collaboration with regional park implementing agencies, Parks and Trails Legacy Advisory Committee, and other partners and stakeholders − will identify a minimum percentage of Parks and Trails Legacy appropriations that should be used to "connect people and the outdoors." Once determined and approved by the Council, the Council will require regional park implementing agencies to adhere to the determined minimum level of spending as it pertains to their annual share of the Parks and Trails Fund appropriations. It is important to note this in no way alters the funding formula that is applied to the overall Parks and Trails Legacy Fund appropriation. The minimum level of spending would be initiated during the 2018-2019 biennium, which begins on July 1, 2017.

Finance − Strategy 4: Investments to be funded by the Capital Improvement Plan and Parks and Trails Legacy Fund must be included on the legislatively authorized project list.

To access its share of grant funds from the Capital Improvement Program and Parks and Trails Legacy Fund, a regional park implementing agency must have the proposed project included on the

appropriate legislatively authorized project list. In certain circumstances, projects can be amended and the process for such an event is described in subsequent content.

Finance − Strategy 5: Where appropriate, equity will be a consideration in Regional Parks System funding and investment.

Thrive MSP 2040 states the Council will "strengthen equitable usage of regional parks and trails by all our region's residents, such as across age, race, ethnicity, income, national origin, and ability". Thrive MSP 2040 also states that the Council will use equity as a lens to evaluate its operations, planning, and investments. An equity lens, otherwise called an equity analysis toolkit or equity impact assessment, is a tool government agencies use to collect information related to their major activities. Many government agencies throughout the country are using an equity lens to inventory, monitor, and institutionalize equity principles. Typically, an equity lens consists of a short series of open-ended questions that clarify both the positive and adverse impacts a project may have on equity. As of 2014, the Council does not have an equity lens developed.

The Council, in collaboration with external partners and stakeholders, will develop a Council-wide equity lens to use to evaluate its operations, planning, and investments. The developed equity lens will serve as a base for creating an equity lens specific to the Regional Parks System, which will be called a Regional Parks System equity toolkit. The Council and the Regional Parks and Natural Resources unit staff will work in close collaboration with regional park implementing agencies, partners, community based organizations, advocacy groups, and other stakeholder groups to develop a Regional Parks System equity toolkit in 2015. Similar to the Council-wide equity lens, the Regional Parks System equity toolkit will be a short series of open-ended questions. Once approved by the Council, the Regional Parks System equity toolkit will be used by regional park implementing agencies and the Council in specific ways described in the following paragraphs.

Using the Regional Parks System equity toolkit, the Metropolitan Parks and Open Space Commission and Council will be involved in the prioritization of the project list proposed for funding for the Capital Improvement Program and Parks and Trails Legacy Fund.

As noted previously, for both the Capital Improvement Program and the Parks and Trails Legacy Fund, a list of projects must be provided to the state for legislative approval on a predetermined schedule. While regional park implementing agencies possess the greatest knowledge of the needs of their respective park and trail units, the Council has a role in reviewing and assessing the ranked list of proposed projects, from both a regional and fiscal perspective, before it is submitted to the state.

The Metropolitan Parks and Open Space Commission and the Council will evaluate the project lists using the Regional Parks System equity toolkit. Therefore, the regional park implementing agencies will be required to respond to questions included in the Regional Parks System equity toolkit for each proposed project on their respective project list. To evaluate the proposed list of projects submitted by the regional park implementing agencies, the Metropolitan Parks and Open Space Commission and the Council will discuss and evaluate the proposed projects based on the benefit a particular project may provide to all the region's residents, the needs and preferences of specific under-served populations, and the unintended consequences of the project. On occasion, based on the Council's evaluation, the Council may elect to recommend shifting the order of the prioritized list. Reprioritization will in no way apply to regional park implementing agency projects that serve as a match to Federal or State funds.

Given the state funding cycle for each fund source, the process outlined above would take effect at different times. For Parks and Trails Legacy Fund dollars, the process would be initiated during the 2018-2019 biennium funding cycle (beginning on July 1, 2017). For Capital Improvement Program dollars, the process would be initiated for 2019 fiscal year (beginning on July 1, 2018).

It is important to note that the review of proposed projects will in no way alter an agency's share of funding received from either the Capital Improvement Program or the Parks and Trails Legacy Fund.

Require regional park implementing agencies to complete a Regional Parks System equity toolkit in grant applications.

The Regional Parks System equity toolkit, once adopted, will also be completed by regional park implementing agencies when they submit grant applications. The Regional Parks System equity toolkit will not be used for screening purposes or to determine eligibility of funding, but will provide the Council a mechanism to track and monitor progress toward strengthening equitable use of the Regional Parks System.

Using Council bonds, the Council will create, fund, and administer a set-aside competitive grant program for capital projects explicitly aimed to strengthen equitable usage of the Regional Parks System.

The Council will levy Council bonds annually to fund a competitive grant program that is used solely to strengthen equitable use of the Regional Parks System. Considering existing limitations on Council bonds, the grant program will only provide funding for acquisition, development, or redevelopment projects in the Regional Park System.

To develop this grant program, the Council will work in close collaboration with regional park implementing agencies, partners, community-based organizations, advocacy groups, and other stakeholder groups in 2015 to formulate criteria and measures for awarding grants to regional park implementing agencies for capital projects aimed to strengthen equitable use.

The amount available for the grant program would vary annually. The amount available is primarily determined by four factors: 1) the Council's $40 million limit on outstanding park bond debt at any given time (Minn. Stat. 473.325), 2) the Council's policy to limit park bond levying to $7 million annually, 3) the amount required to fulfill Council's obligated match to state funds, as it pertains to other Regional Parks System grant programs, and 4) Council approval to levy bonds.

Finance − Strategy 6: The Council may reimburse regional park implementing agencies for the costs of acquiring some lands before they have been made part of the Regional Parks System or for development projects undertaken before they can be financed through the Metropolitan Regional Parks Capital Improvement Program.

Reimbursement for acquisition of land not currently designated in the 2040 Regional Parks Policy Plan

Reimbursement will be considered for early acquisition of land that is not currently designated as regional recreation open space by the Council in the *2040 Regional Parks Policy Plan* under certain conditions.

If land is acquired or protected under an option to purchase by a regional park implementing agency, or an entity under contract with that agency while the Council considers adding the land to the Regional Parks Policy Plan via a public hearing process, the Council will consider reimbursing the regional park implementing agency for the costs to acquire or protect the land via an option to purchase under the following conditions:

- The Council is informed in writing of the land acquisition or option to purchase before it occurs.
- The Council makes a preliminary finding through staff analysis that the proposed regional park unit is consistent with Siting and Acquisition Strategy 1 and the size/service area requirements for the applicable regional park system unit are met.
- The Council conducts a public hearing to designate the acquired land as regional recreation open space based on a draft acquisition master plan containing the acquired land or land held under an option to purchase. The hearing is conducted under the requirements of Minn. Stat. 473.147.
- Based on the findings/conclusions of the public hearing, the Council designates the land as regional recreation open space and approves an acquisition master plan that contains the acquired land or land held under an option to purchase.

If these conditions are met as required by Minn. Stat. 473.147, and 473.313, the Council will consider reimbursing the regional park implementing agency via a grant as permitted under Minn. Stat. 473.315 for the following costs:

- Appraisal costs incurred by the acquiring regional park implementing agency or entity under contract with the agency
- Surveying costs incurred by the acquiring regional park implementing agency or entity under contract with the agency
- Legal fees incurred by the acquiring regional park implementing agency or entity under contract with the agency
- Fees for service provided by an entity under contract by the regional park implementing agency to negotiate and purchase the land or obtain an option to purchase
- Principal payments made toward the purchase price including principal payments on a contract for deed or bond, or payments made on an option to purchase
- 180% of township or city taxes due on the parcel at the time of closing as required by Minn. Stat. 473.341

In order to comply with Minn. Stat. 16A.695 requirements on the expenditure of state bonds, to minimize the total costs of acquisition and to be consistent with reimbursements made on other projects, these costs are not grant-eligible:

- Acquisition costs incurred to acquire a local park, which is later designated a regional park
- Interest incurred by the acquiring regional park implementing agency or entity under contract with the agency on bonds it issued to buy the land, or interest incurred on a contract for deed payment
- Projected investment revenue lost by the acquiring regional park implementing agency or entity under contract with the agency, based on what it might have earned on funds it spent to acquire the land or to buy an option to purchase the land
- Interest on inter-agency or intra-agency loans used to finance the acquisition payment(s) or option to purchase

Reimbursement for development projects undertaken before they can be financed through the Capital Improvement Plan

Reimbursement will be considered for development projects provided that:

- the project is consistent in timing, scale, type, and cost with a Council-approved master plan
- all information required for the development grant is submitted to the Council prior to the regional park implementing agency undertaking the project, and
- the Council approves the project.

State funds are not eligible to be used for reimbursement grants when the regional park implementing agency uses the reimbursement to pay off its bonds or an account that was used to initially finance the project. In those cases, only Council bonds may be used. In cases where the regional park implementing agency uses the proceeds from the reimbursement grant to finance new capital projects, state funds as well as Council bonds may be used to finance the grant.

The Council will consider reimbursing the implementing agency based on whether the development or rehabilitation project meets the criteria − not on how the regional park implementing agency plans to spend the reimbursement grant. However, regional park implementing agencies should state how they would spend the reimbursement grant so that state funds as well as Council bonds can be used when possible.

This would eliminate any need for amendments to the Council's Unified Capital Budget, since the Regional Parks Capital Improvement Program (CIP) would accurately reflect, and inform the public and elected officials, how the funds will be spent.

Because Council bonds are limited to financing only 40% of the total biennial Regional Parks CIP, the following steps will be taken when considering reimbursement requests in a biennial Regional Parks CIP:

- Regional park implementing agencies should submit their CIP funding requests with the understanding that reimbursement grants should not exceed 40% of a regional park implementing agency's biennial CIP allocation.

- If the total requests for reimbursement grants exceeds 40% of the total biennial CIP, regional park implementing agencies should submit plans to the Council as to how they intend to spend the reimbursement grant. This information is necessary to ascertain whether or not state bonds can also be used to finance the reimbursement grant in addition to Council bonds. If the total dollar amount of requests for reimbursement requiring Council bond funding exceeds the amount of Council bonds available for that biennial CIP, regional park implementing agencies will be asked to modify their CIP requests for reimbursements for that biennium so that the amount requested for reimbursement does not exceed the amount available.

The Council will use best efforts to implement this reimbursement policy as described above. However, the Council does not, under any circumstances, represent or guarantee that reimbursement will be granted, and expenditure of local funds never entitles a regional park implementing agency to reimbursement.

Finance − Strategy 7: Regional trail corridors that may be used for transit in the future are eligible for Regional Parks System funding if it is clear the corridor will be used as a trail for at least 10 years.

Regional Parks System funds should only be used to acquire or develop a corridor identified for future transit use in a Council-approved transit implementation plan when there is a guarantee that the trail facility will be operational for its useful design life, as negotiated by the transit provider and the regional park implementing agency. As defined by the Federal Highway Administration, the useful design life of a trail is 10 years or more. In cases where trail recreation is to be a permanent partner with transitways, within the corridor, Regional Parks System funds will be used only for that part of acquisition and development attributable to trail use.

Occasionally, existing corridors previously used for railroad or road transportation becomes available for new uses. This is particularly true of railroad rights-of-way that are no longer required for service. The most likely new uses for these corridors are either recreational trails or transitways such as light-rail transit, commuter rail, or bus rapid transit.

The availability of these corridors may offer excellent opportunities for the regional trail system to expeditiously acquire links that would otherwise have to be assembled on a parcel-by-parcel basis. All surplus corridors put on the market should be evaluated for their suitability as additions to the regional trail system. If an available corridor traverses an area with high-quality natural resources, or if it constitutes part of a link in the regional trail system, the corridor should be considered for trail use as part of the Regional Parks System. In some cases, available corridors do not provide any linkages or offer any potentially interesting trail recreation experience. In these cases, the corridors are not suitable for inclusion in the Regional Parks System.

However, where either the linkage or natural resources criterion or both are met, two potential problem situations occur. First is a situation where the surplus corridor is wide enough to accommodate permanent use both as a transitway and for recreational trail purposes. It is hoped that differences between the transportation use and the recreation use can be resolved so that both types of activity can become permanent, valuable additions to the metropolitan area. Planning, development and management arrangements will have to be worked out among the various interests involved.

The trail use of rights-of-way owned by regional rail authorities is allowed as an interim use under agreements between the regional rail authority/transit provider and regional park implementing agencies. Signs on these trails inform the public that trail use may be displaced or shared with transit in the future.

A more difficult situation occurs when the corridor can accommodate either transit or trail recreation, but not both. In the interim, the corridor can be considered for recreational trail purposes. It is possible that the eventual conversion of the corridor to transit will not occur and, presumably, the corridor will be available for permanent recreational uses.

However, it is also possible that transit will eventually claim the corridor after several years. If the facility has been used as a recreational trail, it's possible that the trail will become popular and be viewed as a permanent part of the Regional Parks System. The Regional Parks System will experience a substantial dislocation and deprivation if one of its links is suddenly removed from the system. Public opposition over conversion from recreation to transportation use is likely. If the regional trail system and the transit system are to take this risk, it must be done with the clear understanding that trail recreation may only be a temporary use. No significant long-term recreation investment will be made in the facility unless it will be in operation for its useful design life of 10 years or more.

Finance − Strategy 8: The Council will actively seek funding from the state and other sources.

The Council will seek continued state funding for acquisition, development, and rehabilitation of all components in the Regional Parks System. The Council will also pursue other sources of funding where appropriate.

The Regional Parks System has been funded through a combination of state and local funding sources over the last 40 years. Funding for operations and maintenance of the regional system has been provided primarily by regional park implementing agencies through local taxes available to them and, to a lesser extent, user fees. Since 1985, the state has provided some supplemental funding to regional park implementing agencies to help fund their operations and maintenance costs. Minn. Stat. 473.351, subd. 3, states that:

- Each regional park implementing agency must receive no less than 40% of its actual operation and maintenance expenses to be incurred in the current calendar year budget as submitted to the Metropolitan Parks and Open Space Commission. If the available operation and maintenance money is less than the total amount determined by the formula, the implementing agencies will share the available money in proportion to the amounts they would otherwise be entitled to under the formula.

Between 1985 and 2014, state funding to support the operation and maintenance of the Regional Parks System has funded, on average, only 9.5% of the overall cost for operations and maintenance. Continued state supplemental support to finance 40% of operation and maintenance costs of the regional system will also be sought.

Importantly, any changes in the formula used to distribute state funds for operations and maintenance will require legislative action.

System Protection Policy:

Protect public investment in acquisition and development by assuring that every component in the system is able to fully carry out its designated role as long as a need for it can be demonstrated.

The Council has in place several mechanisms that protect the integrity of the Regional Parks System and of individual parts of the system:

- **Master plans:** The master plan defines acceptable activities within a system unit. The regional park implementing agencies must receive Council approval before proceeding with any activities inconsistent with the existing Council-approved master plan.
- **Restrictive covenants:** Regional park implementing agencies are required to record restrictive covenants on lands purchased with regional funds, to ensure that the land remains in regional recreation open space use unless the Council agrees to a change.
- **Land Planning Act:** Proposed plans of local governments that have a substantial effect on or represent a substantial departure from the *2040 Regional Parks Policy Plan* may be subject to a required modification by the Council to ensure that the system is protected.
- **Metropolitan significance:** Proposed development projects that have a substantial effect on or represent a substantial departure from the *2040 Regional Parks Policy Plan* may be required to undergo a review for metropolitan significance, with up to a one year delay in development if the project is found to adversely affect the system.

These standards in the metropolitan significance rules and in the plan amendment guidelines are currently used to determine an effect on or a substantial departure from the Regional Parks System:

- Impacts on the use of Regional Parks System facilities include, but are not limited to traffic, safety, noise, visual obstructions (for example, to scenic overlooks), impaired use of the facilities or interference with the operation or maintenance of the facilities.
- Impacts on natural resources include, but are not limited to, the impact on the level, flow or quality of a facility's water resources (lakes, streams, wetlands, groundwater) and impact on a facility's wildlife populations or habitats (migration routes, breeding sites, plant communities).
- A proposed project is considered to have an impact on the system if it may preclude or substantially limit the future acquisition of land in an area identified in the system plan of the Council's Regional Parks Policy Plan.

System Protection − Strategy 1: Local comprehensive plans may need to be changed if planned land uses would have a negative impact on current or planned regional park lands or facilities.

The Council may require plan modifications to local comprehensive plans, updates, or amendments if they:

- will more likely than not have adverse and substantial impacts on the current or future intended uses of the Regional Parks System lands or facilities, or
- are likely to have adverse and substantial impacts on lands that are officially recommended for acquisition in an adopted policy plan

There is a strong case for intervention in situations where potentially adverse land uses are proposed after a site for a Regional Parks System facility has been adopted by the Council in the System Plan section of this policy plan. Local governments will be notified of any changes to the *2040 Regional Parks Policy Plan* following Council adoption of the changes and will be given nine months to bring local plans and ordinances into conformance with the Council's plan.

The Council will review local comprehensive plan amendments and environmental documents to ensure that Regional Parks System sites and facilities are protected from land uses or projects that:

- represent substantial departures from the 2040 Regional Parks Policy Plan, or
- are likely to have a substantial impact on the Regional Parks System

Substantial departures from the 2040 Regional Parks Policy Plan or impacts on the Regional Parks System may include, but are not limited to:

- Plans that don't acknowledge the presence of the Regional Parks System unit
- Projects that create safety issues for Regional Parks System users
- Projects that impair the use and enjoyment of the Regional Parks System unit due to excessive noise, air pollution or water pollution, and
- Projects that interfere with the operation and maintenance of the Regional Parks System unit

Where appropriate, the Council will initiate or accept for initiation a metropolitan significance review of specific projects if it is necessary to help protect the Regional Parks System. A project that is consistent with a Council-approved local comprehensive plan is exempt from metropolitan significance reviews for metropolitan system effects.

In accordance with the Council's *Thrive* principles, increasing population densities in urban areas is preferable to scattered developments throughout the rural and agricultural areas of the metropolitan region. Increasing population densities adjacent to urban Regional Parks System units is not a detriment to those units if the urban development is designed in ways that are sensitive to areas that enjoy scenic views and the natural features of the Regional Parks System unit, and do not interfere with the operation and maintenance of the unit. The Council will work cooperatively with local governments

to help ensure urban development and land uses in areas adjacent to Regional Parks System units occur in ways that preserve the integrity of the Regional Parks System.

System Protection − Strategy 2: Conversion of Regional Parks System lands to other uses

Lands in the Regional Parks System will only be converted to other uses if approved by the Metropolitan Council through an equally valuable land or facility exchange as defined below:

"Equally valuable land" is defined as land that:

- is contiguous to the Regional Parks System unit containing the land proposed to be exchanged (within the same park/trail unit)
- has comparable or better natural resource characteristics, and
- could provide comparable or better recreation opportunities than the land being released from the covenant

In exceptional circumstances, the Metropolitan Council may accept as equally valuable land the addition of land to another unit of the regional parks system where:

- the replacement land has comparable or better natural resource characteristics
- the replacement land has comparable or better recreation opportunities than the land being converted, and
- no other reasonable alternative exists and where all other provisions of this policy can be met

"Equally valuable facility" is defined as an exchange of land for facilities when recreational benefits and/or natural resource benefits are increased as a result of the exchange. For example, some land within a regional trail corridor may be exchanged to widen a highway if a highway department constructs a trail overpass or underpass of the widened road at no cost to the regional park implementing agency.

The Metropolitan Council will consider conversion of regional park land to other uses only if the conversion will not harm the Regional Parks System. The following criteria will be used to determine whether regional parks system lands may be exchanged for other land or a facility:

Issues with respect to the existing park system unit:

- Whether the park system unit can continue to meet Council standards for sites and site attributes established for the particular type of park system unit (regional park, park reserve, trail greenway or special recreation feature)
- Whether the park system unit will continue to function as originally planned
- Whether environmental features (wildlife habitat, water quality) will be adversely affected and can be protected with the new use
- Whether the loss of site or function will be made up through acquisition of a site with comparable characteristics adjacent to or in the immediate area of the current location

- Whether the park system unit benefits from a facility in exchange for the parkland
- Whether the need for the conversion, as in the instance of transportation improvements, is generated by the recreational park system unit

Issues with respect to the alternative use:

- The land area needs of the proposed project
- Whether the specific site requirements for the proposed project are unique to the area proposed for conversion
- Whether the proposed project is consistent with Council policies
- Whether the proposed project is of greater benefit to the region than having the regional parks system unit remain in place

For those changes that represent a potential system impact, the Council will use a process comparable to the review period for plan amendments that have a potential impact on the regional system. The Council will use an expedited review or conversions such as small exchanges of land to provide right-of-way for access, an expedited review will be used.

Lands in the Regional Parks System may be subject to proposals for converting their use for a number of reasons. Some very limited conversions may be accommodated and still not affect the ability of the remaining area to offer the facilities and services planned. A well-designed transit waiting station or a properly located and operated yard waste compost site could be of positive value to the regional system and can be worked out between the proposing parties, the implementing agencies and the Council in accordance with the system management guidelines.

However, most conversions are likely to detract from the ability to provide the type and quality of outdoor recreation experiences promised in the master plan. Some of the undesirable conversion impacts will be obvious and direct, such as unsightly landscapes or structures, barriers to movement, loud noises, and night light or obnoxious odors. Other conversion impacts are more indirect, such as those that affect water quality and plant and animal life. In addition to adversely affecting the Regional Parks System's ability to deliver service, removal of lands for non-recreation open space uses also sets a bad precedent.

Restrictive covenants:

The Metropolitan Council requires that a restrictive covenant must be recorded on all land that has been acquired for the Regional Parks System using regional funds. The restrictive covenant ensures the parkland is used in perpetuity for regional parks system purposes and ensures that there is no sale, lease, mortgage of the parkland or other conveyance, restriction or encumbrance filed against the property unless the Council approves the action in writing and the Council's approval is recorded against the parkland.

The only restrictive covenant amendments approved by the Council in which no land was exchanged were for small strips of land needed for public highway improvements. The land was needed to make

roads safer and there was no alternative. These projects also improved access to the adjacent regional parks system unit.

System Protection − Strategy 3: The Council will reimburse regional park implementing agencies for contamination cleanup under certain conditions.

The Council will consider using Regional Parks System funds for soil contamination cleanup (remediation) or capping abandoned wells that have contaminated their ground water aquifer on Regional Parks System land.

For lands already under regional park implementing agency control:

A regional park implementing agency may use its share of regional park capital improvement funds for financing soil contamination remediation or capping abandoned wells that have contaminated their ground-water aquifer on regional park land if the following conditions are met:

- The land is already under ownership or control of a regional park implementing agency through a joint powers agreement or lease, and was acquired or was under the regional park implementing agency's control before Phase 1 environmental assessments were required.
- The land is essential to make the regional park or trail function as intended according to a Council-approved master plan, and no reasonable alternative exists to relocate the park or trail facilities elsewhere.
- The park or trail is essential in contributing to strengthening neighborhood livability consistent with *Thrive MSP 2040*.
- The cost of cleanup is not eligible to receive federal or state soil contamination cleanup funds or abandoned well-capping funds from any other program, or funding has been denied.
- The regional park implementing agency has an agreement with the party that will remediate/clean up the contamination or cap an abandoned well that absolves the regional park implementing agency from any future liability of pollution caused by the contaminated soil or contaminated groundwater.

For lands proposed to be acquired by a regional park implementing agency:

A regional park implementing agency may request a Park Acquisition Opportunity Fund grant to partially finance soil contamination cleanup (remediation) or capping abandoned wells that have contaminated their ground water aquifer on land that is proposed for acquisition. See Park Acquisition Grant Fund rules in Chapter 5 for further information.

System Protection − Strategy 4: Phase 1 Environment Site Assessments must be conducted for land that may be contaminated or that may have abandoned wells prior to seeking regional parks funding for acquisition.

Regional park implementing agencies must conduct Phase 1 Environmental Site Assessments on land that is suspected to be contaminated or land suspected to have abandoned wells as part its due diligence process for land acquisition. The Phase 1 Environmental Site Assessment will determine the

likelihood of soil contamination or abandoned wells, including the likelihood of contaminated groundwater aquifers. The findings of the site assessments should be included in the grant request submitted to the Council.

The cost of the Phase 1 Environmental Site Assessment is eligible for reimbursement as an acquisition cost.

Prior to the Council determining whether the contaminated land, including lands with abandoned wells, should be part of the regional park or trail corridor, the Council will make findings of fact regarding the following factors:

- The likelihood and extent of the contamination
- Whether the land is essential to make the regional park or trail function as intended according to a Council-approved master plan and the existence of a reasonable alternative to relocate the park or trail facilities elsewhere
- Whether responsible parties have been identified who will remediate the site
- Whether the estimated costs to clean up the contamination or cap the abandoned well(s) outweigh the need versus the recreational, economic and social benefits the regional park or trail would provide

If the Council concludes that the land should be added to the Regional Parks System, this does not imply that the Council will use Regional Parks System funds to clean up the site or cap abandoned wells. Regional Parks System funds will only be used for contaminated soil cleanup or capping abandoned wells if the four preceding conditions have been met.

System Protection − Strategy 5: Telecommunication towers will only be allowed in regional parks or reserves if there is no alternative site and if mitigation efforts are made to minimize the impact on Regional Parks System lands and users.

The growth in cellular telephone, personal communication system (PCS) telephone business and implementation of the Metropolitan Emergency Radio System has resulted in requests that Regional Parks System land be leased for antennae towers or that towers be located near Regional Parks System lands. Each of these radio frequency communication systems relies on a grid placement of towers. Co-location of antennae on fewer towers is not always possible, however, because the size of a particular grid varies from one system to another. In addition, co-location of antennas on one tower may not be possible if it causes frequency interference between the antennas. Federal laws allow local governments to regulate the placement of towers as long as there is no ban preventing reasonable market access for that communication system.

Antennae towers for telecommunication services and the Metropolitan Emergency Radio System are generally prohibited on lands within the Council-approved master plan boundaries of a Regional Parks System unit unless:

- The communication system is not able to function without placement of the tower on Regional Parks System land. All other alternatives must be considered for placement within the grid in order to avoid placing any tower on Regional Parks System land. The communication service

provider must demonstrate that this criterion is satisfied in requesting approval by the Council and regional park implementing agency to place a tower on Regional Parks System land. The only exception to this condition is that a tower for the Metropolitan Emergency Radio System may be placed on Regional Parks System land even if it could be placed on private land instead, upon meeting the following mitigation conditions:

  - If there is no feasible alternative to placing the tower on park land, the tower's impact on the Regional Parks System land must be minimized.
  - The tower must be screened from view of regional park/trail users as much as possible through tower placement and design features agreed to by the regional park implementing agency.
  - The tower must be located on land that has already undergone regional park or trail development and is accessible through the existing park road system. Land in park reserves or regional parks conserved for habitat restoration and interpretation must be avoided.

- Co-location of antennas on one tower is preferred over constructing several towers if co-location has less visual and other environmental impacts on Regional Parks System land. The only exception to this condition is if co-location would result in frequency interference between antennas.
- Payments for placing telecommunication towers in regional parks or park reserves should be dedicated to the regional park implementing agency that owns the land for acquisition, redevelopment, development, or operations and maintenance of its Regional Parks System units.

Regional park implementing agencies must submit a master plan amendment to the Council for review that proposes a tower placement. The master plan amendment should state how the conditions listed above have been met. The Metropolitan Parks and Open Space Commission and Council will then review the master plan amendment for consistency with the conditions of this policy and either approve, modify or reject the master plan amendment.

If the land for the tower's location has a restrictive covenant on it (required for land acquired with Council bonds), the regional park implementing agency shall amend the covenant to recognize the temporary use of the tower with any conditions required for the tower's lease and submit the amended covenant to the Council as part of the master plan amendment.

The Council will consider the master plan amendment and the restrictive covenant amendment concurrently and either approve or disapprove them, based on whether the tower will negatively impact the Regional Parks System unit. If a regional park implementing agency believes that a tower should not be placed on Regional Parks System land because the tower could not meet the conditions of this policy, the regional park implementing agency has the authority to deny the application.

Tower placement on Regional Parks System land shall be considered a temporary non-recreation use. As stated previously, any lease revenues for the tower easement must be used by the regional park implementing agency to further the acquisition, redevelopment, development or operations/maintenance of that regional park implementing agency's portion of the Regional Parks System. The regional park implementing agency must report the annual lease revenues to the Council

and how the revenues were spent if they exceed $2,500 per year. Regional park implementing agencies are encouraged to charge “at cost” fees for public safety radio equipment on towers located on Regional Parks System land.

System Protection − Strategy 6: Regional wastewater conveyance facilities and other utilities on Regional Parks System lands should be placed in ways that minimize negative impact on the regional park, its facilities and its users.

To provide sanitary sewer services to Regional Parks System facilities and/or to implement the regional wastewater system plan, the Council’s Environmental Services Division will work cooperatively with regional park implementing agencies to locate regional wastewater conveyance facilities on Regional Parks System lands in a manner that minimizes the impact on existing and planned park system facilities and natural resources.

For wastewater conveyance facilities located in existing Regional Parks System facilities, the Council, with the advice of the Metropolitan Parks and Open Space Commission, shall have the option to purchase an easement or a license.

For new Regional Parks System facilities, the Council reserves the option to include an easement for a future regional wastewater conveyance corridor as a condition of a Council grant used to acquire land, provided that the conveyance is consistent with the Council-approved master plan. If the Council requires an easement for a future regional wastewater conveyance corridor as a condition of its park acquisition grant, the Council will waive the Sewer Availability Charge for that regional park system facility.

To distribute electricity, natural gas, oil and drinking water, it may be necessary to place underground conduits/pipes or aboveground transmission poles/towers on Regional Parks System lands. Such utilities may be needed to serve visitors at that Regional Parks System unit, and to serve other land. Regional park implementing agencies should collaborate with the utility provider to determine where these utilities should be placed that minimizes impacts on the Regional Parks System unit’s natural resources and on its existing and future recreation and visitor support facilities, while providing reasonable access to the utility line for repair and maintenance.

Regional park implementing agencies may either sell or grant an easement or a license to the utility provider that specifies where the utility may be located, conditions for access to the utility, how impacts to the park by placement, repair or relocation of the utility will be mitigated and any time limit on the easement or permit. The utility provider may have to pay for the easement or permit based on the benefit the utility provides to the Regional Parks System unit.

Chapter Five: Finance

Financing the Metropolitan Regional Park System

Minn. Stat. 473.147, subd. 1, requires the Council − after consultation with the Metropolitan Parks and Open Space Commission, municipalities, park districts and counties in the metropolitan area − to prepare and adopt a system policy plan for regional recreation open space as part of the Council's development guide. The law also requires the Council to include a five-year capital improvement program plan in the parks policy plan, which should be revised periodically, and to establish criteria and priorities for allocating funds from the capital improvement program –referred to as the "Regional Parks CIP."

Minn. Stat. 473.325 allows the Council to issue general obligation bonds for the acquisition and betterment of the Regional Parks System. No more than $40 million of bond debt can be outstanding at any point in time. Since 1994, the Council has issued on average $7 million per year of short-term bonds (5 to 10 years) for grants to regional park implementing agencies for land acquisition and capital improvements to the park system.

Minn. Stat. 473.315 authorizes the Council, with the advice of the Metropolitan Parks and Open Space Commission, to make grants from any funds available to it to the regional park implementing agencies to cover the cost, or any portion of the cost, of acquiring and developing the regional park system in accordance with the parks policy plan. Following are summaries of how these grants are funded and managed:

Capital Improvement Program

The Regional Parks CIP must, in accordance with Minn. Stat. 473.147, include "criteria and priorities for the allocation of funds." Capital projects proposed for funding must be consistent with a Council-approved master plan. Projects proposed by each regional park implementing agency are prioritized by that agency. Each park agency has unique capital needs, which that park agency can best determine.

State bonds have been appropriated to the Council since 1976 to help finance the parks CIP. Since 1994, the Council has financed the parks CIP with a combination of state bonds and Council bonds. State bonds finance 60% of the parks CIP and Council bonds finance 40%. The premise for this mix of state and regional bonds is that people who live outside the seven-county metropolitan region visit and use the regional park system and should therefore help finance its capital costs. Taxes collected statewide and within the region to pay off the bond debt are proportional to the share of visits to the park system made by people living within the region, and those who live outside the region.

Since 2008, the Metropolitan Council has used a formula to determine how much of the CIP would be allocated to each regional park implementing agency. The formula balances two factors:

- The population within the jurisdiction of each park implementing agency compared to the region's total population. This factor is weighted 70%.
- The number of visits a park agency hosted from people who live outside the park agency's jurisdiction (non-local visits). This factor is weighted 30%.

The population factor recognizes the need to provide funds for park capital improvements to serve every person in the region relatively equally. Using non-local visits as a factor recognizes that these regional parks serve a regional and state-wide population. Therefore, a combination of both factors is accounted for in the Regional Parks CIP formula.

The results of this formula determine the amount each regional park implementing agency could request/receive from the Regional Parks CIP. For example, if Anoka County's share of the Regional Parks CIP is 10%, then 10% of appropriations would be granted to Anoka County for its projects in the CIP.

As noted above, the *2040 Regional Parks Policy Plan* must include a five-year capital improvement program plan (Table 5-1). The intent is to outline the funding strategy for the relative near term, such that regional park implementing agencies can use the information in their planning. These figures are subject to change based upon legislative action.

Table 5-1. Metropolitan Council Six-Year Parks Capital Improvement Plan, 2014-2019 (dollars in 1,000s)

	Years						
Sources of Funds	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**	**Total**
State[1]	$ 31,026	$ 35,833	$ 23,325	$ 25,060	$ 23,630	$ 24,107	$ 162,981
Regional[2]	$ 9,061	$ 8,068	$ 6,083	$ 7,000	$ 7,000	$ 7,000	$ 44,212
Other[3]	$ 80	$ -	$ -	$ -	$ -	$ -	$ 80
Total Sources	**$ 40,167**	**$ 43,901**	**$ 29,408**	**$ 32,060**	**$ 30,630**	**$ 31,107**	**$ 207,273**
Uses of Funds							
Preservation (Redevelopment)	$ 13,034	$ 15,792	$ 10,947	$ 12,737	$ 12,216	$ 12,438	$ 77,164
Expansion (Land Acquisition)	$ 10,600	$ 9,113	$ 7,356	$ 7,409	$ 7,464	$ 7,520	$ 49,462
Improvements (Development)	$ 16,533	$ 18,996	$ 11,105	$ 11,914	$ 10,950	$ 11,149	$ 80,647
Total Uses	**$ 40,167**	**$ 43,901**	**$ 29,408**	**$ 32,060**	**$ 30,630**	**$ 31,107**	**$ 207,273**

[1] Funds include general obligation bonds issued by the state, Parks and Trails Legacy Fund appropriations, and Environment and Natural Resources Trust Fund appropriations.
[2] Funds include Council general obligation bonds issued by the Council.
[3] Interest earned by the Council. Interest earned must be granted to North Mississippi Regional Park (Laws of Minnesota 1985, First Special Session, Chap. 15, Sec. 5, Subd. 2(b) and Laws of Minnesota 1987, Chapter 384, Article 3, Sec. 45).

The revision of the Council's five-year capital improvement program plan is considered to be a substantial revision to the policy plan and will follow the Council's administrative procedures on amending a policy plan.

Parks and Trails Legacy Fund

In November 2008, Minnesota citizens approved a constitutional amendment, commonly called the Clean Water, Land and Legacy Amendment. The amendment created a new 3/8ths cent sales tax to be collected from July 2009-June 2034. Revenue from the sales tax is placed into four dedicated accounts. One of those accounts is called the Parks and Trails Fund.

The constitutional amendment states:

> "…the parks and trails fund…may be spent only to support parks and trails of regional or statewide significance…. The dedicated money under this section must supplement traditional sources of funding for these purposes and may not be used as a substitute." (Minn. Constitution, art. 11, sec. 15)

Legislation enacted in 2009 directs how money appropriated from the Parks and Trails Fund to the Council is distributed to the regional park implementing agencies under a formula in the legislation (Laws of Minn. 2009, ch. 172, art. 5, sec. 6, subd. 3) The Council awards grants to the regional park implementing agencies based on that formula for projects that support the regional park system.

In 2011, the *Parks and Trails Legacy Plan* was released, outlining the Parks and Trails vision for Minnesotans. The vision states:

> *"In 2035, our world class parks and trails connect everyone to the outdoors. They create experiences that inspire a legacy of stewardship for the natural world and they provide fun outdoor recreational opportunities that strengthen friendships, families, health, and spirit, now and into the future. Minnesotans experience the full range of benefits that outdoor recreation provides, reinforcing our identity as an outdoor culture*."

The Parks and Trails Legacy Plan specifies four strategic directives:

- Connect People and the Outdoors
  - Develop stewards of tomorrow through efforts to increase life-long participation in parks and trails.
- Acquire Land, Create Opportunities
  - Create new and expanded opportunities to serve current and future users.
- Take Care of What We Have
  - Provide safe, high-quality experiences through regular re-investment in infrastructure and natural resource management.
- Coordinate among Partners
  - Enhance coordination among the network of public, private, and nonprofit park and trail partners.

The strategic directions serve as the guidepost for how Parks and Trail Fund dollars should be invested. The Parks and Trails Legacy Plan should be consulted for additional information, specifically regarding particular activities (for example, investments) that are viewed as priorities to implement the Parks and Trails Legacy Plan. As the fiscal agent for the funds, the Council has the responsibility to ensure regional park implementing agencies target the funds to projects that capture the strategic direction outlined in the Parks and Trails Legacy Plan.

To that end, as previously noted in Chapter 4, the Council will identify a *minimum* percentage of Parks and Trails Legacy appropriations that should be used to "connect people and the outdoors." Once determined and approved by the Council, the Council will require regional park implementing agencies to adhere to the determined minimum level of spending as it applies to their annual share of the Parks and Trails Fund appropriations.

Park Acquisition Opportunity Fund

In 2001, the Council established a Park Acquisition Opportunity Fund grant program to assist regional park agencies in acquiring land for the Regional Parks System.

The Park Acquisition Opportunity Fund consists of two accounts:

- The Environment and Natural Resources Trust Fund (ENRTF) acquisition account, which is financed with 60% state appropriations from the ENRTF as recommended by the Legislative Citizen Commission on Minnesota Resources. The remaining 40% of the account is financed with bonds issued by the Council.
- The Parks and Trails Legacy Fund (PTLF) acquisition account, which is financed with 60% Parks and Trails Fund appropriations from the Land and Legacy Amendment. The remaining 40% is financed with Council bonds.

Park Acquisition Opportunity Fund Grant Rules

Qualifying Lands

All properties to be acquired must be within Council-approved master plan boundaries.

ENRTF acquisition requests must be intended for acquisitions of undeveloped land with high natural resource values, to comply with Minnesota Constitution art. XI, sec. 14 and Minn. Stat. Ch.116P.

PTLF acquisition requests do not have any restrictions on the condition of lands within Council-approved master plan boundaries.

Qualifying Land Acquisition Costs

The following items are eligible in calculating the total costs of the acquisition:

a. Appraisal cost for the acquiring regional park implementing agency or as part of a condemnation settlement/award consistent with applicable provisions of Minn. Stat. ch. 117;

b. Appraisal review cost needed to verify the value of a land donation, or the value of land obtained via parkland dedication ordinance and subsequently transferred to the regional park implementing agency when other land is obtained from the same landowner;

c. Phase 1 Environmental Site Assessment;

d. Environmental contamination remediation costs if consistent with the conditions specified in the "Special Circumstances" section below;

e. Legal services and closing costs to the park agency for costs associated with the purchase or condemnation settlement/award including attorney's fees, litigation expenses, appraisal fees and

other expert fees consistent with Minn. Stat., sec. 117.031, that the park agency must pay as part of a condemnation action;

f. State deed tax/Conservation Fee;

g. Title Insurance;

h. Pro-rated share of all property taxes/assessments due on the parcel at the time of closing that is borne by the park agency;

i. 1.8 times the city or township property tax due on the parcel in the year the land is acquired. This is the property tax equivalency payment, which is paid to the city or township at closing pursuant to Minn. Stat., sec. 473.341;

j. Negotiated purchase price for the parcel or condemnation settlement/award consistent with applicable provisions of Minnesota Statute ch. 117;

k. Relocation costs to the seller consistent with Minn. Stat. sec. 117.52 and Minn. Stat. sec. 473.315;

l. Land stewardship costs defined as follows: costs for boundary fencing or marking; stabilizing or rehabilitating natural resources to aid in the reestablishment of threatened natural resources or to prevent non-natural deterioration thereof; preventing the deterioration of structures that will be re-used for park purposes; removal of unneeded structures, dangerous land forms or attractive nuisances including capping abandoned wells as required under Minn. Stat., sec. 103I.301; and closing unneeded road(s) that provided access to the acquired land;

m. Development of the land to provide minimal access to it for public recreational use as reviewed and approved by the Council in consideration of the grant. Such development must be consistent with the applicable Council-approved master plan and may include the cost of an access road and/or trail, parking lot, and signage;

n. Interest costs to acquire the land can be counted as part of the park agency's 25% match to the grant. However, the interest costs are not eligible for reimbursement as part of that park agency's share of a future regional parks capital improvement program;

o. Holding costs incurred by an outside third party that purchased the property to hold on behalf of the park implementing agency; and

p. Other expenses not listed above that are directly related to the land acquisition.

All costs shall be documented with appropriate information/data and submitted to the Council with the grant request.

Grant Request Finance Amounts

The Park Acquisition Opportunity Fund grant may finance up to 75% of the costs to acquire land and related costs, or up to $1.7 million per acquisition account (ENRTF and PTLF acquisition accounts) for each state fiscal year (July 1 to June 30). The regional park implementing agency must finance at least 25% of the acquisition costs as a local match to the Park Acquisition Opportunity Fund grant.

Special circumstances may apply that could alter the amounts delineated above. “Special Circumstances,” below, provides additional information.

Park Implementing Agency 25% Local Match

The regional park implementing agency local match may be one or a combination of the following:

a. Non-state funds and non-Council funds provided by the regional park implementing agency. Regional Park CIP if the cash contribution is financed with a regional park implementing agency money (that is, the agency’s general fund or other account), but not with a grant from another entity such as a watershed district or local government aid provided by the state of Minnesota, that contribution is eligible for reimbursement as part of that park agency’s share of a future regional parks capital improvement program. Based on this rule, if the maximum grant of $1.7 million was awarded and the park agency provided a match of $566,667, any costs incurred by the park agency above the $566,667 and paid for with park agency funds for grant-eligible expenses, are also eligible for reimbursement consideration from that park agency’s share of future metropolitan regional parks capital improvement programs.

b. The value of a land donation by the seller. The value of the donation is the difference between the agreed upon purchase price based on a certified appraised value of the property and the lower amount the seller agrees to accept as payment for the land.

   The certification of the appraised value of the property will be based on a third-party review appraisal, where the third-party appraiser will perform a field review of the appraisal and determine if the appraisal met the requirements of the Uniform Standards of Professional Appraising Practice (USPAP). Both the appraisal and the review appraisal must be submitted to the Council as part of the grant request. The cost of the third-party appraisal review is a grant-eligible item.

c. The value of land that is obtained by a municipality under its park land dedication ordinance and transferred to a regional park implementing agency under a fee title or permanent easement agreement at the same time that the regional park implementing agency acquires additional land for that park or trail from the same landowner.

   The value of the dedicated land is based on a certified appraisal of the property. The certification of the appraised value will be based on a third-party review appraisal, where the third-party appraiser will perform a field review of the appraisal and determine if the appraisal met the USPAP requirements. Both the appraisal and the review appraisal must be submitted to the Council as part of the grant request. The cost of the third-party appraisal review is a grant-eligible item.

Grant Term

The effective term of the Park Acquisition Opportunity Fund grant is no more than 12 months or the expiration date of the state appropriation that finances the grant, whichever is less. A grant may be extended beyond the initial term of 12 months for cause. However the length of the extension cannot exceed the availability of the state funds financing the grant.

Special Circumstances

Lack of Available Acquisition Opportunity Funds

If funds are not available to fully fund a grant during a given fiscal year, up to 60% of the next fiscal year's appropriation and matching Council bonds for Park Acquisition Opportunity Fund accounts will be used to reimburse park agencies for up to 75% of the grant-eligible acquisition costs or $1.7 million − whichever is less − the park agency incurred to buy land that would have qualified for a Park Acquisition Opportunity Fund grant under the rules.

The park agency must request reimbursement consideration from the Council by providing all data required for a Park Acquisition Opportunity Fund grant required by the rules and obtain Council approval before it acquires the land. The 25% match is not grant-eligible for reimbursement from the Park Acquisition Opportunity Fund accounts. However, the park agency may request reimbursement of that match as part of its share of future park capital improvement programs.

Third-party Acquisitions

When funds are not available in the Acquisition Opportunity Fund accounts, park implementing agencies may choose to work with third parties to acquire Council-approved master plan acquisitions, for which reimbursement from the Council would be pursued when funds are available. In this instance, the Council may consider acquisition with a bonafide deferred closing.

Excess of Available Acquisition Opportunity Funds

One year before the expiration of the state appropriation to each Park Acquisition Opportunity Fund Grant account (that is, PTLF and ENRTF), the Council − in consultation with the regional park implementing agencies and the Metropolitan Parks and Open Space Commission − will conduct a review of these rules to determine if additional steps should be taken to increase the likelihood that the balance of the expiring state appropriation will be granted and spent before its expiration date.

An example of such a step would be to allow a park agency that has received the maximum amount allowed − $1.7 million from the ENRTF account or $1.7 million from the PTLF account in a state fiscal year, July 1 to June 30 to be eligible to receive an additional grant. Another step could be that 60 days before a state appropriation's expiration date, that grants are awarded to partially reimburse the local match of grants awarded from the applicable acquisition account that were initially financed with that state appropriation and matching Council bonds.

The total amount of these reimbursement grants would consume the remaining state appropriation and applicable Council bond match. The amount of each reimbursement grant should be proportionate to the local match amount initially funded by each park agency − not with other funding sources the park agency used as their match. These reimbursement grants would only be for grants initially financed from that soon-to-expire state appropriation and applicable Council bond match. If there were still funds remaining, reimbursement grants for the local matches on other acquisitions could be considered that were initially financed from that acquisition account but from an earlier appropriation.

Such variances to the rules for these situations would be considered by the Council without undertaking a public hearing process since the vetting of the changes is made by the park agencies affected by the

proposed change, and the change is only in effect until the expiration of the applicable appropriation for that account.

Acquisition Funds Delineated in Capital Improvement Fund

The requesting regional park implementing agency must use any available acquisition funds from its share of a regional parks capital improvement program provided by the Council or a line-item appropriation of state funds to buy land for a regional park/trail before it can request a grant from the Park Acquisition Opportunity Fund. A park agency's capital improvement program share that finances a reimbursement grant for the 25% local match to a previous Park Acquisition Opportunity Fund grant is excluded. The Park Acquisition Opportunity Fund grant may finance 75% of the gap between the total cost of an acquisition and the amount financed by the park agency's available acquisition funds from its share of a regional parks capital improvement program and/or a line item appropriation of state funds used for that parcel's acquisition.

Eminent Domain

Occasionally a park agency may need to acquire land by exercising its power of eminent domain by initiating a condemnation proceeding. When land is acquired through the condemnation process, a Park Acquisition Opportunity Fund grant may be awarded; however, a grant is awarded at the end of the condemnation proceeding that is based on 75% of the final settlement/award and associated grant-eligible costs under applicable provisions of Minn. Stat., ch. 117, to acquire the land and within the agency maximum for the fiscal year when the grant is awarded. The park agency should notify the Council prior to filing its petition in condemnation with the district court that it is acquiring land through condemnation and will be requesting a Park Acquisition Opportunity Fund grant when the final award is determined. The notification to the Council should be in a letter that contains the park agency's authorization to file its petition and the accompanying documents containing its appraisal of the land. In condemnation matters, the final settlement/award and final certificate should be submitted to the Council in lieu of a signed purchase agreement.

Environmental Contamination

Soil contamination remediation necessary to correct pre-existing environmental contamination known at the time of purchase, the remediation effort to the level needed to allow the land to be used for park and recreation purposes, and/or capping abandoned wells that have contaminated their groundwater aquifer are grant-eligible land acquisition expenses under the following conditions:

1) The aggregate cost of acquiring the land and remediation does not exceed the certified appraised value of the land at the time of purchase. The certification of the market value of the property will be based on a third-party field review of the appraisal. The appraisal review must determine that the appraisal followed USPAP. The appraisal review must be submitted to the Council.

   The cost of the third-party appraisal review is a grant-eligible item. In addition to the certification of the market value of the parcel, the park agency must submit documentation of the costs for remediation as listed below. The difference between the actual acquisition and remediation costs compared to the certified market value of the land prior to clean up may be applied towards the park agency's local match requirement.

2) The regional park implementing agency has an agreement with the party that will remediate/clean up the contamination or cap an abandoned well. The agreement will include mutually agreed upon environmental assurances from the Minnesota Pollution Control Agency limiting future liability for pollution caused by the contaminated soil or contaminated groundwater and follow guidance set by the Minnesota Department of Health for sealing unused wells, if appropriate.

   Grant-eligible expenses for soil remediation and well capping include:

   a. Costs to prepare Phase 1 and Phase 2 Environmental Site Assessments, the Quality Assurance Project Plan, Remediation Action Plan and the Environmental Engineer's Estimate
   b. Minnesota Pollution Control Agency (MPCA) Voluntary Investigation Cleanup (VIC) service charges
   c. Costs to implement the remediation action plan and secure appropriate assurances from the MPCA, and
   d. Other costs not listed above which are directly related to soil remediation or well capping

Documentation of these remediation costs plus other costs associated with the acquisition must be submitted to the Council as part of the grant request.

Subdivision of Lots

For parcels that can be subdivided into lots and the value of those lots is used to determine the fair market value of the parcel, such acquisitions may qualify for financing from both the ENRTF account and PTLF account. For example, lot(s) must contain high-quality natural resources without structures to qualify for ENRTF financing, and lot(s) that do not contain high-quality natural resources or have structures on them qualify for PTLF financing. The amount from each account shall be proportional to the appraised market value of the lots. However, the Council may grant additional funds from the PTLF account to finance a portion of the costs of land that qualifies for financing from the ENRTF account if there is not sufficient money in the ENRTF account to fully fund the grant.

Operations and Maintenance

Regional park implementing agencies raise funds to finance the costs to operate and maintain their portion of the regional park system through the following sources:

- Fees collected from people using their parks. Examples include vehicle entrance fees, picnic shelter rentals, recreational equipment rentals, room rentals at visitor centers, and tuition for educational programs.
- Local property taxes.
- Local Government Aid payments from the State of Minnesota.

In 1985, legislation was enacted that allowed state appropriations from the General Fund to be disbursed to regional park implementing agencies to supplement funding for operating and maintaining their portion of the Regional Parks System (Minn. Stat. 473.351).

State appropriations for regional park system operations and maintenance are distributed to regional park implementing agencies according to the following formula:

- 40% based on each agency's proportion of total regional system visits;
- 40% based on each agency's proportion of total regional system operation and maintenance expenditures in the previous calendar year; and,
- 20% based on each agency's proportion of total regional system acreage, with park reserve resource management lands divided by four.

In 2000, legislation was enacted that directed a portion of state lottery proceeds into a "natural resources fund," with the stipulation that a portion of the receipts deposited "may be spent only on metropolitan park and trail grants." This funding source is commonly called "lottery in lieu of sales tax" revenue (Minn. Stat. 297A.94(e)(3)). The Council disburses the appropriations from these two sources to the regional park implementing agencies based on the results of the formula contained in Minn. Stat. 473.351.

Table 5-2 illustrates the amount of appropriations disbursed to the regional park implementing agencies in relation to the total costs to operate and maintain the Regional Parks System from 1985 to 2013.

Pass-through Grants Financed with State Bonds

Some state bonding legislation appropriates funds for specific capital improvements to the regional park system that are passed-through the Council to the specified regional park implementing agency. These appropriations are typically for projects that have state-wide significance, for example appropriations to improve the Como Zoo and Marjorie McNeely Conservatory.

Table 5-2. Percent of Regional Park System Operations and Maintenance (O & M) Expenses Covered by State Appropriations, 1985-2013

Calendar Year (State Fiscal Year)	O & M Appropriation	Park Agency's O & M Expenses (1985-2013)	Percent of O & M Expenses Covered by State Appropriation
1985/(1986)	$ 2,000,000	$ 19,091,548	10.5%
1986/(1987)	$ 2,000,000	$ 22,656,187	8.8%
1987/(1988)	$ 2,000,000	$ 24,595,929	8.1%
1988/(1989)	$ 2,000,000	$ 26,461,148	7.6%
1989/(1990)	$ 2,000,000	$ 29,294,759	6.8%
1990/(1991)	$ 2,817,000	$ 31,107,785	9.1%
1991/(1992)	$ 2,759,000	$ 32,076,220	8.6%
1992/(1993)	$ 2,356,000	$ 33,453,546	7.0%
1993/(1994)	$ 2,238,000	$ 35,646,465	6.3%
1994/(1995)	$ 2,238,000	$ 37,928,496	5.9%
1995/(1996)	$ 2,238,000	$ 40,158,254	5.6%
1996/(1997)	$ 2,238,000	$ 41,322,602	5.4%
1997/(1998)	$ 3,000,000	$ 44,338,618	6.8%
1998/(1999)	$ 3,000,000	$ 49,242,255	6.1%
1999/(2000)	$ 4,500,000	$ 50,748,152	8.9%

2000/(2001)	$ 9,695,105	$ 54,801,219	17.7%
2001/(2002)	$ 7,865,716	$ 60,595,484	13.0%
2002/(2003)	$ 8,009,857	$ 63,587,498	12.6%
2003/(2004)	$ 7,452,000	$ 66,825,266	11.2%
2004/(2005)	$ 7,353,000	$ 70,124,610	10.5%
2005/(2006)	$ 7,870,000	$ 77,584,716	10.1%
2006/(2007)	$ 7,870,000	$ 80,326,028	9.8%
2007/(2008)	$ 8,620,000	$ 85,009,472	10.1%
2008/(2009)	$ 8,620,000	$ 85,230,866	10.1%
2009/(2010)	$ 8,794,000	$ 86,239,884	10.2%
2010/ (2011)	$ 8,854,000	$ 88,223,782	10.0%
2011/ (2012)	$ 8,540,000	$ 95,286,344	9.0%
2012/ (2013)	$ 8,540,000	$ 95,988,444	8.9%
2013/ (2014)	$ 8,540,000	$ 94,485,576	9.0%
Totals / Average Percent	**$ 154,007,678**	**$ 1,622,431,153**	**9.5%**

Donations from Private Sector

Private sector donations have been critical to match and leverage public sector financing of land acquisition and capital improvements for the Regional Parks System. Foundations of several park implementing agencies and “friends of parks or trails” organizations were the facilitator of these donations. No estimate of those donations is provided here. However, some examples include:

- Donation by Marjorie McNeely for capital improvements and a maintenance endowment for the Como Conservatory, which was renamed the Marjorie McNeely Conservatory in her honor
- Donations by individuals and corporations for improvements to Harriet Island Regional Park. Bricks and plaques honor those contributors
- Donation of land for Cedar Lake Farm Regional Park facilitated by the now defunct Regional Parks Foundation of the Twin Cities

Estimated Costs to Complete the System

State law requires that the *Regional Parks Policy Plan* estimate the cost of the recommended acquisitions and development of the park system, including an analysis of what portion of the funding is proposed to come from the state and Council levies, and other local government units (Minn. Stat. 473.147, subd. 1). The following analysis is an estimate of funding required to complete the system.

Table 5-3 provides cost estimates for existing regional parks and trails open to the public, planned regional parks and trails, regional park search areas, regional trail search corridors, and 2040 additions to the system. The associated estimated costs for each are described below.

The cost estimate for existing regional parks and trails open to the public include costs associated with acquisition of inholdings and future development. In order to produce the estimates, data were gathered from Council-approved master plans. In 2014, a total of 2,407 acres and 29 trail miles were inholding properties. The estimate to acquire inholding properties for both parks and trails total $59.3 million, while development costs total $187.7 million. A total estimate for future acquisition and development of existing regional parks and trails opened to the public totals $247 million.

The cost estimate for planned regional parks or trails − those park or trail units that have a Council-approved master plan but are not open to the public as of 2015 − include costs associated with acquisition of inholdings and future development. In order to produce the estimates, data were gathered from Council-approved master plans. In 2014, inholding properties totaled 2,739 acres and 222 trail miles. The estimate to acquire inholding properties for both parks and trails total $36.4 million, while development costs total $227.8 million. A total estimate for future acquisition and development of planned regional parks or trails totals $264.2 million.

The cost estimate for regional park search areas also includes costs associated with acquisition of inholdings and future development. The estimates for these were gathered from the *2030 Regional Parks Policy Plan*. Inholding properties totaled 7,546 acres, with an associated acquisition cost of $38.5 million. The estimated costs to develop the regional park search areas total $26.3 million. A total estimate for future acquisition and development of regional parks search areas is $64.8 million.

The cost estimate for regional trail search corridors were also gathered from *2030 Regional Parks Policy Plan*. Inholding properties totaled 1,745 acres and 479 trail miles, with an associated acquisition cost of $19.4 million. The estimated costs to develop the Regional Park Search Areas total $211.8 million. A total estimate for future acquisition and development of regional trail search corridors is $231.2 million.

The cost estimate for the 2040 additions to the system were calculated based on data provided by the regional park implementing agencies. The new trail search corridors, comprising 111 miles, will require approximately 400 additional acres. The cost to acquire the land is estimated to be $4.6 million, while development costs total $49.6 million. In sum, the cost to acquire and develop the 2040 additions to the system is estimated to total $54.2 million.

The entire system as completed – including inholdings, planned regional parks and trails, regional park search areas, and regional trail search corridors − would require an additional 14,836 acres to be acquired and 850 trail miles. The associated costs are estimated to be $158.2 million for acquisition and $703.3 million for development, totaling $861.4 million to complete the system.

Table 5-3. Estimated Acquisition and Development Costs for Regional Parks System 2015-2040 (2014 dollars)

Category	New Acreage	New Trail Mileage	Acquisition Cost	Development Cost	Total Cost
Existing Regional Parks and Trails Open to the Public (acquisition of inholdings and future development)[a]	2,407	39	$59.3 M	$187.7 M	$247.0 M
Planned Regional Parks and Trails (Council-approved master plan, not yet open to the public)[a]	2,739	222	$36.4 M	$227.8 M	$264.2 M
Regional Park Search Areas [Update from 2010 plan][b]	7,546	N/A	$38.5 M	$26.3 M	$ 64.8 M
Regional Trail Search Corridors[c]	1,745	479	$19.4 M	$211.8 M	$ 231.2 M
2040 Additions to the System (Regional Trail Search Corridors)[d]	400	111	$4.6 M	$49.6 M	$54.2 M
GRAND TOTAL	**14,836**	**851**	**$158.2 M**	**$703.3 M**	**$861.4 M**

M=million
Data Source:
[a] Master plans.
[b] 2030 Parks Policy Plan for "New Units" and "Completing the System".
[c] Master plans of comparable trails.
[d] Estimates from regional park implementing agencies

Chapter Six: Management Procedures

Amending the Policy Plan

The Council will amend the *2040 Regional Parks Policy Plan* only for a substantial revision. A substantial revision is defined by the Council as (1) a proposed revision that is intended to or could have the effect of changing the direction or intent of adopted Council policy; (2) addition or deletion of a policy; or (3) addition or deletion of a system element.

An amendment request initiated by the Metropolitan Parks and Open Space Commission should include documentation to substantiate that it constitutes a substantial revision as defined here. A Council decision to amend the plan on its own initiative or that of the Commission will be preceded by a finding that a substantial revision is proposed. When amending the policy plan, the Council will conduct a public hearing in accordance with Minn. Stat. 473.147 and adopted Council policy.

Updating the Policy Plan

Minnesota law requires the Council to conduct a comprehensive review of the Regional Parks Policy Plan at least every four years (Minn. Stat. 473.147). However, over a four-year period, changes occur in population, acquisition, development, and system use. Updating the data and factual information to keep the policy current with new trends and conditions is not a substantial revision to the policy plan, and will be accomplished through the ordinary process of consideration and approval by the Metropolitan Parks and Open Space Commission, the appropriate Council committee, and the full Council. The regional park implementing agencies will receive formal notice of any proposed update prior to consideration by the Metropolitan Parks and Open Space Commission.

System Plan

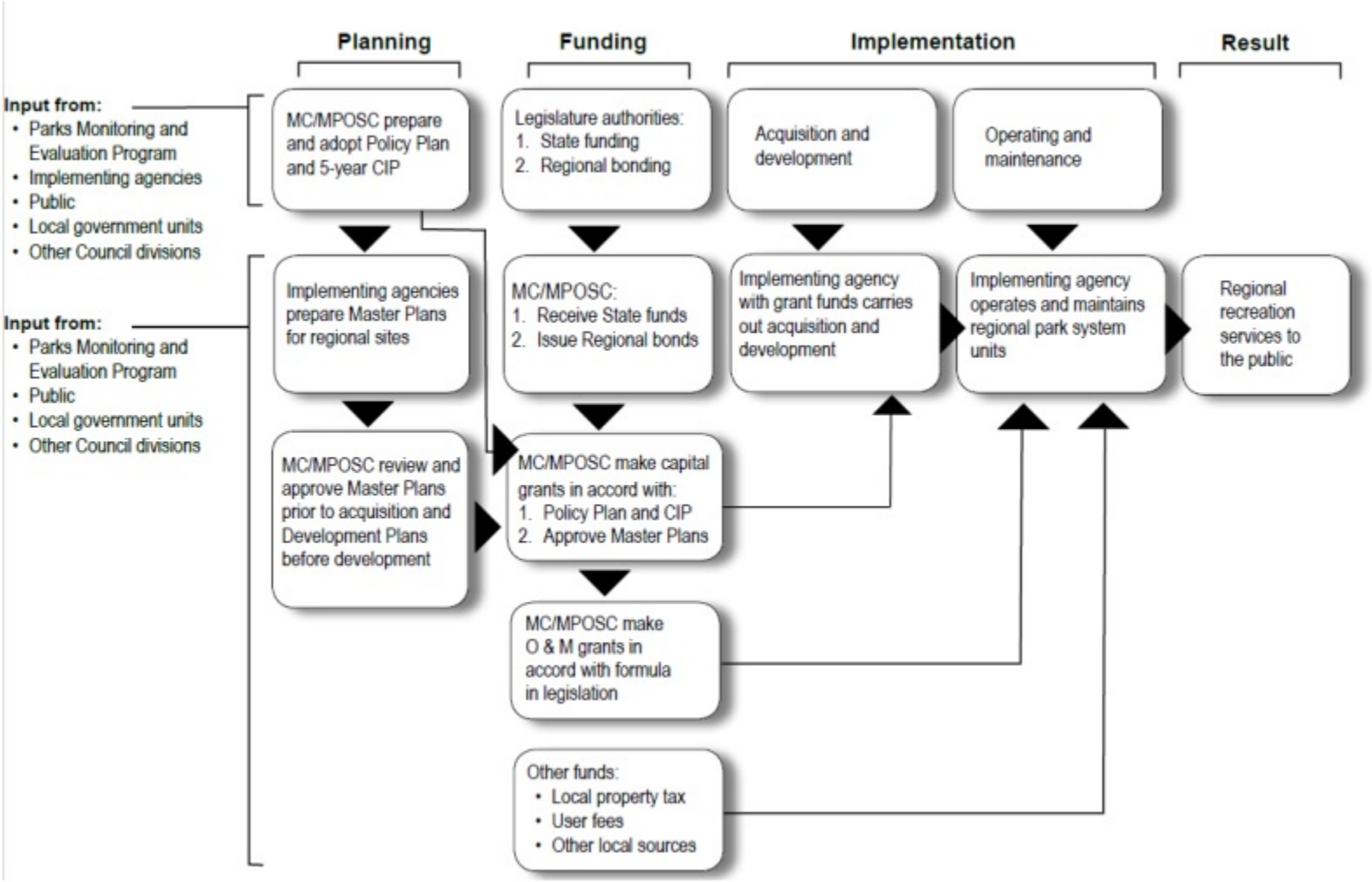
The Council has the responsibility to prepare a system plan for the Regional Parks System. The system planning process begins with the Council identifying “generally the areas which should be acquired,” as required by the 1974 Metropolitan Parks Act. The Regional Parks Policy Plan includes the system plan, which identifies the regional parks and trails that are included in the Regional Parks System.

The Council reviews the system plan portion of the Regional Parks Policy Plan every four years as part of the policy plan revision process and may add or delete planned elements to the system. Additions or deletions to the system proposed outside the regular plan review process are substantial revisions to the policy plan. Identification of specific boundaries and detailed planning for individual units of the system are addressed in master plans for each unit. The master plans are prepared by the regional park implementing agencies.

Minn. Stat. 473.351 limits regional parks funding to regional park implementing agencies and defines them to be as the counties of Anoka, Carver, Dakota, Ramsey, Scott and Washington; the City of St. Paul, the City of Bloomington, the Minneapolis Park and Recreation Board; and the Three Rivers Park District.

Figure 6-1 shows the Regional Parks System process. Regional park implementing agencies prepare a master plan for each Regional Parks System component within their respective jurisdiction consistent with the Council’s Regional Parks Policy Plan, These master plans are reviewed by the Council for consistency with the system plan and, when approved by the Council, constitute an element of the system plan.

Figure 6-1. Regional Parks System Process



Regional Parks System Capital Improvement Program Process

The Regional Parks CIP is one component of the Council's unified Capital Improvement Program (CIP). The unified CIP process includes several elements. It ranks projects across the system based on three factors: first, consistency with Council finance policy and strategies outlined in this policy plan; second, relationship to applicable state law regarding the allocation of funds among the regional park agencies; and third, ranking of those projects within each regional park agency's allocation.

The ranked project list in the CIP then serves as the basis for requesting legislative funding for the biennium. A draft funding request for state bonds is due in June and a final request is due in September preceding the second year of the legislative biennium.

The Metropolitan Parks and Open Space Commission, working with the regional park implementing agencies, initiates the annual process of revising the CIP. The Commission reviews requests from the regional park implementing agencies based on consistency with policies in this policy plan, applicable state law regarding the allocation of funds among the regional park agencies, and the relative share of each regional park implementing agencies share the funding request. The Metropolitan Parks and Open Space Commission will recommend a ranked list of projects to approve as a funding request for the Regional Parks portion of the Unified CIP, which is the capital improvement program for the entire Council.

After state bond appropriations have been authorized, the Council adopts amendments to the current year of the Council's Unified Capital Budget (CB), which award grants proposed for funding in the Unified CIP. Projects financed with state bonds and matched with Metropolitan Council bonds will follow applicable rider language of that appropriation and applicable Council policy requirements in the finance section of this plan.

The amendment to the Unified CB identifies which projects from the CIP are funded and the level of funding by revenue source. Adopting amendments to the Unified CB to award grants that had been proposed in the Unified CIP is not a substantial revision to the policy plan provided that all projects are consistent with the Unified CIP. Projects that are not consistent with the Unified CIP (for example, a project that was not in the CIP and is proposed to replace one that is, or to change the funding level from one project to another) will be reviewed by the Metropolitan Parks and Open Space Commission based on the project's consistency with the finance policy and strategies outlined in this policy plan and applicable state law and subsequently make a recommendation to the Council.

Regional Parks System Parks and Trails Legacy Fund Process

The process for distributing appropriations from the Parks and Trails Legacy Fund follows a process similar to that described above. There are important distinctions to make, however. First, a funding request for Park and Trails Legacy Fund appropriations is due to the state in October preceding the first year of the legislative biennium. Projects financed with appropriations from the Parks and Trails Legacy Fund will follow applicable rider language of that appropriation and Council policy requirements in the finance section of this plan. Similar to

Capital Improvement Program dollars, the Parks and Trails Legacy Fund appropriations are incorporated into the Unified Capital Budget and Unified Capital Improvement Plan.

Negotiated Purchase

Acquisition of land is costly and limited public funds must be used wisely. It is sometimes necessary to acquire land through condemnation, which can be a long and costly process. Whenever possible, regional park implementing agencies must make negotiated purchases based on appraisals by qualified appraisers to minimize the need for condemnation.

State Bond Declarations

The commissioner of Minnesota Management and Budget (MMB), through an order dated August 26, 2010, requires a state bond declaration to be recorded on the land that is acquired or improved with the state bonds. The declaration states that any lease or sale of the improved land must be approved by the commissioner of MMB while the declaration is in effect.

The declaration must be in effect for 125% of the useful life of the improvement on the land that was financed with the state bonds. For example, if state bonds were used to build a picnic shelter, and the picnic shelter has a useful life of 20 years, the declaration on the land where the picnic shelter is located would be in effect for 125% of 20 years, which is 25 years. If the land is to be sold before the state bonds are paid off that financed the improvement, the MMB will ask for a pro-rated refund of the state bonds that financed the grant.

To comply with the law, the Council will work with regional park implementing agencies on drafting declarations for each grant and will record them with the applicable land records office. A copy of the recorded bond declaration will be part of the Council's land records and part of MMB's records. A portion of the bond proceeds for the grant will pay the recording fee since this is a stipulation of using the state bonds and is ultimately the responsibility of the Council to ensure compliance with the law.

Stewardship

Use of Council grant funds is limited to the costs of acquisition and/or development of the Regional Parks System unit consistent with the Council-approved master plan. Grants for acquisition pay for the cost of real estate, relocation assistance, special assessments existing at the time land was designated for the regional system, land stewardship and legal fees and appraisals. Land stewardship is defined as boundary fencing or marking; stabilizing or rehabilitating natural resources to aid in reestablishing threatened natural resources or to prevent non-natural deterioration thereof; preventing the deterioration of existing structures; removal of unneeded structures, dangerous land forms or attractive nuisances; maintaining or closing existing roads; and developing the unit to support minimal recreational use, including access roads, parking lots, signage and restrooms until capital improvement funds are available to develop the Regional Parks System unit.

Special Assessments

Special assessments may be levied against parkland after its designation for the Regional Parks System. Such assessments are legitimate and grant-eligible when they are for benefits

conferred on the park that are consistent with the Council-approved master plan. To encourage prompt payment of special assessments by the regional park implementing agency, regional funds will not be used for penalties and interest charges resulting from late payments unless the regional park implementing agency has requested funds from the Council to pay the special assessments and did not receive them.

Under the provisions of Minn. Stat. 473.334:

> …the governing body [charging the assessment] shall not consider any use of the property other than as regional recreation open space property at the time that the special assessment is determined. The Metropolitan Council shall not be bound by the determination of the governing body of the city but may pay a lesser amount, as agreed upon by the Metropolitan Council and the governing body of the city, as they determine is the measure of benefit to the land for the improvement.

This statute does not pertain to assessments on Bald Eagle-Otter Lake Regional Park land located in White Bear Township. Special assessments on that park are governed by Minn. Stat. 435.19.

If a regional park implementing agency challenges a special assessment to determine the measure of benefit to the regional park unit, regional funds may be used to pay the assessment and for any penalties and interest incurred during the time of challenging the assessment, as well as for the regional park implementing agency's legal costs in challenging the assessment if agreed to previously by the Council.

Payment in Lieu of Local Property Taxes

Under the provisions of Minn. Stat. 473.341, 180% of the property taxes due to the city or township are paid when land is acquired for the Regional Parks System. This provides a financial cushion to the city or township for the loss of tax base. The payment in lieu of taxes is an eligible land acquisition grant expenditure.

Revenue from Nonrecreational Uses

Lands acquired with regional funds are to be used for Regional Parks System purposes. On occasion, usually during but not limited to a period prior to development, land may be used in various other ways. The Council has defined the following nonrecreational uses as consistent with Regional Parks System purposes:

- Sale of buildings, equipment or materials acquired with land
- Rent or lease of buildings to protect structures or secure services for the park, and
- Rent or lease of land for park benefits

All uses of this kind must be consistent with the Council-approved master plan. Revenue that regional park implementing agencies receive from such uses may be used in regional park lands for land stewardship or for the capital costs of providing recreation opportunities. Otherwise they will be returned to the Council. Any other use requires prior Council consent.

Revenue from recreation uses in Regional Parks System units consistent with the Council-approved master plan shall be used for park purposes as determined by the regional park implementing agency. Revenues generated by nonrecreational uses in regional park lands, consistent with a Council-approved master plan, shall be used in regional park lands either for stewardship or for the capital costs of providing regional recreation opportunities, unless the Council consents to another use.

Regional park implementing agencies shall make an annual report of such revenues when their revenues exceed an amount determined by the Council ($2,500 per year). Unused nonrecreational revenues will be returned to the Council by the end of the year succeeding the one in which they are earned.

Enterprise Activities

Regional parks, park reserves and special features may contain enterprise-fund recreation facilities that are compatible with the natural-resource base of the unit and do not conflict with the primary recreation uses of the park unit. Enterprise-fund recreation facilities include any facility that is expected to generate sufficient revenues to pay its own costs, such as golf courses, downhill ski areas, and water parks. These facilities are not eligible for regional park funds from the Council because enterprise-fund recreation facilities are expected to raise money for their development and operation in the same way as their private sector counterparts.

Equal Access

Development financed with regional funds and subsequent park operation must be carried out in a manner consistent with this policy plan, whether the land was acquired with regional funds or not. Development grant contract agreements require the regional park implementing agency to operate and maintain the facility so as to provide access to all persons in the region as described in the Council-approved master plan.

Design Plans

When master plans are first approved by the Council, it is often true that large or complex recreation facilities are only conceptually described. When development of a particular recreation facility within a regional system component is imminent and when funds allocated in the CIP are available, the regional park implementing agency may request a grant.

Upon Council approval, the regional park implementing agency may use an agreed-upon portion of the allocated amount to prepare construction documents through what is generally defined as the design development phase of the project. If preferred, the regional park implementing agency may proceed with design in advance of a grant and request reimbursement consideration in a future CIP by following the reimbursement policy in this policy plan. The remainder of the grant will be used to construct the project after the Metropolitan Parks and Open Space Commission has reviewed the nature, scope and cost of the project for consistency with the Council-approved master plan and the regional CIP.

The Council will make development grants to regional park implementing agencies as follows:

- Development grants will be made for improvements such as recreational buildings, utilities, roads, parking and landscaping in regional parks, park reserves, trail corridors and special-use areas.
- Development grants may be made for natural resource rehabilitation within park reserves and conservation zones of regional parks.
- The costs of preparing and executing construction documents for development are grant-eligible, including consultations with natural resource professionals to ensure the development does not adversely affect the park system unit's natural resource features.
- The Council may approve development grants before the preparation of construction documents for a project. Construction of such a project will not proceed until the Metropolitan Parks and Open Space Commission has been made fully aware of the nature, scope and estimated complete cost as determined in the design development phase of the process.
- Agency-wide improvements by regional park implementing agencies are grant-eligible expenses. When such eligible improvements are also used for other than regional park purposes, the regional funding will be on a negotiated, pro-rated basis.

Closing Grants

Financial transactions of Regional Parks System grants are reported through grant reimbursement forms requesting funds to reimburse the park agency for grant eligible expenses, which are audited by the Council. A final report is generated by the regional park implementing agency. A final audit is conducted when the project is completed.

Under the terms of the agreements, grant agreements are to be "closed" once all grant-eligible work has been completed and paid for with grant funds. If there are any unspent funds from the grant after the project is completed, the regional park implementing agency must contact the Council to determine whether the scope of the grant can be amended. This does not apply to Park Acquisition Opportunity Fund grants.

The Metropolitan Parks and Open Space Commission will review the grant scope amendment request for consistency with the Council-approved master plan for that project and/or other Council policy applicable to the request. Council approval is required to amend the scope of a grant. Legislative approval may be required to amend the scope of a Parks and Trails Legacy grant.

It is in the interest of the Council and the regional park implementing agencies to close out completed projects in a timely manner and free up unspent funds for other projects within the timeline of the state appropriation that initially funded the grant or a portion of the grant. Any unspent state funds and matching Council bonds that financed the grant are no longer available for the project. The undisbursed funds are retained by the state or the Council.

Executing Minor Amendments to Grant Agreements

To maximize the efficiency of the work of the Metropolitan Parks and Open Space Commission and the Council, the Council has authorized its regional administrator or his/her designee to

execute minor amendments to Regional Parks System grant agreements if such amendments meet at least one of the following criteria:

- The amendment is consistent with the *2040 Regional Parks Policy Plan*.
- The amendment does not change the intent of the grant agreement in any essential respect.
- The amendment extends the duration of the grant agreement within the timeline permitted under the applicable funding source for the grant.
- The amendment clarifies the Council's intent in entering the agreement.
- The amendment does not change the total amount of the grant.
- The amendment reflects changes officially adopted by the Council in the 2040 Regional Parks Policy Plan.
- The amendment is required under terms of the contract the Council has with the state agency that transmits state funds for the grant agreements.
- The amendment reflects changes officially adopted by the Council in Council policies or procedures (for example, changes in affirmative action plans or grant management procedures).
- The amendment executes restrictive covenants on land acquired with regional funds or releases restrictive covenants to permit another land use compatible with the park (for example, widening a county road that also provides access to the adjacent park).

Annual Legislative Reports on Parks and Trails Fund Expenditures

Laws of Minn. 2009, ch. 172, art. 3, sec. 3(b) requires the Council to submit an annual report on the use and expenditure of Parks and Trails Fund appropriations it receives by March 1. The annual report must detail the outcomes, which are identified and specified in grant applications. The outcomes identified shall be relevant to the type of project undertaken and the associated Parks and Trails Legacy Plan four strategic pillars, previously discussed.

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EXECUTIVE SUMMARY

Mississippi Skyway Preliminary Engineering Report

CITY OF RAMSEY, MINNESOTA

DECEMBER 2014

SRF Kimley»Horn BRAUN INTERTEC City of RAMSEY

EXECUTIVE SUMMARY

Project Need and Intent

The Mississippi Skyway pedestrian bridge will provide a critical direct pedestrian and bicycle connection between the City of Ramsey's 400-acre pedestrian-oriented 'COR' development, the Ramsey Northstar Station, Ramsey Park & Ride and the resources associated with the Mississippi River and attendant regional amenities. Currently, Trunk Highway 10 (TH 10) and the parallel BNSF Railway Company and Metro Transit Northstar Commuter Rail railroad corridor are barriers to safe pedestrian and bicycle access between The COR and the river.

At its heart, the project is about overcoming boundaries to safe bicycle and pedestrian circulation while expanding and enhancing multi-modal transportation, economic development and recreational options to promote a livable, vibrant region and community.

Regional Amenities and Connections

The Mississippi Skyway provides the connection between regional amenities creating an effective nexus between housing, transportation, employment and recreation. The Mississippi Skyway will link existing and future public investments with a single project, enhancing the value of each.

Mississippi River

The Mississippi River, known as America's Treasure, is a vital ecological feature on a global, national, and regional scale. The stretch of river from Ramsey and Dayton down through the Twin Cities area to Hastings is designated as a National Park entitled the Mississippi National River and Recreation Area (MNRRA). The river within Ramsey is also a part of the State's Wild and Scenic River system. A prominent part of the MNRRA is the 273-acre Mississippi West Regional Park in Ramsey, which includes an existing trail from the river to the touchdown point of the proposed skyway. The master plan for the park forecasts an interpretive center to compliment the native plant community restorations and recreational river access.

Regional Trail Connections

The Mississippi River Regional Trail from Mississippi West Regional Park to Anoka will be complete in the Spring of 2015. This trail is also designated US Bikeway #45 with attendant trail connections to the entire Metropolitan Park and Trail system.

The Mississippi Skyway will also allow the Central Anoka County Trail to be re-aligned through Ramsey's COR to the Mississippi River Trail and Mississippi West Regional Park.

The Central Anoka County Trail will provide several direct regional connections to:

- *Bunker Hills Regional Park*
- *Coon Creek Regional Trail*
- *Cities of Anoka, Blaine and Coon Rapids park and trail systems*
- *City of Ramsey's 50 miles of trails*
- *Rum River Central Regional Park*

City of Ramsey, or the Center of Ramsey referred to as The COR

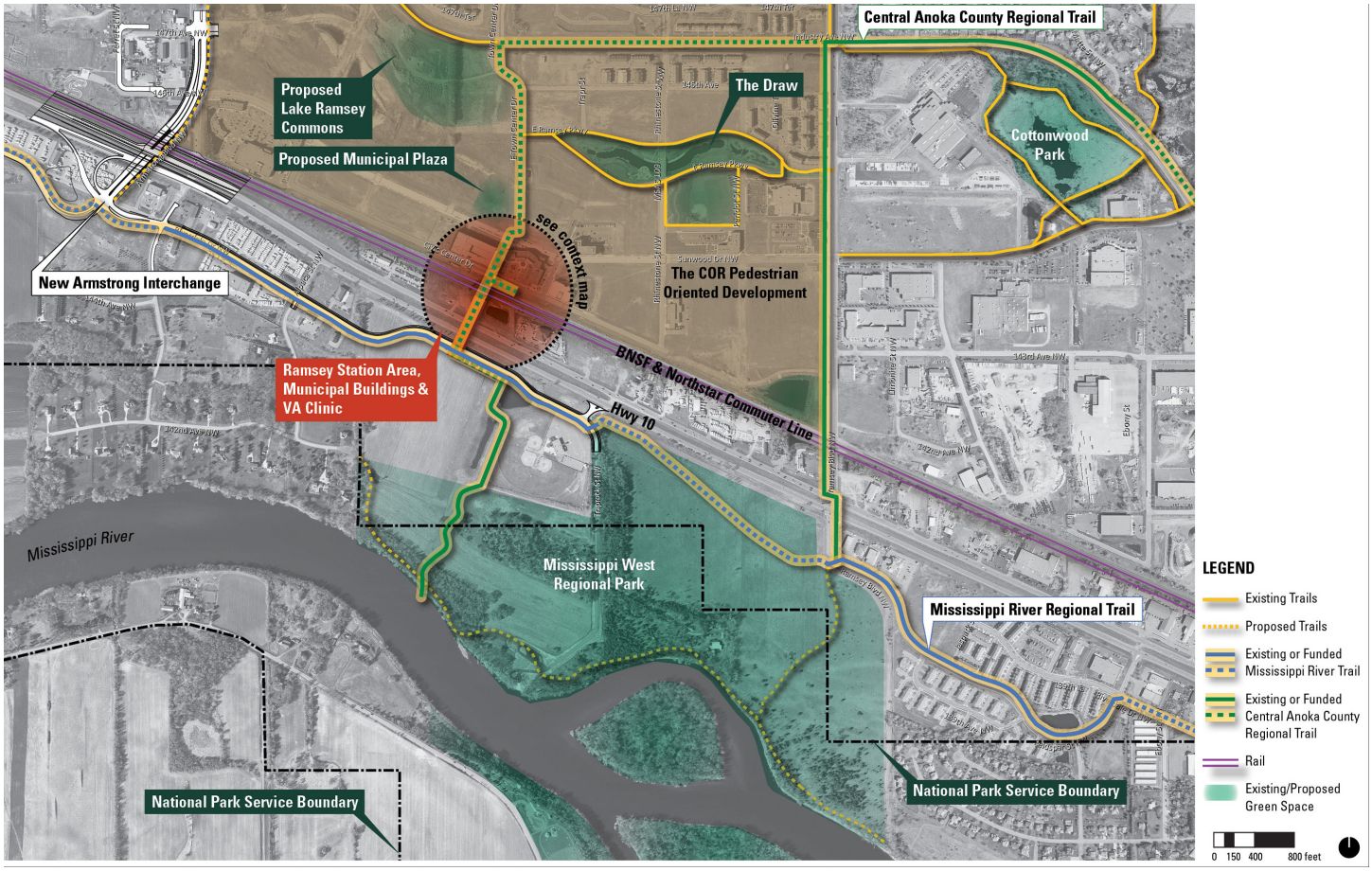
The City of Ramsey, with the Metropolitan Council, has envisioned a multi-modal town center entitled The COR with access via commuter rail, car, bicycle, and on foot. The 'COR' development is a planned 400 acre mixed-use and transit-oriented development site located north of TH 10 between CSAH 83 and CSAH 56. In the next years, the site is projected to add 6,550 people and 2,830 jobs. The COR includes a mix of residential housing choices for people of all incomes.

Establishing parks and creating quality recreational and open space opportunities remains a high priority for the City. The CITY OF RAMSEY 2030 COMPREHENSIVE PLAN UPDATE identifies the need to "Create vehicular and non-vehicular linkages to neighboring communities and between city neighborhoods, trails, recreation, work and shopping" as a component of their future planning checklist. This project serves to continue to develop non-vehicular modes of transportation, and link all of the area's transportation systems in the spirit of that goal.

Ramsey Northstar Commuter Rail Station and Park & Ride

The Ramsey Northstar Commuter Rail Station and Park & Ride facility, equipped with publicly available Electric Vehicle charging stations, provide accessible, affordable and quick transit access to the larger metro region. The station is adjacent to The COR and would be directly connected to the Mississippi Skyway pedestrian bridge, enhancing ridership and accessibility.

Opened in November 2012, the Northstar Station provides a 35-minute ride to the region's largest job center, downtown Minneapolis. Furthermore, at the Northstar's terminus at Target Field Station in downtown Minneapolis, Blue Line light rail transit connections are available to the airport, Mall of America, and scattered employment sites in Minneapolis neighborhoods. The Green Line provides additional access to the University of Minnesota, Downtown Saint Paul, and many Saint Paul neighborhoods. The Mississippi Skyway will expand access to these publicly funded investments.



Appendix E, Figure 1 – Project Location and Trail Map

Alternatives and Barriers to Safe Pedestrian Movement

The Mississippi Skyway would provide a safe grade-separated pedestrian and bicycle connection between The COR and the Mississippi River and across the existing barrier of the TH 10 corridor and rail line.

TH 10 is a 4-lane divided highway that is a primary east-west route in Anoka County, serving as a commuter corridor to the Minneapolis/St. Paul Metropolitan Area with annual average daily traffic of 43,500 vehicles per day in the project area.

BNSF runs parallel to TH 10. There has been a nearly 40 percent increase in freight traffic since 2012, when approximately 48 freight trains passed through each day. In addition to freight trains, these tracks also facilitate the Northstar Commuter Rail system.

In the Fall of 2014, the City of Ramsey constructed an extension of Riverdale Drive from Alpaca Street NW to Traprock Street NW at the regional park. This roadway extension is parallel to and immediately to the south of the existing Minnesota Department of Transportation's ROW occupied by TH 10.

The closest alternate pedestrian and bicycle crossing of TH 10 is at Armstrong Boulevard when the new interchange design is constructed. A user traveling from the Ramsey Northstar Station to the proposed south touch-down point of the Mississippi Skyway by way of Armstrong Boulevard would travel an additional 1.7 miles or an estimated 35 minutes of walking time. Such an extensive non-direct route would be prohibitive from a user's standpoint, and will continue to invite illegal pedestrian crossings as has been problematic throughout the highway and railroad corridors.

Absent a pedestrian overpass, TH 10, the railroad corridor and the parallel Riverdale Drive will continue to act as a physical barrier between Ramsey's mixed-use development, commuter rail station, and regional investments on both sides of the highway and the amenities along the Mississippi River which could hinder sustainable development potential and economic growth in the region.

Mississippi Skyway Preliminary Engineering Report

SRF Consulting Group, Inc. was engaged to assess the feasibility of constructing a grade separated crossing over TH10 and Riverdale Drive. The study included the following objectives:

- *Identify potential locations for a new pedestrian bridge crossing of TH 10 and Riverdale Drive.*
- *Conduct preliminary analysis of alignments and profiles for further consideration in future design phases.*
- *Identify impacts to adjacent private and public lands for possible Right-of-Way (ROW) easements and acquisitions.*
- *Identify impacts to existing utilities.*
- *Outline potential structure types and aesthetic options for consideration.*
- *Provide an outline of future tasks to continue to move the project forward in compliance with anticipated funding requirements.*
- *Review possible additional site development options for the surrounding site to facilitate pedestrian and bicycle connections to the approach areas.*

Throughout the process, multiple alignments were considered (see Appendix B & Appendix J). With assistance from the City, the preferred alignment selected was a straight alignment from the Ramsey Northstar Station over TH 10 and Riverdale Drive with a circular helix approach ramp on the south side of Riverdale Drive.

Wayfinding and bridge aesthetics were also taken into consideration. The proposed bridge aesthetics take their cue from the surrounding civic architecture including City Hall, the municipal parking ramp, and the Northstar Ramsey Station. Undoubtedly, MnDOT, local stakeholders and the greater community will have an interest in the visual quality of the structure. Further input from stakeholders will help ensure that the bridge will be an attractive and distinctive civic landmark that reflects community values.

Preferred Pedestrian Bridge Concept D

Seven different structure types were considered as feasible options for the pedestrian bridge. The City has identified Bridge Concept D in Appendix E as the preferred option, which includes dual bowstring truss center spans with concrete girder side spans. Preferred Bridge Concept D is described as follows:

- *Visual emphasis is at the center of the bridge at the arcing trusses.*
- *The new bridge will be distinct from the existing enclosed skyway but will complement its appearance.*
- *Center trusses and vertical piers are the dominant architectural features.*
- *A center pier is required in the TH10 median. Decorative railing enclosure creates an "open" experience on the deck without a roof.*

Estimated Project Costs and Funding Sources

A preliminary estimate of project costs has been developed based on the proposed pedestrian bridge options presented in this report. The preferred bridge concept costs are estimated at $5.1 million to $5.6 million. These costs are based on 2015 dollars and include a 10% contingency and an estimated 20% for engineering and construction administration cost.

In 2014, the National Parks Service (NPS) awarded the City a grant for construction related activity for the Mississippi Skyway pedestrian bridge. The "MISSISSIPPI RIVER SKYWAY BRIDGE - MISSISSIPPI NATIONAL RIVER AND RECREATION AREA (MISS)" grant provides total program funding of $490,000 with a grant availability sun-set date in 2017.

The City is considering multiple additional funding options and partners for the final design considerations, construction, and maintenance of the proposed pedestrian bridge facility.

This report has conservatively assumed the use of typical Federal funding sources for purposes of estimating total project costs. Note that multiple Federal funding sources are available, and each may present a different set of specific project criteria.

Next Steps

The Mississippi Skyway pedestrian bridge project will likely require a Cooperative Construction Agreement between the City and MnDOT.

An Environmental Review Summary has been prepared (see Appendix H) to identify existing resources within the vicinity of the Mississippi Skyway project. An environmental review document will be needed to meet requirements of the National Environmental Policy Act. The type of document will be determined when funding is identified based on coordination with funding partners and federal agencies. The construction of the bridge is anticipated to be a Categorical Exclusion (Type II document; no significant environmental impacts are anticipated.)

Right-of-Way: Easements and land acquisitions can be negotiated at this time and should be prepared to satisfy Federal real estate acquisition statutes and regulations.

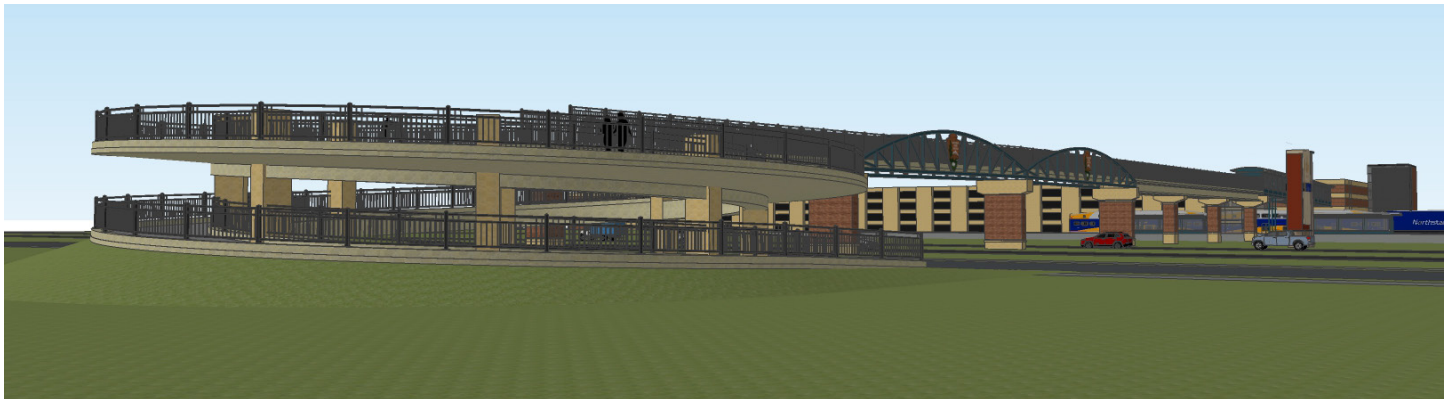
Utility coordination may begin with impacted utilities so that utility owners can begin to determine the extent of the impact and the preliminary resolution, whether it be modification or relocation.

MnDOT coordination may continue. A MnDOT State/Federal Aid project coordinator will need to be assigned for determining the State/Federal processes to be followed and for review of preliminary and final construction documents.

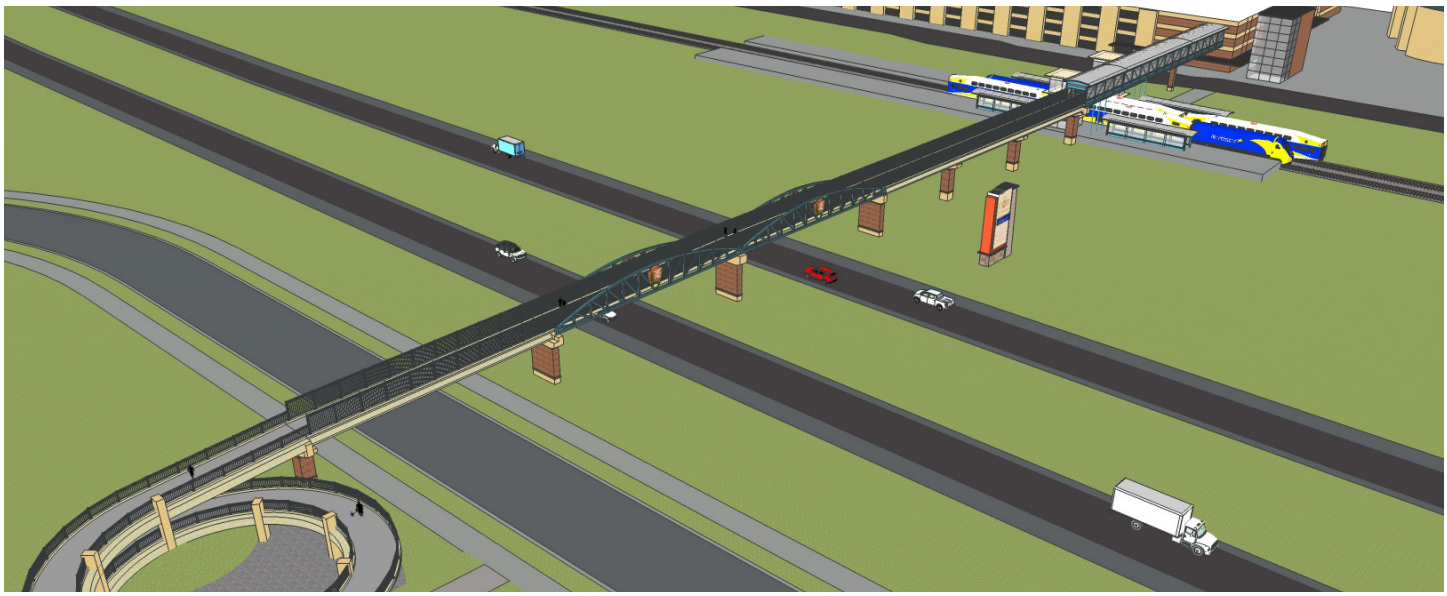
The draft preliminary bridge plans included in the report may be advanced to a complete preliminary plan for review and approval by the MnDOT Bridge Office Preliminary Plan Review Unit. Upon approval of the preliminary plan, the final design and plans may be prepared and reviewed per the Cooperative Construction Agreement Process.

Preparation of funding applications and requests for letters of support may begin at this time while other steps outlined above are on-going.

Appendix E, Figure 20 – Preferred Concept D View from TH 10



Appendix E, Figure 19 – Preferred Concept D View of helix structure from the south



Appendix E, Figure 18 – Preferred Concept D Bird's eye view

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Saint Paul, MN 55101

NO HARD COPY TO FOLLOW

March 31, 2017

Karen Blaska
Park Planner
Anoka County Parks and Recreation
550 Bunker Lake Blvd. NW
Andover, MN 55304

Dear Karen:

The purpose of this letter is to inform Anoka County that the Mississippi National River and Recreation Area (NRRA), National Park Service (NPS), supports the proposed amendment to the Mississippi West Regional Park (MWRP) Master Plan, as described below. MWRP is completely within the Mississippi NRRA and along the 3,000-mile Mississippi River National Millennium Trail (MRT). It is an important, multimodal destination in the NRRA, as identified in the park's Alternative Transportation System Five Year Implementation Plan (2017 – 2021).

Since 1996, the National Park Service, through its Trails and Open Space Partnership (TOSP), has been working with Anoka County and over 50 agencies and organizations to complete a continuous trail and open space, and now alternative transportation system, along the Mississippi River in the Twin Cities metro area. Through the NPS Federal Lands Transportation Program (FLTP), significant federal resources have contributed to several regional park projects in Anoka County. Projects that have received funding include improvements at Anoka County Riverfront and Coon Rapids Dam Regional Parks. Most recently, the City of Ramsey received $490,000 for the Mississippi Skyway Bridge, which will connect the Northstar Rail station in Ramsey to Mississippi West Regional Park and the MRT. The project is a high priority of the NRRA's Five Year Alternative Transportation Plan as it provides safe, multi-modal access to the park.

The NRRA supports the County's Mississippi West Regional Park Master Plan Amendment, and we trust Anoka County continues to support the Mississippi Skyway Bridge as a phased improvement. Our understanding, in approving the 2011 master plan, the Metropolitan Council required Anoka County negotiate a cost sharing agreement related to the development of the pedestrian overpass prior to seeking regional parks funding for the project. We encourage the county to continue to work with the Metropolitan Council and the City of Ramsey to develop the Mississippi Skyway Bridge. Significant federal resources have been committed to its development and some additional resources are pending.

I look forward to continuing to work with Anoka County on these and other improvements within the Mississippi NRRA. If you have any questions, please do not hesitate to give me a call at 651-293-8432.

Sincerely,

John O. Anfinson

John Anfinson
Superintendent

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

CC Regular Session **7. 5.**

Meeting Date: 04/25/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #17-04-097 Approving Joint Powers Agreement with Anoka County for Conveying Park Property and Constructing Riverdale Drive Extension

Purpose/Background:

Purpose:

The purpose of this case it to adopt Resolution #17-04-097 approving a Joint Powers Agreement between Anoka County and the City of Ramsey as requested by Anoka County so Anoka County Park property can be conveyed to the City for construction of the Riverdale Drive extension between Traprock Street and Ramsey Boulevard as part of City Improvement Project #16-20.

Background:

Anoka County requests City of Ramsey approval of the attached draft Joint Powers Agreement (JPA) that defines the terms of agreement between Anoka County and the City of Ramsey for conveying 5.31 acres of Anoka County's Mississippi West Regional Park property for construction of the Riverdale Drive Extension between Traprock Street and Ramsey Boulevard. The JPA defines the respective rights and responsibilities of both parties related to the conveyance of property and the construction of Riverdale Drive.

Approval of the draft JPA will allow the City to move forward with the Riverdale Drive Extension project in 2017, including using the $584,280 in Cooperative Agreement funding awarded to the City by the Minnesota Department of Transportation (MnDOT) through the Metro Municipal Agreement Program. Accepting the awarded funds for the Riverdale Drive Extension project obligated the City to letting the project by June 30, 2017. If this does not happen, funding may be withdrawn. Approving the JPA now will allow the City to let the project by June 30, 2017.

The City Attorney reviewed and approved the attached draft JPA.

Notification:

No notifications were required for this case.

Observations/Alternatives:

Observations:

The most pertinent conditions of the JPA include;

- The City must reimburse Anoka County in the amount of $200,000 for the required 5.31 acres of roadway right-of-way. This is based on an appraisal completed by the City, which Anoka County accepted. Upon payment, Anoka County shall convey the property by Quit Claim Deed to the City.
- The City will pay all costs for designing, bidding, and constructing the Riverdale Drive extension, except for any water services stubbed to the Park property which Anoka County will pay for.

- Anoka County will retain a small easement area for maintaining the billboard in the northeast corner of the Park.

If the City does not approve the draft JPA as requested by Anoka County the City may lose $584,280 of awarded MMA funding.

Alternatives:
Alternative #1 – Motion adopting Resolution #17-04-097 approving the Joint Powers Agreement with Anoka County for conveying Park property and constructing Riverdale Drive Extension.

Alternative #2 – Motion denying adoption of Resolution #17-04-097 at this time.

Funding Source:
As previously noted, the City must reimburse Anoka County in the amount of $200,000 for the required 5.31 acres of roadway right-of-way. These funds are proposed to be paid from MSA funds.

Recommendation:
Staff recommends alternative #1.

Staff does not support Alternative #2 as this could negatively impact the project letting date which could result in the City losing the awarded MMA funds.

Action:
Adopt Resolution #17-04-097 approving the Joint Powers Agreement with Anoka County for conveying Park property and constructing Riverdale Drive Extension.

Attachments

Resolution
JPA IP1620

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:25 PM
Form Started By: Bruce Westby		Started On: 04/18/2017 07:59 AM
Final Approval Date: 04/20/2017		

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

RESOLUTION #17-04-097

RESOLUTION APPROVING JOINT POWERS AGREEMENT WITH ANOKA COUNTY FOR CONVEYING PARK PROPERTY AND CONSTRUCTING RIVERDALE DRIVE EXTENSION

WHEREAS, the City of Ramsey desires to extend Riverdale Drive from Traprock Street to Ramsey Boulevard to complete the south frontage road to U.S. Highway 10 between Armstrong Boulevard and Ramsey Boulevard; and

WHEREAS, the City of Ramsey's Capital Improvement Program identifies this project for construction in calendar year 2017; and

WHEREAS, this improvement project is identified as an immediate priority in the Highway 10 Access Planning Study completed in 2014 as a partnership between the Minnesota Department of Transportation (MnDOT) and the Anoka County Highway Department; and

WHEREAS, constructing the extension of Riverdale Drive will impact approximately 5.31 acres of the Mississippi West Regional Park which is owned by Anoka County; and

WHEREAS, Anoka County is requesting the City of Ramsey to approve a Joint Powers Agreement that defines the respective rights and responsibilities of both parties related to the conveyance of property and the construction of Riverdale Drive; and

WHEREAS, the City of Ramsey and Anoka County desire to work cooperatively to construct the proposed improvements.

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

1) That the City of Ramsey agrees to reimburse Anoka County in the amount of $200,000 for the required 5.31 acres of right-of-way needed to extend Riverdale Drive through the Mississippi West Regional Park.

2) That the City of Ramsey agrees to pay for all costs required to design, bid, and construct the extension of Riverdale Drive, except for all costs required to construct the water service stubs to serve Mississippi West Regional Park, which Anoka County agrees to pay for.

3) That the Joint Powers Agreement for conveying Park property and constructing the extension of Riverdale Drive is hereby approved with the conditions noted above.

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 25th day of April, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Anoka County Contract No. _____

JOINT POWERS AGREEMENT
FOR CONVEYANCE OF PROPERTY AND
CONSTRUCTION OF RIVERDALE DRIVE EXTENSION

This Joint Powers Agreement (JPA) is made and entered into this ____ day of _____, 2017, by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue North, Anoka, Minnesota, 55303, hereinafter referred to as "County," and the City of Ramsey, a municipal corporation under the laws of the State of Minnesota, 7550 Sunwood Drive Northwest, Ramsey, Minnesota 55303, hereinafter referred to as the "City".

WITNESSETH

WHEREAS, access to parks, trails, and recreation areas, are essential to the quality of life, health and welfare of the City, the County, the region and the state's residents; and

WHEREAS, the City is proposing to construct an extension of Riverdale Drive, running along Highway 10, which will benefit access to City property, connect local streets, and improve the entrance to the Mississippi West Regional Park ("MWRP"); and

WHEREAS, the City needs to acquire certain unimproved property from the County for purposes of constructing the extension of Riverdale Drive through a small portion of MWRP; and

WHEREAS, the County will receive economic resources from the City's purchase of land, to invest entirely in MWRP; and

WHEREAS, Minnesota Statute § 471.59 authorizes political subdivisions of the State to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED AS FOLLOWS:

I. PURPOSE

The parties have joined together for the purpose of enabling the City to construct a frontage road connecting Riverdale Drive Northwest, which runs along Highway 10, to provide access to City property and improve the entrance to Mississippi West Regional Park (the "Project"), as depicted in the attached **Exhibit A.** It is the intent of this JPA to outline the parties' respective rights and responsibilities regarding the acquisition of land, planning, easements, engineering and capital costs to complete the Project.

II. TERM / TERMINATION

This agreement is effective upon execution and will remain in effect until all obligations under this Agreement are successfully completed by the parties.

III. PURCHASE OF LAND / EASEMENT / COST ALLOCATION

A. The City agrees to purchase unimproved land from the County, totaling approximately 5.31 acres (the "Property"), for purposes of the Project which is legally described in the attached Exhibit A. The parties agree that the City will pay the County the appraised value of $200,000 to acquire the Property.

B. Upon receipt of payment, the County shall convey the Property to the City by a Quit Claim Deed. The deed will reserve an easement to maintain an existing billboard. The County's easement shall exist over, under, and across such tract of land together with a reasonable right of access for the County's exclusive use to lease and maintain the easement area, or any part thereof, to collect rent therefrom, and to enforce such leases as necessary. The easement area is legally described in the attached **Exhibit B**.

C. Except as provided in paragraph D. below, all costs of the Project, including environmental, engineering, and construction contracts, are assigned to the City. The City anticipates the use of certain grant funds for this project to cover its overall total project cost. Funding obligations not covered by grant funds will be paid for by the City. The County will not be assessed any costs associated with the extension of Riverdale Drive in connection with this JPA.

D. The County agrees to pay for expenses involved in the installation and connection of water main stubs, which serve the Mississippi West Regional Park. The anticipated cost of the water main hook-up is $10,000 – $15,000. The City will invoice the County for reimbursement of these expenses upon completion of work.

IV. METHODS /DESIGN /CONSTRUCTION

The City shall be responsible for all engineering and design services and shall prepare plans and specifications for the Project. The City shall do the calling for all bids and the acceptance of all bid proposals and shall cause the construction of the Project in conformance with the approved plans and specifications. After receipt of all necessary governmental approvals, the City shall cause the commencement of the Project's construction and shall notify the County.

V. DISBURSEMENT OF FUNDS

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

VI. CONTRACTS AND PURCHASES

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

VII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts and disbursements shall be made upon request by either party.

VIII. OWNERSHIP OF IMPROVEMENTS

All improvements constructed as a part of the Project shall be owned and maintained by the City.

IX. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if delivered to the County Administrator of Anoka County, 2100 Third Avenue North, Anoka, Minnesota 55303, on behalf of the County, and the City Administrator of Ramsey, 7550 Sunwood Drive Northwest, Ramsey, Minnesota 55303, on behalf of the City.

X. INDEMNIFICATION

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

XI. ENTIRE AGREEMENT REQUIREMENT OF WRITING

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

(The remainder of this page is intentionally left blank)

IN **WITNESS WHEREOF**, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF ANOKA

By:_____
Rhonda Sivarajah
Chair; County Board of Commissioners

Dated: _____

ATTEST

By: _____
Jerry Soma
County Administrator

Dated: _____

CITY OF RAMSEY

By:_____
Sarah Strommen
Mayor

Dated: _____

By:_____
Kurt Ulrich
City Administrator

Dated: _____

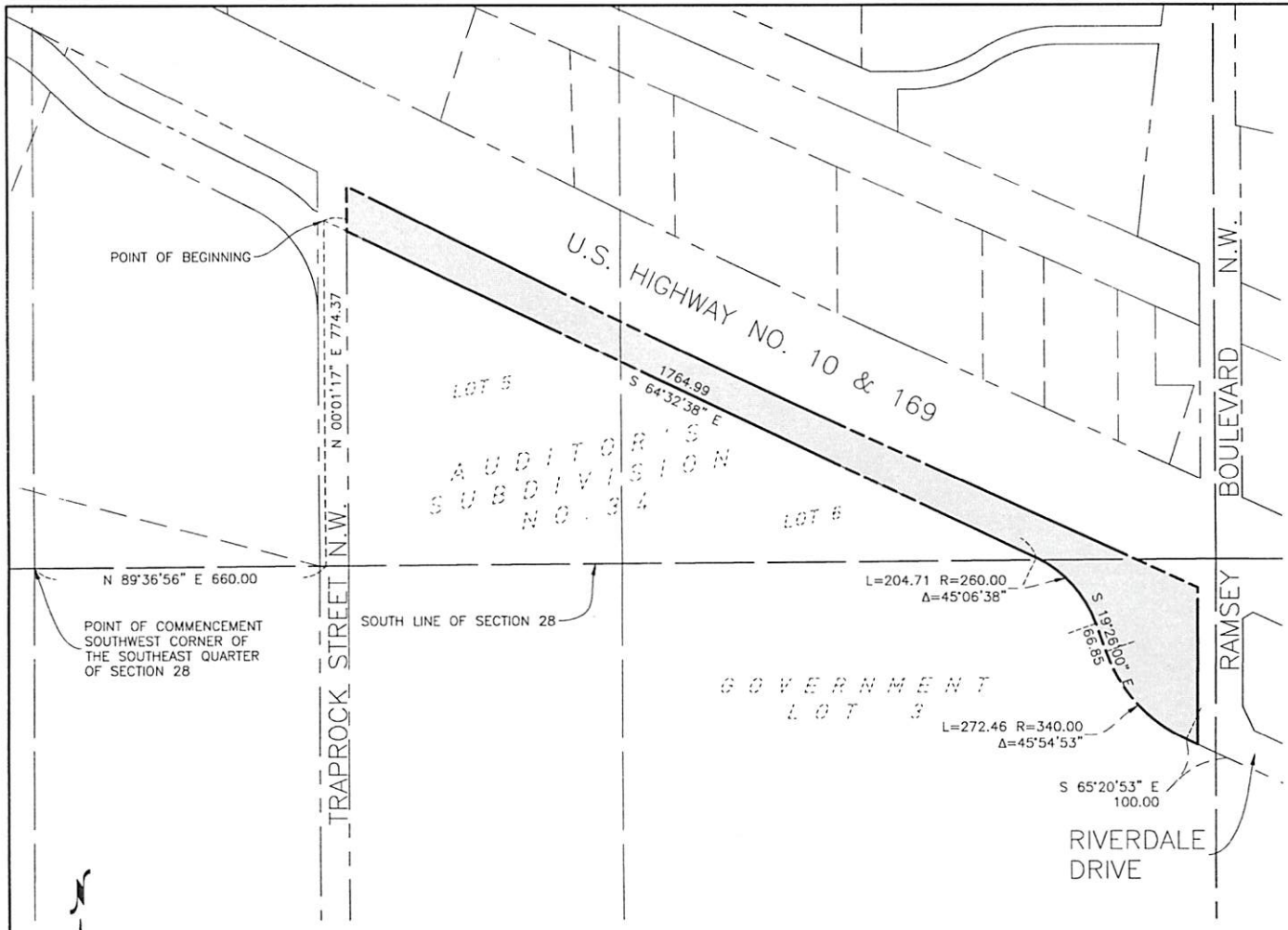
APPROVED AS TO FORM

By:_____
Christine Carney
Assistant County Attorney

Dated: _____

By: _____
Joseph Langel
City Attorney

Dated: _____



PROPOSED DESCRIPTION

Those parts of Lots 5 and 6, AUDITOR'S SUBDIVISION NO. 34, according to the recorded plat thereof, Anoka County, Minnesota and that part of Government Lot 3, Section 33, Township 32, Range 25, said Anoka County, which lies southerly of U.S. Highway No. 10 & 169 per Minnesota Department of Transportation Monumentation Plat 02-M4, lies easterly of Traprock Street North West, and northerly of the following described line:

Commencing at the southwest corner of the southeast quarter of Section 28, said Township 32; thence North 89 degrees 36 minutes 56 seconds East, assumed bearing along the southerly line of said Section 28, a distance of 660.00 feet; thence North 00 degrees 01 minutes 17 seconds East, a distance of 774.37 feet to the point of beginning of the line to be described; thence South 64 degrees 32 minutes 38 seconds East, a distance of 1764.99 feet; thence southeasterly, a distance of 204.71 feet, along a tangential curve concave to the southwest, having a radius of 260.00 feet, and a central angle of 45 degrees 06 minutes 38 seconds; thence South 19 degrees 26 minutes 00 seconds East, tangent to the last described curve, a distance of 66.85 feet; thence southeasterly, a distance of 272.46 feet, along a tangential curve concave to the northeast, having a radius of 340.00 feet, and a central angle of 45 degrees 54 minutes 53 seconds; thence South 65 degrees 20 minutes 53 seconds East, tangent to the last described curve, a distance of 100.00 feet and said line there terminating.

EXCEPTING therefrom that part lying within Ramsey Boulevard (formerly known as Riverdale Drive) as delineated and dedicated on the plat of RIVENWICK THIRD ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

PROPOSED RIGHT OF WAY TO BE ACQUIRED CONTAINING 231,394 SQ. FT.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Nathaniel T. Stadler
License Number 43934

04/20/2017
Date

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RIGHT OF WAY TO BE ACQUIRED EXHIBIT
RAMSEY, ANOKA COUNTY, MINNESOTA

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MINNESOTA 55303
(763)-433-2851

LOTS 5 & 6 AUDITOR'S SUBDIVISION, ANOKA COUNTY, MINNESOTA
GOVERNMENT LOT 3, SECTION 33, TOWNSHIP 32, RANGE 25

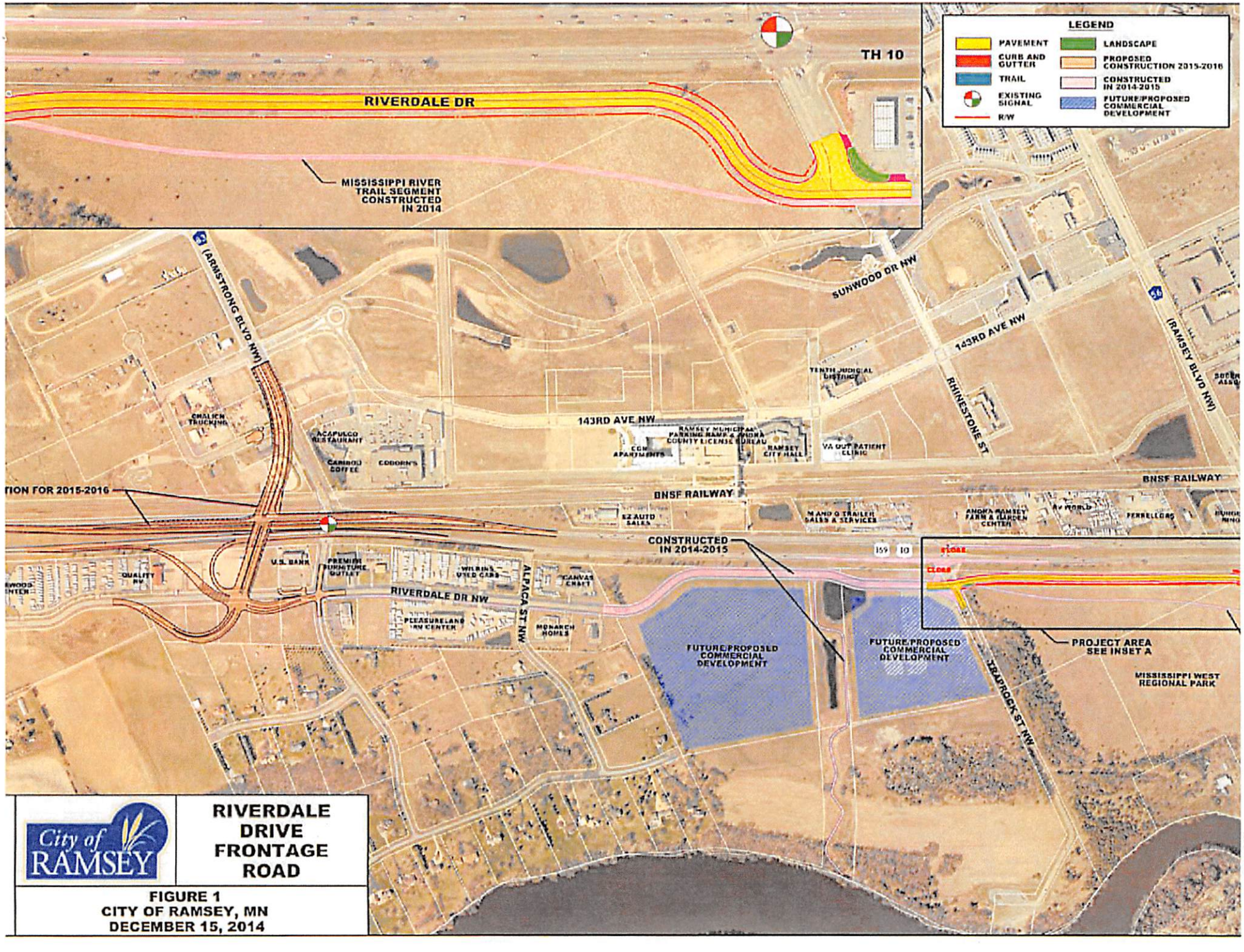
FOR: CITY OF RAMSEY

H:\RAMS\R16111092\CAD\C3D\111092EX1.DWG 04-20-2017 7:03a.m.

JOB NUMBER: R16.111092 FIELD BOOK: N/A DRAWN BY: ALH

S28-T32-R25-43-44, S33-T32-R25-11

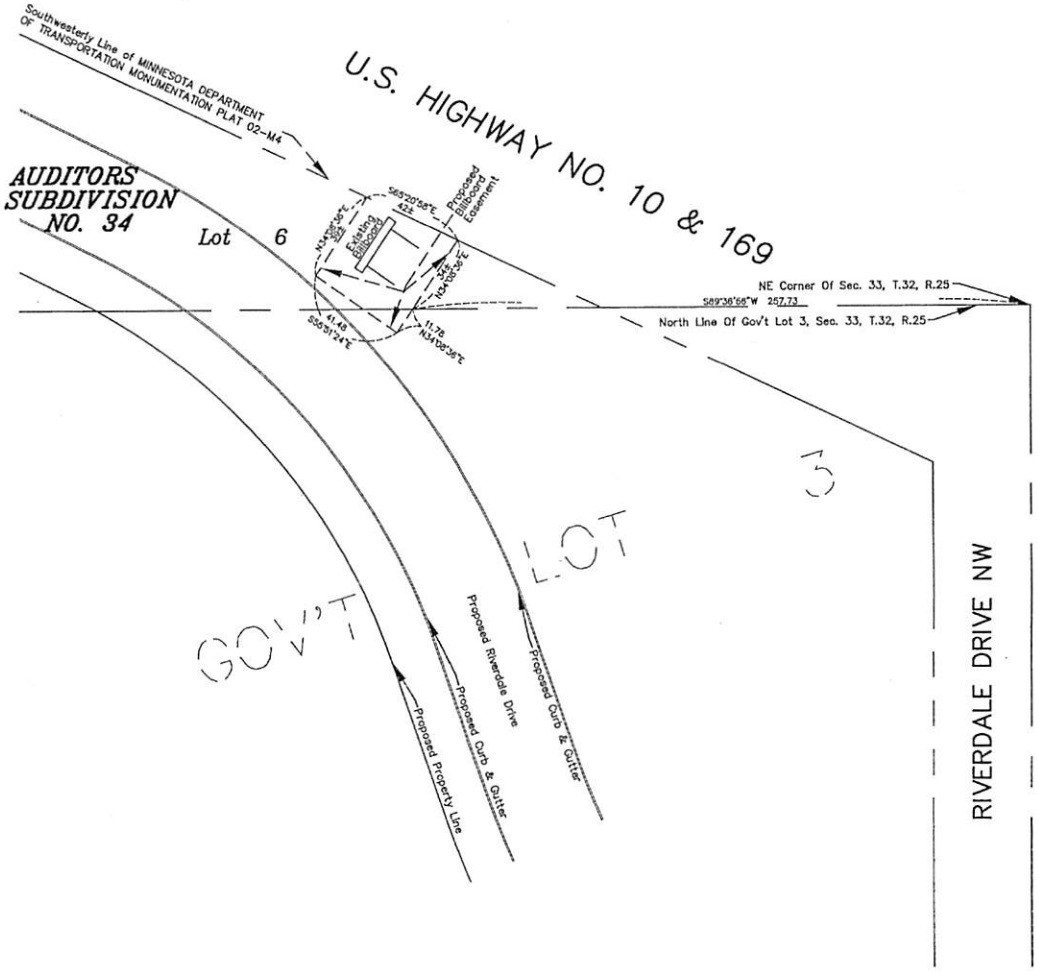
EXHIBIT
A

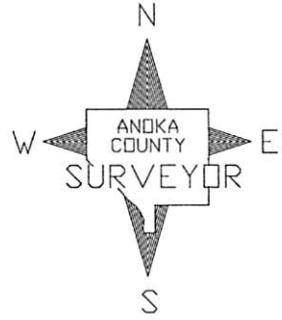


City of RAMSEY

RIVERDALE DRIVE FRONTAGE ROAD

FIGURE 1
CITY OF RAMSEY, MN
DECEMBER 15, 2014





GRAPHIC SCALE

50 0 25 50

1 inch = 50 ft.

Bearing System Is Assumed.

A permanent easement for billboard purposes, over, under and across that part of Lot 6, AUDITOR'S SUBDIVISION NUMBER 34, Anoka County, Minnesota, and that part of Government Lot 3, Section 33, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the northeast corner of said Section 33; thence South 89 degrees 36 minutes 56 seconds West, bearing assumed, along the north line of said Government Lot 3, a distance of 257.73 feet to the point of beginning of the permanent easement to be described; thence South 34 degrees 08 minutes 36 seconds West 11.78 feet; thence North 55 degrees 51 minutes 24 seconds West 41.48 feet; thence North 34 degrees 08 minutes 36 seconds East 39 feet, more or less, to the southwesterly line of MINNESOTA DEPARTMENT OF TRANSPORTATION MONUMENTATION PLAT 02-M4, Anoka County, Minnesota; thence southeasterly 42 feet, more or less, along said southwesterly line of MINNESOTA DEPARTMENT OF TRANSPORTATION MONUMENTATION PLAT 02-M4, to its intersection with a line bearing North 34 degrees 08 minutes 36 seconds East from the point of beginning; thence South 34 degrees 08 minutes 36 seconds West 34 feet, more or less to the point of beginning.

Said permanent easement containing 1,756 square feet, more or less.

Parts of P.I.N. 28-32-25-43-0005 and P.I.N. 33-32-25-11-0003

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

LARRY D. HOIUM

Date MARCH 31, 2017 License No. 18165

ANOKA COUNTY SURVEYOR'S OFFICE

2100 3RD AVENUE NORTH, ROOM 224
ANOKA, MN. 55303 763-323-5511

DESCRIPTION SKETCH for ANOKA COUNTY PARKS DEPARTMENT

DATE : MARCH 30, 2017 | SHEET 1 OF 1 SHEET

EXHIBIT

tabbies

B

Anoka County
TRANSPORTATION DIVISION
Surveyor's Office

LARRY D. HOIUM, LS
County Surveyor

Exhibit B

A permanent easement for billboard purposes, over, under and across that part of Lot 6, AUDITOR'S SUBDIVISION NUMBER 34, Anoka County, Minnesota, and that part of Government Lot 3, Section 33, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the northeast corner of said Section 33; thence South 89 degrees 36 minutes 56 seconds West, bearing assumed, along the north line of said Government Lot 3, a distance of 257.73 feet to the point of beginning of the permanent easement to be described; thence South 34 degrees 08 minutes 36 seconds West 11.78 feet; thence North 55 degrees 51 minutes 24 seconds West 41.48 feet; thence North 34 degrees 08 minutes 36 seconds East 39 feet, more or less, to the southwesterly line of MINNESOTA DEPARTMENT OF TRANSPORTATION MONUMENTATION PLAT 02-M4, Anoka County, Minnesota; thence southeasterly 42 feet, more or less, along said southwesterly line of MINNESOTA DEPARTMENT OF TRANSPORTATION MONUMENTATION PLAT 02-M4, to its intersection with a line bearing North 34 degrees 08 minutes 36 seconds East from the point of beginning; thence South 34 degrees 08 minutes 36 seconds West 34 feet, more or less to the point of beginning.

Said permanent easement containing 1,756 square feet, more or less.

Parts of P.I.N. 28-32-25-43-005 and P.I.N. 33-32-25-11-0003

CC Regular Session **7. 6.**

Meeting Date: 04/25/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

MOU: Arterial Infrastructure to Serve Ramsey's Future Business Park & Capstone Homes Development

Purpose/Background:

PURPOSE

Consider the attached Memorandum of Understanding (MOU) proposal for funding and constructing arterial infrastructure improvements located on Bunker Lake Boulevard and Puma Street, adjacent to the City's new business park.

BACKGROUND & ALTERNATIVES

Please see attached documents.

GUESTS

Staff anticipates the individuals below to be in attendance at this meeting for this agenda item. These individuals will be available to answer questions and provide additional background information if needed.

-Steve Bona of Capstone Homes
-Al Pearson of Pearson Farms
-John Dobbs, Pearson Farms Broker
-Jason Aarsvold of Ehlers
-Michael Altimari of Hageman Holdings
-Matt Kuker of PSD.

Notification:

NA

Observations/Alternatives:

Please see attached "alternatives" document.

Funding Source:

TBD

Recommendation:

EDA

The EDA reviewed this case at their meetings on 03/09 and 04/13. Below is a summary of EDA feedback:

- The EDA made several suggestions based on their original review on 03/09. Those suggestions were outlined in a previous Council case. All of said suggestions have been addressed and incorporated in the attached MOU.
- The EDA is generally supportive of the attached MOU, including use of EDA funding, and is generally

supportive of this overall initiative.

COUNCIL

The Council reviewed this case on 03/28. Attached are draft Council minutes. Below is a summary of preliminary Council feedback:

- The Council is generally supportive of the attached MOU, and the corresponding projects.
- The Council is generally open to considering the option of using EDA dollars for funding this project. The Council does not want to bond for this project.

Action:

Motion to recommend the City Council:

Adopt the attached MOU between the City of Ramsey, Capstone Homes, and Hageman Holdings; subject to final review and amendments by the City Attorney.

Attachments

MOU
Background
Alternatives
City QA Log
Capstone QA Log
EDA Minutes
Council Minutes
Study

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:36 PM
Form Started By: Patrick Brama		Started On: 04/18/2017 10:47 AM
Final Approval Date: 04/20/2017		

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into between the **City of Ramsey**, Minnesota, a Minnesota municipal corporation, ("City"), **Capstone Homes, Inc**., a Minnesota corporation ("Capstone Homes"), and **Hageman Holdings, LLC**, a Minnesota limited liability company ("Hageman Holdings").

WHEREAS, over 300-acres of green-field land is available for development located northwest of the U.S. Highway 10 and Armstrong Boulevard interchange in the City of Ramsey, Minnesota (the "Armstrong-West Developable Area"); and

WHEREAS, the City has an interest in pursuing the development of a new business park in the Armstrong-West Developable Area totaling 131.52 acres in gross size, located on three parcels currently owned by Hageman Holdings (PIDs: 20-32-25-34-0004, 29-32-25-21-0003, and 29-32-25-12-0003). A new business park can benefit the City by creating well-paying jobs, increasing tax-base, and increasing local consumer spending; and

WHEREAS, Capstone Homes is under contract to purchase 84.77 acres of land currently owned by Pearson Properties of Ramsey, LLC., located in the Armstrong-West Developable Area. Capstone Homes intends to develop a roughly 350-unit single family residential development located on three parcels (PIDs: 29-32-25-22-0004, 20-32-25-33-0001, and 20-32-25-32-0001); and

WHEREAS, a new 300-unit residential development located in the Armstrong-West Developable Area will benefit the City by providing quality new housing stock, a quality designed residential community, development fees, increased tax-base, and an increase in local consumer spending; and

WHEREAS, the development of the Armstrong-West Developable Area will require various improvements to arterial infrastructure located along Bunker Lake Boulevard and Puma Street. Arterial infrastructure improvements include trunk-water line extensions, trunk-sewer line extensions, a sewer lift station, trail extensions, new roads, street lights, and storm sewer ("Arterial Infrastructure"). Bolton & Menk, Inc. completed a conceptual feasibility analysis for Arterial Infrastructure located in the Armstrong-West Developable Area in March 2017 ("Infrastructure Study"); and

WHEREAS, Arterial Infrastructure will not only directly serve the Armstrong-West Developable Area, but will also serve the City as a whole. The proposed Arterial Infrastructure includes City trunk water/sewer system lines, a Municipal-State-Aid (MSA) street, and a collector road; and

WHEREAS, in order for Capstone Homes or the City of Ramsey to move forward with their development interests, a mutual understanding of how Arterial Infrastructure improvements will be designed, constructed, assessed, and paid for is needed; and

WHEREAS, Capstone Homes requested that the City fund the Arterial Infrastructure improvements and assess their portion of the Arterial Infrastructure improvements for Phase 1A and Phase 1B outlined in the Bolton & Menk Infrastructure Study.

NOW THEREFORE, the CITY agrees in principle to the following:

1) The City will act as the petitioning party for the Arterial Infrastructure improvements project as provided by Minnesota Statute, Chapter 429.

2) The City will design the Arterial Infrastructure Improvements for Phase 1A and Phase 1B of the Bolton & Menk Arterial Infrastructure Analysis and prepare plans and specifications.

3) The City will undertake bidding, construction, and assessing of costs for the Arterial Infrastructure Improvements.

4) The City will pay for 100% of trunk water and trunk sanitary sewer costs of Phase 1A and Phase 1B outlined in the Bolton & Menk Infrastructure Study.

5) The City will pay for the remaining Arterial Infrastructure costs for Phase 1A and Phase 1B outlined in the Bolton & Menk Infrastructure Study, not assessed to private properties.

6) The City will consider the EDA Fund and the Anoka County HRA/ EDA Ramsey Account as the primary funding sources for this project.

NOW THEREFORE, CAPSTONE HOMES agrees in principle to the following:

1) Capstone Homes will enter into an assessment agreement to be recorded against its real property to pay for 40% of applicable Arterial Infrastructure improvements for Phase 1B outlined in the Bolton & Menk Infrastructure Study.

2) Capstone Homes will enter into an assessment agreement to be recorded against its real property to pay for 16% of applicable Arterial Infrastructure improvements for Phase 1A outlined in the Bolton & Menk Infrastructure Study.

3) Capstone Homes assessment conditions will include a five (5) year term and an interest rate consistent with the City's assessment policy. In the event lots are sold by Capstone Homes before the five (5) year term expires, assessments on said lots will be due, in-full, at the time of sale.

4) Capstone Homes will supply an irrevocable letter of credit meeting City standards, for 40% of their assessed portion of Arterial Infrastructure improvements. This letter of credit will remain in place until assessments are paid in full; and can drawn down in phases.

NOW THEREFORE, HAGEMAN HOLDINGS agrees in principle to the following:

1) Hageman Holdings will enter into an assessment agreement to be recorded against Lot 1, Block 1, Alpha Development Plat to pay for 24% of applicable arterial infrastructure improvements for Phase 1A outlined in the Bolton & Menk Infrastructure Study.

2) Hageman Holdings assessments will be due at the time of closing on future land sales and shall accrue interest.

All parties agree in principle to this non-binding agreement.

THE CITY: City of Ramsey, Minnesota, a Minnesota Municipal Corporation

By: _____ Dated _____, 2017
Sarah Strommen, Mayor

By: _____
Kurt Ulrich, City Administrator

CAPSTONE HOMES: Capstone Homes, Inc., a registered Minnesota domestic business corporation

By: _____ Dated _____, 2017
Ben Minks, CEO

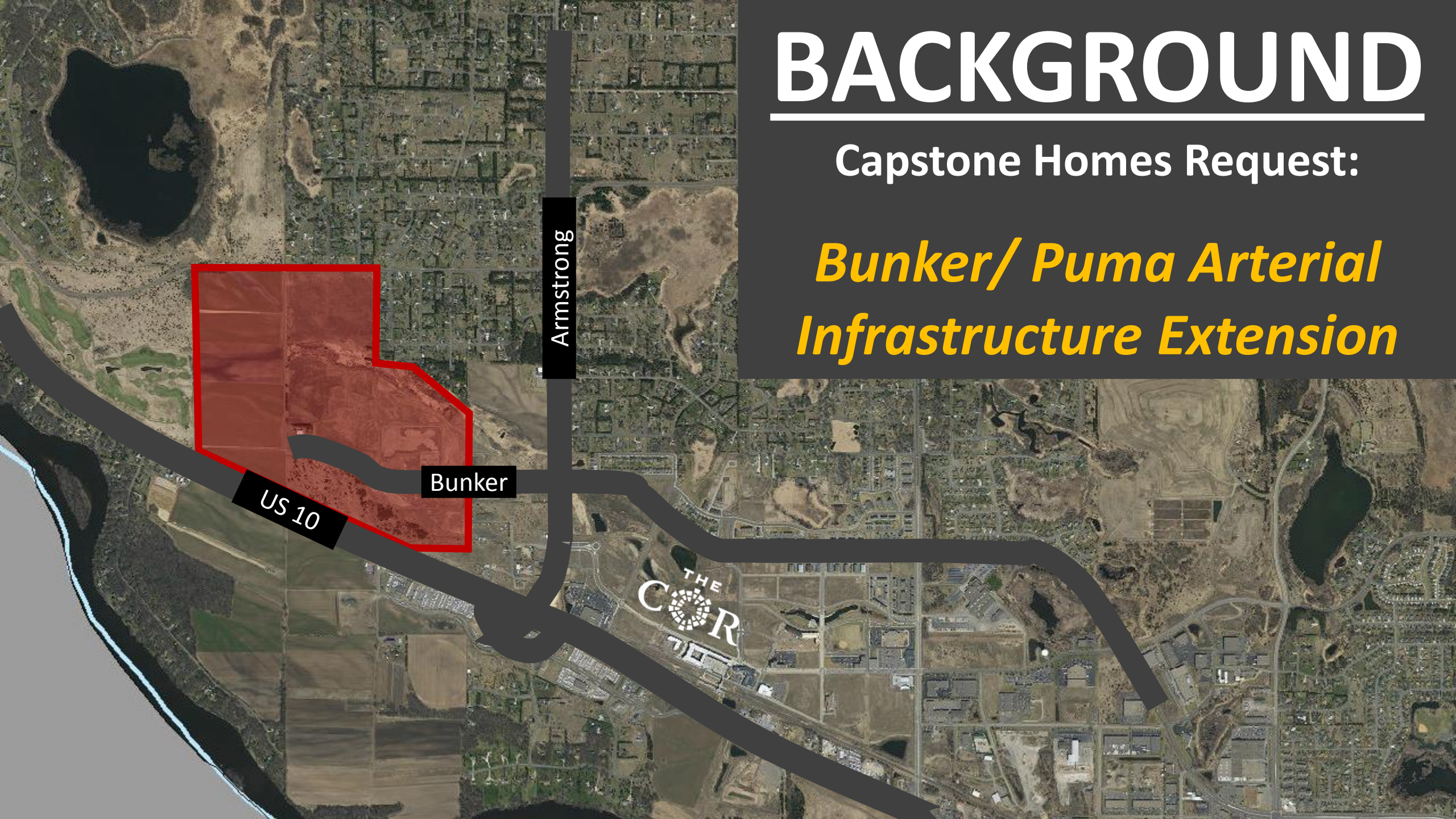
HAGEMAN HOLDINGS: Hageman Holdings, LLC, a registered Minnesota limited liability company

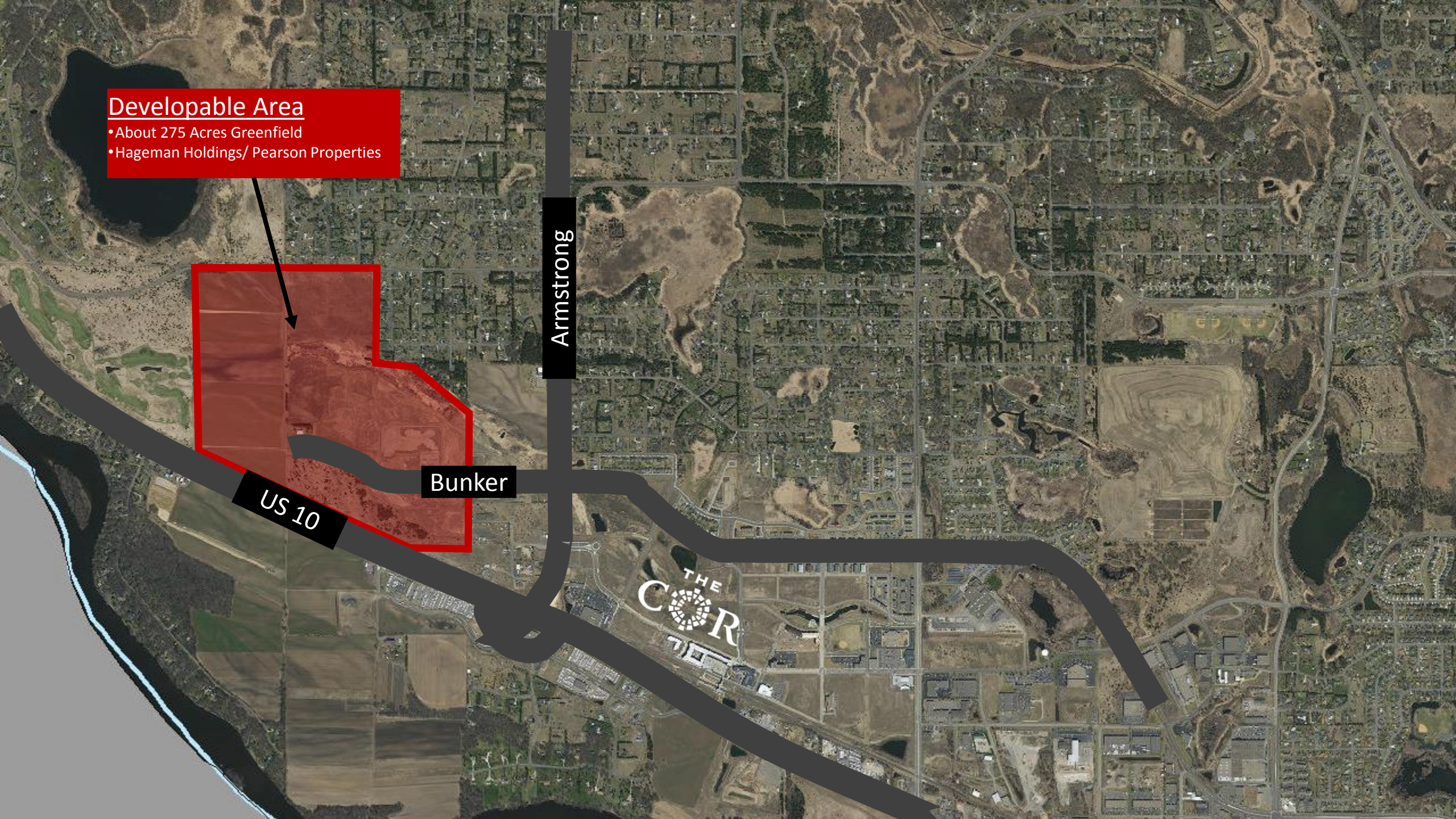
By: _____ Dated _____, 2017
Michael Hageman, Manager

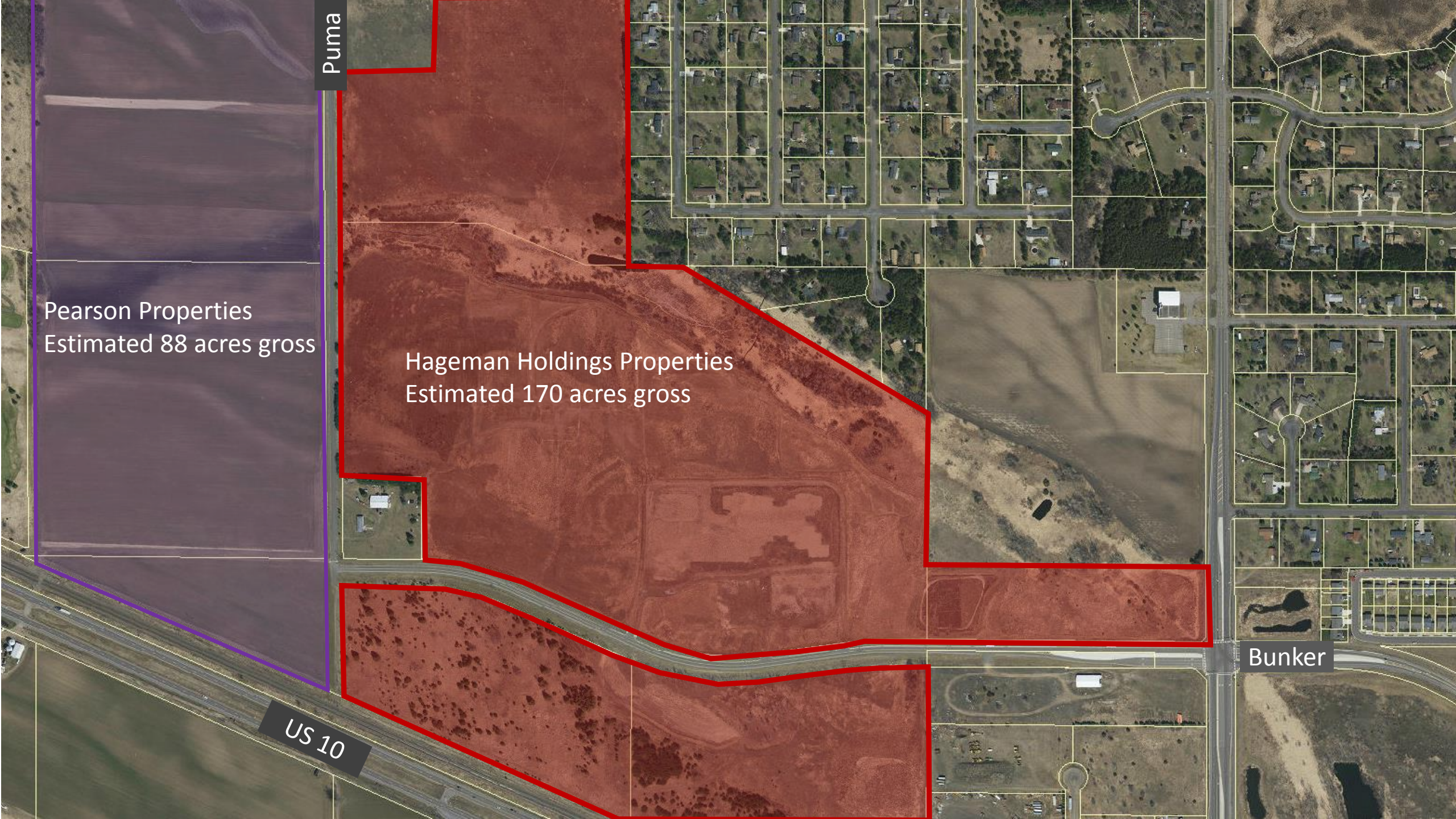
BACKGROUND

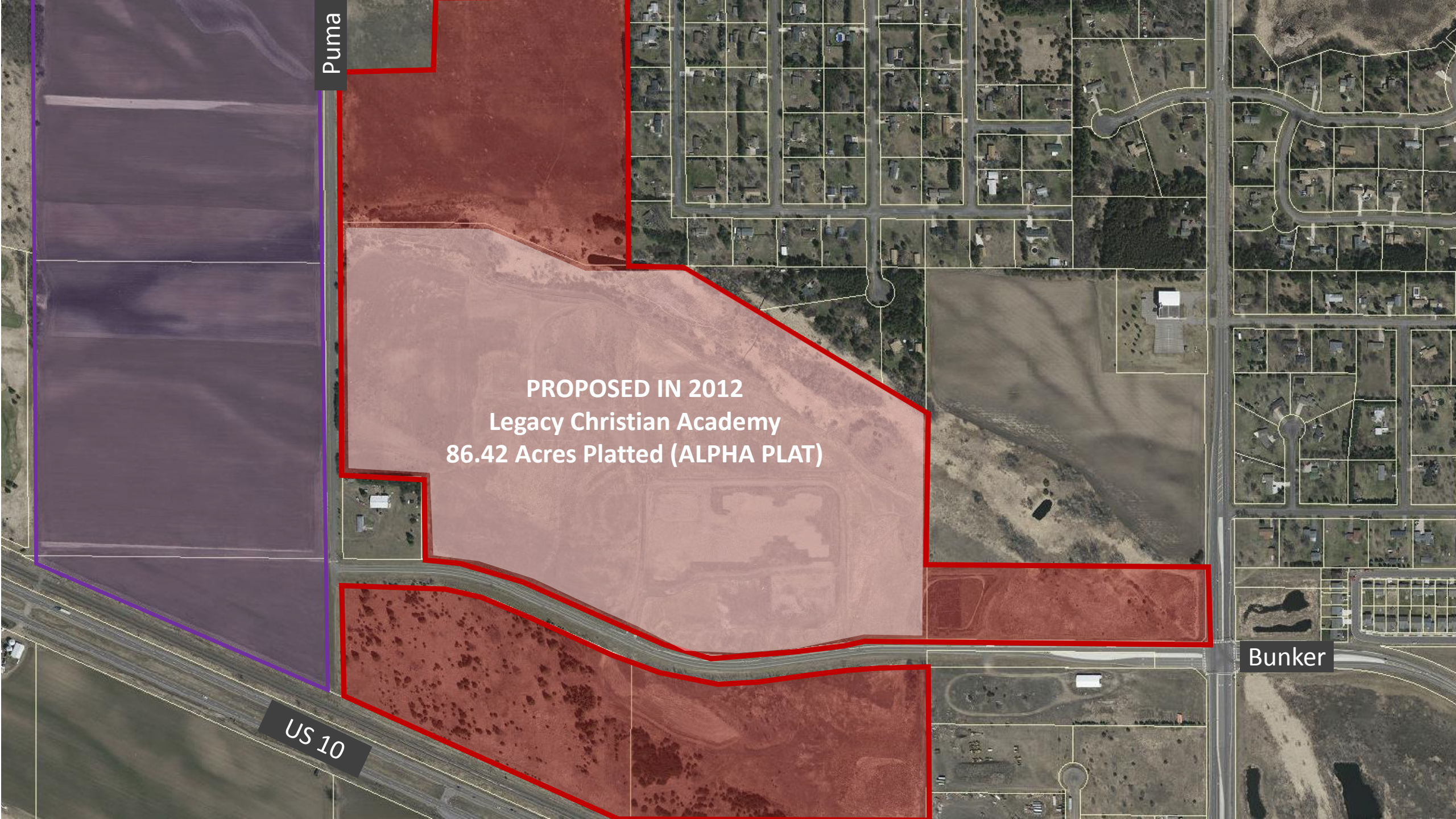
Capstone Homes Request:

Bunker/ Puma Arterial Infrastructure Extension



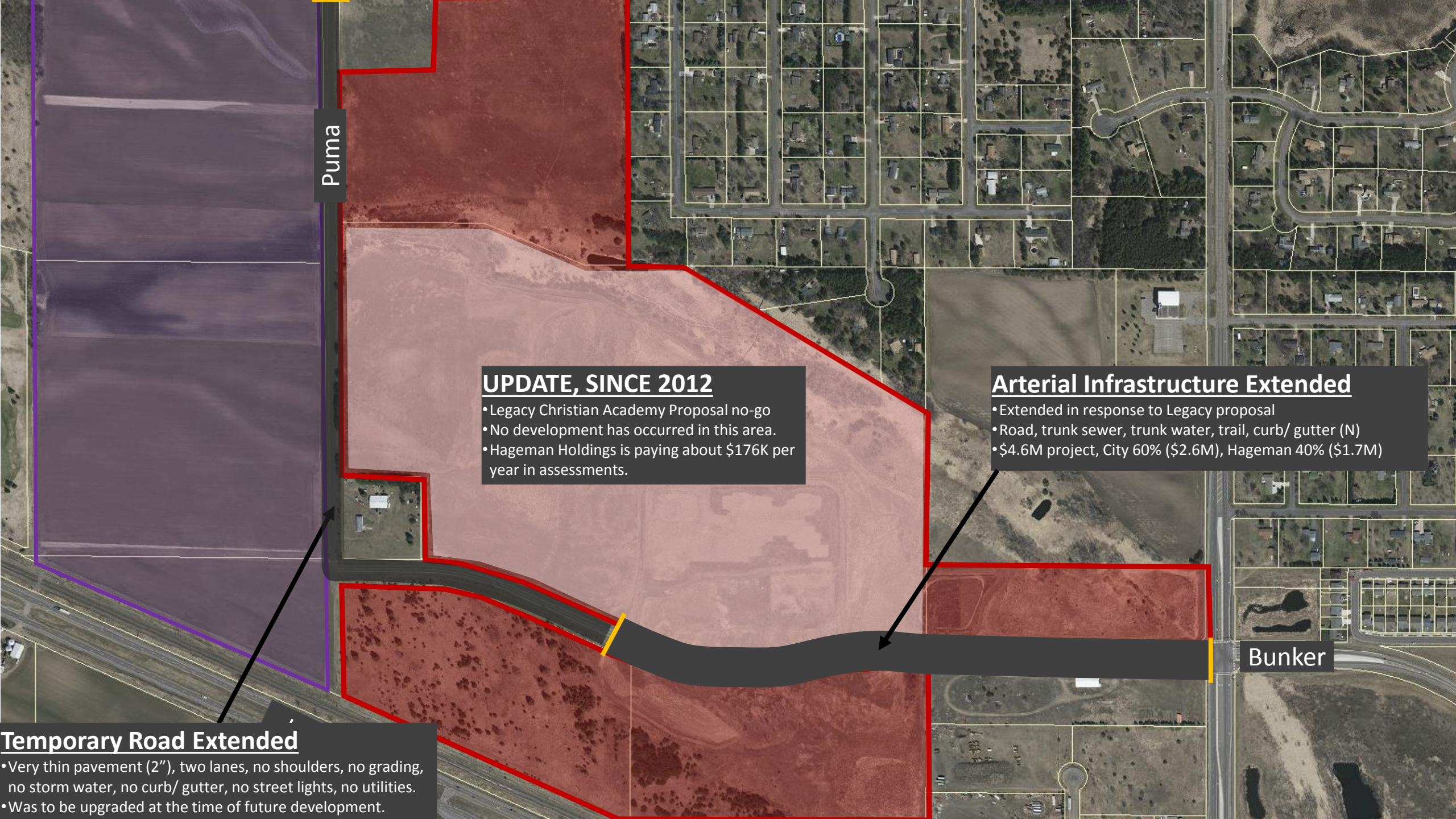

Developable Area
•About 275 Acres Greenfield
•Hageman Holdings/ Pearson Properties
Armstrong
Bunker
US 10
THE COR


Puma
Pearson Properties
Estimated 88 acres gross
Hageman Holdings Properties
Estimated 170 acres gross
US 10
Bunker


Puma
PROPOSED IN 2012
Legacy Christian Academy
86.42 Acres Platted (ALPHA PLAT)
Bunker
US 10

Puma
Legacy Christian Academy
PROPOSED IN 2012
86.42 Acres Platted (ALPHA PLAT)
Arterial Infrastructure Extended
•Extended in response to Legacy proposal
•Road, trunk sewer, trunk water, trail, curb/ gutter (N)
•$4.6M project, City 60% ($2.6M), Hageman 40% ($1.7M)
Bunker
US 10

Puma
Legacy Christian Academy
PROPOSED IN 2012
86.42 Acres Platted (ALPHA PLAT)
Arterial Infrastructure Extended
•Extended in response to Legacy proposal
•Road, trunk sewer, trunk water, trail, curb/ gutter (N)
•$4.6M project, City 60% ($2.6M), Hageman 40% ($1.7M)
Bunker
Temporary Road Extended
•Very thin pavement (2”), two lanes, no shoulders, no grading, no storm water, no curb/ gutter, no street lights, no utilities.
•Was to be upgraded at the time of future development.



UPDATE, SINCE 2012

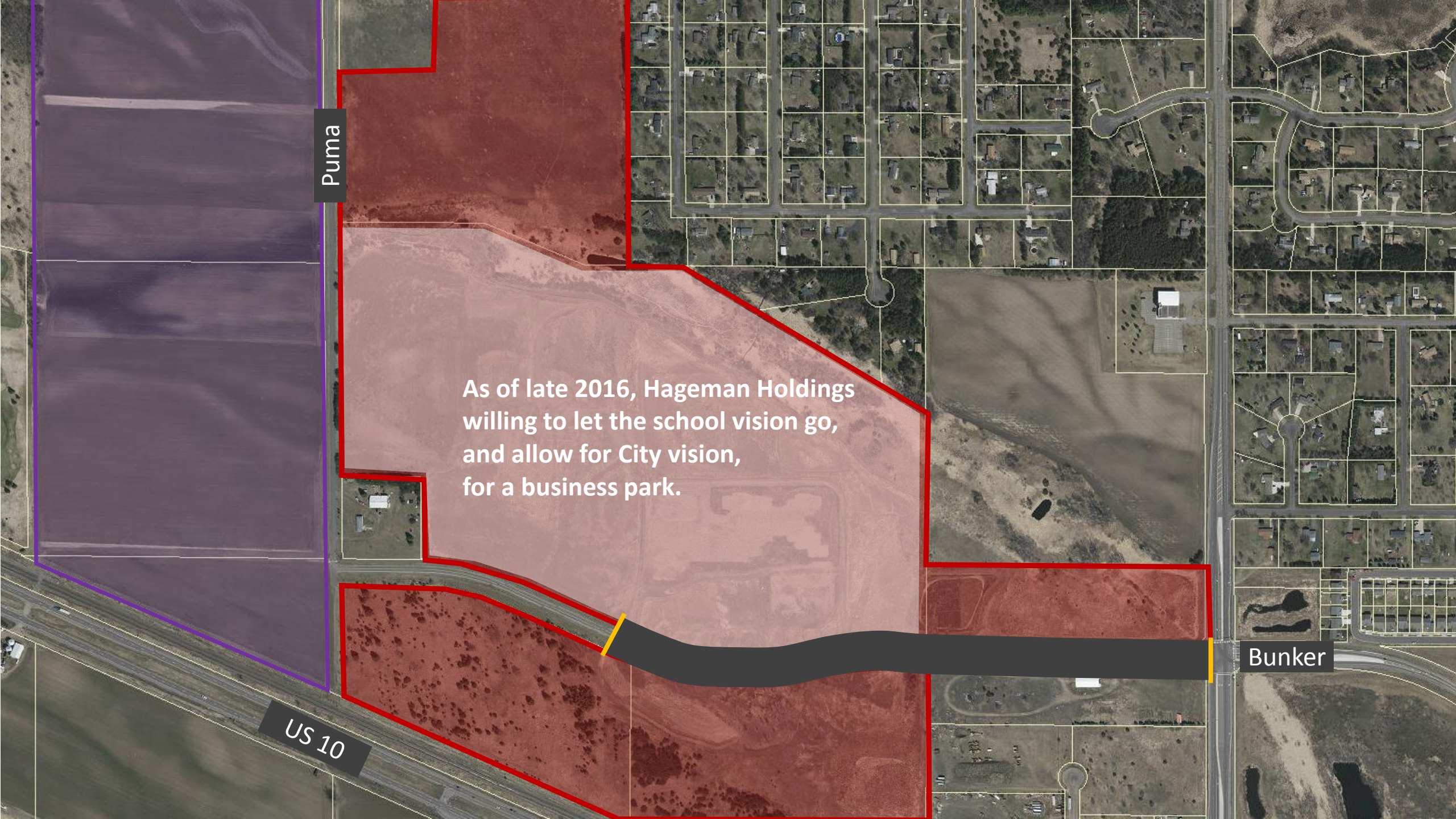
- Legacy Christian Academy Proposal no-go
- No development has occurred in this area.
- Hageman Holdings is paying about $176K per year in assessments.

Arterial Infrastructure Extended

- Extended in response to Legacy proposal
- Road, trunk sewer, trunk water, trail, curb/ gutter (N)
- $4.6M project, City 60% ($2.6M), Hageman 40% ($1.7M)

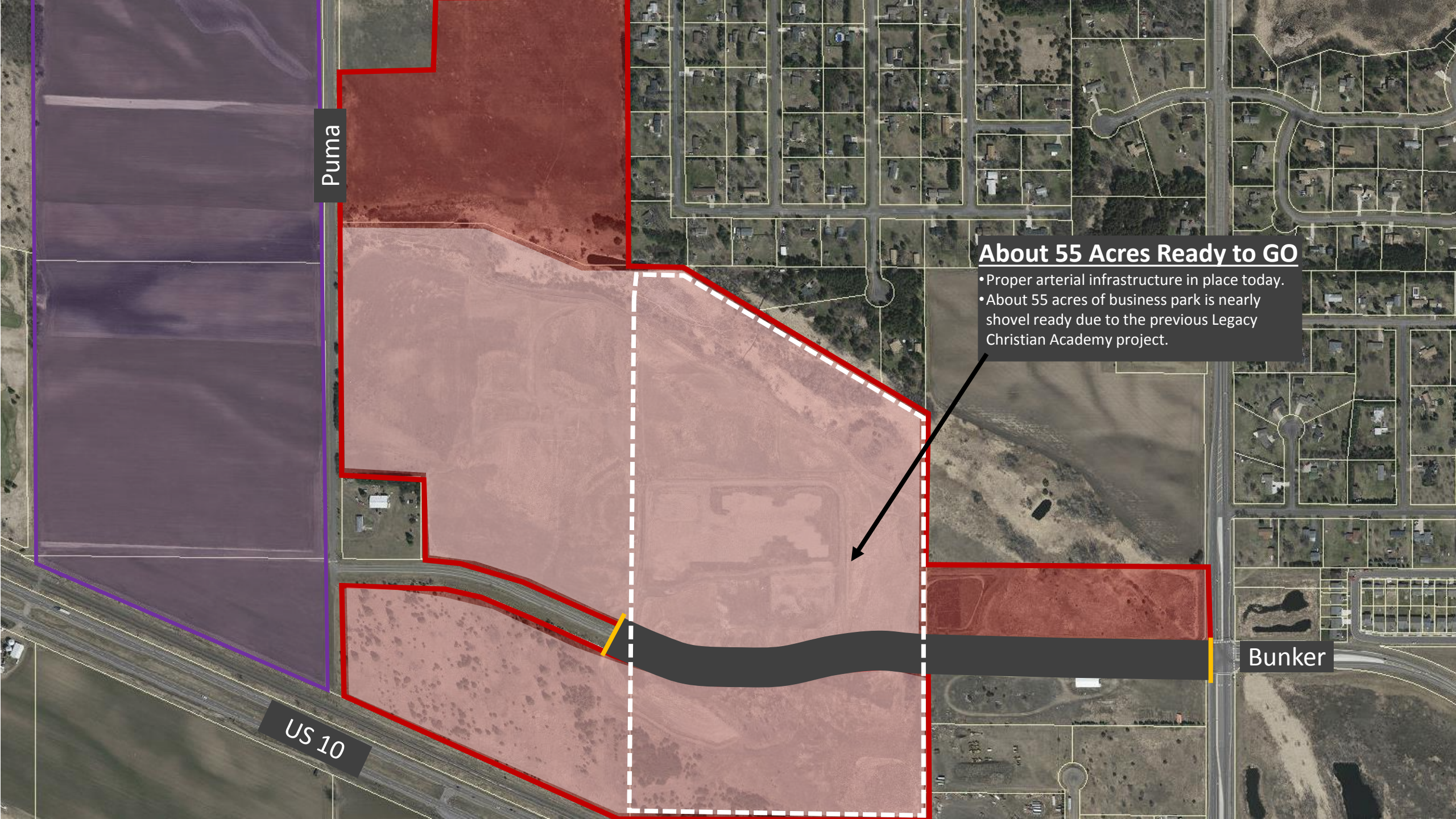
Temporary Road Extended

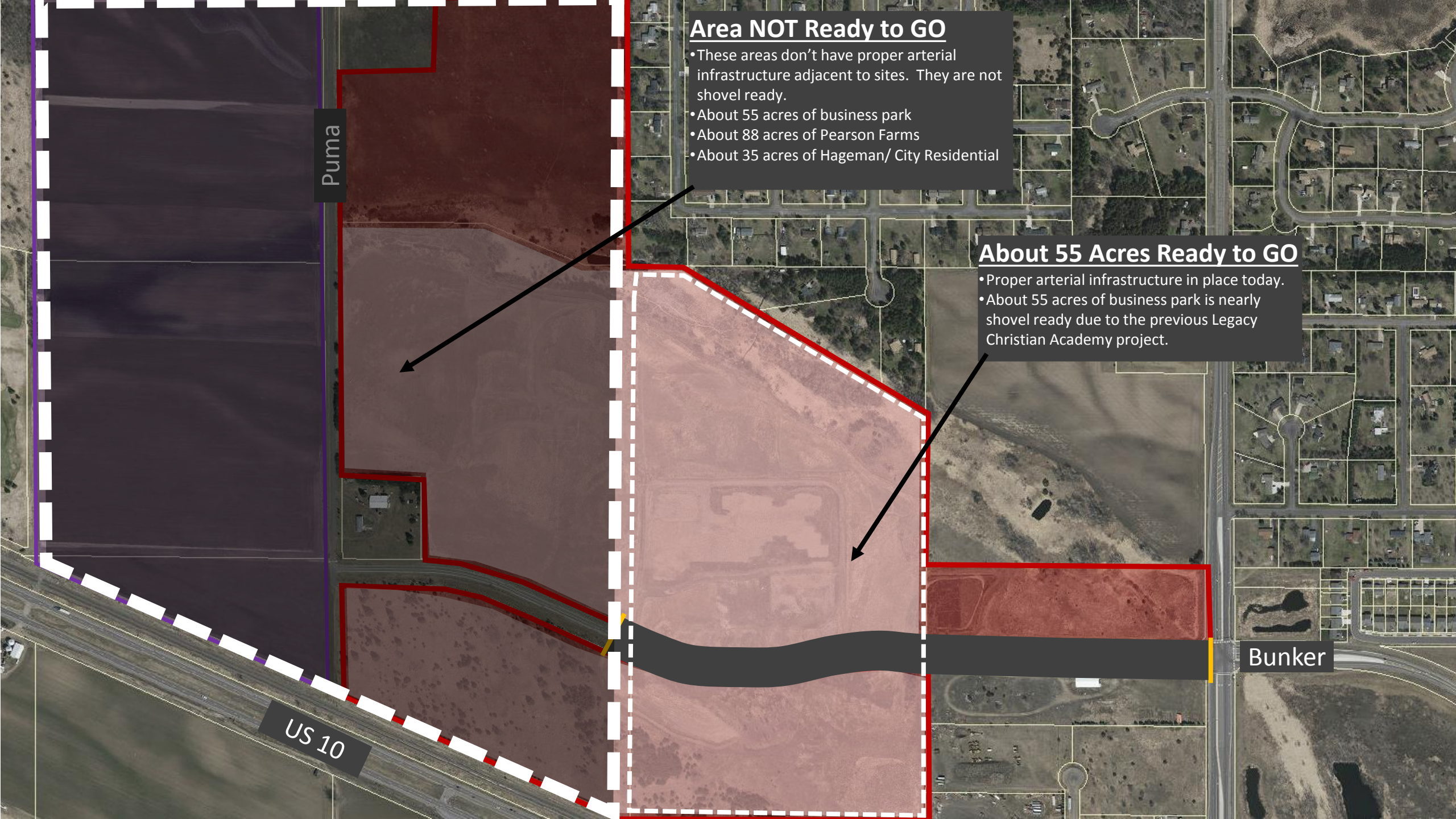
- Very thin pavement (2”), two lanes, no shoulders, no grading, no storm water, no curb/ gutter, no street lights, no utilities.
- Was to be upgraded at the time of future development.

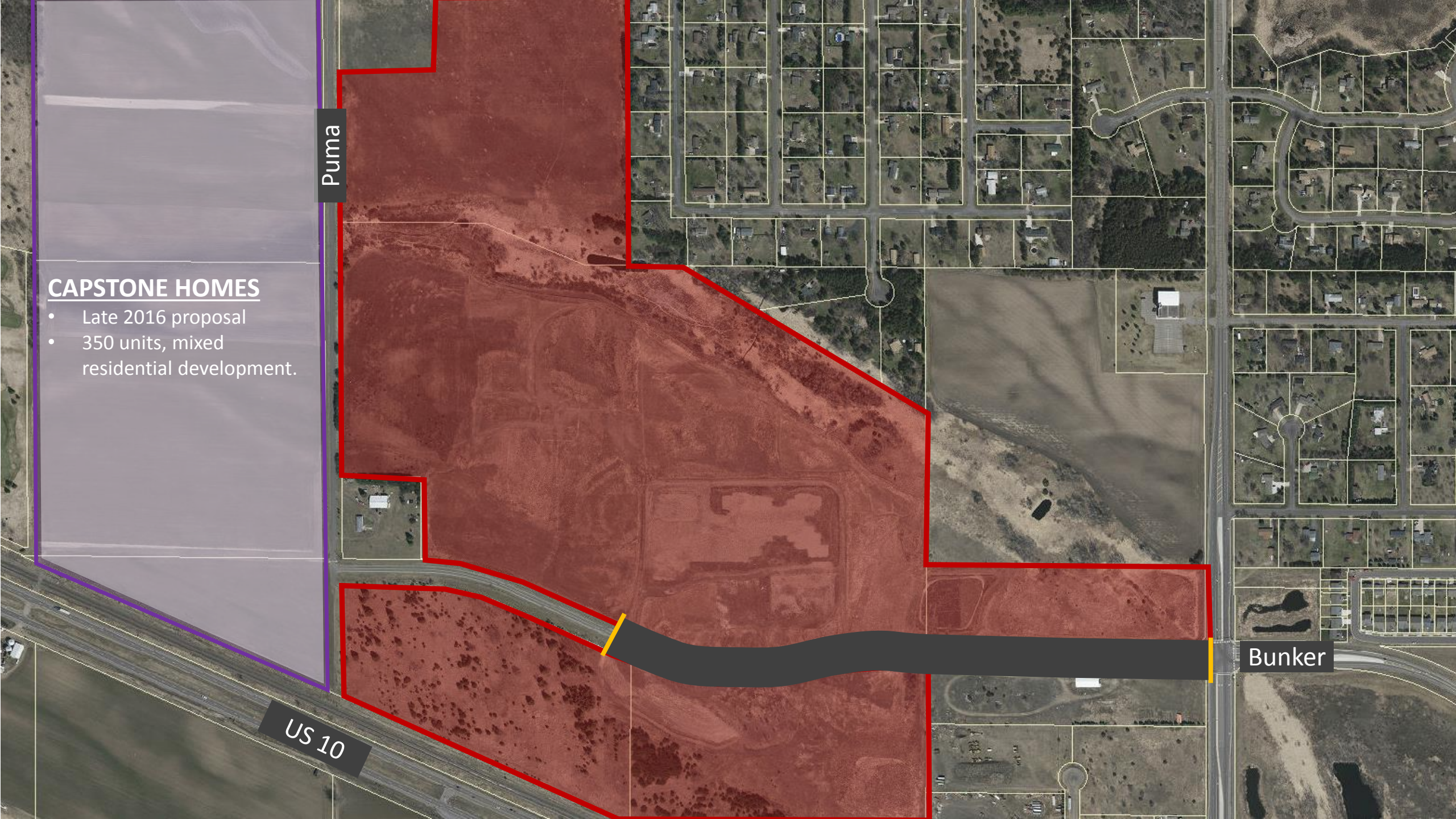

Puma
As of late 2016, Hageman Holdings
willing to let the school vision go,
and allow for City vision,
for a business park.
Bunker
US 10

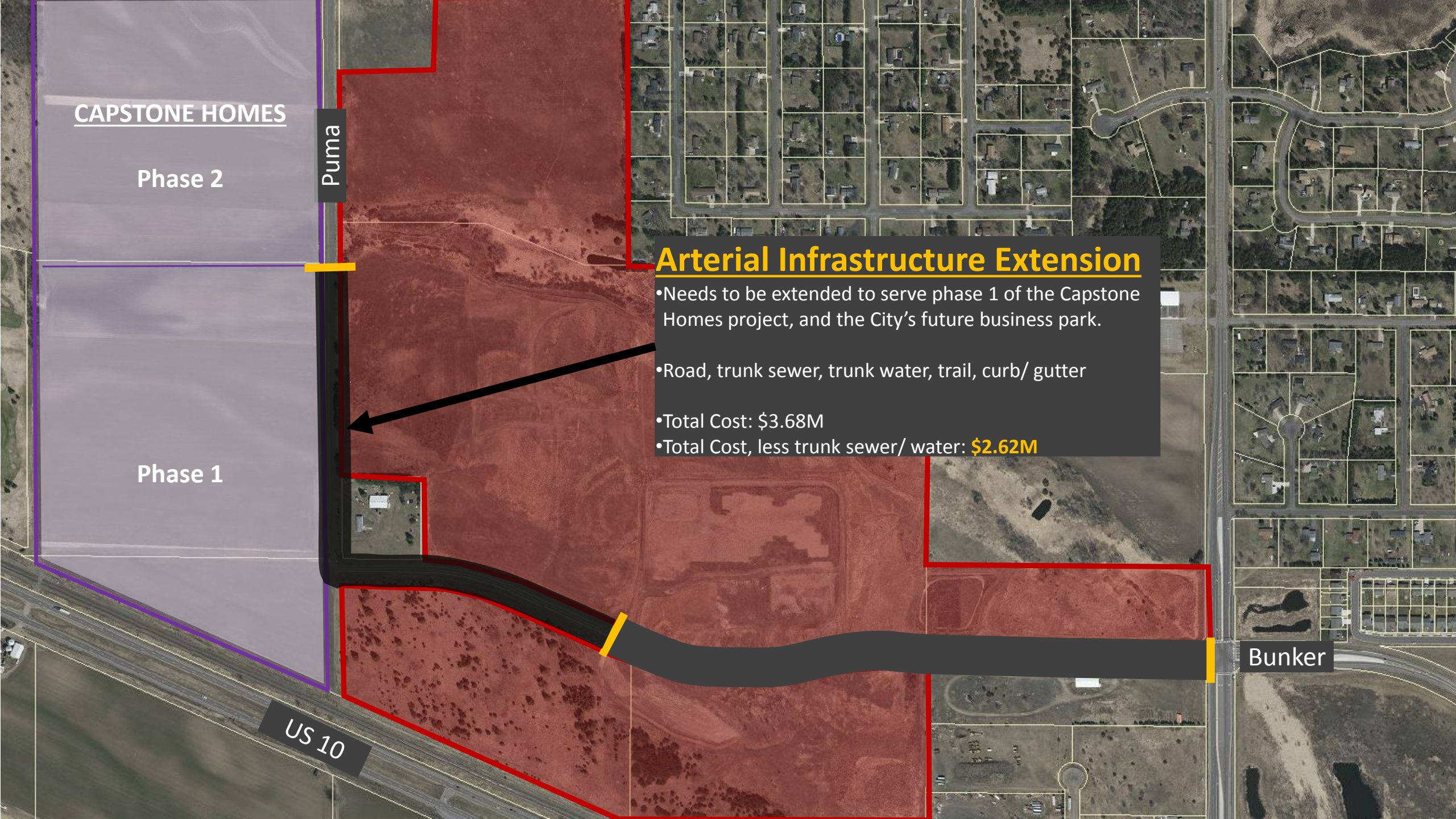
Puma
PROPOSED BUSINESS PARK
• 133 Acres Gross (estimated)
• 107 Acres Less NWI (estimated)
Bunker
US 10

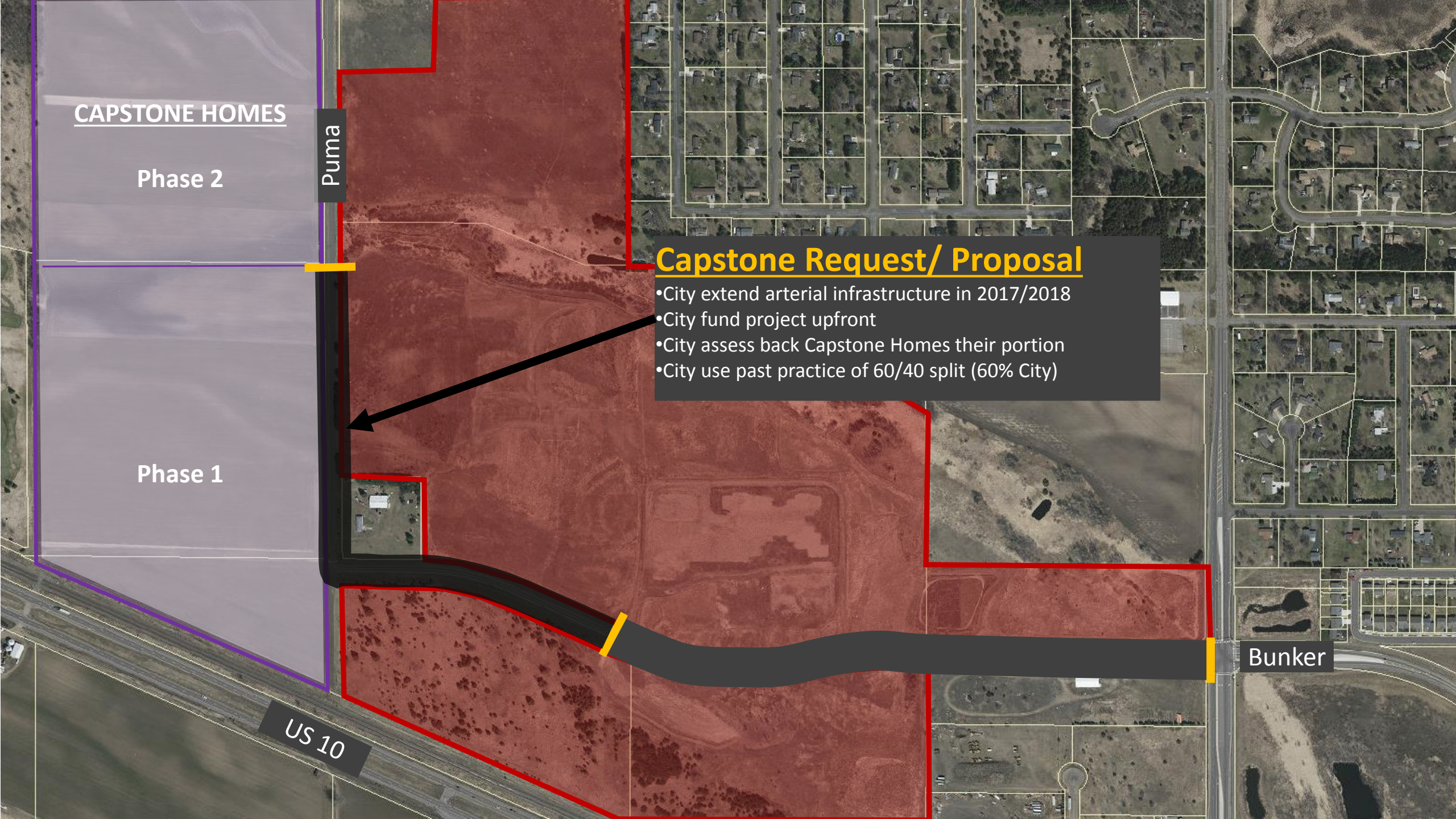
Puma
Hageman Holdings only willing to allow their property to be rezoned and marketed for a business park under one condition. They don't want to pay any new assessments or invest additional dollars. If that is a requirement from the City, they are comfortable sitting on the land and waiting for an investor to purchase on speculation.
Bunker
Hageman Assessments:
about $170K per year (owe about $1.7M)
US 10

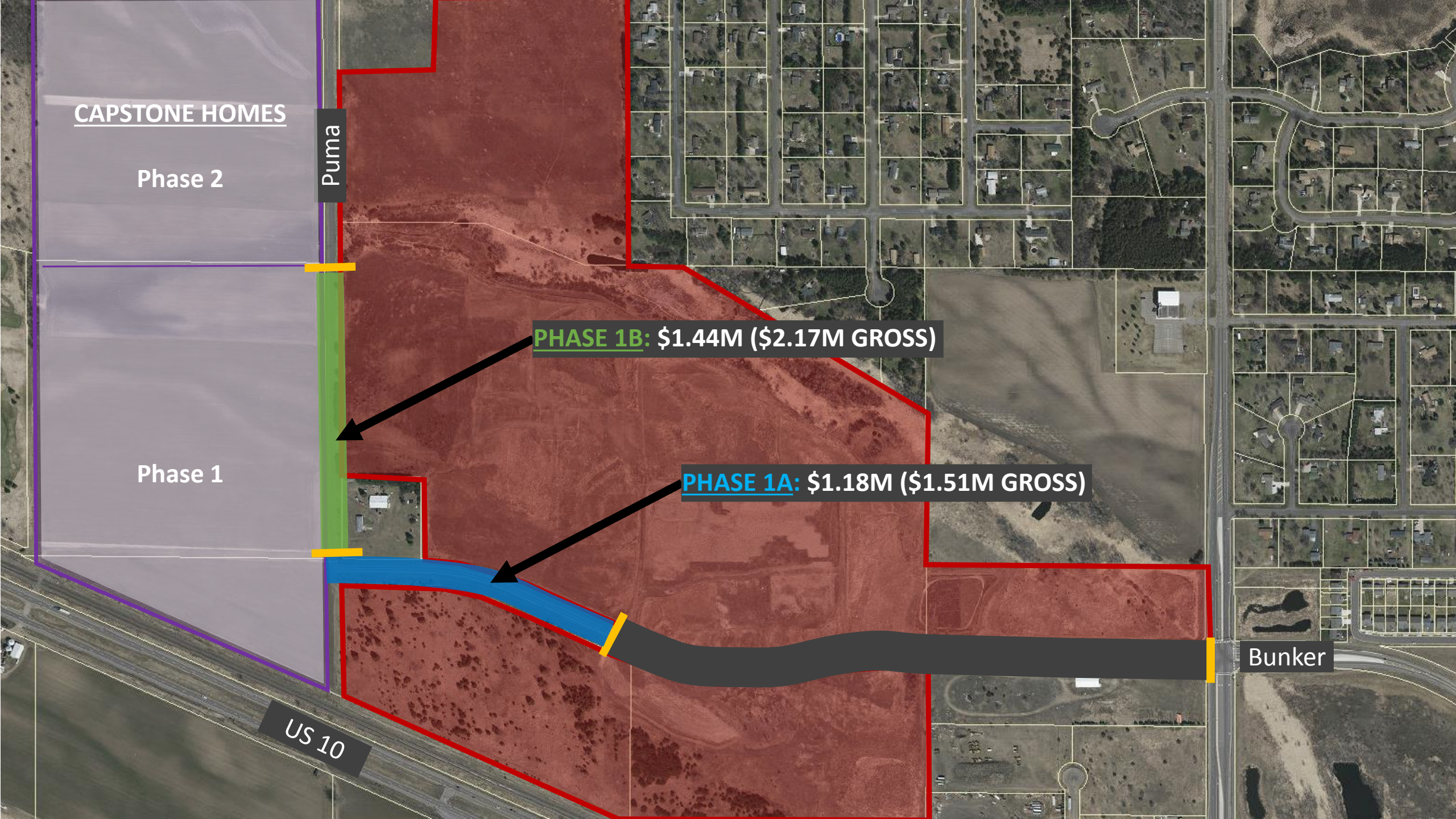

Puma
About 55 Acres Ready to GO
• Proper arterial infrastructure in place today.
• About 55 acres of business park is nearly shovel ready due to the previous Legacy Christian Academy project.
Bunker
US 10

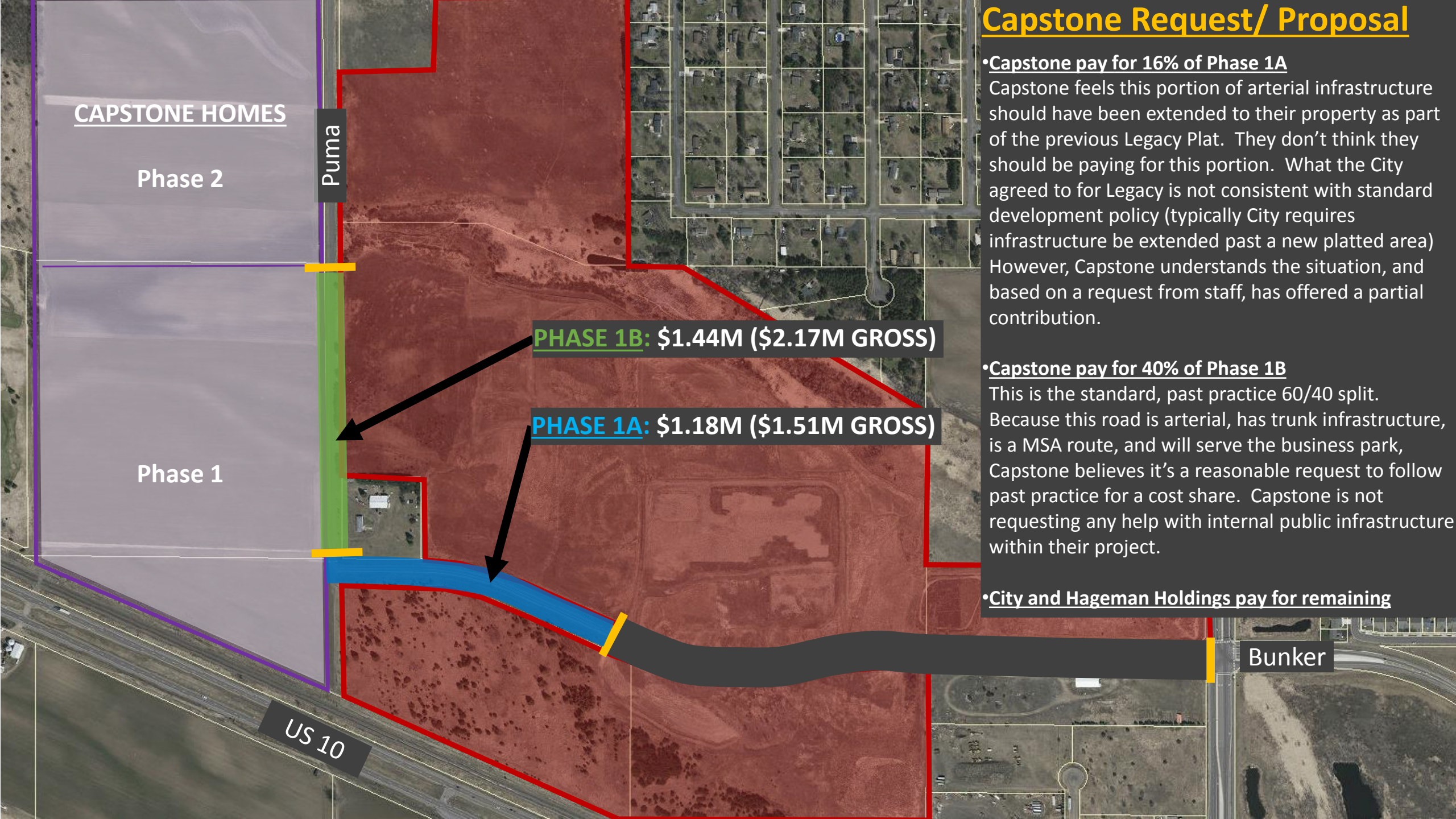

Area NOT Ready to GO
•These areas don't have proper arterial infrastructure adjacent to sites. They are not shovel ready.
•About 55 acres of business park
•About 88 acres of Pearson Farms
•About 35 acres of Hageman/ City Residential
About 55 Acres Ready to GO
•Proper arterial infrastructure in place today.
•About 55 acres of business park is nearly shovel ready due to the previous Legacy Christian Academy project.
Puma
US 10
Bunker


Puma
CAPSTONE HOMES
• Late 2016 proposal
• 350 units, mixed residential development.
US 10
Bunker


CAPSTONE HOMES
Phase 2
Phase 1
Puma
Arterial Infrastructure Extension
•Needs to be extended to serve phase 1 of the Capstone Homes project, and the City's future business park.
•Road, trunk sewer, trunk water, trail, curb/ gutter
•Total Cost: $3.68M
•Total Cost, less trunk sewer/ water: $2.62M
Bunker
US 10


CAPSTONE HOMES
Phase 2
Phase 1
Puma
Capstone Request/ Proposal
•City extend arterial infrastructure in 2017/2018
•City fund project upfront
•City assess back Capstone Homes their portion
•City use past practice of 60/40 split (60% City)
Bunker
US 10


CAPSTONE HOMES
Phase 2
Phase 1
Puma
PHASE 1B: $1.44M ($2.17M GROSS)
PHASE 1A: $1.18M ($1.51M GROSS)
Bunker
US 10



Capstone Request/ Proposal

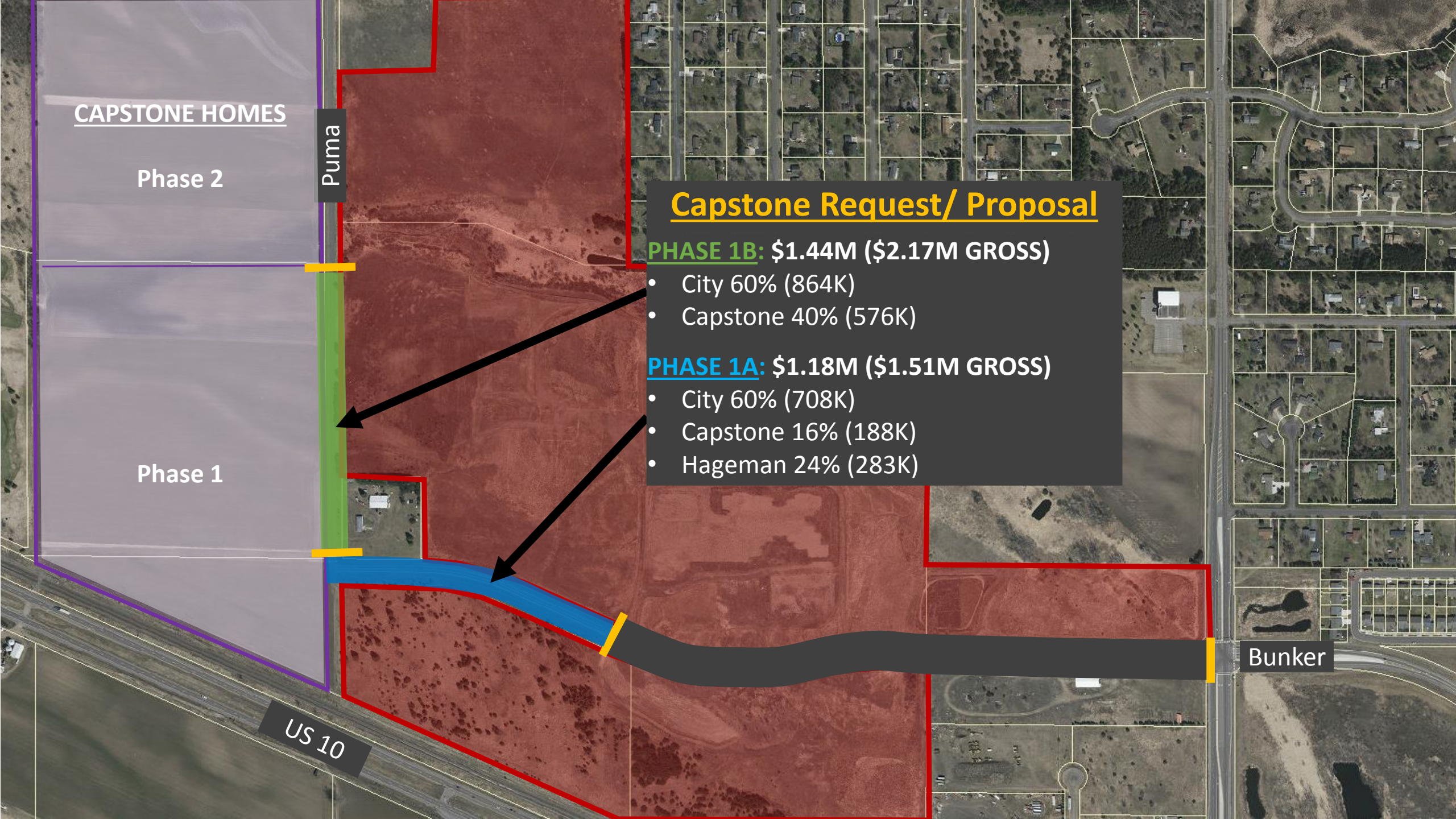
- **Capstone pay for 16% of Phase 1A**

  Capstone feels this portion of arterial infrastructure should have been extended to their property as part of the previous Legacy Plat. They don't think they should be paying for this portion. What the City agreed to for Legacy is not consistent with standard development policy (typically City requires infrastructure be extended past a new platted area) However, Capstone understands the situation, and based on a request from staff, has offered a partial contribution.

- **Capstone pay for 40% of Phase 1B**

  This is the standard, past practice 60/40 split. Because this road is arterial, has trunk infrastructure, is a MSA route, and will serve the business park, Capstone believes it's a reasonable request to follow past practice for a cost share. Capstone is not requesting any help with internal public infrastructure within their project.

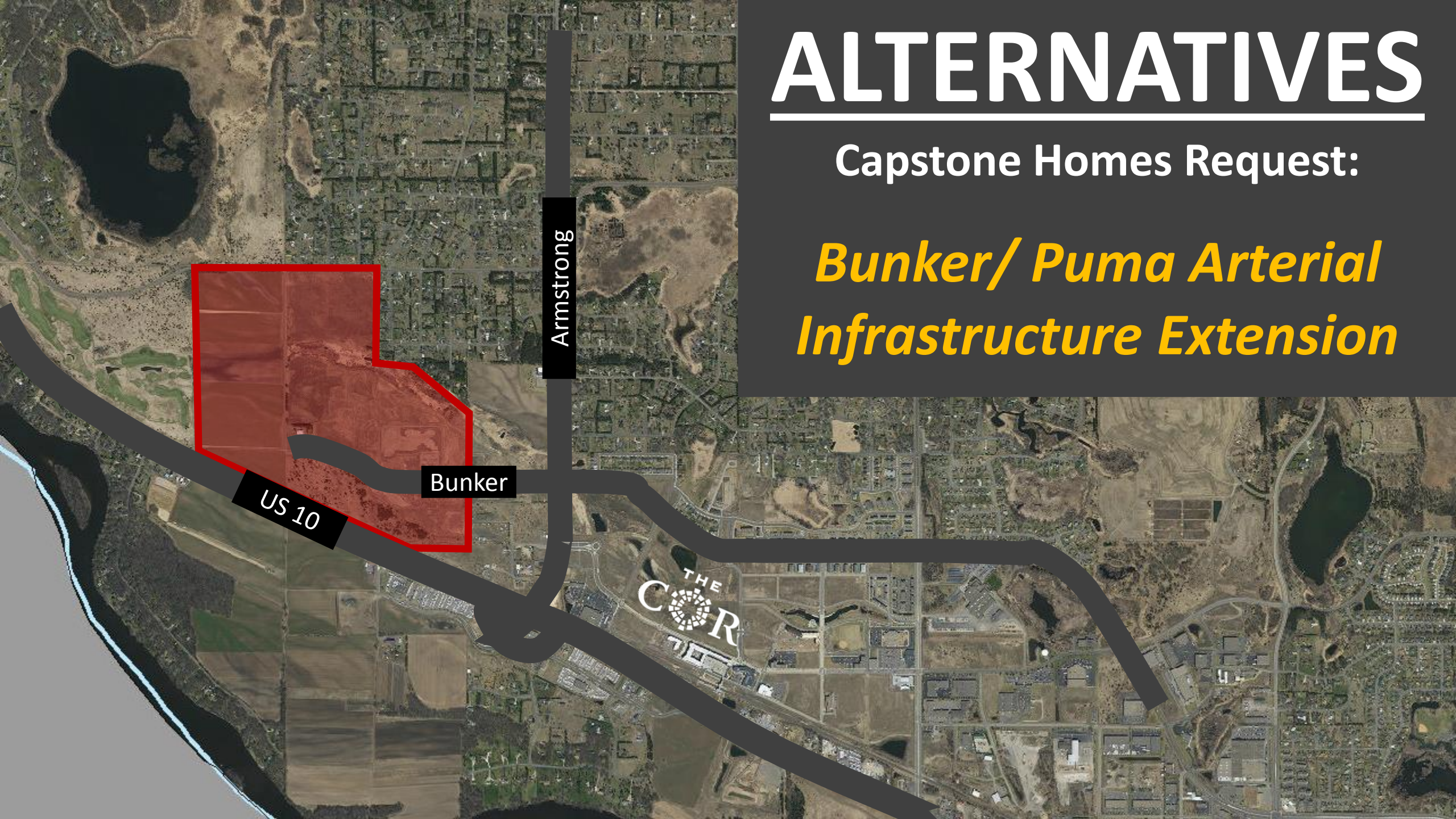
- **City and Hageman Holdings pay for remaining**


CAPSTONE HOMES
Phase 2
Phase 1
Puma
US 10
Bunker
Capstone Request/ Proposal
PHASE 1B: $1.44M ($2.17M GROSS)
• City 60% (864K)
• Capstone 40% (576K)
PHASE 1A: $1.18M ($1.51M GROSS)
• City 60% (708K)
• Capstone 16% (188K)
• Hageman 24% (283K)

ALTERNATIVES

Capstone Homes Request:

Bunker/ Puma Arterial Infrastructure Extension



ALTERNATIVE A

Capstone Request/ Proposal

- City extend arterial infrastructure in **2017/2018**
- City fund project upfront
- City assess back Capstone Homes their portion
- City use past practice of 60/40 split (60% City)

PHASE 1B: $1.44M ($2.17M GROSS)

- City 60% (864K)
- Capstone 40% (576K)

PHASE 1A: $1.18M ($1.51M GROSS)

- City 60% (708K)
- Capstone 16% (188K)
- Hageman 24% (283K)

ALTERNATIVE A, Capstone Home's Proposal (AS-IS)

Benefits

- Deal is agreeable to Capstone Homes and Hageman Holdings (tentatively)
- Would trigger roughly 300 unit residential development.
  - Drive traffic/consumers to The COR--demographics for retail/ restaurants.
  - Trigger payment of significant development fees. Park dedication fees--trigger preliminary development of new Alpine Park. At full build out, pay over $400K in taxes (city portion)
  - Various new pedestrian connections (completes portion of greenway).
  - Inventory of major res. plats with land available is running low. Project would help sustain Ramsey's steady growth of sf. res. product into future.
  - Capstone Homes is a respected, quality, Ramsey business.
  - Appears high-quality/ unique project (not standard sf).
- Secure remaining arterial infrastructure needed for new Ramsey business park now (about half remains).
- Deal (60:40 split) generally consistent with recent projects in Ramsey. Based on review of historical res. projects, this deal appears to be as good, or better, than previous deals (for the City, from a cost-share perspective).

Considerations

- City's primary goal for this area is establishing a new business park. Upon completing the rezoning process (June 2017), the City will have about 55 acres of business park land available, with appropriate arterial infrastructure in place, today.
- Moving forward with Capstone's request could be considered risky, pre-mature, and speculative. The City would expending limited public dollars today to allow for arguably a "leap-frog" residential project.
  - One could argue, the City should wait, until our existing 55-acres of business park land, currently served by arterial infrastructure, is developed, before we make additional significant investments in this area.
  - One could argue, another slump in the economy is bound to happen in the upcoming years. What would investment look like to the public if there was?
- RE funding--opportunity cost for both general alternatives.
  - <u>CASH from EDA</u>: project would deplete City's EDA funds ($2.55M July 2017). Said dollars could be used for other projects (community center, hwy. 10, business recruitment, parking ramp, etc.).
  - <u>BONDING</u>: project would create roughly $200-225K impact on the city's levy—via new debt.

ALTERNATIVE B

Counter Offer

- Minimize city risk and financial exposure on this project by making a counter offer on various items. Examples below.

PHASE 1B: $1.44M ($2.17M GROSS)

- City 50% (720K)
- Capstone 50% (720K)

PHASE 1A: $1.18M ($1.51M GROSS)

- City 50% (590K)
- Capstone 25% (295K)
- Hageman 25% (295K)

ALTERNATIVE B, Capstone Home's Proposal (Counter Offer)

Benefits

- Same benefits as outlined in Alternative A. However, slightly mitigated via a counter offer.

Considerations

- Same considerations as outlined in Alternative A. However, slightly mitigated.

- Please see attached comments from Capstone. They are opposed to this option. They believe they are participating above and beyond normal City policy (past and present) via Alternative A. They believe their effective cost share, via Alternative A, is actually 53% (not 40%).

ALTERNATIVE C

Wait for orderly development

- Wait for the green field business park land currently served by existing arterial infrastructure to be developed first (about 55 acres). Then, in the future, extend arterial infrastructure.
- In other words, don't "leap-frog" arterial infrastructure, wait for orderly absorption of land to occur.
- This would essentially put a halt to the Capstone project (i.e. current request).

ALTERNATIVE C, Do not move forward with Capstone Proposal

Benefits

- Generally opposite of Alternative A (see A for details).
  - City greatly reduces risk and debt/ investment exposure associated with Capstone request.
  - City retains Economic Development dollars for other high priority projects (highway 10, community center, parking ramps, business recruitment, etc.).
  - City still meets goal for business park (enough land ready today for foreseeable future).

Considerations

- Generally opposite of Alternative A (see A for details).
  - Will likely lose Capstone residential project—missed opportunity for a quality project from a quality Ramsey business.
  - Will likely result in Pearson Farms being put in a challenging positon to sell their property.
  - Will likely delay preliminary improvements for the new Alpine Park—due to the lack of new development fees from Capstone.
  - Will likely stifle Ramsey's single family residential development potential over the foreseeable future—due to the lack of large single family plats in the hopper.

STAFF NOTE #1, Funding Options

Two general options to consider for funding: bonding or cash (i.e. existing funds).

Option #1 - Issue $2,700,000 G.O. Improvement Bonds: 10 year term (5 years of Assessments)

Alternative	Average Annual Debt Service	(Less) Average Annual Assessments	Net New Tax Levy	Projected Annual Tax Increase - Avg. Value Home ($211,800 - Pay 2017)
A - 40% Assessment	$317,636	$89,438	$228,198	$21
B - 50% Assessment	$315,551	$118,721	$196,830	$18

Option #2 - Internal Financing of Total Project Costs

Alternative	Internal Funds Needed For Project Costs	* (Less) Total Potential Assessment Collections	Net Internal Funds Not Recaptured
A - 40% Assessment	$2,600,000	$1,200,631	($1,399,369)
B - 50% Assessment	$2,600,000	$1,497,063	($1,102,937)

** Assumes Capstone assessments are paid in first 5 years and Hageman Assessments are deferred and paid in year 10*

EDA dollars available to fund project upfront, no bonding (new debt) required

- ACHRA/EDA Account: $1.75M, EDA Fund: $800K = $2.55M
- Allow city to capture new tax base created from Capstone for other needs (about $400K city), and helps keep stable tax base.
- Hageman/ Capstone assessments would refund EDA Fund, in future (about $1.2M)
- Allows project to be an EDA/HRA project/ initiative.

STAFF NOTE #2, Hageman Holdings

Most alternatives includes some sort of "Hageman Holdings" assessment. Below are some important notes RE that proposed arrangement.

- Hageman Holdings is currently paying roughly $170K per year on assessments, and owes roughly $1.7M from former Legacy Christian Academy project. Hageman Holdings is opposed to taking on any new assessments. They are done taking on new financial risk (obligations), by making major upfront investments in speculative development.

- If the City will require Hageman Holdings take on new assessments, Hageman Holdings will oppose. Hageman Holdings is willing to sit on their property, and wait for an investor/ master developer to purchase in the future. And, that future investor, would factor in the cost of needed arterial infrastructure. Hageman Holdings is aware that may result in a lower sale price, and potentially longer timeframe to close on sales. NOTE: the preliminary principal amount anticipated for the Hageman assessment is $283-$350K.

- Staff believes a creative solution exists, if the City wanted to move forward with the Capstone proposal now, the City could assess Hageman Holdings for their portion of the project now. However, make the Hageman Holdings assessments due at the time of a future land transaction. Therefore, Hageman Holdings would have no risk. The City would recover their upfront dollars in the future, and Capstone can move forward. The draw back here is time. The City would front the dollars, and miss an opportunity to invest those dollars elsewhere.

Infrastructure QA Log

03/22/2017

1. HOW HAS THE CITY PAID FOR PUBLIC INFRASTRUCTURE IN THE PAST, IS THERE A POLICY?

The City DOES have a formal program in place for maintenance and replacement of EXISTING public infrastructure. Please reference Ramsey's adopted assessment policy/ long term street maintenance program. This policy does not apply well to the Capstone Residential Development/ New Ramsey Business Park Discussion—as this area requires new arterial infrastructure (greenfield area).

The city does not have a formal policy in place for NEW infrastructure. Historically, this process has been addressed on a case-by-case negotiated basis in Ramsey. Based on staff research, below are some common trends/ informal policies.

1. ***Collector Roads/ Arterial Roads***
   In the recent past, the City of Ramsey has generally split costs 60:40 (60% City). This occurred in The COR in 2004, and 2005 on Rhinestone Street and Sunwood Drive. This occurred in 2013 on the Legacy Christian Academy project (extension of Bunker).

   Looking further into the past, staff conducted historical research on arterial/ collector "municipal" roads (please see appendix for details). 16 developments were analyzed on four major municipal roads: Sunwood Drive, Alpine Drive, 167th Ave, and Variolite Street. Below is a summary of findings.

   - Most commonly, the City of Ramsey has paid for arterial roads, not developers. The City has used MSA funds, TIF funds, PIR funds, and bonding.

   - There is a small sample of projects, in which developers did pay for a PORTION of arterial infrastructure (Sunwood Drive in the early 1990s). Developers made a partial contribution in the amount of what they would have paid, had the arterial/ collector road been a standard residential neighborhood/ internal road. In these cases, there was not a policy/ or specific percentage split. It was a case-by-case analysis approach, determined by an engineer.

2. ***Internal Public Roads***
   For residential developments, it appears Ramsey has required developers to pay 100% of costs associated with internal/ public roadway systems (i.e. neighborhood public roads). In some cases, the City of Ramsey has helped developers with internal roadways, by financing these improvements upfront via bonding, and paying them back via an assessment agreement with the developer (typically 5 year term).

2. WHAT IS THE POLICY FOR ARTERIAL INFRASTRUCTURE IN OTHER DEVELOPING CITIES?

As part of the 2015 Bolton & Menk in-depth arterial infrastructure analysis, this question was addressed. Please see comments below from Bolton & Menk.

> *"We contacted numerous agency and community representatives to gage the level of development activities on-going, planned and anticipated within their cities. The results varied greatly across the Metro area. There does not appear to be a uniform policy that can be drawn upon related to assessing costs. Even within most cities, there doesn't seem to be a strict set of rules related to development charges and fees. Rather, each community seems to have processes in place for working with developers that allow them to weigh the pros and cons of each development and determine the long-term financial benefits to the community. Eventually, development review processes are completed, requirements agreed upon, and the cost sharing between the developer and the city are formalized into a Developers Agreement. The information gathered indicates the City of Ramsey's previous approach to a cost split (40 percent developer and 60 percent City) for trunk utilities and collector roadways is reasonable based on what other communities are doing across the Metro area." –Bolton & Menk*

3. WHAT FUNDING SOURCES HAS THE CITY HISTORICALLY USED FOR FUNDING NEW PUBLIC INFRASTRCUTURE?

In summary, the city has utilized three general funding sources:

1. ***TIF districts***
   The city either utilized TIF bonds or surplus TIF District Funds to complete this work (typically said investment was made by the city upfront). The city was paid back for their upfront investment over time via TIF revenues. This process was repeated several times from the 80s through the 2000's. Due to changes in TIF law, TIF districts have become less powerful and flexible over the past couple decades. As a result, Ramsey (along with other cities), have slowly become less reliant on TIF.

   Additionally, it should be noted, through the 90's and early 2000's Ramsey had several TIF districts with multi-million dollar balances. Most of those TIF district balances have been spent down, and in some cases, those former TIF districts have been decertified. The former TIF districts played a major role in funding infrastructure in The COR for example (parking ramp, train station, roads, Armstrong, etc.).

2. ***Public Improvement Fund (PIR)***
   This fund generally helps pay for the construction and maintenance of public streets. In the 1980s and 1990s, this fund was commonly used to support the construction of new public roadways in Ramsey. Pervious to 2015, the fund received dollars from the City's general levy. Since 2015, this fund receives dollars from new general obligation debt (bonding).

3. ***MSA Fund***
   To support the State's system of streets, roads and bridges, MnDOT distributes funds for highway maintenance and construction to counties, cities and townships based on a formula determined by the State Legislature. This fund is fairly flexible and used for road construction projects. This fund was utilized for the Legacy Christian Academy Plant (extension of Bunker).

4. WHY SHOULDN'T THE DEVELOPERS PAY FOR EVERYTHING?

(How will this arterial infrastructure project effect land values in the business park?)

Bunker Lake Boulevard/ Puma Street are considered arterial infrastructure/ trunk infrastructure/ collector roadways. These roadways are a designated Municipal State Aid (MSA) route—much like Alpine, Variolite, Sunwood, or 167th Ave. Bunker/ Puma proposed improvements include "trunk" water/ sewer lines; which are identified in the city's adopted Comprehensive Water/Sewer Plans. In summary, the arterial infrastructure proposed for Bunker/Puma will serve more than just the immediately adjacent parcels.

RE THE BUSINESS PARK AREA

Market rate asking prices for raw, shovel-ready, industrial land in the Ramsey area is $2.00-$3.50 per square foot.

If Hageman Holdings was asked to pay for 100% of all new arterial infrastructure running adjacent to their site, land prices are predicted to range from $2.00-$3.15 per square foot MINIMUM. This price does not include the cost of any needed internal infrastructure, time-value-of-money, broker fees, or profit-margin for Hageman Holdings, etc. Likely, if this was the scenario, asking prices would escalate well over $3.00 psf.

Elk River, Ramsey's biggest economic development competitor, has been listing industrial land for $2.50 psf, before use of economic development incentives. In some cases, via use of economic development incentives, said $2.50 psf priced land has been written down to significantly lower prices (less than $1.00 psf), or in some cases, even down to zero.

In order to stay competitive, based on asking prices, Ramsey should stay below $3.00 psf, and ideally be closer to $2.00 psf, for asking prices. Additionally, the City should be prepared to use economic development incentives (such as TIF).

Hageman Holdings has set their asking prices from $2.25 to $2.75 psf, which includes existing assessments (i.e. 2013 Legacy project assessments are NOT an additional cost to a buyer).

Hageman Holdings has also indicated, they understand, that if additional NEW assessments are placed against their property (for this proposed arterial infrastructure project), they will likely need to discount that value from their existing asking prices, in order to stay relevant/ competitive in the marketplace (i.e. take less for the land). Hageman Holdings has indicated they understand that need, and are okay with that approach, and understand they need to stay at the $2.25-$2.75 asking prices. Hageman Holdings has indicated they are willing to sign another Memorandum of Understanding (MOU) outlining that position.

Lastly, it should be noted, asking prices are different than what price a deal can be done—likely, Hageman would be willing to sell at a price closer to $2.00 psf (depending on the project/ negotiation).

> *STAFF NOTE:* the new Hageman Holdings assessments are estimated to range between $280K to $350K total. If that new assessment is spread across the former school site, it comes out to 10 to 13 cents per square foot, or $4,516 to $5,645 per acre.

RE THE RESIDENTIAL AREA

Capstone Homes has indicated if they cannot come to a cost-share agreement with the city for the arterial infrastructure/ collector road, they will not be able to move forward with their proposed project, as it will price them out of the marketplace. Capstone Homes feels their proposed contribution is above and beyond past practice in the City of Ramsey—and other cities they have worked with.

Capstone has also made the point—that based on past practice, they should only be making a contribution to the arterial road in which they have frontage—which is Puma. Capstone has proposed to pay for 40% of Puma. However, additionally, Capstone is offering a 16% contribution to Bunker Lake Boulevard (as requested by staff in the early negotiation process). If Capstone combined their Bunker Lake Boulevard contribution with their Puma contribution, and applied that total contribution only to their frontage on Puma, they are effectively making a 53% contribution.

5. WHO WILL PAY FOR NON-ARTERIAL PUBLIC INFRASTRUCTURE?

The request before the city is related to arterial infrastructure. Said arterial infrastructure will serve two large developable areas: (1) a new 115-acre business park, and (2) about 123 acres of residential land—including the roughly 88-acre Capstone residential development. However, in many cases, internal public infrastructure will be required for each development area.

RE THE RESIDENTIAL AREA

Capstone Homes has indicated they will pay for 100% of all public infrastructure located within their site, which will be a multi-million dollar investment. This is consistent with past practice in the City of Ramsey, and other communities.

RE THE BUSINESS PARK AREA

First, it should be noted, the ability to predict if/ what scope of internal infrastructure will be needed within a business park is very challenging—due to the fact that projects range greatly. For example, from 10,000 sf users (needing 1 acre of land) to 200,000 sf users (needing 22 acres of land). Depending on what users come forward, the need for internal infrastructure could be minimal—or, it could become a significant need (and cost).

Generally, internal public infrastructure within business parks is dealt with on a case-by-case basis, depending on the merits of individual projects. In many cases, Ramsey has been a progressive-minded economic development community, and paid for internal public infrastructure in business park areas (Azurite and 143rd are recent examples). In some cases the city has required the developer pay for internal public infrastructure.

Staff believes this item should remain open, and should be dealt with, based on the merits of individually proposed projects. In the even that Ramsey attracts several small individual users, the city may need to discuss/ develop a master plan (big picture strategy) on how to deal with internal infrastructure.

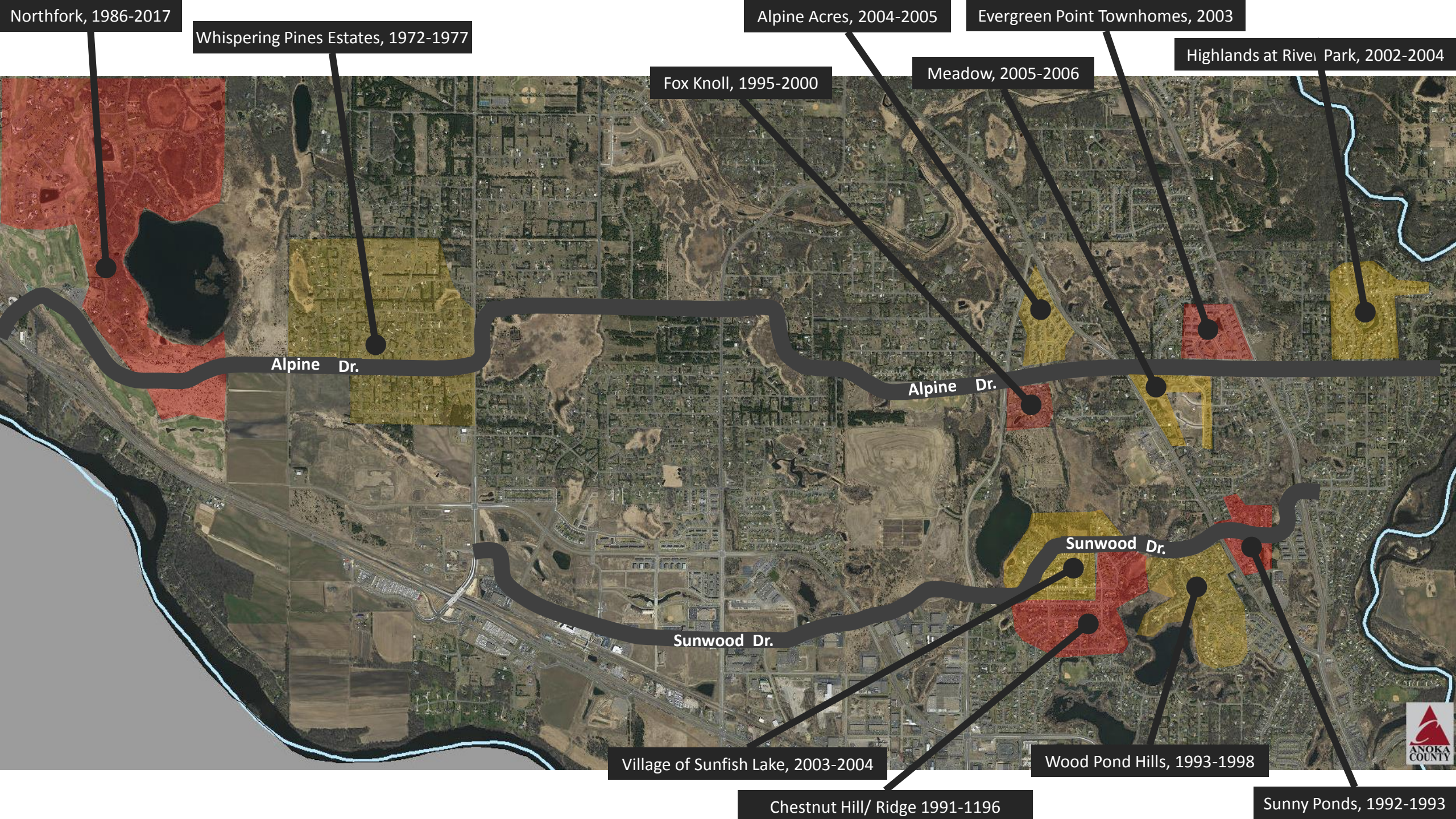
Appendix

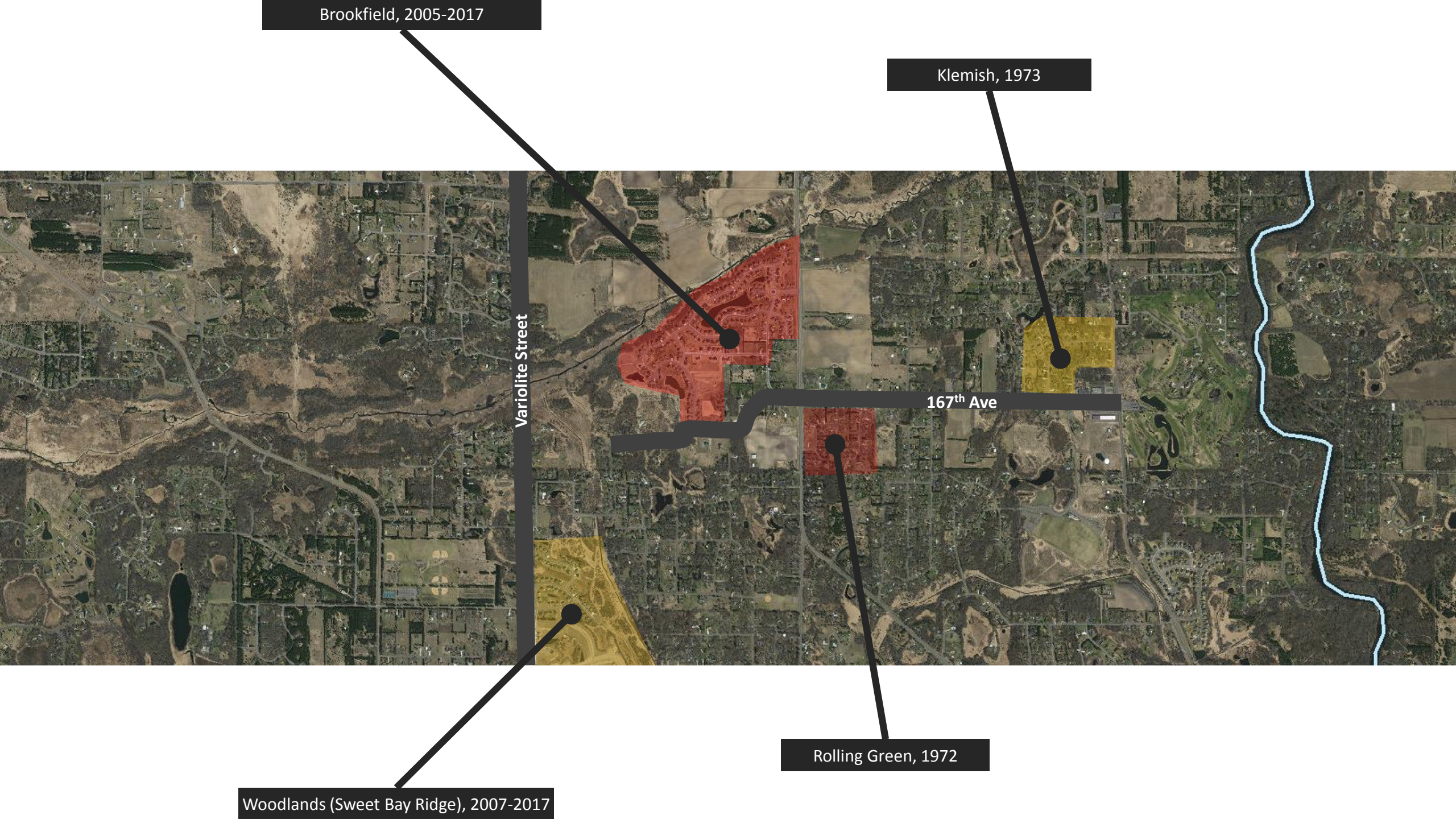
(historical research)

Example Developments

- Criteria
  - Residential developments only
  - Significant number of lots (min. 25+)
  - Located on a major City roads (Sunwood Dr., Alpine Dr., 167th Ave., Variolite St.) –known as “Arterial Infrastructure”/ collector roads
  - Direct access not on a County Road (Armstrong, Ramsey, Sunfish), and not on MN Hwy 47

- 16 Developments Reviewed


Northfork, 1986-2017
Whispering Pines Estates, 1972-1977
Alpine Acres, 2004-2005
Evergreen Point Townhomes, 2003
Highlands at Rive Park, 2002-2004
Fox Knoll, 1995-2000
Meadow, 2005-2006
Alpine Dr.
Alpine Dr.
Sunwood Dr.
Sunwood Dr.
Village of Sunfish Lake, 2003-2004
Wood Pond Hills, 1993-1998
Chestnut Hill/ Ridge 1991-1196
Sunny Ponds, 1992-1993
ANOKA COUNTY

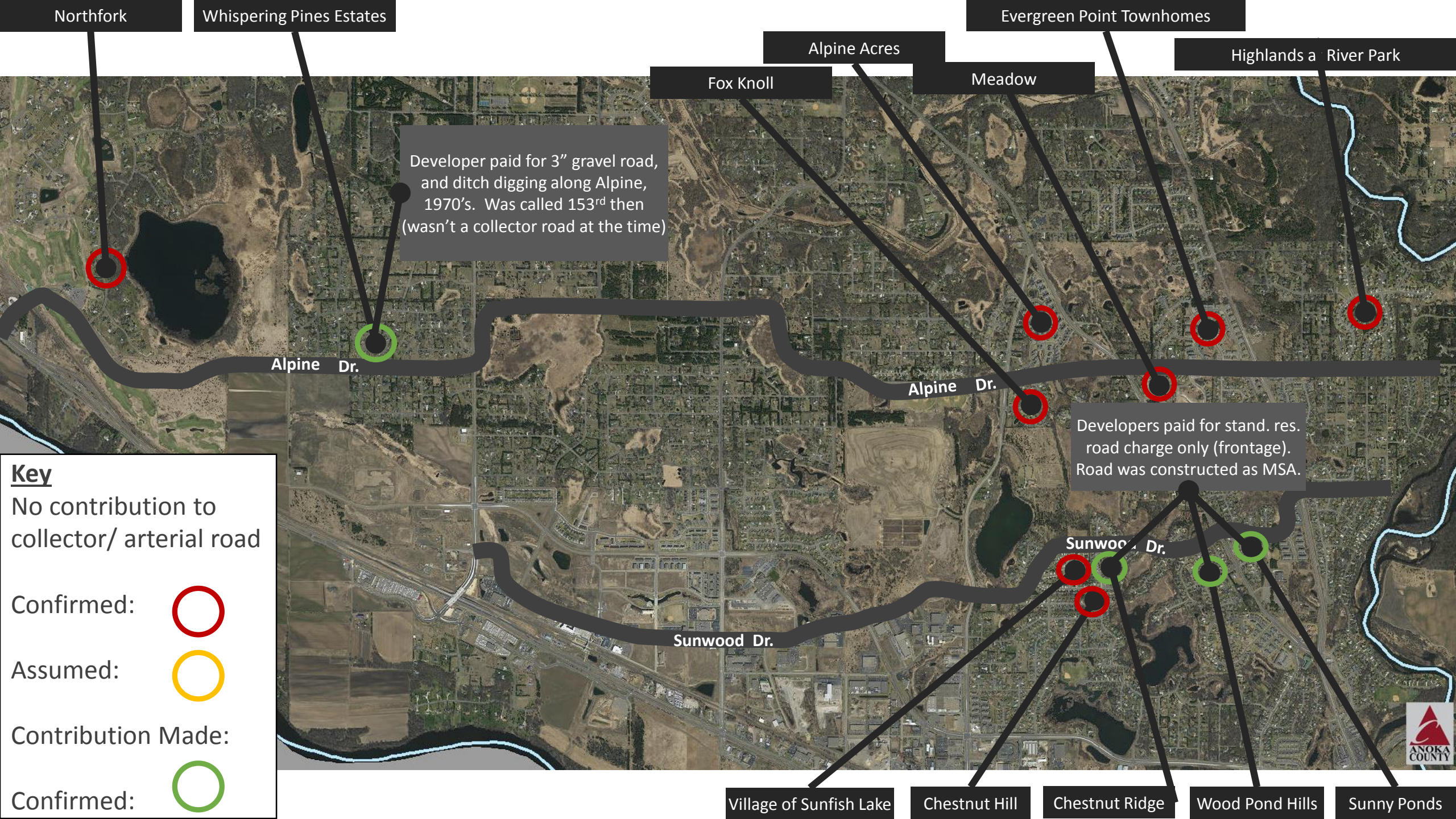

Brookfield, 2005-2017
Klemish, 1973
Variolite Street
167th Ave
Rolling Green, 1972
Woodlands (Sweet Bay Ridge), 2007-2017

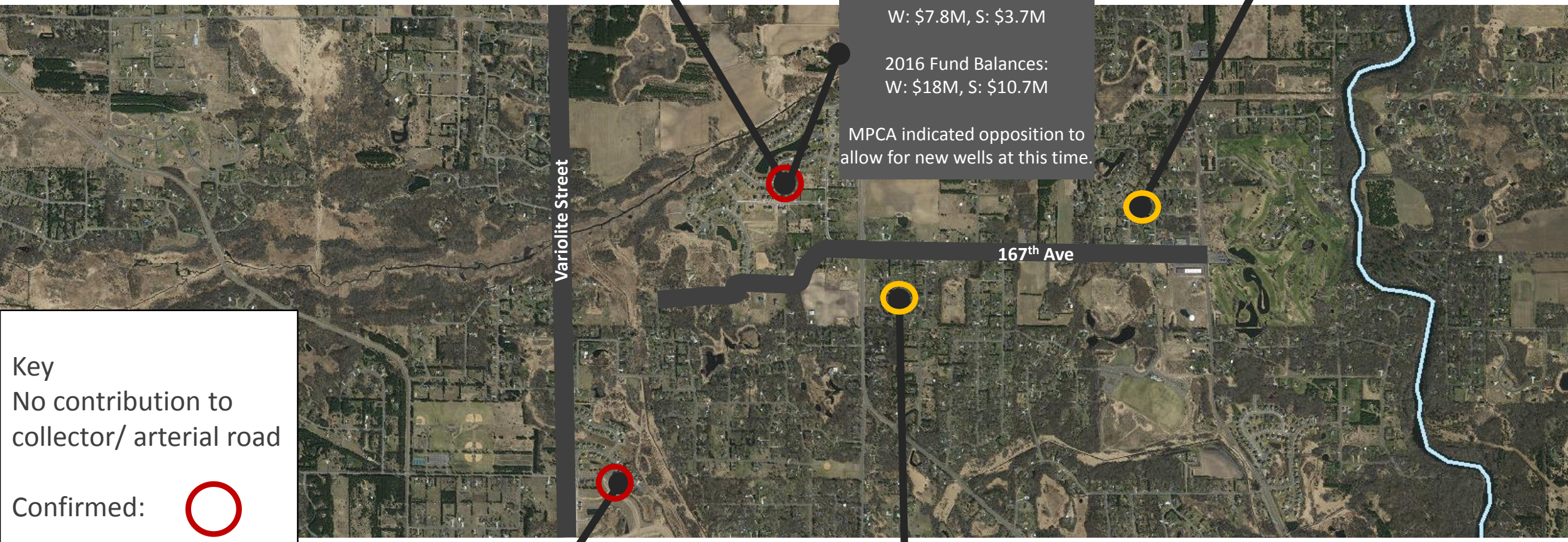
Findings

- 10 confirmed to not have made a direct contribution to arterial infrastructure
- 2 assumed (very likely) to not have made a direct contribution to arterial infrastructure
- 4 did make a contribution to arterial infrastructure

  Breakdown of the 4

  - 3 were located off Sunwood Drive in the early 1990's, and made a "partial contribution" based on what they would have paid for a standard residential road (NOTE: Sunwood Drive was constructed as a MSA road). They only paid based on frontage.
  - 1 was from the 1970s, and made a contribution by digging ditches and placing 3" of gravel.


Northfork
Whispering Pines Estates
Alpine Acres
Evergreen Point Townhomes
Highlands a River Park
Fox Knoll
Meadow
Developer paid for 3” gravel road, and ditch digging along Alpine, 1970’s. Was called 153rd then (wasn’t a collector road at the time)
Alpine Dr.
Alpine Dr.
Developers paid for stand. res. road charge only (frontage). Road was constructed as MSA.
Sunwood Dr.
Sunwood Dr.
Key
No contribution to collector/ arterial road
Confirmed:
Assumed:
Contribution Made:
Confirmed:
Village of Sunfish Lake
Chestnut Hill
Chestnut Ridge
Wood Pond Hills
Sunny Ponds
ANOKA COUNTY


Brookfield
Developer fronted water/ sewer trunk $$$
2004 Fund Balances:
W: $7.8M, S: $3.7M
2016 Fund Balances:
W: $18M, S: $10.7M
MPCA indicated opposition to allow for new wells at this time.
Klemish
Variolite Street
167th Ave
Key
No contribution to collector/ arterial road
Confirmed:
Assumed:
Unknown:
Woodlands
Rolling Green

Example Historical Photos

REVIEW LETTER
RIVERSTONE (A.K.A. PEARSON FARM)
BUNKER LAKE, PUMA ARTERIAL INFRASTRUCTURE EXTENSION

Questions From EDA Meeting - 3/9/17

1. If Puma was not completed all the way to Alpine, would this be the same situation as when the infrastructure for the proposed school was left well short of the school's platted boundary? *Bunker Lake Road ("BLR") was not built to Puma, which was the edge of the platted property.
    a. No, all of the school property was being platted which should have forced Bunker Lake Road to be fully extended to the limits of the plat (to Puma). In this current situation, we are building infrastructure ahead of the land being platted.
2. How would Capstone feel about going to 50/50 split on Puma?
    a. Capstone Homes has no street frontage on BLR, but Capstone has still offered to contribute up to 16% of the cost there. That portion of BRL should have been extended previously when Hagemen Holdings platted their property. This has put the Pearson family in a difficult situation. It is possibly the 16% Capstone contribution could instead be allocated to the cost of Phase 1B of Puma. This would put the total contribution by Capstone (Puma Phase 1B) at 53%.
    In addition, past city practice has been to use a 60/40 split for properties related to the business park (half of the property along Puma is business park). The 60/40 split allows Capstone the flexibility to contribute to the cost of Bunker Lake Road, or Capstone can move this funding to Puma. Either way works.
3. Shouldn't the 60/40 include the water and sewer infrastructure costs?
    a. No, the trunk fees are set up to pay for this. Capstone will pay approximately $842,082 (today's dollars) to trunk water and sewer fees over the life of this project, based on 293 units.
4. Has the 60/40 split previously been used for a residential area?
    a. No, residential developments fund 100% of all internal neighborhood roads, while collector roads are primarily funded by the municipalities. However, in this case Capstone is offering to contribute up to 40% of the total cost (plus 16% of BLR) which Capstone has not done in past practice.
5. Is Capstone prepared to move forward if the proposal is approved?
    a. Yes, Capstone is confident in this proposed neighborhood, given the demand for this type of housing. We are well financed and prepared to develop this land.
6. Can the assessment payoff schedule be strengthened or shortened?
    a. Yes, the assessment can have minimum pay off amounts for each year. The payment is not required to be deferred. Capstone proposes to make minimum equal payments on an annual basis, over 10 years, starting the year the assessment is certified.
7. Why should the city consider this investment?
    a. We believe that 300 additional rooftops in Riverstone is exactly what the COR needs to achieve its intended commercial/retail component goals. Adding 1,000+ residents nearby the COR will give this area a significant boost. The side benefit to helping the COR, is that the added infrastructure to the business park area, will need to be built at some point anyway. Building it now gives it the business park the marketability that it needs. This will be a unique residential community given the amenity, product offering, and location within the city of Ramsey.
8. Are we "leapfrogging"?
    a. No, this proposed neighborhood is adjacent to an existing platted property. We are not skipping over a large area of rural land to reach our land. The city has designated the land to the east to be business park. If the business park takes 15 – 20 years to develop, Capstone and the Pearson's would have to wait much too long for "orderly" development to occur.

DRAFT 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, March 9, 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
Members Absent:	Member Wayne Skaff
Also Present:	Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator Tim Gladhill, Community Development Director Kurt Ulrich, City Administrator

1. CALL TO ORDER

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

2. APPROVE AGENDA

No changes.

Motion by Member Brunt, seconded by Member Hardin, to approve the agenda.

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated February 9, 2017

Motion by Member Riley, seconded by Member Hardin, to approve the February 9, 2017, minutes as presented.

Chairperson Steffen stated there was one change on page 9, last paragraph the sentence is incorrect and should be changed to reflect the following: "IAG Commercial is not a non-profit".

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

4. EDA BUSINESS

4.01: Informational Interview Oppidan Development

Economic Dev. Mgr/Assistant City Administrator Brama stated this case is a follow up to the EDA's ongoing discussion RE marketing strategies for The COR, and the sale of City-owned land. He presented the staff report.

Mr. Drew Johnson, Manager of Commercial Development for Oppidan Development reviewed his background and the history and previous projects Oppidan Development has done with the Board. He stated Oppidan Development is mainly merchant developers, they sell ninety percent of the projects they do, they do not have a portfolio.

Mr. Johnson reviewed a six-acre site they are developing in Minneapolis.

Chairperson Steffen asked if Oppidan Development owns the site on the current project they are working on in Minneapolis.

Mr. Johnson stated they do own the site but they usually do not own a site until they are ready to break ground. He stated this project is A-typical in the nature of it.

Chairperson Steffen asked what is the general perception of The COR and what are the strength and weaknesses.

Mr. Johnson stated knowing how hard and expensive mixed use has been and is to do, he thought Ramsey was doing pretty well in terms of what has been done so far and also knowing how expensive market rate housing is to build. He stated from the center of where the money is flowing, Ramsey is pretty far out and suburban housing is challenging and hard and when looking at some of the other large projects that have gone on has been pretty big with city subsidies and free land, TIFF's and things that have been done to make that happen, he thought that was a huge barrier of entry for how big the COR is and how much Ramsey has so far, he thought they have been doing pretty well. There is a lot of communities in the same spot where they want to remake an area and do a downtown.

Member Riley asked what Mr. Johnson thought of vertically integrated building, which he thought Ramsey had a little bit already and a lot more of that in the plan.

Mr. Johnson thought it was hard because on a large scale format to do well, if they have a footprint that is going to handle 100 residential units and enough underground parking where it is efficient to build, where the project needs a large project to do that because of some of the costs. He stated if the expectation of the ground floor will be a lot of retail, for a less dense area like Ramsey, that is a huge challenge. He thought a reasonable expectation, may be the best corner could have some support style retail uses.

Chairperson Steffen asked which strategies would be recommended and which ones would Oppidan Development help them out with.

Mr. Johnson stated he would be as flexible as possible. He stated a firm like CBRE has a strong international and national reach, he would choose CBRE path if just starting out and put their best foot forward. Secondly to that and as it would relate to engaging a developer, their interest in land anywhere is very tenant driven. He stated they could have a project built within twelve, eighteen to twenty-four months.

Chairperson Steffen stated the City has about 150 acres of available retail land is located within/adjacent to The COR today. He asked if it was realistic for Ramsey to absorb that much retail land.

Mr. Johnson thought right now there was too much land there for retail. He did not think it needed to be rezoned right away but they should look at the next step of retail development after the grocery, he thought better retail would be larger box stores such as Michaels, JoAnn Fabrics, Maurices, TJ/MAXX which from a real estate risk profile would be harder to do for a developer to do. He did not think there was the population or critical mass to pull that off. He would advise the big power centers to be built such as Home Depot, Menards, Lowe's, Fleet Farm.

Mr. Johnson stated in closing, the best strategy, where in terms of development they would not just doing another convenience store, the question is how do they grow the tax base and CBRE is already aware of this. He thought there is shovel ready, utility stub, soil corrected large parcels of land in Mpls and there is very few of them left where people are bringing them further out to surrounding communities. He stated Ramsey was probably in the position to respond to a larger land owner such as a manufacturing business use.

The EDA thanked Mr. Johnson for being at the meeting.

4.02: Anoka County Open-to-Business Program Update

Economic Dev. Mgr/Assistant City Administrator Brama stated Kathleen DuChene with the Anoka County Open-to-Business Program was at the meeting to provide an update.

Ms. DuChene updated the Board on the Open-to-Business Program in Anoka County and customers they have helped get financing and start, grow their businesses.

Ms. DuChene stated the trends she has seen in the last few years are very little brick and mortar businesses. A lot of new businesses are inside the home and online women's boutique businesses. She stated she has helped a business owner put together an online business in the travel industry for women who want to travel but travel alone. She stated another trend is micro-breweries and organic home to table micro greens businesses. She noted the pet industry is growing and specialty foods, mostly ethnic foods and pasty and baked goods are also growing.

Ms. DuChene thought there was a lot going on in different industries and retail is changing rapidly. She stated big box stores are having difficulties and closing stores and there are more global markets and more online shopping and ordering is happening. She thought there were some implications for economic development in cities and economic development brings in business, hiring and creates tax base. She also thought there are going to be changing trends drastically in the next fifteen years.

Chairperson Steffen asked besides financing what are businesses looking for.

Ms. DuChene stated existing businesses are struggling with cash flow. Because of some of the changes she is seeing happening, business is not reacting quick enough on how to market differently, how to find different customers, they are struggling. Some of them have gone into business with not putting together a good plan or thinking through it thoroughly enough. She stated some businesses she looks at she sends them back to the drawing board and tells them they need some financial projections. Part of it is in planning. She thought the businesses they have made loans to have a thought-out plan and they are second stage businesses and are going to grow, know what they are doing and expanding and need financing for that. She stated she has been brainstorming with people and find out what they need to do. She noted she does get a lot of calls from Ramsey and encourage them to get a little blurb out into a newsletter every time it goes out.

4.03: EDA RLF Request, American Print & Digital

Economic Dev. Mgr/Assistant City Administrator Brama stated this case was reviewed by the EDA in January and February. This loan request was approved by the EDA and Council in February, contingent upon staff obtaining sufficient collateral. 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. 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 with the updated collateral requirement.

Member Hardin recused himself from discussion and voting due to conflict of interest.

Motion by Member Burandt, seconded by Member Brunt, to recommend to City Council approve the attached draft loan agreement with American Print & Digital and approve an EDA RLF loan in an amount of 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 review and approval of the loan agreement by the City Attorney and the CMDC.

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

4.04: Arterial Infrastructure Discussion for Bunker/Puma & Capstone Homes

Economic Dev. Mgr/Assistant City Administrator Brama stated this case is being reviewed by the EDA because the project is proposed to utilize two economic development funding sources. Since the proposed arterial infrastructure will serve the City's future business park, potential funding source for the arterial infrastructure include both the EDA Fund and Anoka County EDA/HRA accounts.

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report. He reviewed the three alternatives with the Board.

Economic Dev. Mgr/Assistant City Administrator Brama stated the benefits of Alternative A is that it appears it can work for all parties and an agreeable deal. This would trigger 300 to 350-unit residential development which would help drive traffic and consumers to The COR and would help to push their demographics to bring in retail restaurants. This would also help to trigger development of the new Itasca Park and modifications to Alpine along with allowing for new pedestrian connections within their community.

Economic Dev. Mgr/Assistant City Administrator Brama stated Alternative B would minimize the City's exposure to risk. Alternative C is to hold tight. They are able to meet their primary goal of getting their business park ready to go and have land available. He stated Capstone is at the meeting to discuss and answer any questions the EDA may have.

Chairperson Steffen asked if 60/40 is past policy. Economic Dev. Mgr/Assistant City Administrator Brama stated this is not past policy but is what happened for Legacy Christian Academy, Sunwood Drive and Rhinestone. The City does not have a formal policy and is usually negotiated.

Economic Dev. Mgr/Assistant City Administrator Brama stated the proposal that stands today, typically assessments are going to be over a ten to fifteen-year term. Capstone Homes has requested that the assessment be paid back at the time the property is sold. He thought the City would not want to sit on the assessments for any length of time so he thought a five-year sunset clause for when assessments would be due is appropriate. That would state that the lots, if not sold within five years, those assessments will come due. He noted this is sort of a hybrid approach. He stated Capstone Homes and staff has not had a lot of time to review this MOU in detail.

Member Williams asked to revisit the past practice statement. She asked if the 60/40 split is the basis for other residential developments in the City.

Economic Dev. Mgr/Assistant City Administrator Brama stated from a residential perspective, typically residential projects do not get involved with arterial infrastructure. Usually they will locate a development off a County Road or an existing city collector street. He stated the City of Ramsey typically does not get involved with infrastructure for residential projects, especially interior to a site. In this project there is going to be a lot of interior residential roads and the City

of Ramsey would not pay for any of that, what is less clear is arterial infrastructure collector roads, they would probably have to do some more digging to see what has been the practice in the past. He stated it was his understanding that those roads are typically City responsibility. He stated in this scenario they are extending those roads ahead of development and he did not know if they have done that in the past.

Member Riley asked if they should be considering this as two different phases. He thought it made sense to push it a little further when they know another phase is waiting.

Community Development Director Gladhill stated this does increase the cost of the project. What is unique here is that there is a specific phasing line. In this circumstance, they are only plating up to phase two which will give them a cleaner break. From a street maintenance perspective, they would prefer to do this all at once because then they do not have a sequential street maintenance program.

Member Williams asked if the gross and net numbers are different because there are already contributions from the City for the extension. She wondered why they are not calculating that difference as part of the 60/40 split proposal.

Economic Dev. Mgr/Assistant City Administrator Brama stated that is a perspective they can take on this project. Those dollars are preprogramed for those arterial trunk lines. This development along with any development pays trunk/sewer fees for every single development to help pay for that system. He stated to that point an argument could be made both ways that they are making a contribution through standard development fees just like any other developer would.

Mr. Steve Bona, Capstone Homes, stated they are really excited for this project and feel it would be wonderful for the City and great for Capstone Home. He thought there may be more of a benefit to The COR then to the business park. He thought the business park would be an added bonus if they can pave the road on the south side adjacent along Puma along the west side of the business park but The COR needs rooftops and this project would provide that. He thought that was the biggest benefit they could provide to the City. They don't really have any frontage onto Bunker Lake Boulevard, it dead ends into their site but, if the road needs to be extended they would like to contribute to help that happen. They did come up with a dollar amount in order to assist that and then when it came to Puma, the 60/40 split, they looked at past practice, they have the business park on one side so it is not all residential. That seems to align with past practice and is why they included it that way in their proposal.

Mr. Bona stated they are offering funds along Bunker Lake Boulevard, even without any frontage on it in order to pull it towards their property. Right now one of the things they are fighting in regards to residential is there is still quite a few bank owned properties out there in those areas and they can only pay for so much offsite improvements before they get into the neighborhood. The bank owned land in Elk River and Otsego is their competition as well as coming closer to the cities and they are building in both of those areas and they know what those values are and to be competitive on this property, it is very important that they watch the

numbers. He stated he understood the City's view. He thought that the long-term vision for The COR is something they should be focusing on.

Mr. Bona stated they have revised their neighborhood plan. He thought plan was so much better than the first plan they presented to the City. He stated there is open space, curvature in the roads, they have created more ponding and amenities on the site.

Chairperson Steffen asked how long it will take to build out phase one.

Mr. Bona stated they are trying to determine what size phase one will be but assuming they are going to have fifty or so lots, they anticipate that will happen in a twelve to eighteen-month period once they gain some momentum. He stated they have different product type of homes that will be in the project. He noted they have removed the townhomes on the far south side and left them on the north side of the project.

Mr. Bona stated they have not gotten into the details about the assessment and how it would be paid back. In past practice, they have had a five-year term on assessments like this but they would divide out the total assessment by units that are envisioned to pay it back. He noted that phase one is not all of the units and it would have to be based on phase two as well but the minimum assessment payment could be made each year versus waiting until year five. He stated the benefit to them is it spreads out their cost and they would not need it to be pushed out to year five because as they are selling houses they will be paying back assessments.

Chairperson Steffen asked if they planned on preselling the lots.

Mr. Bona stated they will have permanent sales centers for each type of product. They will presell as much as possible. They are seeing a really good market in the Twin Cities right now.

Chairperson Steffen asked if Capstone has ever done a three hundred home project.

Mr. Bona indicated Capstone has not but Capstone has completed projects in multiple phases. He noted he has experience in this type of master planned communities project.

Chairperson Steffen asked how many homes Capstone built in 2016.

Mr. Bona indicated they built approximately 175 and closed around 150 and the target this year is to close 220 homes.

Community Development Director Gladhill stated from a planning perspective Capstone has done a good job of managing the Brookfield project and staff is excited about this project because it is something different.

Member Riley stated the Board has the MOU and alternative A of the 60/40 split. There is also alternative B which is a 50/50 split and he wondered how Mr. Bona felt about that alternative.

Mr. Bona stated with their contribution that they are making to Bunker Lake Boulevard, with no frontage on Bunker Lake Boulevard they feel like they are contributing more than their fair share to that. They have business parks on both sides of Bunker Lake Boulevard and they will achieve that value that will be built for the road and the arterial infrastructure at some point in the future. Even if they are not paying now or are paying a small share now, Capstone is not going to see any of that for their contribution made to Bunker Lake Boulevard. Those property owners will and they need to remember that. He stated that is where they are making a contribution that is over and above what would normally be done but they do see the benefit for it because they need the utilities to get to the property.

Mr. Bona stated on Puma, the 60/40 split there with the business park being on the east side and the residential being on the west side they feel it is fair for the City to look at the same approach that was taken the first time. He stated this is needed for the business park and this has been done in the past and they would like to see that continue here as well. Moving forward, north of this phase, that is different because there will not be a business park involved anymore and 50/50 split is what they anticipate with that phase once they get there.

Member Brunt left the meeting at 9:00 a.m.

Chairperson Steffen asked what their preferred timing is for closing.

Mr. Bona stated they would like to get this going as soon as possible but realistically they are probably looking at a fall completion for streets. They need to have this site under construction in July/August to have that happen. He stated the public project with Puma and Bunker Lake Boulevard will have to go through the 429 process which takes time.

Member Hardin asked on the fifty-five acres if it was shovel ready.

Economic Dev. Mgr/Assistant City Administrator Brama stated the shovel ready process they engaged WSB was for the entire south side of Bunker Lake Boulevard.

Member Hardin asked if the City has put a number to the two-business park parcel. If the City completed this project based on Alternative B, what would the cost per square foot be for the infrastructure on those business park parcels.

Economic Dev. Mgr/Assistant City Administrator Brama stated the study breaks the cost down per acre but it can be broken down per square foot. He stated he could find it out and let them know. He thought they would be looking at twenty-thirty thousand per acre.

Chairperson Steffen thought the EDA was in concurrence that they would not be in favor of Alternative C.

Member Hardin stated he was not opposed to the residential project but was concerned with leapfrogging and how long it is going to take to develop the business parks. He stated he had reservations on this. He stated if they do move forward he would like to see the timeline for the assessments moved up.

Member Williams left the meeting at 9:10 a.m.

Chairperson Steffen thought Alternative A was Capstone Homes only offer for this.

Member Riley stated if the EDA approved what Capstone Homes was asking for he wondered if they would be ready to close and move forward.

Mr. Bona stated Capstone is ready to close and move forward with this project and this project is good and sound.

Member Riley thought that was important, along with the leap frogging to have an end user that will utilize this. He stated he was in favor of this.

Chairperson Steffen asked if Capstone has new plans and drawings they will be showing to the City Council.

Mr. Bona indicated they did and he has discussed this with Mr. Gladhill.

Chairperson Steffen stated this is a great project and he would like to see this move forward.

4.05: Stone Brook Academy PA

Economic Dev. Mgr/Assistant City Administrator Brama stated the EDA is asked to consider the purchase agreement with Stone Brook Academy for 1-acre of land located near the center of The COR for a children's academy and childcare center.

Economic Dev. Mgr/Assistant City Administrator Brama stated this case was reviewed by the EDA, Planning Commission and City Council. All parties are generally very supportive of the use/proposed project. However, the site location has been the focal point of conversations to-date. The EDA is in general support of Stone Brook's proposed site location, Site #1. The Planning Commission is in general support of Stone Brook's proposed site location, Site #1. The Council is in general support of Stone Brook's proposed site location, Site #1. It appears all boards/commissions have indicated support for a north-to-south road construction (Verdin's to Sunwood). It appears there is not consensus on whether that road connection be a private drive or a public road. Additionally, it appears there is general support for Master Plan B which shows an east-to-west internal connection through the proposed Stone Brook site.

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

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council approval of 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.

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

4.06: Lifestyle Property PA Reassignment

Economic Dev. Mgr/Assistant City Administrator Brama stated Bill Gleason of Lifestyle Construction, desires to reassign the attached purchase agreement (PA) to Morning Sun Homes, Inc. 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.

Economic Dev. Mgr/Assistant City Administrator Brama stated staff considers this case to be administrative. The City needs to make sure they have proper documentation/final form agreements, ready-to-go, to allow the City to close on the sale of this property. As a result of this proposed change of ownership, the Board needs to update the Purchase Agreement, Resolution for Anoka County Recorder's Office and Right-of-Re-Entry Agreement.

Economic Dev. Mgr/Assistant City Administrator Brama stated the City entered into a purchase agreement for the sale of roughly 3-acres of city owned land to Lifestyle Construction 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 16, 2016, 10 days after the September 16th 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.

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

Mr. Bill Gleason, Lifestyle Construction, stated he originally looked at the property and was very excited about it. His position was always to be a part of this transaction to the finish. He stated Mr. Meuleners was a builder he worked with previously. He thought this would be a good benefit to the City.

Mr. Mark Meuleners, Owner of the property, stated this is a tough project as far as the size and quite a bit of design work that needed to be done. He reviewed with the EDA what the homes will look like.

Member Riley asked if the closing next week is ready to happen.

Mr. Gleason stated they were.

Chairperson Steffen asked what will happen after the closing.

Mr. Meuleners stated they plan on building two houses to begin with.

Motion by Member Burandt, seconded by Member Hardin, to recommend to City Council 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-Entry" Agreement with Morning Sun Homes, Inc.

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

5. MEMBER / STAFF UPDATE

The EDA reviewed the Staff Update.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 9:30 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.

DRAFT

With Ramsey, please remember that each speaker gets their own paragraph. Even if it creates a one line paragraph.

Also, when there is an acting chair, their name is listed first in the roll call:

Members Present: Acting Chairperson Wayne Skaff
Member Philip Brunt
Member Glen Hardin
Member Chris Riley

Member Kristine Williams

Members Absent: Chairperson Jim Steffen
Member Brian Burandt

And, also listed first in the vote:

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

DRAFT

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, March 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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Asst. City Administrator/Economic Development Manager Patrick Brama
Attorney with Briggs & Morgan Sara Edstrom Smith

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:33 p.m.

2. TOPICS FOR DISCUSSION

2.01: Review McDonald's Project Alternatives

City Administrator Ulrich reviewed the staff report. He stated that although not included in the staff report, staff reached a negotiated agreement with McDonald's last year in which McDonald's received an extension and was to supply a non-returnable escrow of $5,000. He noted that McDonald's did not supply the $5,000 escrow.

Councilmember LeTourneau asked the purchase price the City received from McDonald's for the property.

City Administrator Ulrich stated that McDonald's paid $470,000 for the parcel but the City used $40,000 of those proceeds to bring utilities to the property.

Councilmember LeTourneau asked the net proceeds of the sale.

City Administrator Ulrich stated that the net proceeds would be $430,000 minus the $51,000 in development attorney costs and additional staff time costs.

Sara Edstrom Smith, Briggs & Morgan, stated that a basic lawsuit would not be that costly and would not take that much staff time but the unknown would be the response of McDonald's. She stated that you could choose to start action to get their attention and then negotiate. She stated that McDonald's has stated that they are still interested but are awaiting market demands and therefore it is unknown when they will actually desire to move forward.

Mayor Strommen noted that there have been several extensions on the development of the property.

Ms. Edstrom Smith stated that she does not believe that McDonald's has nefarious intentions but simply does not know when they will move forward. She stated that a settlement could provide a variety of results. She stated that she would not recommend a straight extension as it does not seem that McDonald's knows when they want to develop. She stated that there is cost to file suit and the City would want to think whether they have a buyer for the property if they do obtain the property back.

Councilmember Kuzma asked the cost of a potential lawsuit for the City and what a reasonable outcome would be.

Ms. Edstrom Smith stated that she could develop a litigation budget but estimated the cost above $50,000. She stated that it would be hard to guess the end result, whether McDonald's would want compensation for the property. She stated that it is unknown whether McDonald's believes that this will be a desirable site in the future and that is why they are holding on.

Councilmember Riley stated that the restrictive covenants have been removed, the City has gotten the escrow back, there is not a buyer for the site and the City has up to six years to make this decision. He stated that therefore he would not recommend trying to take the land back as the City already has a surplus of land.

Councilmember LeTourneau stated that although he agrees with Councilmember Riley that the City does not need more City owned land. He stated that if there was a buyer for the property, at least the City would have access to it, and the City could in essence sell the property again.

Councilmember Williams stated that she disagrees with the last two comments. She stated that this is a valuable property and perhaps the most valuable property in The COR. She stated that if McDonald's is unable, or unwilling, to develop the property the City should pursue getting that property back as she believes that it has a great development opportunity which is why McDonald's has sat on the property. She stated that there was a development agreement which specified that McDonald's must build by a set date, which has been extended multiple times.

Councilmember Kuzma stated that he is done waiting for McDonald's. He stated that he is willing to negotiate but either McDonald's will build or they will lose the property.

Ms. Edstrom Smith stated that the City has no obligation to pay McDonald's for the property. She stated that if McDonald's is willing to part with the property, she would believe the negotiation would fall under some kind of compensation but again noted the City does not have an obligation to pay them.

Councilmember Kuzma stated that he would be willing to offer one more round of negotiations offering to let McDonald's build one more time or they will lose the property.

Ms. Edstrom Smith stated that a judge could make the decision that even though the City is not obligated to compensate McDonald's, in terms of fairness they may deem that the City must pay a certain amount for the property.

Councilmember Shryock stated that while she would like to avoid creating bad blood with McDonald's, she would still like to see something built there whether that is McDonald's or another business.

Councilmember Johns stated that she would fall on the side of filing suit. She stated that she would support one round of negotiations but wants to see something built on the site.

Councilmember Riley agreed that everyone wants to see something built on the property. He asked whether it would hurt or help the City if they were to file suit on a landowner in Ramsey.

Mayor Strommen stated that she frankly does not care if McDonald's comes to Ramsey at this point. She stated that there were agreements made that have expired time and time again and they do not share information with the City. She agreed that this is a valuable piece of property and it should be available. She stated that last year the City stated that this would be the last extension and McDonald's did not even sign the agreement or provide the escrow.

Councilmember Kuzma stated that if the City were to bring action he does not think that would bring a bad light to the City but simply show that the City takes their agreements seriously.

Councilmember Williams agreed with Councilmember Kuzma's statement. She stated that real estate agreements such as this are often in place and when you do not fulfill the agreement the other party has the right to pursue their options and enact the clauses in the agreement.

City Administrator Ulrich stated that the City and McDonald's are both in different positions than they were when the property was sold and the City is in a good position to either build or take the property back. He stated that it is probably worth it to go back to McDonald's and ask them to clarify and express their intentions more clearly. He stated that if the development cannot continue as originally agreed upon to build, the City should then pursue their rights under the agreement to obtain the property.

Councilmember Kuzma confirmed that the restrictive covenants have been removed from the property.

Ms. Edstrom Smith provided clarifying information that the document states that the restrictive covenants are not in place because McDonald's was not in operation by the specified date.

Mayor Strommen confirmed the consensus of the Council to direct staff to reach out to McDonald's and clarify their intent noting that McDonald's would need to build immediately or the City will pursue their rights under the revert language.

Councilmember LeTourneau stated that McDonald's has not been truthful in their intentions thus far and would use this as another opportunity to push the can down the road and take up more time and the City would still not have control of the property. He asked if the City filed a lawsuit against McDonald's and McDonald's came back and said they would build by a certain date, could the City then stop the lawsuit and whether the City would then lose the ability to file suit again.

Ms. Edstrom Smith stated that if a suit is filed and McDonald's did respond in that manner, the City would not pull the suit simply on the word of McDonald's and would instead perhaps agree to slow play the lawsuit. She stated that either way the City would not lose the ability to file suit a second time.

2.02: Update Case: PSD LLC Business Park Proposal & Business Subsidy Request

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report.

Councilmember Williams stated that she likes this type of building.

Councilmember LeTourneau stated that he is excited and this provides a great opportunity. He stated that he needs for the EDA to be actively engaged in this process as he would love to have their feedback. He stated that if there is going to be a subsidy, it would need to follow the subsidy policy.

Councilmember Kuzma stated that he is interested in moving forward as well.

Mayor Strommen confirmed the consensus of the Council to support this in continuing to move forward to the EDA.

2.03: Arterial Infrastructure to Serve Ramsey's Future Business Park & Capstone Homes Development

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report.

Councilmember Riley asked for clarification in the difference between the net and gross amounts specified in the case. He noted that the amount specified in the case do not include the sewer and water costs, although there is identified financing for those utilities.

Asst. City Administrator/Economic Development Manager Brama stated that the gross amount of $3,680,000 includes the trunk water and sewer costs and that is removed from the net cost of $2,620,000

Councilmember Kuzma stated that Capstone is a great project and the business park is a great project but he would not be in favor of putting this on a tax levy. He stated that he would recommend other alternatives.

Councilmember Riley stated that the Capstone project looks great alone but noted that it is nice to see that there is another project in the business park potentially that will move forward at the same time which is a great sign of the future success of the business park. He agreed that he would not want to see the existing residents of Ramsey footing the bill, through a levy, to create a new development.

Mayor Strommen confirmed the consensus of the Council to support this to continue to move forward.

Steve Bono, Capstone Homes, stated that they are thrilled to be talking about another development which would be a large neighborhood with amenities. He stated that they were interested in obtaining Council input as they do want to move forward and wanted to ensure that the Council was supportive before they continue to move forward.

Mayor Strommen commended Capstone for attending the meeting and providing the necessary information so that the Council can be comfortable with the information provided to them.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich stated that staff is attempting to schedule Anoka Ramsey Athletic Association to come to an April worksession, as the Council last met with that organization two years ago. He stated that the Council would meet with the Planning Commission in April or May to check in on the Comprehensive Plan process.

Councilmember Riley suggested putting a timeline on the review of the process for the towing contract, as the process will need to be reviewed prior to the towing contract renewal.

4. MAYOR / COUNCIL / STAFF INPUT

Mayor Strommen stated that they were alerted today that the Highway 10 Rail Bill will have a two-minute hearing tomorrow in the House Transportation Finance Committee. She stated that staff alerted the Highway 10 Coalition. She plans to be present for the hearing but noted that it is unknown if the Committee will even get to all the bills. She stated that she will attempt to gather more information on the process but noted that they will only have two minutes. She stated that City Administrator Ulrich will be present and she will alert Councilmember Shryock in the case that she cannot attend. She stated that she does not feel that it is important for the other members

of the Council to attend as Anoka and Ramsey will be speaking together and because there will be so many others in the room, they will not be able to see if there is a large showing from Ramsey.

City Administrator Ulrich stated that Representative Whelan is sponsoring three large transportation bills between Anoka and Ramsey. He noted that at the regular Council meeting they will be recognizing the PACT Charter School and Anoka High School dance teams. He stated that staff is attempting to recognize more groups of this nature and encouraged the Council to provide suggestions of any other youth teams or organizations that they may know of.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:51 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.

DRAFT

BOLTON & MENK

Real People. Real Solutions.

City of Ramsey

Future Business Park

March 2017 Update

Analysis and Report

Submitted by:
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P: 763-433-2851

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EXECUTIVE SUMMARY

The City of Ramsey identified the need to prepare for the development of a new business park within the City. A large area of privately owned green-field space located on the north side of Trunk Highway 10, west of Armstrong Boulevard, was identified for a future Ramsey Business Park. A report was prepared in late 2015 and early 2016 which reviewed traffic impacts and outlined infrastructure needs related to business park area.

Development pressures have resulted in proposed land use changes for a portion of the study area. Phasing of the development activities in this area is also different than previously anticipated. As a result, the City requested an update to the previous analysis.

This update primarily includes a study of traffic impacts resulting from the revised anticipated land uses in the business park.

The updated analysis indicates the required improvements within the study area can be implemented based on the phasing plan currently proposed. Each series of improvements for Bunker Lake Boulevard and Puma Street can be implemented as the properties immediately adjacent to the roadways are developed.

Future improvements required to serve the area include:

- Expansion of Bunker Lake Boulevard (west of Armstrong Boulevard) to a four lane section,
- Expansion of the west end of Bunker Lake Boulevard and Puma Street to three lane sections,
- Construction of right turn lanes at entrances,
- Extension of an 18-inch sanitary sewer line along Bunker Lake Boulevard and Puma Street,
- North of the Puma Street/Bunker Lake Boulevard intersection, construction of a lift station,
- North of the lift station, extension of a 12-inch sanitary sewer gravity main,
- Extension of a 16-inch water main along Bunker Lake Boulevard and Puma Street,
- Use of regional rate control basins to maintaining existing flow rates into the COR,
- Installation of street lighting, trails/sidewalks, and landscaping consistent with City Policy, and
- Obtaining of ROW required for improvements during the platting process.

Total costs for all public improvements are approximately $6,819,000, assuming the project is constructed according to the phases described in this report. The costs are considered project costs and include 30% contingencies and project development costs (administrative, engineering, and fiscal).

Costs related to trunk sanitary sewer and trunk watermain were assumed to be paid from City utility funds. The City will need to develop a funding strategy for the remaining $5,419,000 in public improvement costs.

The information presented in this report is intended to allow for discussions with property owners and developers, as well as allow the City to begin considering funding options.

I. INTRODUCTION

The Ramsey City Council and Ramsey Economic Development Authority (EDA) identified the need to prepare for the development of a new business park within the City. The City identified a large area of privately owned green-field space located on the north side of Trunk Highway 10, west of Armstrong Boulevard, for a future Ramsey Business Park. A report was prepared in late 2015 and early 2016 which reviewed traffic impacts and outlined infrastructure needs related to the business park area. That report is incorporated by reference to this update.

Development pressures have resulted in proposed land use changes for a portion of the study area. Phasing of the development activities in this area is also different than previously anticipated. As a result, the City requested an update to the previous analysis.

The previous report provided a comprehensive analysis of the study area. This update focuses primarily on areas located adjacent to Puma Street, with a more cursory review of the remaining study area. Infrastructure needed and potential cost allocations related to the required improvements are included in this review.

The overall study area boundary remains unchanged from the previous study (see Figure 1).

II. LAND USE UPDATES

The primary land use changes relate to the area west of Puma Street and north of Bunker Lake Boulevard. The area west of Puma Street was previously a combination of Business Park and Medium Density Residential, and will now be all Medium Density Residential. The area north of Bunker Lake Boulevard had been Public, and will now be Business Park (see Figure 2 for updated land uses).

III. PRELIMINARY CONSIDERATIONS

The previous study described the roadway and public utility improvements required to serve the study area.

Public utility improvements are based on information contained in the City's Comprehensive Plans for sanitary sewer and water. The proposed updates in land use for this specific area are not anticipated to change the strategies contained in those Comprehensive Plans. The sanitary sewer and water system improvements, as outlined in the previous study, are still considered as base requirements for developments occurring in this area.

Roadway improvements require additional analysis based on the new land uses. Both the Average Annual Daily Traffic (AADT) and the Peak Hour turning movements are expected to change due to the updated land uses. The required roadway geometrics (number of through lanes, turns lanes, etc.) will be reviewed and compared to those described in the previous study.

Traffic patterns are expected to change as a result of the changes in land use. For example:

- For Business Park uses, traffic would be expected to enter the area in the morning (AM Peak Hour) and leave in the evening (PM Peak Hour).
- For Residential uses, traffic would be expected to leave the area during the AM Peak Hour and return during the PM Peak Hour.
- For Public, or School, uses, traffic would be expected to enter the area during the AM Peak Hour, leave during an early PM Peak Hour, and not impact the traditional PM Peak Hour. Also,

special events at School properties typically occur at off-peak times, creating congestion outside of the typical peak hours.

The updated land uses include Business Park areas being converted to residential, and also Public areas being converted to Business Park.

IV. DISCUSSION OF PHASES/IMPROVEMENTS

The previous analysis considered a phasing plan beginning a quarter of a mile west of Armstrong Boulevard and then systematically extending to the west along Bunker Lake Boulevard and then north along Puma Street. New development pressures create a revised phasing strategy for implementation of infrastructure improvements.

A Preliminary Plat is anticipated for the 87.8 acre property immediately west of Puma Street and extending from the Union Pacific Railroad tracks to Alpine Avenue. This area is anticipated to ultimately contain 351 lots and be phased from south to north.

The current phasing strategy is depicted on Figure 3. A discussion of the phasing, along with required infrastructure improvements is described below:

A. Phase 1A

The phase 1A improvements are as depicted on Figure 4. The developments will include both Residential and Business Park uses.

The public utility improvements will consist of extending the sanitary sewer and water mains to Puma Street. The utilities will need to be extended beyond the future roadway improvements to avoid the need to impact those facilities when future phases occur.

The roadway improvements will include construction of Bunker Lake Boulevard from the previously constructed west access to the former school property to Puma Street.

B. Phase 1B

See Figure 5 for the anticipated Phase 1B development area. The improvements will include both Residential and Business Park uses, extending north from the Phase 1A development area. The Phase 1B development area is anticipated to extend to the low area along Puma Street.

The public utility improvements will consist of extending the sanitary sewer and water mains north along Puma Street. The utilities will need to be extended beyond the future roadway improvements to avoid the need to impact those facilities when future phases occur.

The roadway improvements will include construction of Puma Street from Bunker Lake Boulevard to the low area along Puma Street.

C. Phase 2

See Figure 6 for the anticipated Phase 2 development area. The improvements are anticipated to consist entirely of residential uses, extending from the low area along Puma Street to Alpine Drive.

The public utility improvements will consist of extending the sanitary sewer and water mains north along Puma Street. The utilities will need to be extended to Alpine Drive, with consideration given to future extensions along Alpine Drive.

The roadway improvements will include construction of Puma Street from the low area

along Puma Street to Alpine Drive.

D. Future Phase

The future phase of development is depicted on figure 7, and includes an area east of the Phase 1A, Phase 1B and Phase 2 improvements.

The area includes Business Park uses. The north half of Bunker Lake Boulevard, along with sanitary sewer and water mains have been constructed through this area. Roadway improvements will include construction of the south half of Bunker Lake Boulevard.

E. Area of Additional Consideration

This area is depicted on Figure 8 and is comprised of the areas along the first ¼ mile of Bunker Lake Boulevard west of Armstrong Boulevard which may access Bunker Lake Boulevard in the future. There is the potential for this area to be developed as a commercial/retail center, which would be a significant traffic generator. There is also the potential for the property located south of Bunker Lake Boulevard to access Armstrong Boulevard at 147th Avenue, which would relieve stress on the Bunker Lake Boulevard and Armstrong Avenue intersection.

V. ASSUMPTIONS CARRIED FORWARD

The primary focus of this analysis is related to providing infrastructure to serve development along Puma Street in the near future. In the previous study, assumptions were made that should be considered by the City as developments are brought forward. The following is a summary of those items:

Right-of-Way Requirements

We have assumed that most of the required improvements will be development driven and Right of Way will be secured through the platting process. The City will need to review the right of way required and secure needed easements during the Preliminary Platting process.

Phased Improvements

A general understanding of the improvements required to ultimately serve the area along with an anticipated sequencing of the improvements is described above. Changes in the sequencing of the improvements could impact the facilities needed for each phase and the costs associated with those improvements.

Jurisdictional Authority/Approvals/Permits

As the project moves from the planning stages to design and construction, permits will be required from various agencies. The following agencies will be permitting entities for considered improvements:

- Minnesota Department of Transportation State Aid: Bunker Lake Boulevard and Puma Street are State Aid routes,
- Minnesota Pollution Control Agency: NPDES Storm Water Permit,
- Minnesota Pollution Control Agency: Sanitary Sewer Extension Permit,
- Minnesota Department of Health (MDH): Watermain Extension and Dewatering,
- Anoka County: Work in Right of Way, and
- Lower Rum River Watershed Management Organization: Storm Water.

Both MnDOT and Anoka County were engaged during the previous study process. Comments from both agencies are reflected in the improvements considered in this report.

Previous Improvements

Significant consideration and planning was completed prior to completion of the improvements constructed in 2011. Those improvements included street, trail, sanitary sewer and water distribution. Additionally, consideration was given to storm water management strategies and a potential 30-inch raw watermain from a future intake on the Mississippi River to the proposed site of the water treatment plant, just south of Fire Station No. 1. All previous analyses and reports are considered as a part of this analysis.

VI. ADDITIONAL ANALYSIS

In the previous analysis, we completed traffic and storm water studies and reviewed City Comprehensive Plans for sanitary sewer and water main needs for the study area. Based on the changes in proposed land use, the traffic study requires revisions. The storm water requirements, along with the sanitary sewer and water main needs, are unchanged as a result of the revised land uses. The following paragraphs relate key findings of the traffic analysis. The complete analysis is included in Appendix B of this report.

a. Traffic Analysis Update

The traffic analysis was completed to determine required lane geometry for Bunker Lake Boulevard and Puma Street, along with turn lane requirements at four intersections in the study area.

The revised land uses result in an increase of 18,100 trips per day into and out of the area at full build. This is at the low end of the range previously calculated for the area (18,500 to 23,300).

Note: Short term improvements are intended to mitigate current safety or operations problems, along with full development of the Study Area. Mid-term improvements are anticipated safety related improvements that may be required within the study area. Long-term improvements are anticipated safety improvements required as a result of growth in the region.

b. Short Term Improvements

- Armstrong Boulevard & Bunker Lake Boulevard:
    - Bunker Lake Boulevard is proposed to be reconstructed in the near future by Anoka County to a four lane divided road between Ramsey Boulevard and Armstrong Boulevard. The dual southbound left turn lanes at this intersection will be striped when Bunker Lake Boulevard is reconstructed. A southbound double left turn lane will help reduce queues entering the COR development.
    - Plan for eastbound dual-right turn lanes, two eastbound through lanes, and a 300 ft. left turn lane.
- Bunker Lake Boulevard (west of Armstrong Boulevard):
    - Expand to a four lane section for development to the first full access to the west of Armstrong Boulevard. This will be between 540 ft. to 775 ft., depending on access from the COR to Bunker Lake Boulevard.

- The eastbound approach should include a left turn lane, two through lanes, and one right turn lane.

- Bunker Lake Boulevard (west of commercial section to Puma Street):
  - Expand to a three lane section for development.
  - Right turn lanes (locations and lengths) will be determined based on development type. Right turn lanes will typically be required where development related trips are anticipated to be more than 100 per day.

- Puma Street:
  - Expand to a three lane section for development (two through lanes and one center left turn lane). Depending on what type of developments occur on the east side of Puma Street, and where those accesses are located, Puma Street could potentially remain as a two lane roadway.
  - Right turn lanes (locations and lengths) will be determined based on development type.

- Bunker Lake Boulevard & Puma Street Intersection:
  - An all-way stop or single lane roundabout will operate adequately at this intersection for the 2040 Full-Build conditions. A southbound left turn lane and westbound right turn lane are recommended for an all way stop.

c. Mid-Term Improvements

- See attached Traffic Memorandum in Appendix B.

d. Long-Term Improvements

- See attached Traffic Memorandum in Appendix B.

e. Discussion of Findings

- The required improvements within the study area can be implemented based on the phasing plan described above. Each series of improvements for Bunker Lake Boulevard and Puma Street can be implemented as the properties immediately adjacent to the roadways are developed.
- Puma Street could potentially be developed as a two lane section with right and left turn lanes at key access points. This will depend on access point locations, type of development on the east side of Puma Street, and location of accesses along the corridor. We recommend proceeding with the three lane section at this time due to the uncertainties of development in the area.
- For Phase 1A, right turn lanes will most likely be required both eastbound and westbound along Bunker Lake Boulevard and southbound along Puma Street at proposed access locations. Temporary paving will be required to transition back to the existing Bunker Lake Boulevard and the existing Puma Street.
- For Phase 1B, right turn lanes will most likely be required both northbound and southbound along Puma Street at proposed development access locations. Temporary paving will be required to transition back to the existing Puma Street.
- For Phase 2, right turn lanes will most likely be required both northbound and southbound along Puma Street at proposed development access locations.

- For the Future Phase, right turn lanes will most likely be required along Bunker Lake Boulevard in both the eastbound and westbound directions. Temporary paving will be required to transition back to the existing Bunker Lake Boulevard.
- Our analysis indicates that, while nearing capacity, the intersection of Bunker Lake Boulevard and Armstrong Boulevard will not require improvements until the Area of Additional Consideration is developed.

VII. ADDITIONAL IMPROVEMENT CONSIDERATIONS

For more detailed information of each of the following items, please reference the previous study report.

Street Lighting

The costs included for street lighting were derived from recent projects within the City of Ramsey.

Trails/Sidewalks

Project costs shown in this report include trails along the south side of Bunker Lake Boulevard and the east side of Puma Street.

Phase Transitions

Bunker Lake Boulevard and Puma Street will be constructed to wider sections than currently exist. Because the roadways will be constructed in phases, they will need to taper to meet the existing, narrower roadway widths. These taper sections will then be removed as the next phase of improvements is completed. Costs were included in each phase for these tapering roadway sections.

Right Turn Lane Additions

Right turn lanes will be required at each access off of Bunker Lake Boulevard and Puma Street. The actual access locations will be dependent upon the type of land use and internal site characteristics. We included allowances for the right turn lanes in each phase for budgeting purposes.

Landscaping

The improvements considered with this report include a very utilitarian landscaping approach to the area. Bituminous trails and lighting were included, but other features, such as trees, shrubs, decorative features and monuments are not included in the estimated project costs.

Right of Way and Easements

We assumed that required rights of way would be dedicated as a portion of the development process and no costs are included in the project costs for acquisitions.

VIII. COST CONSIDERATIONS

Costs were developed based upon phased implementation. The phasing is as depicted on the figures in Appendix A. All costs presented in the following pages are 2017 costs, with no allowance for inflation.

Phases 1A, 1B and 2

Improvement Type	Phase 1A	Phase 1B	Phase 2
Roadway	$ 795,000	$ 940,000	$ 675,000
Roadway Transitions	$ 66,000	$ 78,000	$ 56,000
Right Turn Lanes	$ 132,000	$ 156,000	$ 112,000
Trails/Sidewalks	$ 106,000	$ 125,000	$ 90,000
Storm Water Management	$ 0	$ 48,000	$ 16,000
Street Lighting	$ 76,000	$ 90,000	$ 65,000
Trunk Water	$ 154,000	$ 182,000	$ 131,000
Trunk Sanitary Sewer	$ 179,000	$ 545,000	$ 179,000
Total Costs/Phase	**$ 1,508,000**	**$ 2,164,000**	**$ 1,324,000**
Total Costs less Public Utilities	**$ 1,175,000**	**$ 1,437,000**	**$ 1,014,000**

Future Phases

Improvement Type	Future East	Additional Area
Roadway	$ 628,000	$ 580,000
Roadway Transitions	$ 62,000	$ 58,000
Right Turn Lanes	$ 52,000	$ 48,000
Trails/Sidewalks	$ 115,000	$ 106,000
Storm Water Management	$ 0	$ 0
Street Lighting	$ 75,000	$ 69,000
Trunk Water	$ 19,000	$ 0
Trunk Sanitary Sewer	$ 11,000	$ 0
Total Costs/Phase	**$ 962,000**	**$ 861,000**
Total Costs less Public Utilities	**$ 932,000**	**$ 861,000**

Total Cost all Phases	**$ 6,819,000**
Total Cost all Phases less Public Utilities	**$ 5,419,000**

The above costs are considered project costs and include 30% contingencies and project development costs. Project development costs include administrative, engineering, and fiscal related costs.

The roadway transition costs are allotments for phase transitions associated with tapering pavements sections to match in-place sections where required, and subsequent removals of the transition areas.

The right turn lane costs depicted in the tables include a 150 ft turn lane with 1:10 taper sections.

Street lighting costs are based upon recent installations within the City of Ramsey.

For storm water management, costs were included for manholes, catch basins, and pipe within the street sections and included in the roadway costs. For Phases 1B and 2, ponding costs were included for excavation related activities. We assumed a ponding area would be acquired through the platting process, and ponding within a development site would be expanded to include volume for roadway drainage.

The Phase 1A limits are based upon the area that can be served by a gravity sanitary sewer system. The Phase 1B sanitary sewer costs include a lift station and forcemain.

IX. COST ALLOCATION ALTERNATIVES

The costs, or a portion of the costs, of the improvements are typically allocated back to adjacent properties through the use of assessments, fees and other methods. The costs are typically allocated in a way that is equitable to the properties benefitting from the improvements. Public improvements that will become City owned and maintained are typically constructed through a public process, while secondary improvements are constructed by the developer. For our analysis, we assumed the following items would be constructed through the public process:

- Bunker Lake Boulevard and Puma Street, including storm water conveyance systems,
- Trunk Water Facilities,
- Trunk Sanitary Sewer Facilities,
- Trails, and
- Street Lighting.

While the street lights will most likely be installed by a private utility and the trails could potentially be constructed by the property owner, we have included these items as public improvements.

Other improvements were considered secondary and are typically the property owner's responsibility to install:

- Sanitary Sewer Service Extensions,
- Water Service Extensions,
- Natural Gas Lines to Buildings,
- Telephone Service to Buildings,
- Electric Service to Buildings,
- Site Grading,
- Site Landscaping,
- Site Storm Water Conveyance,
- Storm Water Ponding, and
- Easement Dedication.

These types of improvements are typically inspected by the City for conformity with applicable codes and standards, but are constructed by the property owner.

Figure 9 depicts the parcels considered for this report and also provides additional information related to each parcel. Similar information is presented in the following table:

Identification Number	Zoning Classification	Gross Area less NWI Area (Acres)	Adjusted Frontage (Ft)
Phase 1A			
1	B-2 Business District	20.307	1,358
2	B-2 Business District	10.843	1,002
4	R-2 Medium Density Residential	9.231	120
5	R-2 Medium Density Residential	19.691	399
Phase 1A Totals		**60.072**	**2,879**
Phase 1B			
6	B-2 Business District	27.116	1,141
7	R-2 Medium Density Residential	16.022	928
Phase 1B Totals		**43.138**	**2,069**
Phase 2			
8	R-1 Low Density Residential	28.338	683
9	R-1 Low Density Residential	4.107	419
10	R-2 Medium Density Residential	35.285	1,289
Phase 2 Totals		**67.730**	**2,391**
Future			
11	B-2 Business District	24.801	1,343
12	B-2 Business District	23.324	1,345
13	B-2 Business District	11.529	0
Future Phase Totals		**59.654**	**2,688**
Additional Area			
14	COR	7.507	1,263
15	R-1 MUSA	7.878	1,261
Additional Area Totals		**15.385**	**2,524**
Totals all Phases		**245.979**	**12,551**

Note: The table above includes a column for Gross Area – NWI Area. This represents the total area of the parcel based on GIS mapping, less the wetland area per the National Wetland Inventory (NWI) GIS mapping.

The zoning classifications listed in the table above are based on anticipated future zoning for the study area. Gross areas and frontages are based on GIS information and will most likely be refined during subsequent phases of project development.

A portion of the improvements will be paid by the City either through utility funds or other means. A list of assumptions is as follows:

- All trunk water and sanitary sewer system costs will be paid for through the City utility funds,
- Storm water management costs are related to ponding and are considered integral to roadway construction,
- Assessments will be made to benefitting properties as each phase is constructed,
- Two standard methods of assessments were analyzed including: Frontage and Area.
- The City's existing assessment policy very closely matches the Frontage method, and
- Gross acreage (less NWI Wetland acreage) was used in lieu of net developable acreage in the calculations below.
- Lot 3 was not considered in the assessments as the lot is zoned residential. The resultant assessment amounts are considered negligible related to the entire Business Park area.
- Lots 14 and 15 abut Armstrong Boulevard, a County roadway, and will access off of Bunker Lake Boulevard. Lots 1 and 4 abut a portion of the Puma Street right of way that is anticipated to be vacated. Lots 8, 9 and 10 abut Alpine Drive, but access will be limited to Puma Street.

The table below depicts a distribution based on all costs being assessed to the benefitting properties. We have assumed for this analysis the costs would be assessed to properties benefitting from each phase of construction. For instance, properties directly benefitting from Phase 1 improvements would be assessed for Phase 1 costs at the time of Phase 1 improvements.

Calculations were based on the areas and front footages, along with the costs per phase as developed earlier within this report. Trunk sanitary sewer and trunk watermain were considered City costs and were not included in the calculations. While this study focuses primarily on Phases 1 – 3, the future phase and the area of additional consideration were included for comparison. A summary of the unit costs used in the calculations is presented below:

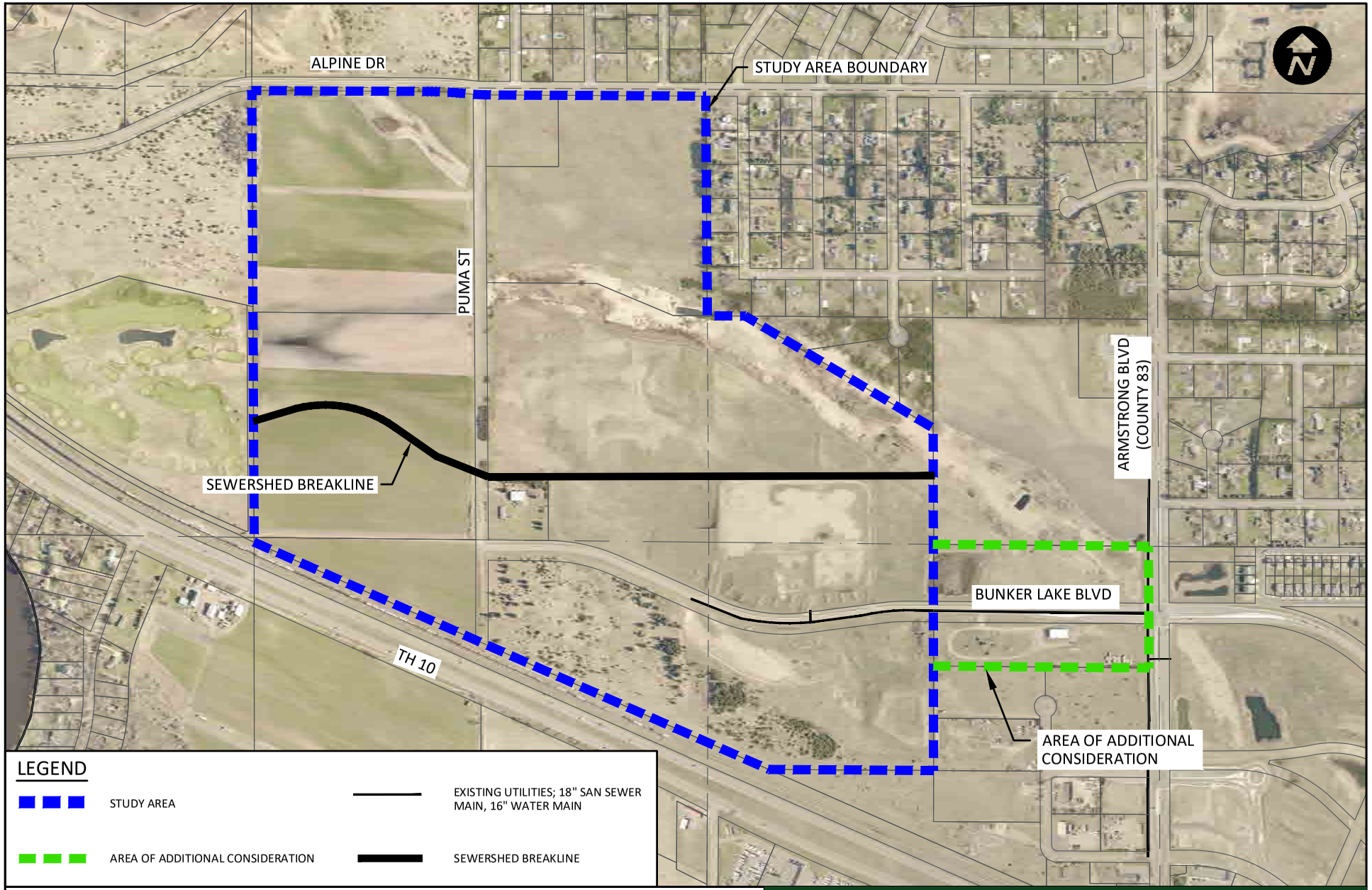
Phase	Frontage Method (Cost/FF)	Area Method (Cost/Acre)
1A	$ 408.13	$ 19,559.86
1B	$ 694.54	$ 33,311.70
2	$ 424.09	$ 14,971.21
Future	$ 346.73	$ 15,623.43
Additional Area	$ 341.13	$ 55,963.60

Based on the above cost distribution, the potential assessments per lot per phase is depicted below:

Identification Number	Frontage Method	Area Method
Phase 1A		
1	$ 554,200	$ 397,200
2	$ 409,000	$ 212,100
4	$ 49,000	$ 180,500
5	$ 162,800	$ 385,200
Phase 1A Totals	**$ 1,175,000**	**$ 1,175,000**
Phase 1B		
6	$ 792,500	$ 903,300
7	$ 644,500	$ 533,700
Phase 1B Totals	**$ 1,437,000**	**$ 1,437,000**
Phase 2		
8	$ 289,700	$ 424,300
9	$ 177,700	$ 61,500
10	$ 546,700	$ 528,300
Phase 2 Totals	**$ 1,014,000**	**$ 1,014,000**
Future Phase		
11	$ 465,700	$ 387,500
12	$ 466,400	$ 364,400
13	$ 0	$ 180,100
Future Phase Totals	**$ 932,000**	**$ 932,000**
Additional Area		
14	$ 430,800	$ 420,100
15	$ 430,200	$ 440,900
Additional Area Totals	**$ 861,000**	**$ 861,000**
Total all Phases	**$ 5,419,000**	**$ 5,419,000**

The information presented in this section of the report is intended to allow for discussions with property owners and developers to be initiated. Refinement of the amounts presented is anticipated based on those discussions.

Appendix A: Figures



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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
LOCATION & EXISTING CONDITIONS

FIGURE 1

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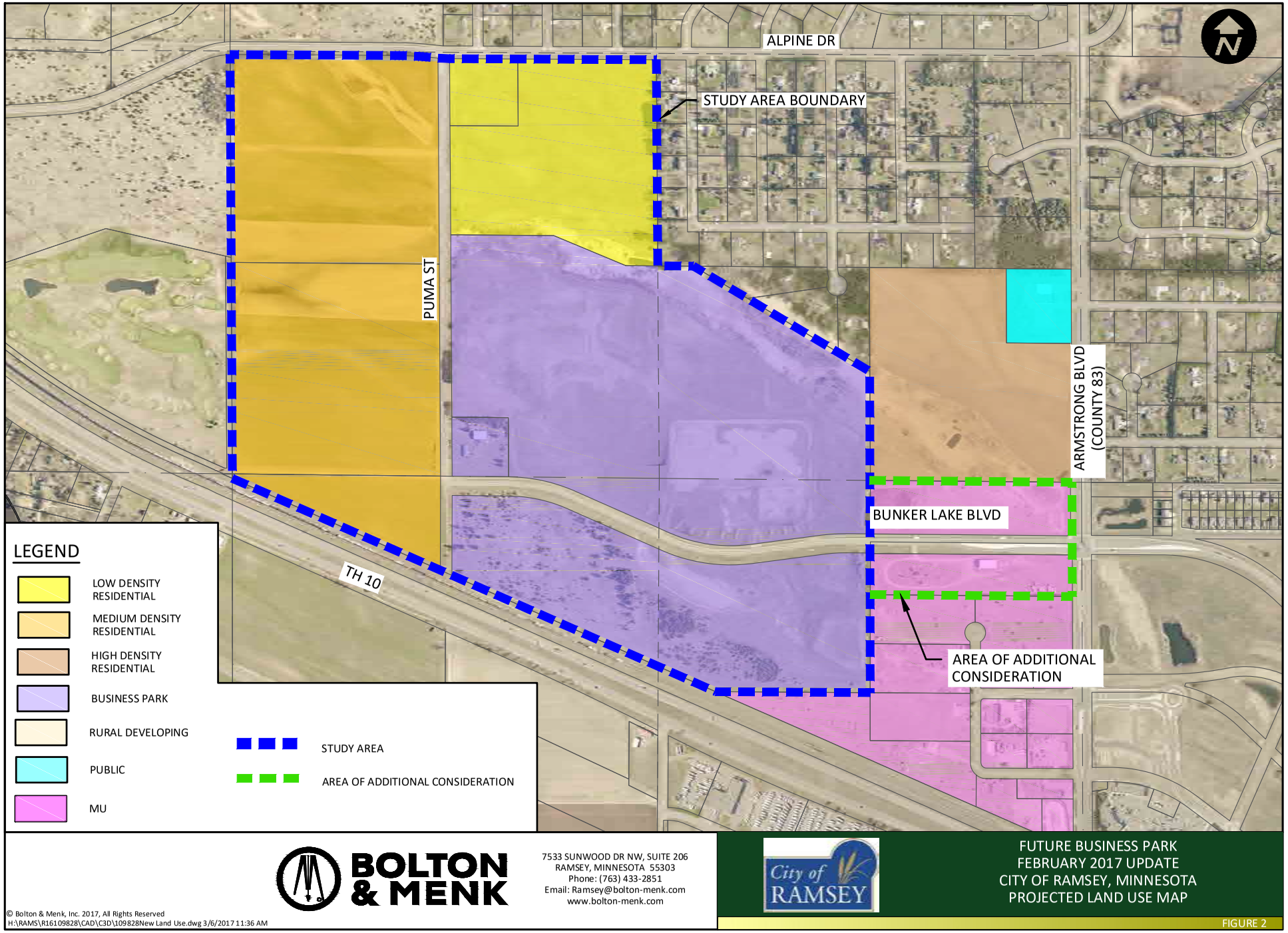

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PROJECTED LAND USE MAP

FIGURE 2

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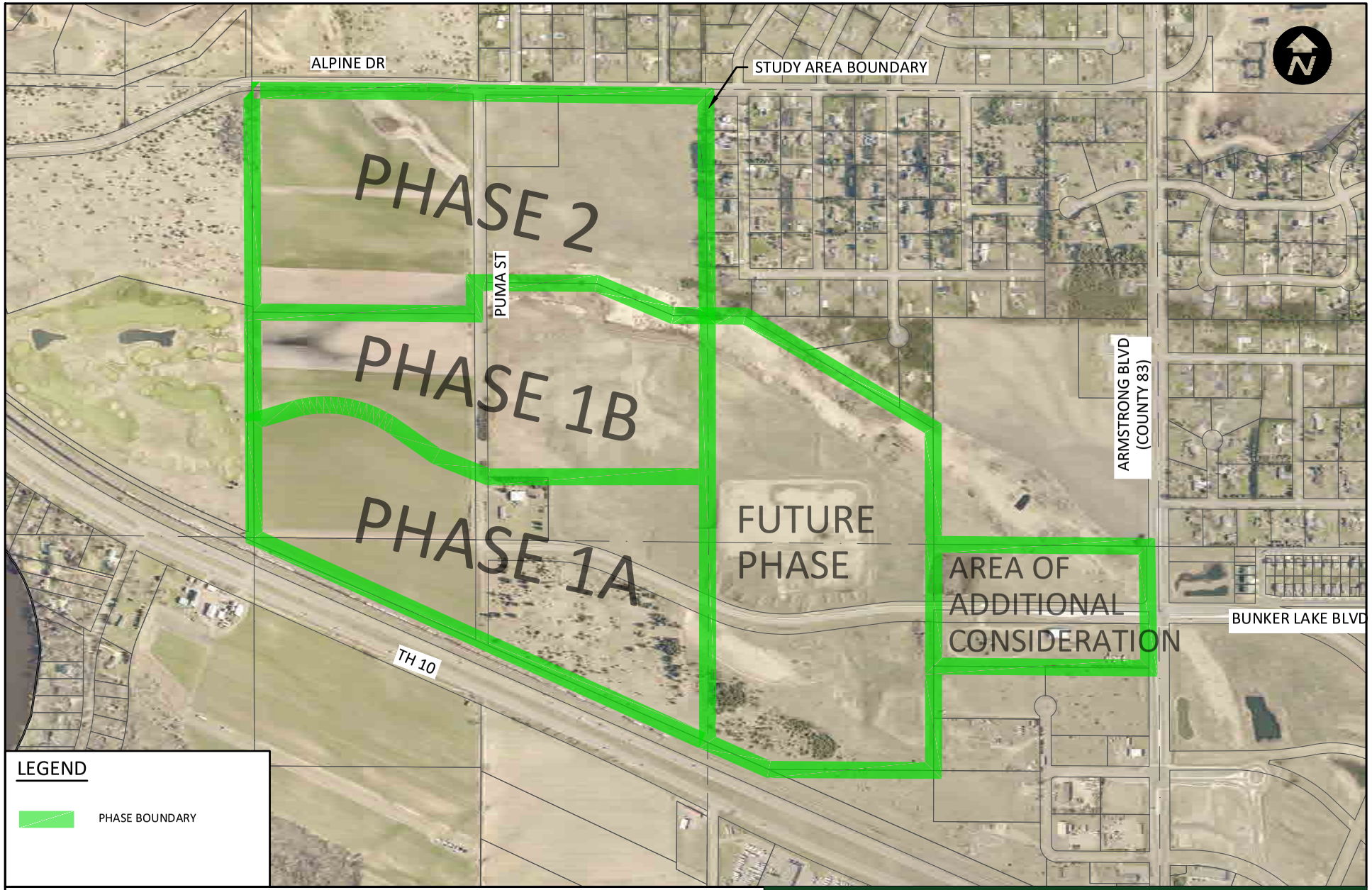

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASING MAP

FIGURE 3

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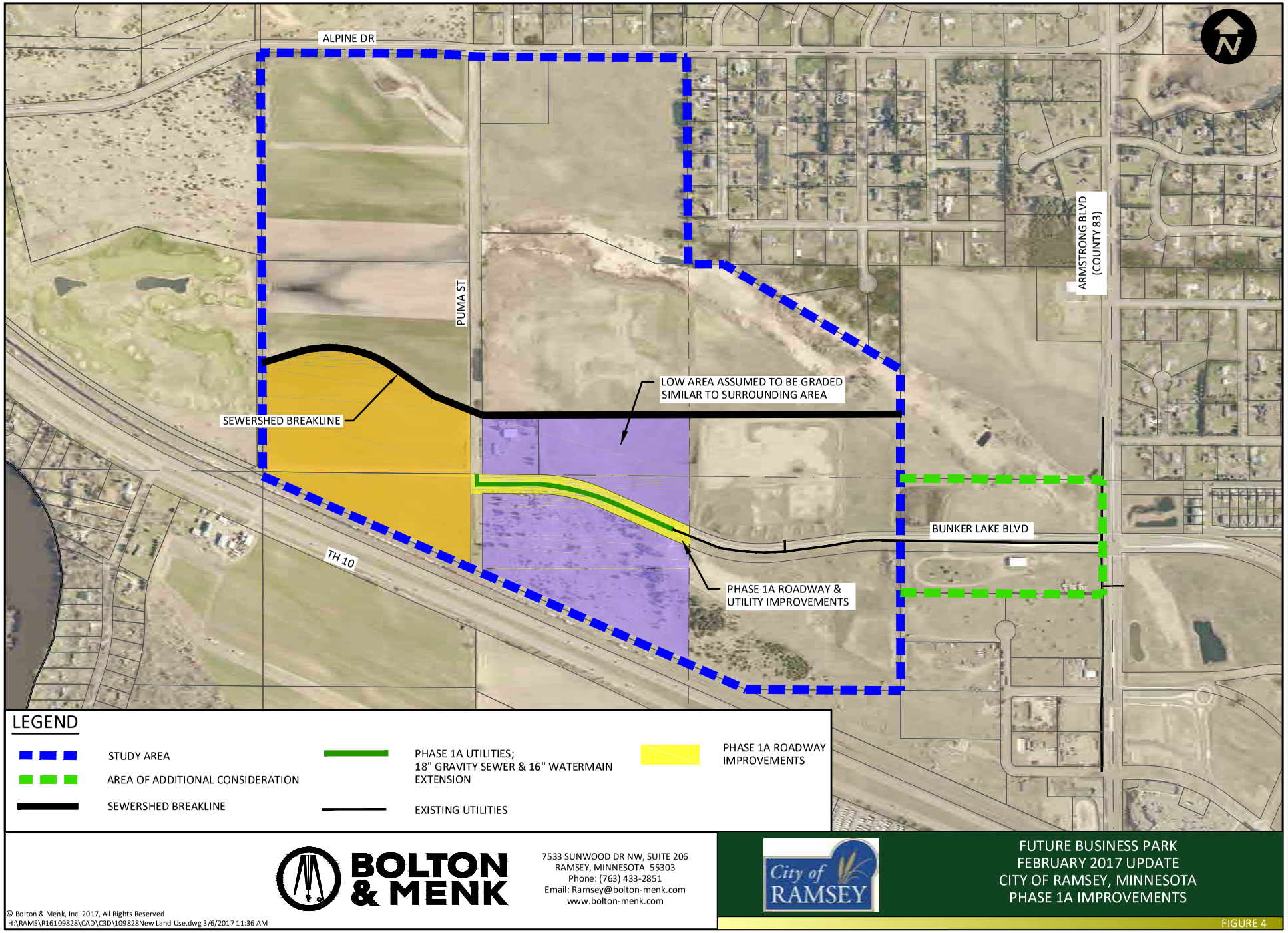

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 1A IMPROVEMENTS

FIGURE 4

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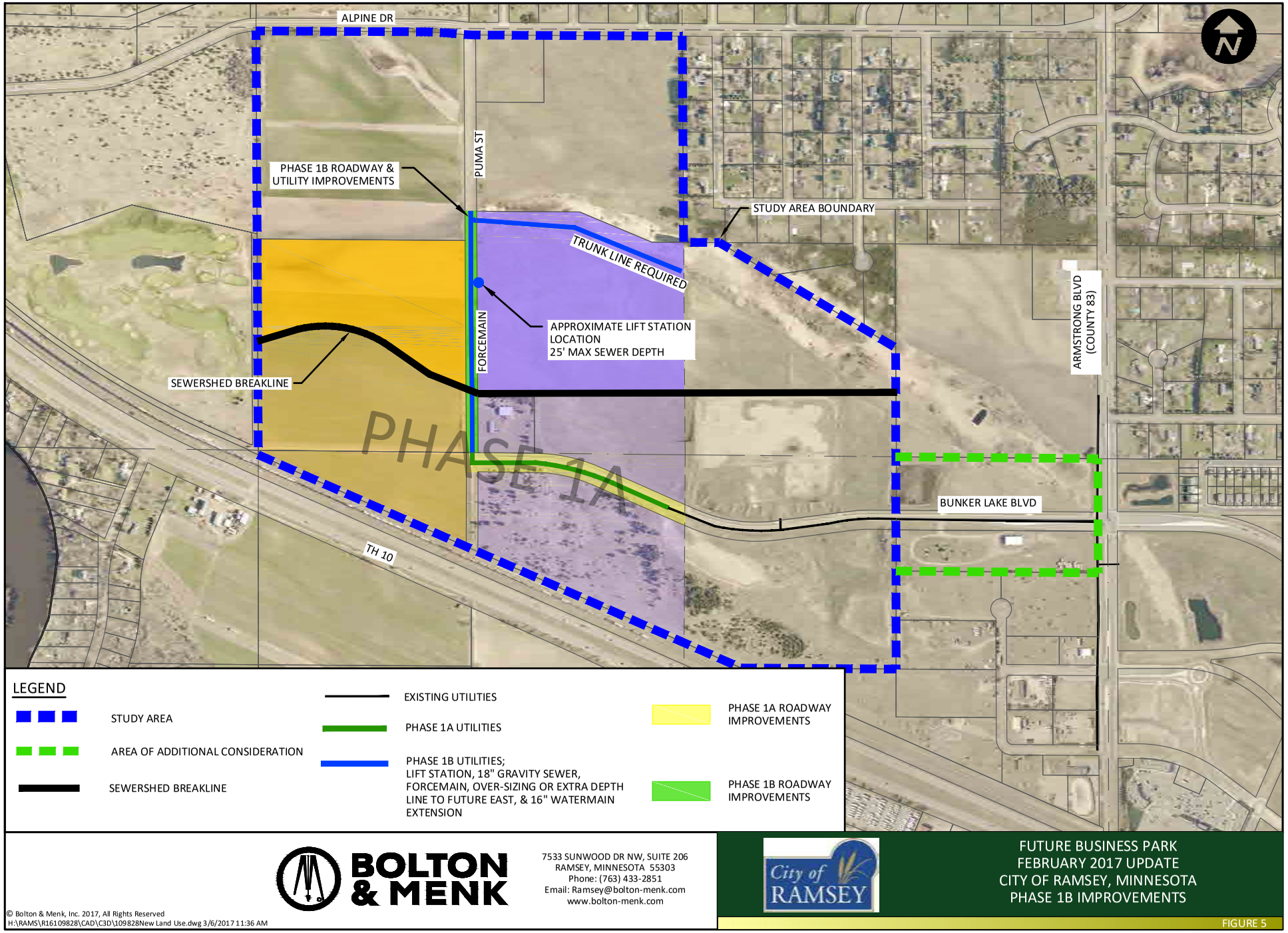

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 1B IMPROVEMENTS

FIGURE 5

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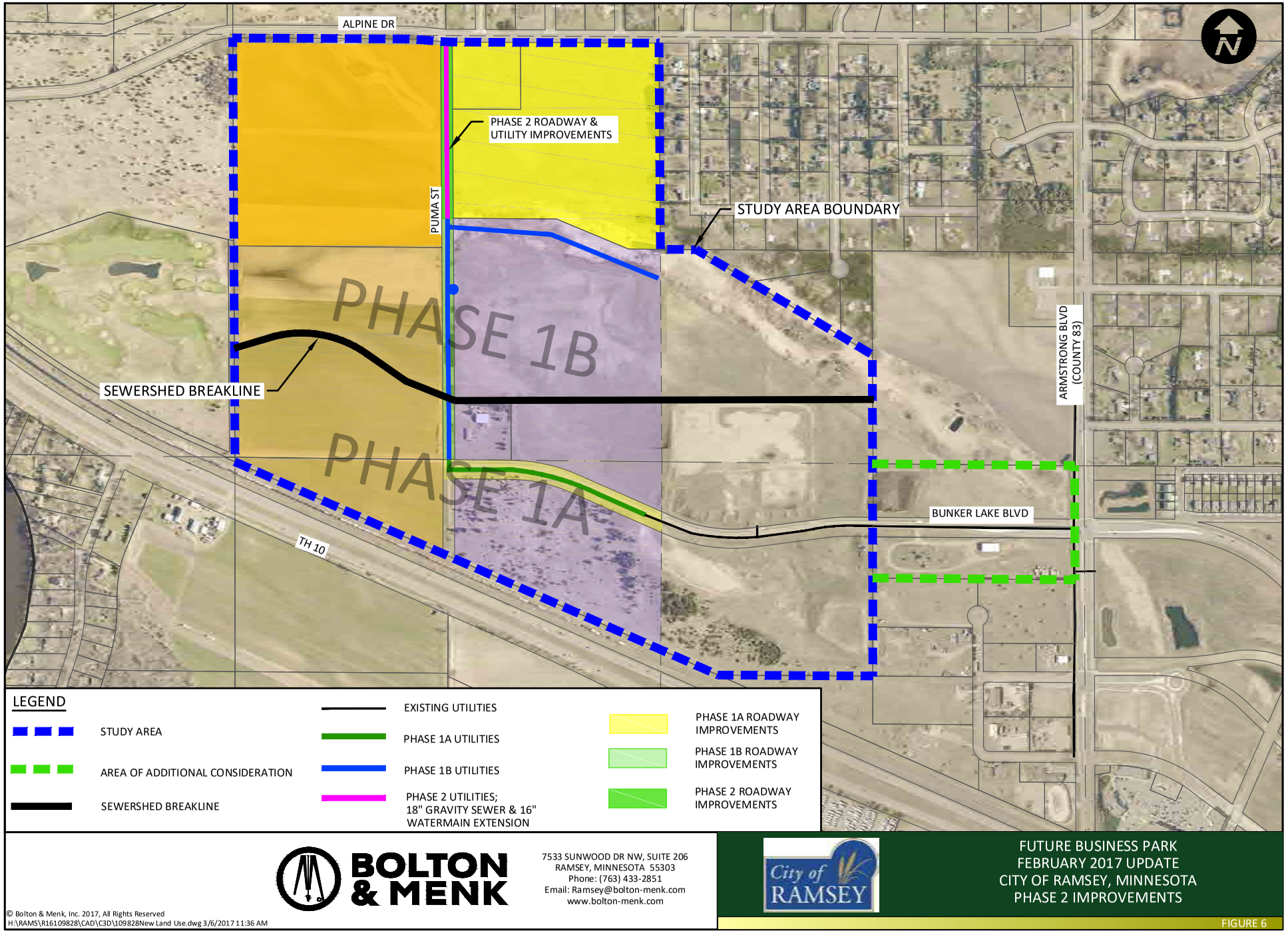

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 2 IMPROVEMENTS

FIGURE 6

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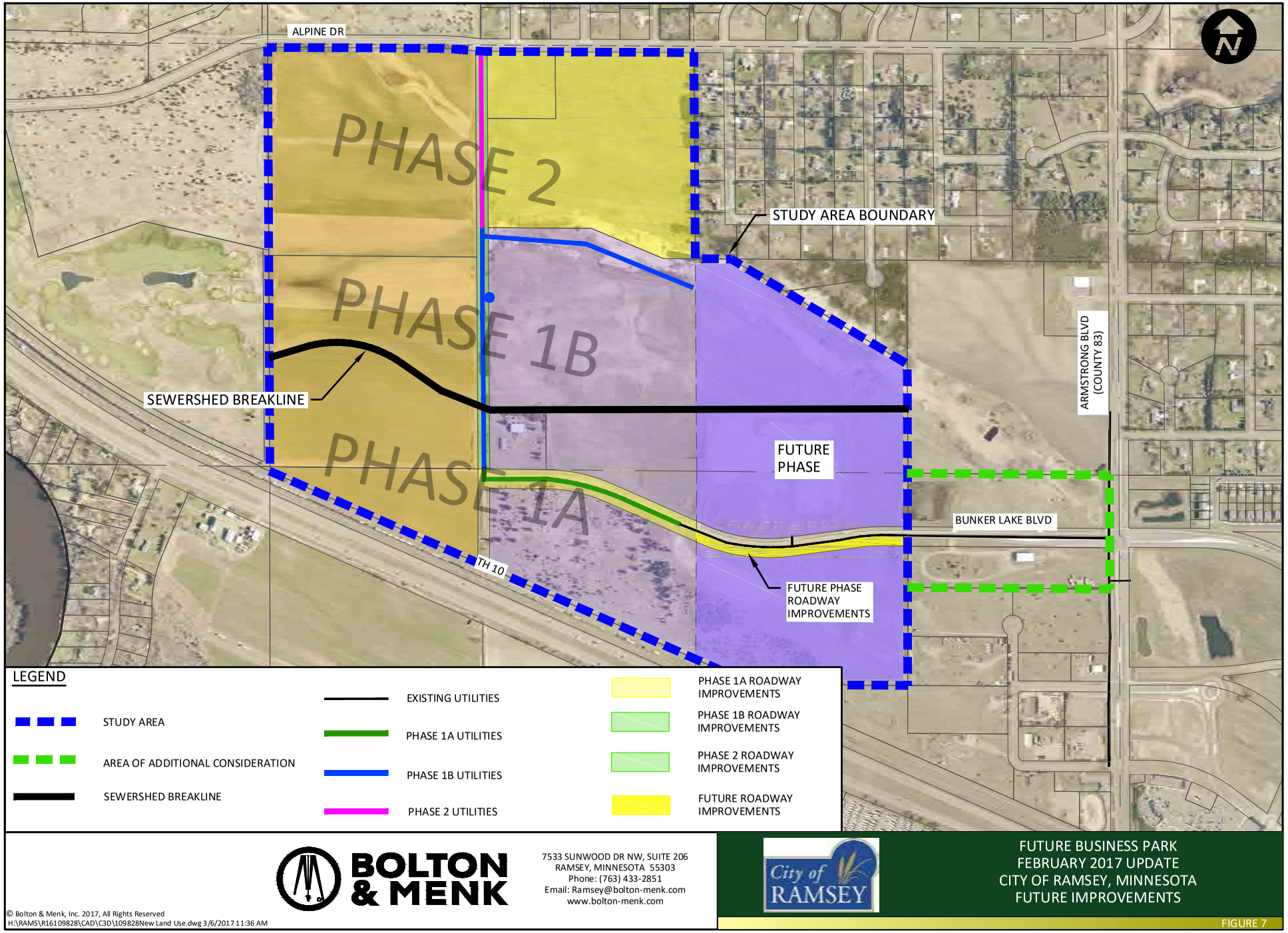

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
FUTURE IMPROVEMENTS

FIGURE 7

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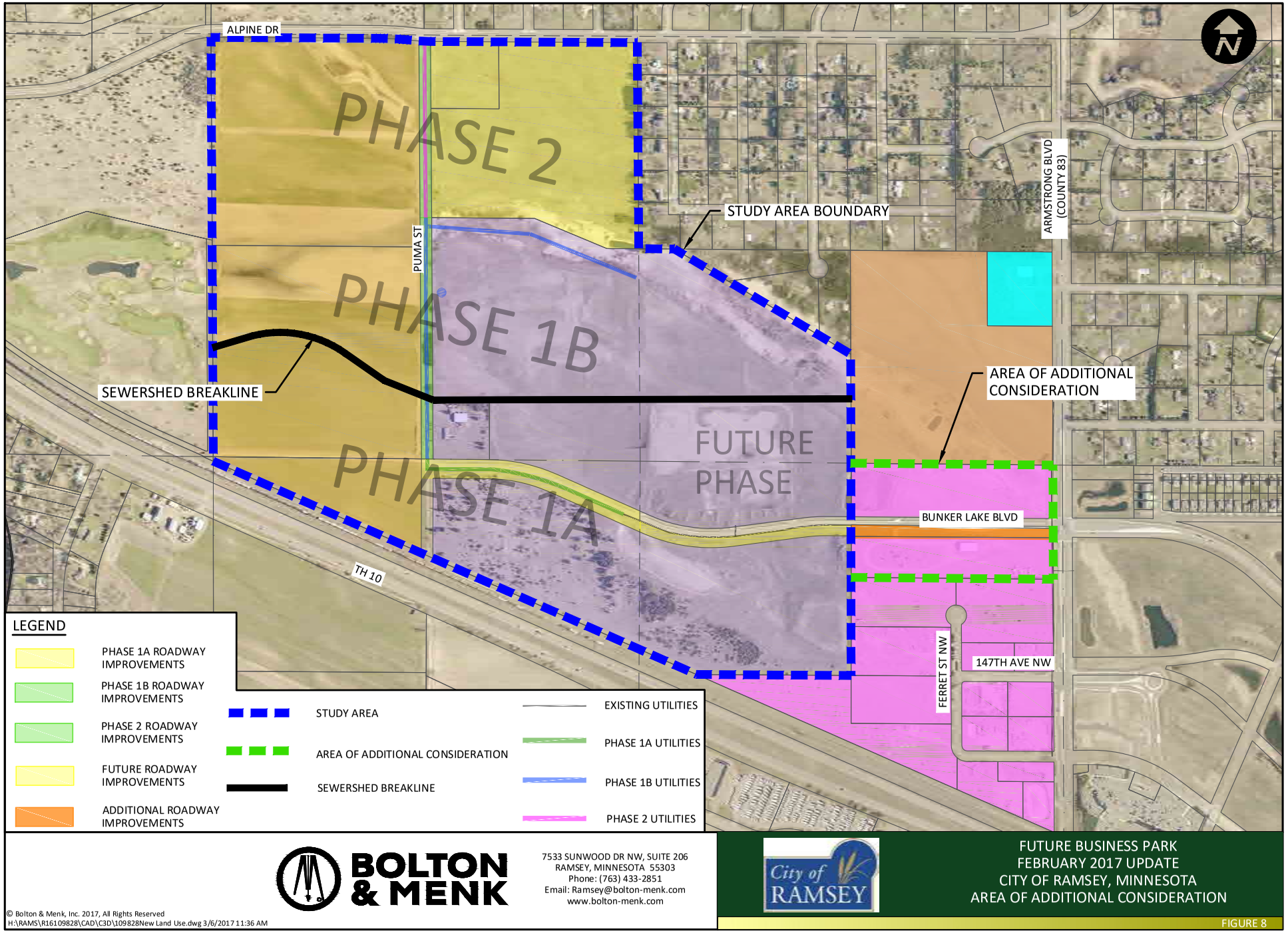

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
AREA OF ADDITIONAL CONSIDERATION

FIGURE 8

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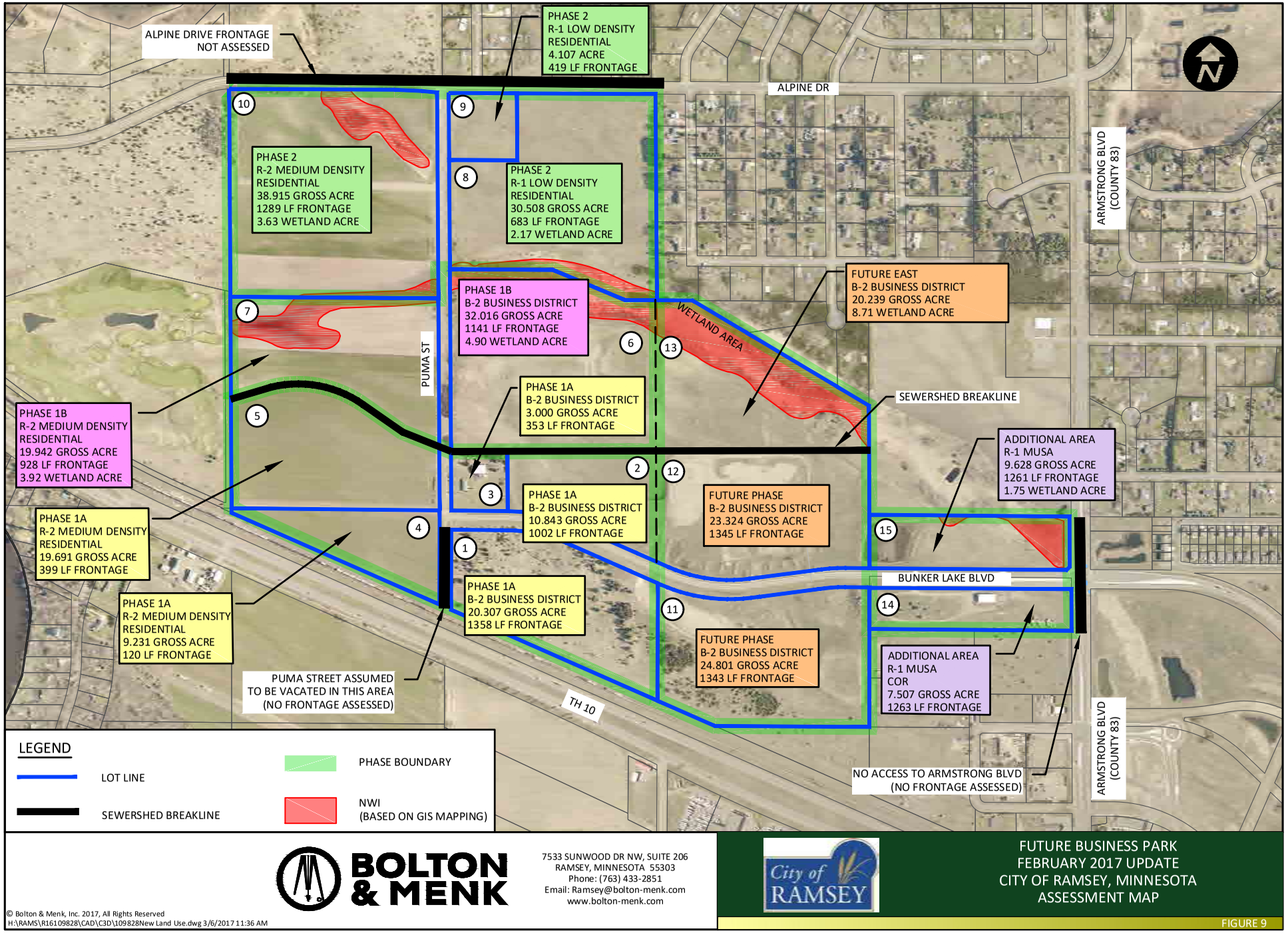

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
ASSESSMENT MAP

FIGURE 9

Appendix B: Traffic Study

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TRAFFIC MEMORANDUM

Date: January 27, 2017

To: City of Ramsey

From: Bryan Nemeth, P.E., PTOE

Subject: Supplemental Traffic Memorandum
Traffic Impact Study for Future Business Park: October 21, 2015
City of Ramsey, MN
Project No.: R16.109828

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.

By: _____
Bryan T. Nemeth, P.E., PTOE
License No. 43354

Date: January 27, 2017

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I. Introduction

This traffic memorandum provides an update to the Traffic Impact Study for Future Business Park, October 21, 2015, in Ramsey, MN. The update includes analysis of a revised Proposed Future Land Use plan for the area.

The revised analysis results in an increase of approximately 18,100 trips per day into and out of the area at 2040 Full Build. This is an overall reduction in trips compared to the previous land use alternatives proposed.

The analysis evaluates the mitigation needs Bunker Lake Blvd west of Armstrong Boulevard (CSAH 83) and Puma Street south of Alpine Drive. This includes the intersection of Armstrong Blvd (CSAH 83) at Bunker Lake Blvd (CSAH 116).

II. Recommendations

A. Intersection and roadway improvements along Bunker Lake Blvd (west of Armstrong Blvd) and Puma St. (south of Alpine Dr.) are revised as follows.

1. Short Term

a) Armstrong Blvd & Bunker Lake Blvd: Stripe the southbound left with dual left turn lanes. No other roadway improvements needed in the short term. Signal timing updates recommended.

(1) Plan for eastbound dual right turn lanes or free-right turn lane and two eastbound thru lanes in the future (See Long Term Recommendations).

b) Bunker Lake Blvd (west of Armstrong Blvd)

(1) COR area:

(a) With COR access to Bunker Lake Blvd: 4-lane divided roadway to full access intersection. Full access 775 ft. from Armstrong Blvd. Right-in/right-out access at least 475 ft. from Armstrong Blvd. Continuous median to full access.

(b) Without COR access to Bunker Lake Blvd: 4-lane Divided to full access intersection. Full access 540 ft. from Armstrong Blvd. Right-in/right-out access at least 475 ft. from Armstrong Blvd. Continuous median to full access.

(2) COR to Llama St. Alignment: 3-lane undivided roadway, right turn lanes into development roadways. Primary intersection spacing of 1/8 mile.

(3) Llama St. Alignment to Puma St.: 3-lane undivided roadway, right turn lanes into development roadways where development trips anticipated to be over 100 per day. Primary intersection spacing of 1/8 mile.

c) Puma St.: Potentially remain a 2-lane undivided roadway. Left turn lanes into Business Park accesses. Right turn lanes provided where development trips anticipated to be over 100 per day.

d) Bunker Lake Blvd & Puma St.: Single lane roundabout or all-way stop

control. Southbound left turn lane and westbound right turn lane recommended with all-way stop control.

2. Mid-Term

a) Armstrong Blvd & Alpine Dr.: Single lane roundabout. Intersection control evaluation study should be completed to verify.

b) Alpine Dr. & Puma St.: Add eastbound right turn lane. Add a northbound turn lane to separate left and right turns. Add a westbound left turn lane when needed. This need to be based on delay and crash experience, especially if there is trip redistribution due to congestion on Armstrong Blvd.

3. Long-Term

a) Armstrong Blvd & Bunker Lake Blvd: Dual eastbound right turn lanes or free right turn lane. Dual right turn lanes are recommended over the free right due to pedestrian accessibility crossing a heavy free-right and the bridge design of Armstrong Blvd.

b) Plan for two eastbound thru lanes in the future. The two eastbound thru lanes are not necessarily due to traffic volumes but are recommended to give more green time to conflicting movements, specifically the westbound left. Additionally, the high eastbound right turn volumes may result in trip reassignment to use Bunker Lake Blvd and access Highway 10 at Ramsey Blvd instead of Armstrong Blvd. This may also result in more trips using Alpine Dr. to access Highway 10 for trips to and from the west.

III. Analysis

The traffic analysis updates consider a change in land uses within the Future Business Park area as shown on the attached Armstrong West: Proposed Future Land Uses map.

A. Forecasts

The background trip forecasts are consistent with the previous analysis. The trip forecasts to and from each area are included at the end of this memorandum. Forecasts were developed using trip rates from the ITE Trip Generation Manual, consistent with the previous analysis. The additional trips due to the development result in the forecasted trips as shown on the attached map.

B. Traffic Analysis Results

1. 2040 Full Build with Existing Lanes

Table 1: Design Year (2040) with Existing Lanes

Traffic Control Scenario	Peak Hour	Intersection Delay*- LOS		Maximum Delay-LOS**		Limiting Movement ***	Max Approach Queue		
							Direction	Average Queue (ft)	Max Queue (ft) ****
Design Year 2040 Alternative 2									
TH 10/169 South Ramp & CSAH 83 (Armstrong Blvd)	AM	13	B	24	C	EBL	EBL	105	174
Signal	PM	12	B	22	C	EBL	EBL	98	148
TH 10/169 North Ramp & CSAH 83 (Armstrong Blvd)	AM	63	E	143	F	WBR	WBT/R	468	1152
Signal	PM	71	E	124	F	WBR	WBT/R	595	1560
CSAH 83 (Armstrong Blvd & 147th Avenue	AM	55	D	131	F	NBL	NBT	759	1327
Signal	PM	52	D	87	F	NBL	NBT	660	1252
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)	AM	69	E	184	F	NBL	NBT	784	1086
Signal (assumed double SBL & double WBL were stripped)	PM	100	F	227	F	NBL	NBT	733	1109
CSAH 83 (Armstrong Blvd) & Alpine Drive NW	AM	5	A	20	C	EBT	EBL/T	45	114
TWSC	PM	9	A	46	E	EBL	NBL/T	68	167
Alpine Drive NW & Puma Street NW	AM	2	A	7	A	NBL	NBL/R	31	54
TWSC	PM	3	A	9	A	NBL	NBL/T	51	86
Puma Street NW & Bunker Lake Blvd	AM	3	A	9	A	NBT	SBL/T/R	50	75
Option 1: AWSC	PM	4	A	7	A	WBR	WBT/R	56	86
Puma Street NW & Bunker Lake Blvd	AM	0	A	3	A	EBR	EB L/R	4	18
Option 2: 3 Legged intersection (with curve)	PM	0	A	2	A	EBL	EBL/R	7	24
Puma Street NW & Bunker Lake Blvd	AM	2	A	5	A	NBT	SBL/T/R	16	51
Option 3: Roundabout	PM	2	A	4	A	SBT	SBL/T/R	4	23

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

Analysis indicates that it there are anticipated to be capacity concerns along Armstrong Blvd from Highway 10 to Bunker Lake Blvd. Mitigation is necessary at the intersection of Armstrong Blvd at Bunker Lake Blvd.

2. 2040 Full Build with Mitigation

Table 2: Design Year (2040) with Mitigation

Traffic Control Scenario	Peak Hour	Intersection Delay*- LOS		Maximum Delay-LOS**		Limiting Movement ***	Max Approach Queue		
							Direction	Average Queue (ft)	Max Queue (ft) ****
Design Year 2040 Alternative 2									
TH 10/169 South Ramp & CSAH 83 (Armstrong Blvd)	AM	11	B	22	C	EBL	EBL	95	147
Signal	PM	12	B	23	C	EBL	SBR	47	171
TH 10/169 North Ramp & CSAH 83 (Armstrong Blvd)	AM	21	C	53	D	SBT	SBT	382	727
Signal	PM	49	D	141	F	SBT	SBT	809	1272
CSAH 83 (Armstrong Blvd & 147th Avenue	AM	12	B	33	C	SBL	NBT	199	376
Signal	PM	56	E	111	F	SBT	SBT	664	1232
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)	AM	38	D	84	F	NBL	NBT	353	868
Signal (Added double EB thru, free right)	PM	50	D	139	F	WBL	WBT	401	915
CSAH 83 (Armstrong Blvd) & Alpine Drive NW	AM	5	A	26	D	WBL	EBR	61	110
TWSC (Added EB/WB RT lane)	PM	10	B	88	F	EBT	NBL/T	77	171
Alpine Drive NW & Puma Street NW	AM	2	A	6	A	WBL	NBL/R	33	56
TWSC	PM	3	A	9	A	NBL	NBL/T	48	80
Puma Street NW & Bunker Lake Blvd	AM	3	A	9	A	WBL	SBL/T/R	50	78
Option 1: AWSC	PM	4	A	8	A	WBL	WBL/T/R	57	83
Puma Street NW & Bunker Lake Blvd	AM	0	A	3	A	EBL	EBL/R	4	18
Option 2: 3 Legged intersection (with curve)	PM	0	A	5	A	EBL	EBL/R	6	24
Puma Street NW & Bunker Lake Blvd	AM	2	A	5	A	NBT	SBL/T/R	11	37
Option 3: Roundabout	PM	2	A	4	A	EBT	SBL/T/R	3	21

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

Analysis indicates

Mitigation includes the lanes and traffic control indicated in the recommendations but also includes a third southbound lane along Armstrong Blvd from Bunker Lake Blvd to the Highway 10 North Ramp terminal. Additional review of the bridge design indicates that a third lane would not be feasible without substantial revisions to the bridge structure over the railroad. Based on this, two eastbound through lanes are recommended at the intersection of Armstrong Blvd and Bunker Lake Blvd to provide an alternative route if needed. The analysis below also considers an eastbound free right into the third lane. This is recommended to be a dual right turn when or if needed based on traffic redistribution in the area.

The resulting queues are shown below for each movement at the intersection of Armstrong Blvd and Bunker Lake Blvd. Dual eastbound right turn lanes would be anticipated to have similar average queues and shorter max queues. The max queues are anticipated to be less if there is traffic redistribution based on congestion.

Table 3: Design Year (2040) Armstrong Blvd & Bunker Lake with Proposed Lanes

Traffic Control Scenario	Peak Hour	Delay-LOS**		Max Approach Queue	
				Average Queue (ft)	Max Queue (ft) ****
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)					
EBL	AM	41	D	64	122
	PM	37	D	106	191
EBR	AM	3	A		
	PM	47	D	390	916
WBL	AM	45	D	134	215
	PM	131	F	401	915
NBL	AM	84	F	305	412
	PM	52	D	207	307
SBL	AM	31	C	95	145
	PM	46	D	81	128

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

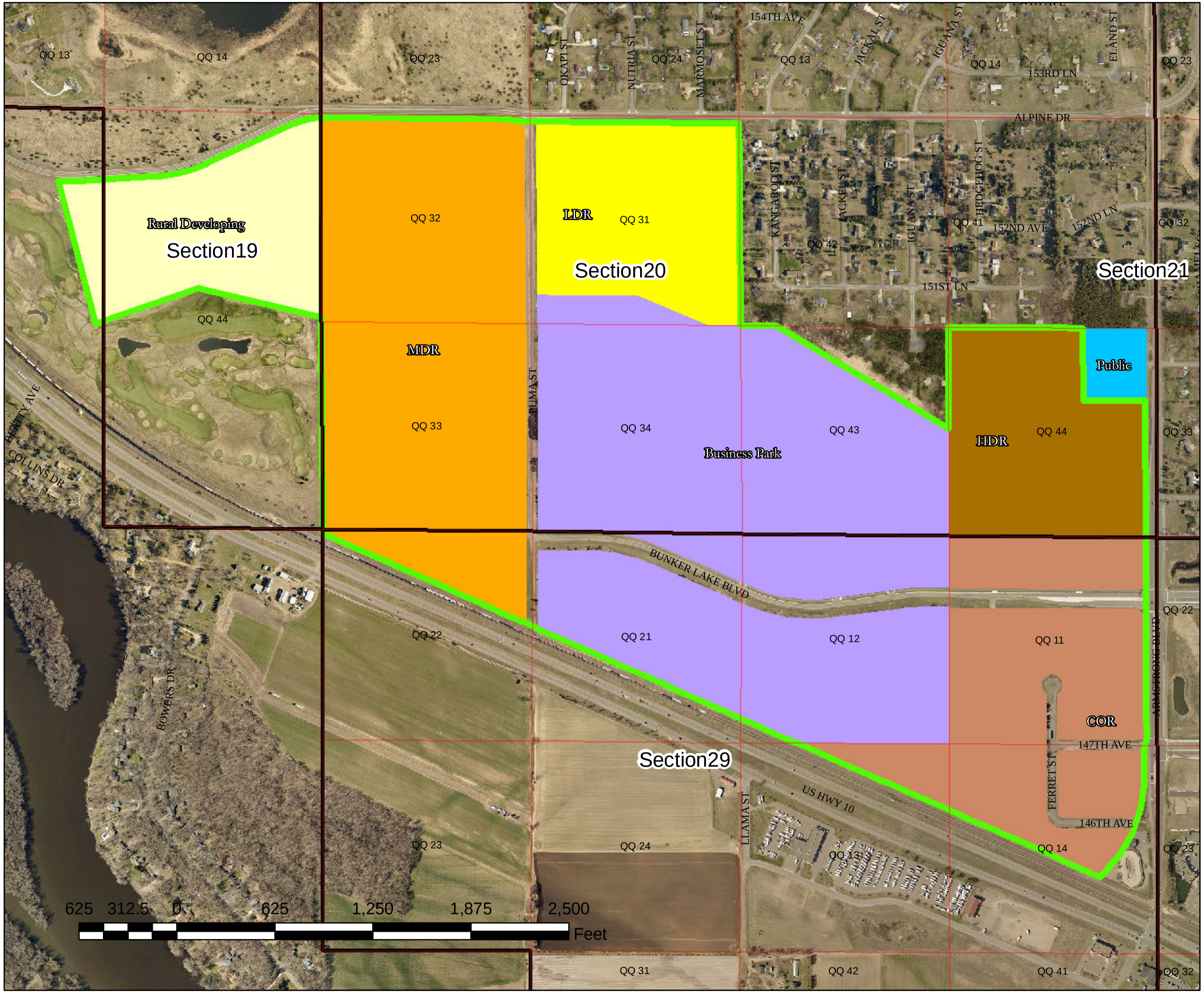
***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

C. Special Considerations

1. The trips from specific developments to Puma and Bunker Lake Blvd have not been analyzed. Trips to and from specific developments should be assigned to appropriate roadways based on the development roadway design. This is especially important for trip assignment at the intersection of Bunker Lake Blvd and Puma St.

2. Mitigation for intersections outside of the area due to development in the area have not been completed.



City of RAMSEY

Armstrong West
Proposed Future Land Uses

Section QQ

Section Only

AUAR Boundary

Future Land Use

- Business Park
- COR
- High Density Residential
- Low Density Residential
- Medium Density Residential
- Public/Quasi-Public
- Rural Developing

N

This is not an approved land use plan. This is a working document only, based on current feedback and concepts (both public and privately developed concepts).

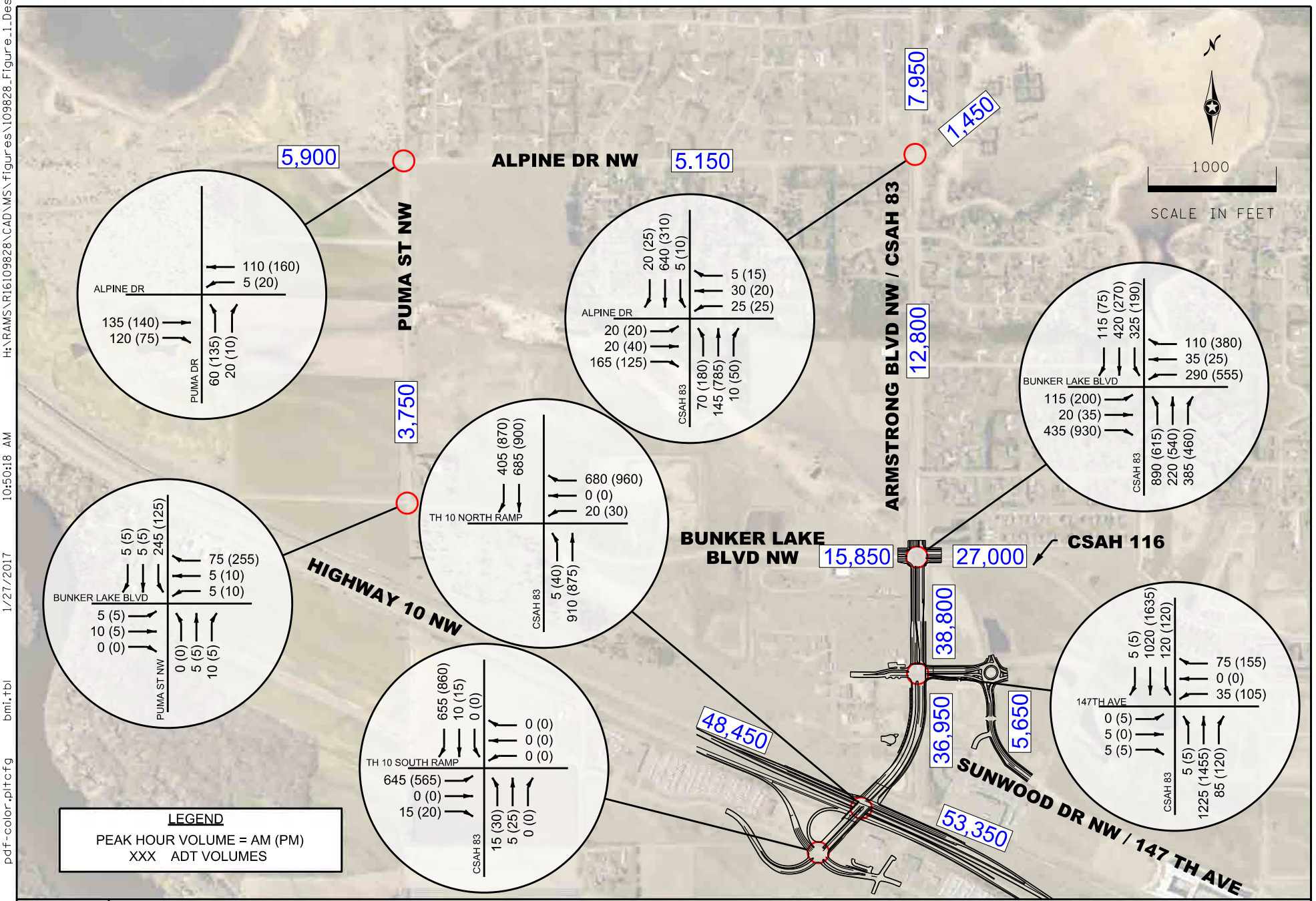


FIGURE 1: DESIGN YEAR (2040) TRAFFIC VOLUMES

FUTURE BUSINESS PARK TRAFFIC STUDY
RAMSEY, MN.

jeremyme pdf-color.pltcfg bmi.tbl 1/27/2017 10:50:18 AM H:\RAMS\R16\109828\CAD\MS\figures\109828_Figure_1_Design Yea

Ramsey EDA Traffic Assumptions

Alternative 2: Business Park (January 2017 Update)

B-2 **Business Park** — 134.54 Acres — ITE Code 130 — Internal-to-Internal Reduction

Based on Acres

	Average Rate	#	% enter	% exit	entering	exiting		entering	exiting		Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	8.55	1151	83	17	955	196	10%	860	177	0%	0	0	860	177
Afternoon	4.42	595	50	50	298	298	10%	268	268	0%	0	0	268	268
PM	8.84	1190	21	79	250	940	10%	225	847	0%	0	0	225	847
Weekday	63.11	8491	50	50	4246	4246	15%	3609	3609	0%	0	0	3609	3609

B-2 **Retail/Commercial** — 74.4 K ft^2 — ITE Code X — Internal-to-Internal Reduction

Based on Square Feet — 7.43 Acres

	Average Rate	#	% enter	% exit	entering	exiting		entering	exiting		Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	7.41	552	53	47	293	259	20%	235	208	46%	109	96	126	112
Afternoon	5.46	407	50	50	204	204	20%	163	163	40%	66	66	97	97
PM	10.91	813	51	49	415	398	20%	332	319	39%	130	125	202	194
Weekday	124.59	9275	50	50	4638	4638	30%	3247	3247	39%	1267	1267	1980	1980

R-1 **Single Family Detached Housing** — 104 units — ITE Code 210 — 34.62 Acres

Based on Dwelling Units — 3 Units per Acre

	rate	#	% enter	% exit	entering	exiting	New Trips entering	New Trips exiting
AM	0.75	83	25	75	21	62	21	62
Afternoon	0.51	53	31	69	16	37	16	37
PM	1.01	109	63	37	69	40	69	40
Weekday	9.57	1078	50	50	539	539	539	539

R-2 **Residential Townhouse** — 527 units — ITE Code 230 — 87.79 Acres

Based on Dwelling Units — 3 to 7 Units per Acre

	Average Rate	#	% enter	% exit	entering	exiting	Assume 6 Units per Acre	New Trips entering	New Trips exiting
AM	0.44	196	17	83	33	163		33	163
Afternoon	0.26	138	31	69	43	95		43	95
PM	0.52	235	67	33	157	78		157	78
Weekday	5.81	2732	50	50	1366	1366		1366	1366

R-3 **Low Rise Apartment** — 525 units — ITE Code 221 — 43.74 Acres

Based on Dwelling Units — 7 to 15 Units per Acre

	Average Rate	#	% enter	% exit	entering	exiting	Assume 12 Units per Acre	New Trips entering	New Trips exiting
AM	0.46	215	21	79	45	170		45	170
Afternoon	0.29	153	31	69	47	106		47	106
PM	0.58	291	65	35	189	102		189	102
Weekday	6.59	3076	50	50	1538	1538		1538	1538

Rural Developing — ITE Code x

Assumed trips

	entering	exiting
AM	5	20
Afternoon		
PM	20	5
Weekday		

Total

	Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	109	96	1090	704
Afternoon	66	66	472	602
PM	130	125	862	1266
Weekday	1267	1267	9032	9032

West of Commercial Area

	Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM			919	422
Afternoon			327	400
PM			471	970
Weekday			5514	5514

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

CC Regular Session **7. 7.**

Meeting Date: 04/25/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #17-04-100 Authorizing Plans and Specifications for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension

Purpose/Background:

Purpose:

The purpose of this case is to consider adopting Resolution #17-04-100 authorizing plans and specifications for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension.

Background:

Two development proposals currently exist for the Future Business Park area.

The first development is proposed by Capstone Homes who proposes to construct a residential development consisting of about 300 single family homes. This development, known as Riverstone, is proposed to be located within the area bordered by the Northfork golf course, Alpine Drive, Puma Street, and Highway 10. This development is in the City's MUSA area and as such is proposed to be served by City sewer and water. Capstone appears to be firmly committed to this project, especially considering the non-refundable payments they have made to the current property owner.

The second development is proposed by PSD, LLC (PSD) who is considering constructing a new business park on 45 acres of land between Bunker Lake Boulevard and Highway 10, east of Puma Street. This concept stage proposal was presented to the City Council at the March 28th Work Session. PSD indicated they have a letter of intent to purchase the land from Hageman Holdings. The PSD proposal includes making all building sites "pad ready" in anticipation of future construction. This work would include mass site grading, storm water pond grading, and installation of utility stubs. While this development proposal is at concept stage only at this time, PSD appears to be firmly committed to this proposal.

When Bunker Lake Boulevard was improved west of Armstrong Boulevard in 2006, approximately the first 2,650 feet of Bunker Lake Boulevard west of Armstrong Boulevard was constructed with public trunk utilities (sanitary sewer and watermain) under a full pavement section. The remaining 1,400 feet or so of Bunker Lake Boulevard to Puma Street, as well as all of Puma Street between Bunker Lake Boulevard and Alpine Drive, was only constructed with a temporary pavement section consisting of a few inches of aggregate base under roughly 2 inches of bituminous pavement. No public utilities were installed under the temporary pavement sections along Bunker Lake Boulevard or Puma Street.

The existing trunk watermain along Bunker Lake Boulevard is 16-inch ductile iron pipe (DIP). The existing trunk sanitary sewer is 18-inch polyvinyl chloride (PVC) pipe. These trunk utilities were intended to be extended to and along Puma Street based on demand, after which the streets will be constructed to their ultimate designs. The trunk

utilities are currently located 3 or more feet south of the edge of the existing pavement section so extending the utilities can be accomplished by closing one lane of traffic on Bunker Lake Boulevard. Access to the existing home in the northeast corner of the intersection of Bunker Lake Boulevard and Puma Street can therefore be maintained at all times during construction.

In March 2017, Bolton Menk updated the Future Business Park report to include estimated costs for extending trunk utilities to Puma Street. A copy of the updated report is attached. Per the report, estimated costs to extend the 16-inch trunk watermain line 1,400 feet to Puma Street, including fire hydrants and service stubs to abutting properties to the north and south, is $154,000. Estimated costs to extend the 18-inch trunk sanitary sewer line 1,400 feet to Puma Street, including manholes and service stubs to abutting properties to the north and south, is $179,000. These costs include 30% contingency and indirect costs. All costs to extend the utilities are proposed to be paid through City sewer and water funds. The developer's share of these costs will be recovered through their trunk utility fees at the time of development.

City staff is currently working with Capstone Homes to develop an assessment agreement that will allow the City to construct the remaining public infrastructure needed to support their development, including trunk utilities, streets, and sidewalks/trails along Bunker Lake Boulevard and Puma Street. The assessment agreement will allow the City to assess the developer for a pro-rata share of construction costs. The assessment agreement will be presented to the City Council for consideration of approval at a later date.

Capstone Homes proposes to begin construction of the Riverstone development this summer, with development of the lots on the south end occurring first. In order to issue Certificates of Occupancy, the homes must be served by City sewer and water which will require the existing trunk utilities to be extended along Bunker Lake Boulevard through Puma Street. By completing this work as a City improvement project in advance of the assessment agreement improvements, Capstone Homes will be able to connect more homes to City sewer and water in the fall of 2017 due to the time that will be saved by extending trunk utilities to Puma Street in advance.

Staff therefore proposes to extend both public trunk utility lines (sanitary sewer and watermain) along Bunker Lake Boulevard through its intersection with Puma Street this summer to support the current Riverstone development proposal and all future development proposals within the Future Business Park area. Attached is Figure 1 which shows the trunk utilities extension project location and scope as proposed.

The proposed schedule for this project is as follows:

- April 25th – City Council authorizes plans and specifications
- May 23rd – City Council approves plans and specifications and authorizes bids
- June 21st – Public bid opening
- June 27th – City Council accepts bids and awards contract
- July 10th – Begin construction
- August 25th – Complete construction

On April 18th the Public Works Committee recommended Council approval of authorizing plans and specifications by a 2 to 1 vote. The opposing vote was cast based on concerns regarding the uncertain status of the Riverstone development and the commitment of the developer to complete the project as currently proposed.

Notification:

No notifications are necessary for this case.

Observations/Alternatives:

Observations:
City Staff proposes to prepare plans and specifications for completing the trunk utilities extension improvements in-house. The timing of this work fits well with staff's current work load and the status of the other projects we are working on. Staff also proposes to administer the project and to stake and inspect construction. Staff will also be sure to connect with all property owners along the west end of Bunker Lake Boulevard during development of plans and specifications to ensure all proposed utility service stubs are properly located to minimize or prevent future impacts to Bunker Lake Boulevard.

Repairs to the existing temporary street section as a result of the utilities extension work will be evaluated during development of the plans. Staff recommends using aggregate base as a temporary surfacing since the street is proposed to be reconstructed to its permanent condition in the fall of 2017 and/or spring of 2018. Costs to repair or replace the street surfacing are not included in the estimated costs. Staff estimates this cost can be limited to about $60,000 if a portion of the City's aggregate base stockpile on the future Public Works campus site can be used as temporary surfacing. Otherwise, costs will be slightly more to repave the surface.

Alternatives:
Alternative #1 – Motion to recommend adopting Resolution #17-04-100 authorizing plans and specifications for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension.

Alternative #2 – Motion of other.

Funding Source:
All costs required to extend the trunk utilities are proposed to be paid through City sewer and water funds.

Recommendation:
Staff recommends alternative #1 to support current and future development within the Future Business Park area.

Action:
Adopt Resolution #17-04-100 authorizing plans and specifications for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension.

Attachments

Resolution
Figure 1
Future Bus Park Report Mar2017

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 04:02 PM
Form Started By: Bruce Westby		Started On: 04/19/2017 02:44 PM
Final Approval Date: 04/20/2017		

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

RESOLUTION #17-04-100

RESOLUTION AUTHORIZING PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT #17-09, BUNKER LAKE BOULEVARD UTILITIES EXTENSION

WHEREAS, when Bunker Lake Boulevard was extended west of Armstrong Boulevard in 2006, public utilities (sanitary sewer and watermain) were constructed to a point approximately 2,650 feet west of Bunker Lake Boulevard; and

WHEREAS, public utilities were not constructed under the remaining 1,400 feet or so of Bunker Lake Boulevard, east of its intersection with Puma Street; and

WHEREAS, a large residential development proposal west of Puma Street that will require public utilities to serve the development is currently under review by the City; and

WHEREAS, the developer proposes to complete construction of numerous residential properties in the fall of 2017; and

WHEREAS, the existing public utilities under Bunker Lake Boulevard will need to be extended through the intersection of Bunker Lake Boulevard and Puma Street to serve the residential properties within the proposed development; and

WHEREAS, extending the public utilities will also allow for development of all other parcels abutting the west end of Bunker Lake Boulevard, as well as along Puma Street to Alpine Drive, which are all located within the Future Business Park area.

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

1) 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 25th day of April, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Bunker Lake Boulevard Utility Extensions

Print Date: April 12, 2017

0 230 460 920 1,380 1,840 Feet

FIGURE 1

BOLTON & MENK

Real People. Real Solutions.

City of Ramsey

Future Business Park

March 2017 Update

Analysis and Report

Submitted by:
Bolton & Menk, Inc.
7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303
P: 763-433-2851

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Appendix

Appendix A: Figures
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EXECUTIVE SUMMARY

The City of Ramsey identified the need to prepare for the development of a new business park within the City. A large area of privately owned green-field space located on the north side of Trunk Highway 10, west of Armstrong Boulevard, was identified for a future Ramsey Business Park. A report was prepared in late 2015 and early 2016 which reviewed traffic impacts and outlined infrastructure needs related to business park area.

Development pressures have resulted in proposed land use changes for a portion of the study area. Phasing of the development activities in this area is also different than previously anticipated. As a result, the City requested an update to the previous analysis.

This update primarily includes a study of traffic impacts resulting from the revised anticipated land uses in the business park.

The updated analysis indicates the required improvements within the study area can be implemented based on the phasing plan currently proposed. Each series of improvements for Bunker Lake Boulevard and Puma Street can be implemented as the properties immediately adjacent to the roadways are developed.

Future improvements required to serve the area include:

- Expansion of Bunker Lake Boulevard (west of Armstrong Boulevard) to a four lane section,
- Expansion of the west end of Bunker Lake Boulevard and Puma Street to three lane sections,
- Construction of right turn lanes at entrances,
- Extension of an 18-inch sanitary sewer line along Bunker Lake Boulevard and Puma Street,
- North of the Puma Street/Bunker Lake Boulevard intersection, construction of a lift station,
- North of the lift station, extension of a 12-inch sanitary sewer gravity main,
- Extension of a 16-inch water main along Bunker Lake Boulevard and Puma Street,
- Use of regional rate control basins to maintaining existing flow rates into the COR,
- Installation of street lighting, trails/sidewalks, and landscaping consistent with City Policy, and
- Obtaining of ROW required for improvements during the platting process.

Total costs for all public improvements are approximately $6,819,000, assuming the project is constructed according to the phases described in this report. The costs are considered project costs and include 30% contingencies and project development costs (administrative, engineering, and fiscal).

Costs related to trunk sanitary sewer and trunk watermain were assumed to be paid from City utility funds. The City will need to develop a funding strategy for the remaining $5,419,000 in public improvement costs.

The information presented in this report is intended to allow for discussions with property owners and developers, as well as allow the City to begin considering funding options.

I. INTRODUCTION

The Ramsey City Council and Ramsey Economic Development Authority (EDA) identified the need to prepare for the development of a new business park within the City. The City identified a large area of privately owned green-field space located on the north side of Trunk Highway 10, west of Armstrong Boulevard, for a future Ramsey Business Park. A report was prepared in late 2015 and early 2016 which reviewed traffic impacts and outlined infrastructure needs related to the business park area. That report is incorporated by reference to this update.

Development pressures have resulted in proposed land use changes for a portion of the study area. Phasing of the development activities in this area is also different than previously anticipated. As a result, the City requested an update to the previous analysis.

The previous report provided a comprehensive analysis of the study area. This update focuses primarily on areas located adjacent to Puma Street, with a more cursory review of the remaining study area. Infrastructure needed and potential cost allocations related to the required improvements are included in this review.

The overall study area boundary remains unchanged from the previous study (see Figure 1).

II. LAND USE UPDATES

The primary land use changes relate to the area west of Puma Street and north of Bunker Lake Boulevard. The area west of Puma Street was previously a combination of Business Park and Medium Density Residential, and will now be all Medium Density Residential. The area north of Bunker Lake Boulevard had been Public, and will now be Business Park (see Figure 2 for updated land uses).

III. PRELIMINARY CONSIDERATIONS

The previous study described the roadway and public utility improvements required to serve the study area.

Public utility improvements are based on information contained in the City's Comprehensive Plans for sanitary sewer and water. The proposed updates in land use for this specific area are not anticipated to change the strategies contained in those Comprehensive Plans. The sanitary sewer and water system improvements, as outlined in the previous study, are still considered as base requirements for developments occurring in this area.

Roadway improvements require additional analysis based on the new land uses. Both the Average Annual Daily Traffic (AADT) and the Peak Hour turning movements are expected to change due to the updated land uses. The required roadway geometrics (number of through lanes, turns lanes, etc.) will be reviewed and compared to those described in the previous study.

Traffic patterns are expected to change as a result of the changes in land use. For example:

- For Business Park uses, traffic would be expected to enter the area in the morning (AM Peak Hour) and leave in the evening (PM Peak Hour).
- For Residential uses, traffic would be expected to leave the area during the AM Peak Hour and return during the PM Peak Hour.
- For Public, or School, uses, traffic would be expected to enter the area during the AM Peak Hour, leave during an early PM Peak Hour, and not impact the traditional PM Peak Hour. Also,

special events at School properties typically occur at off-peak times, creating congestion outside of the typical peak hours.

The updated land uses include Business Park areas being converted to residential, and also Public areas being converted to Business Park.

IV. DISCUSSION OF PHASES/IMPROVEMENTS

The previous analysis considered a phasing plan beginning a quarter of a mile west of Armstrong Boulevard and then systematically extending to the west along Bunker Lake Boulevard and then north along Puma Street. New development pressures create a revised phasing strategy for implementation of infrastructure improvements.

A Preliminary Plat is anticipated for the 87.8 acre property immediately west of Puma Street and extending from the Union Pacific Railroad tracks to Alpine Avenue. This area is anticipated to ultimately contain 351 lots and be phased from south to north.

The current phasing strategy is depicted on Figure 3. A discussion of the phasing, along with required infrastructure improvements is described below:

A. Phase 1A

The phase 1A improvements are as depicted on Figure 4. The developments will include both Residential and Business Park uses.

The public utility improvements will consist of extending the sanitary sewer and water mains to Puma Street. The utilities will need to be extended beyond the future roadway improvements to avoid the need to impact those facilities when future phases occur.

The roadway improvements will include construction of Bunker Lake Boulevard from the previously constructed west access to the former school property to Puma Street.

B. Phase 1B

See Figure 5 for the anticipated Phase 1B development area. The improvements will include both Residential and Business Park uses, extending north from the Phase 1A development area. The Phase 1B development area is anticipated to extend to the low area along Puma Street.

The public utility improvements will consist of extending the sanitary sewer and water mains north along Puma Street. The utilities will need to be extended beyond the future roadway improvements to avoid the need to impact those facilities when future phases occur.

The roadway improvements will include construction of Puma Street from Bunker Lake Boulevard to the low area along Puma Street.

C. Phase 2

See Figure 6 for the anticipated Phase 2 development area. The improvements are anticipated to consist entirely of residential uses, extending from the low area along Puma Street to Alpine Drive.

The public utility improvements will consist of extending the sanitary sewer and water mains north along Puma Street. The utilities will need to be extended to Alpine Drive, with consideration given to future extensions along Alpine Drive.

The roadway improvements will include construction of Puma Street from the low area

along Puma Street to Alpine Drive.

D. Future Phase

The future phase of development is depicted on figure 7, and includes an area east of the Phase 1A, Phase 1B and Phase 2 improvements.

The area includes Business Park uses. The north half of Bunker Lake Boulevard, along with sanitary sewer and water mains have been constructed through this area. Roadway improvements will include construction of the south half of Bunker Lake Boulevard.

E. Area of Additional Consideration

This area is depicted on Figure 8 and is comprised of the areas along the first ¼ mile of Bunker Lake Boulevard west of Armstrong Boulevard which may access Bunker Lake Boulevard in the future. There is the potential for this area to be developed as a commercial/retail center, which would be a significant traffic generator. There is also the potential for the property located south of Bunker Lake Boulevard to access Armstrong Boulevard at 147th Avenue, which would relieve stress on the Bunker Lake Boulevard and Armstrong Avenue intersection.

V. ASSUMPTIONS CARRIED FORWARD

The primary focus of this analysis is related to providing infrastructure to serve development along Puma Street in the near future. In the previous study, assumptions were made that should be considered by the City as developments are brought forward. The following is a summary of those items:

Right-of-Way Requirements

We have assumed that most of the required improvements will be development driven and Right of Way will be secured through the platting process. The City will need to review the right of way required and secure needed easements during the Preliminary Platting process.

Phased Improvements

A general understanding of the improvements required to ultimately serve the area along with an anticipated sequencing of the improvements is described above. Changes in the sequencing of the improvements could impact the facilities needed for each phase and the costs associated with those improvements.

Jurisdictional Authority/Approvals/Permits

As the project moves from the planning stages to design and construction, permits will be required from various agencies. The following agencies will be permitting entities for considered improvements:

- Minnesota Department of Transportation State Aid: Bunker Lake Boulevard and Puma Street are State Aid routes,
- Minnesota Pollution Control Agency: NPDES Storm Water Permit,
- Minnesota Pollution Control Agency: Sanitary Sewer Extension Permit,
- Minnesota Department of Health (MDH): Watermain Extension and Dewatering,
- Anoka County: Work in Right of Way, and
- Lower Rum River Watershed Management Organization: Storm Water.

Both MnDOT and Anoka County were engaged during the previous study process. Comments from both agencies are reflected in the improvements considered in this report.

Previous Improvements

Significant consideration and planning was completed prior to completion of the improvements constructed in 2011. Those improvements included street, trail, sanitary sewer and water distribution. Additionally, consideration was given to storm water management strategies and a potential 30-inch raw watermain from a future intake on the Mississippi River to the proposed site of the water treatment plant, just south of Fire Station No. 1. All previous analyses and reports are considered as a part of this analysis.

VI. ADDITIONAL ANALYSIS

In the previous analysis, we completed traffic and storm water studies and reviewed City Comprehensive Plans for sanitary sewer and water main needs for the study area. Based on the changes in proposed land use, the traffic study requires revisions. The storm water requirements, along with the sanitary sewer and water main needs, are unchanged as a result of the revised land uses. The following paragraphs relate key findings of the traffic analysis. The complete analysis is included in Appendix B of this report.

a. Traffic Analysis Update

The traffic analysis was completed to determine required lane geometry for Bunker Lake Boulevard and Puma Street, along with turn lane requirements at four intersections in the study area.

The revised land uses result in an increase of 18,100 trips per day into and out of the area at full build. This is at the low end of the range previously calculated for the area (18,500 to 23,300).

Note: Short term improvements are intended to mitigate current safety or operations problems, along with full development of the Study Area. Mid-term improvements are anticipated safety related improvements that may be required within the study area. Long-term improvements are anticipated safety improvements required as a result of growth in the region.

b. Short Term Improvements

- Armstrong Boulevard & Bunker Lake Boulevard:
    - Bunker Lake Boulevard is proposed to be reconstructed in the near future by Anoka County to a four lane divided road between Ramsey Boulevard and Armstrong Boulevard. The dual southbound left turn lanes at this intersection will be striped when Bunker Lake Boulevard is reconstructed. A southbound double left turn lane will help reduce queues entering the COR development.
    - Plan for eastbound dual-right turn lanes, two eastbound through lanes, and a 300 ft. left turn lane.
- Bunker Lake Boulevard (west of Armstrong Boulevard):
    - Expand to a four lane section for development to the first full access to the west of Armstrong Boulevard. This will be between 540 ft. to 775 ft., depending on access from the COR to Bunker Lake Boulevard.

- The eastbound approach should include a left turn lane, two through lanes, and one right turn lane.

- Bunker Lake Boulevard (west of commercial section to Puma Street):
  - Expand to a three lane section for development.
  - Right turn lanes (locations and lengths) will be determined based on development type. Right turn lanes will typically be required where development related trips are anticipated to be more than 100 per day.

- Puma Street:
  - Expand to a three lane section for development (two through lanes and one center left turn lane). Depending on what type of developments occur on the east side of Puma Street, and where those accesses are located, Puma Street could potentially remain as a two lane roadway.
  - Right turn lanes (locations and lengths) will be determined based on development type.

- Bunker Lake Boulevard & Puma Street Intersection:
  - An all-way stop or single lane roundabout will operate adequately at this intersection for the 2040 Full-Build conditions. A southbound left turn lane and westbound right turn lane are recommended for an all way stop.

c. Mid-Term Improvements

- See attached Traffic Memorandum in Appendix B.

d. Long-Term Improvements

- See attached Traffic Memorandum in Appendix B.

e. Discussion of Findings

- The required improvements within the study area can be implemented based on the phasing plan described above. Each series of improvements for Bunker Lake Boulevard and Puma Street can be implemented as the properties immediately adjacent to the roadways are developed.
- Puma Street could potentially be developed as a two lane section with right and left turn lanes at key access points. This will depend on access point locations, type of development on the east side of Puma Street, and location of accesses along the corridor. We recommend proceeding with the three lane section at this time due to the uncertainties of development in the area.
- For Phase 1A, right turn lanes will most likely be required both eastbound and westbound along Bunker Lake Boulevard and southbound along Puma Street at proposed access locations. Temporary paving will be required to transition back to the existing Bunker Lake Boulevard and the existing Puma Street.
- For Phase 1B, right turn lanes will most likely be required both northbound and southbound along Puma Street at proposed development access locations. Temporary paving will be required to transition back to the existing Puma Street.
- For Phase 2, right turn lanes will most likely be required both northbound and southbound along Puma Street at proposed development access locations.

- For the Future Phase, right turn lanes will most likely be required along Bunker Lake Boulevard in both the eastbound and westbound directions. Temporary paving will be required to transition back to the existing Bunker Lake Boulevard.
- Our analysis indicates that, while nearing capacity, the intersection of Bunker Lake Boulevard and Armstrong Boulevard will not require improvements until the Area of Additional Consideration is developed.

VII. ADDITIONAL IMPROVEMENT CONSIDERATIONS

For more detailed information of each of the following items, please reference the previous study report.

Street Lighting

The costs included for street lighting were derived from recent projects within the City of Ramsey.

Trails/Sidewalks

Project costs shown in this report include trails along the south side of Bunker Lake Boulevard and the east side of Puma Street.

Phase Transitions

Bunker Lake Boulevard and Puma Street will be constructed to wider sections than currently exist. Because the roadways will be constructed in phases, they will need to taper to meet the existing, narrower roadway widths. These taper sections will then be removed as the next phase of improvements is completed. Costs were included in each phase for these tapering roadway sections.

Right Turn Lane Additions

Right turn lanes will be required at each access off of Bunker Lake Boulevard and Puma Street. The actual access locations will be dependent upon the type of land use and internal site characteristics. We included allowances for the right turn lanes in each phase for budgeting purposes.

Landscaping

The improvements considered with this report include a very utilitarian landscaping approach to the area. Bituminous trails and lighting were included, but other features, such as trees, shrubs, decorative features and monuments are not included in the estimated project costs.

Right of Way and Easements

We assumed that required rights of way would be dedicated as a portion of the development process and no costs are included in the project costs for acquisitions.

VIII. COST CONSIDERATIONS

Costs were developed based upon phased implementation. The phasing is as depicted on the figures in Appendix A. All costs presented in the following pages are 2017 costs, with no allowance for inflation.

Phases 1A, 1B and 2

Improvement Type	Phase 1A	Phase 1B	Phase 2
Roadway	$ 795,000	$ 940,000	$ 675,000
Roadway Transitions	$ 66,000	$ 78,000	$ 56,000
Right Turn Lanes	$ 132,000	$ 156,000	$ 112,000
Trails/Sidewalks	$ 106,000	$ 125,000	$ 90,000
Storm Water Management	$ 0	$ 48,000	$ 16,000
Street Lighting	$ 76,000	$ 90,000	$ 65,000
Trunk Water	$ 154,000	$ 182,000	$ 131,000
Trunk Sanitary Sewer	$ 179,000	$ 545,000	$ 179,000
Total Costs/Phase	**$ 1,508,000**	**$ 2,164,000**	**$ 1,324,000**
Total Costs less Public Utilities	**$ 1,175,000**	**$ 1,437,000**	**$ 1,014,000**

Future Phases

Improvement Type	Future East	Additional Area
Roadway	$ 628,000	$ 580,000
Roadway Transitions	$ 62,000	$ 58,000
Right Turn Lanes	$ 52,000	$ 48,000
Trails/Sidewalks	$ 115,000	$ 106,000
Storm Water Management	$ 0	$ 0
Street Lighting	$ 75,000	$ 69,000
Trunk Water	$ 19,000	$ 0
Trunk Sanitary Sewer	$ 11,000	$ 0
Total Costs/Phase	**$ 962,000**	**$ 861,000**
Total Costs less Public Utilities	**$ 932,000**	**$ 861,000**

Total Cost all Phases	**$ 6,819,000**
Total Cost all Phases less Public Utilities	**$ 5,419,000**

The above costs are considered project costs and include 30% contingencies and project development costs. Project development costs include administrative, engineering, and fiscal related costs.

The roadway transition costs are allotments for phase transitions associated with tapering pavements sections to match in-place sections where required, and subsequent removals of the transition areas.

The right turn lane costs depicted in the tables include a 150 ft turn lane with 1:10 taper sections.

Street lighting costs are based upon recent installations within the City of Ramsey.

For storm water management, costs were included for manholes, catch basins, and pipe within the street sections and included in the roadway costs. For Phases 1B and 2, ponding costs were included for excavation related activities. We assumed a ponding area would be acquired through the platting process, and ponding within a development site would be expanded to include volume for roadway drainage.

The Phase 1A limits are based upon the area that can be served by a gravity sanitary sewer system. The Phase 1B sanitary sewer costs include a lift station and forcemain.

IX. COST ALLOCATION ALTERNATIVES

The costs, or a portion of the costs, of the improvements are typically allocated back to adjacent properties through the use of assessments, fees and other methods. The costs are typically allocated in a way that is equitable to the properties benefitting from the improvements. Public improvements that will become City owned and maintained are typically constructed through a public process, while secondary improvements are constructed by the developer. For our analysis, we assumed the following items would be constructed through the public process:

- Bunker Lake Boulevard and Puma Street, including storm water conveyance systems,
- Trunk Water Facilities,
- Trunk Sanitary Sewer Facilities,
- Trails, and
- Street Lighting.

While the street lights will most likely be installed by a private utility and the trails could potentially be constructed by the property owner, we have included these items as public improvements.

Other improvements were considered secondary and are typically the property owner's responsibility to install:

- Sanitary Sewer Service Extensions,
- Water Service Extensions,
- Natural Gas Lines to Buildings,
- Telephone Service to Buildings,
- Electric Service to Buildings,
- Site Grading,
- Site Landscaping,
- Site Storm Water Conveyance,
- Storm Water Ponding, and
- Easement Dedication.

These types of improvements are typically inspected by the City for conformity with applicable codes and standards, but are constructed by the property owner.

Figure 9 depicts the parcels considered for this report and also provides additional information related to each parcel. Similar information is presented in the following table:

Identification Number	Zoning Classification	Gross Area less NWI Area (Acres)	Adjusted Frontage (Ft)
Phase 1A			
1	B-2 Business District	20.307	1,358
2	B-2 Business District	10.843	1,002
4	R-2 Medium Density Residential	9.231	120
5	R-2 Medium Density Residential	19.691	399
Phase 1A Totals		**60.072**	**2,879**
Phase 1B			
6	B-2 Business District	27.116	1,141
7	R-2 Medium Density Residential	16.022	928
Phase 1B Totals		**43.138**	**2,069**
Phase 2			
8	R-1 Low Density Residential	28.338	683
9	R-1 Low Density Residential	4.107	419
10	R-2 Medium Density Residential	35.285	1,289
Phase 2 Totals		**67.730**	**2,391**
Future			
11	B-2 Business District	24.801	1,343
12	B-2 Business District	23.324	1,345
13	B-2 Business District	11.529	0
Future Phase Totals		**59.654**	**2,688**
Additional Area			
14	COR	7.507	1,263
15	R-1 MUSA	7.878	1,261
Additional Area Totals		**15.385**	**2,524**
Totals all Phases		**245.979**	**12,551**

Note: The table above includes a column for Gross Area – NWI Area. This represents the total area of the parcel based on GIS mapping, less the wetland area per the National Wetland Inventory (NWI) GIS mapping.

The zoning classifications listed in the table above are based on anticipated future zoning for the study area. Gross areas and frontages are based on GIS information and will most likely be refined during subsequent phases of project development.

A portion of the improvements will be paid by the City either through utility funds or other means. A list of assumptions is as follows:

- All trunk water and sanitary sewer system costs will be paid for through the City utility funds,
- Storm water management costs are related to ponding and are considered integral to roadway construction,
- Assessments will be made to benefitting properties as each phase is constructed,
- Two standard methods of assessments were analyzed including: Frontage and Area.
- The City's existing assessment policy very closely matches the Frontage method, and
- Gross acreage (less NWI Wetland acreage) was used in lieu of net developable acreage in the calculations below.
- Lot 3 was not considered in the assessments as the lot is zoned residential. The resultant assessment amounts are considered negligible related to the entire Business Park area.
- Lots 14 and 15 abut Armstrong Boulevard, a County roadway, and will access off of Bunker Lake Boulevard. Lots 1 and 4 abut a portion of the Puma Street right of way that is anticipated to be vacated. Lots 8, 9 and 10 abut Alpine Drive, but access will be limited to Puma Street.

The table below depicts a distribution based on all costs being assessed to the benefitting properties. We have assumed for this analysis the costs would be assessed to properties benefitting from each phase of construction. For instance, properties directly benefitting from Phase 1 improvements would be assessed for Phase 1 costs at the time of Phase 1 improvements.

Calculations were based on the areas and front footages, along with the costs per phase as developed earlier within this report. Trunk sanitary sewer and trunk watermain were considered City costs and were not included in the calculations. While this study focuses primarily on Phases 1 – 3, the future phase and the area of additional consideration were included for comparison. A summary of the unit costs used in the calculations is presented below:

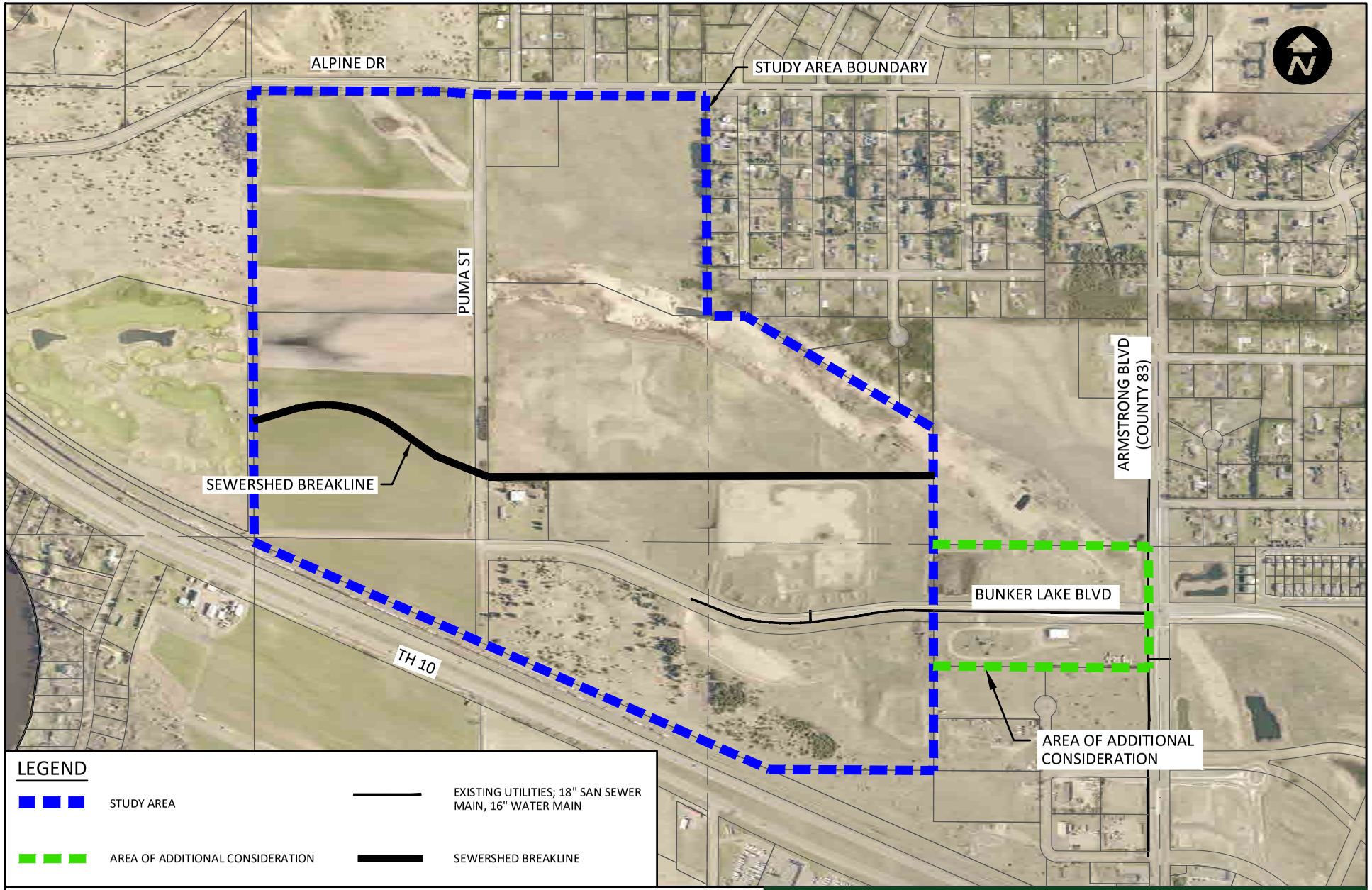
Phase	Frontage Method (Cost/FF)	Area Method (Cost/Acre)
1A	$ 408.13	$ 19,559.86
1B	$ 694.54	$ 33,311.70
2	$ 424.09	$ 14,971.21
Future	$ 346.73	$ 15,623.43
Additional Area	$ 341.13	$ 55,963.60

Based on the above cost distribution, the potential assessments per lot per phase is depicted below:

Identification Number	Frontage Method	Area Method
Phase 1A		
1	$ 554,200	$ 397,200
2	$ 409,000	$ 212,100
4	$ 49,000	$ 180,500
5	$ 162,800	$ 385,200
Phase 1A Totals	**$ 1,175,000**	**$ 1,175,000**
Phase 1B		
6	$ 792,500	$ 903,300
7	$ 644,500	$ 533,700
Phase 1B Totals	**$ 1,437,000**	**$ 1,437,000**
Phase 2		
8	$ 289,700	$ 424,300
9	$ 177,700	$ 61,500
10	$ 546,700	$ 528,300
Phase 2 Totals	**$ 1,014,000**	**$ 1,014,000**
Future Phase		
11	$ 465,700	$ 387,500
12	$ 466,400	$ 364,400
13	$ 0	$ 180,100
Future Phase Totals	**$ 932,000**	**$ 932,000**
Additional Area		
14	$ 430,800	$ 420,100
15	$ 430,200	$ 440,900
Additional Area Totals	**$ 861,000**	**$ 861,000**
Total all Phases	**$ 5,419,000**	**$ 5,419,000**

The information presented in this section of the report is intended to allow for discussions with property owners and developers to be initiated. Refinement of the amounts presented is anticipated based on those discussions.

Appendix A: Figures



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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
LOCATION & EXISTING CONDITIONS

FIGURE 1

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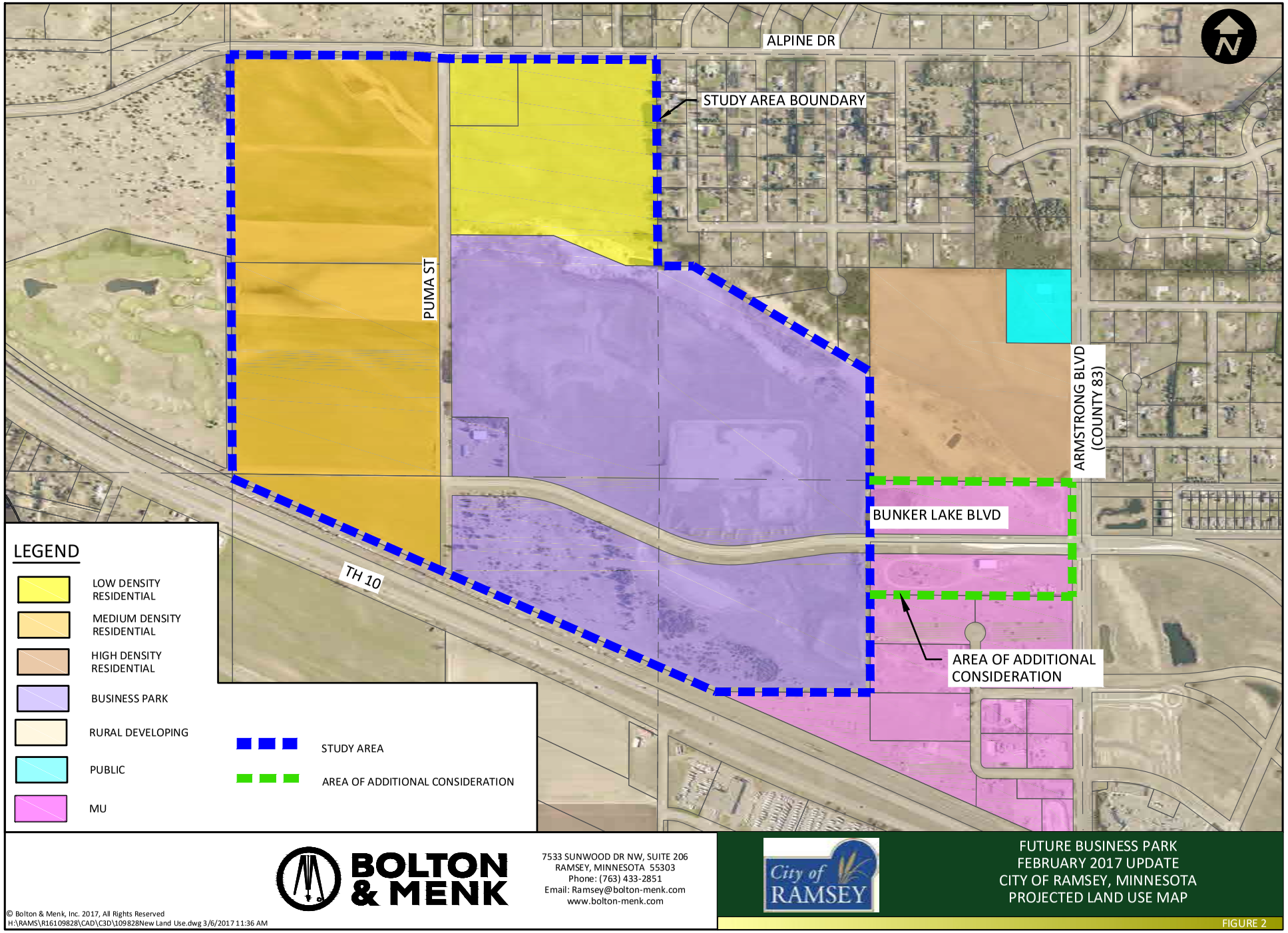

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PROJECTED LAND USE MAP

FIGURE 2

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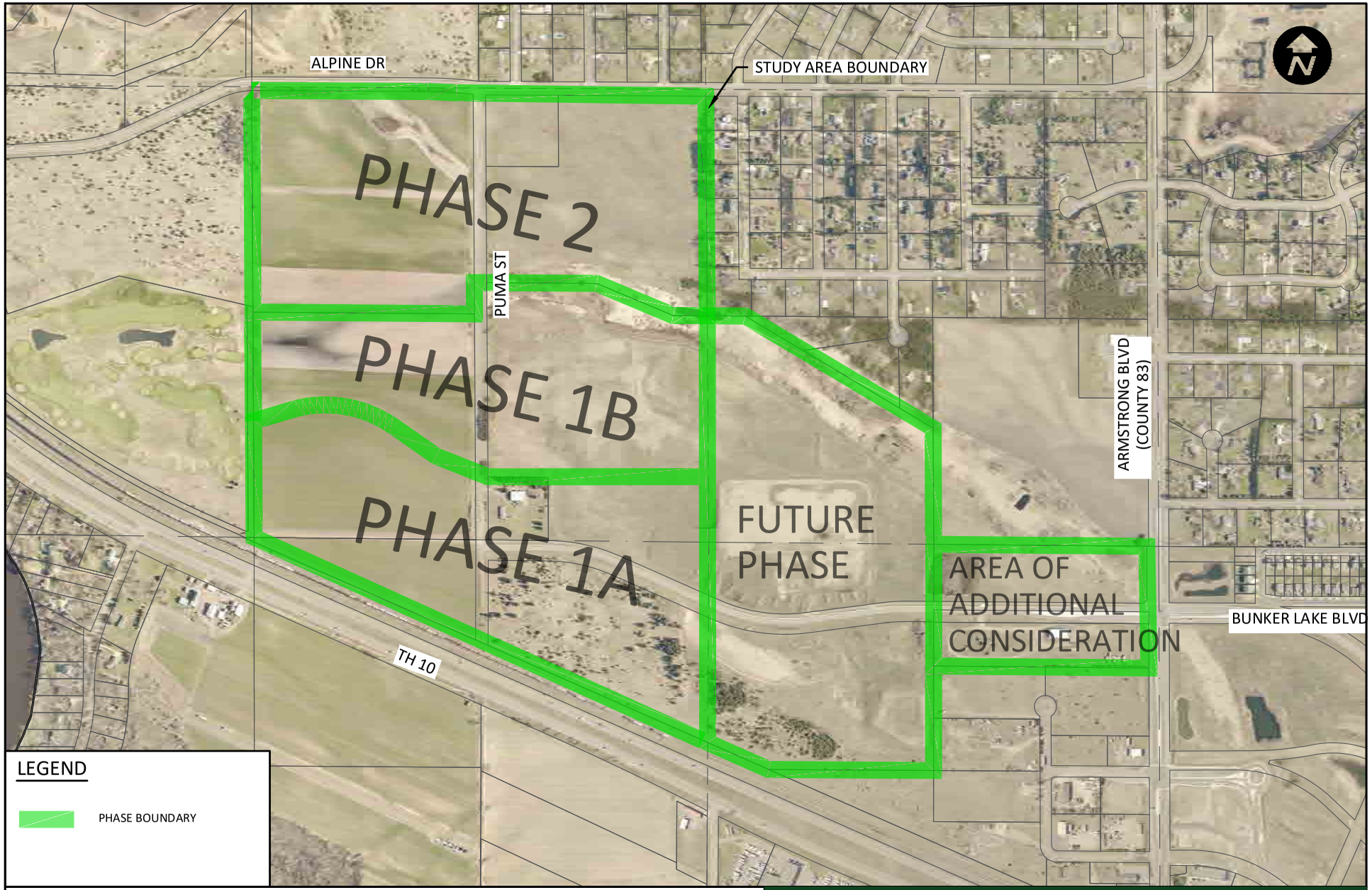

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASING MAP

FIGURE 3

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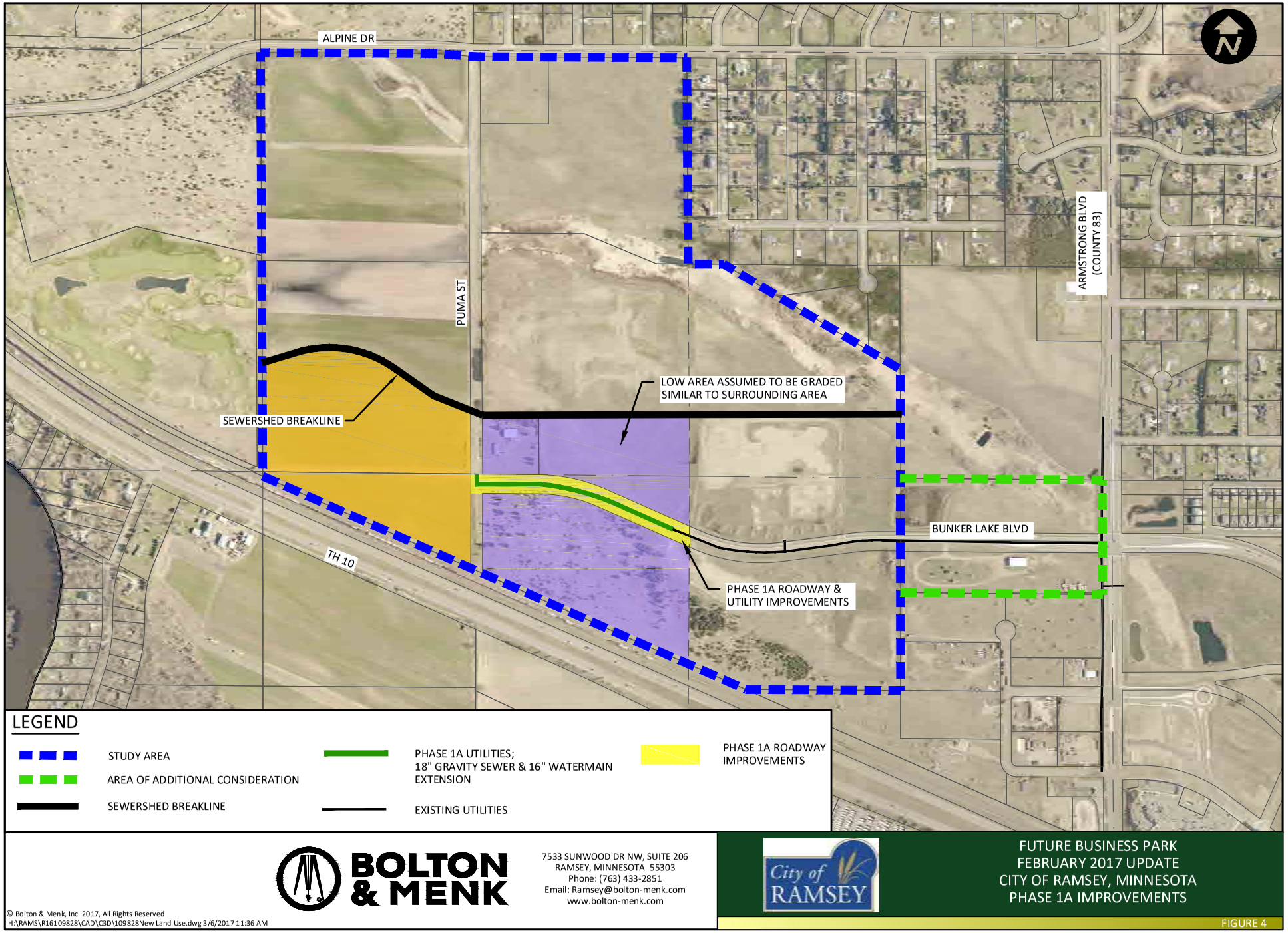

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 1A IMPROVEMENTS

FIGURE 4

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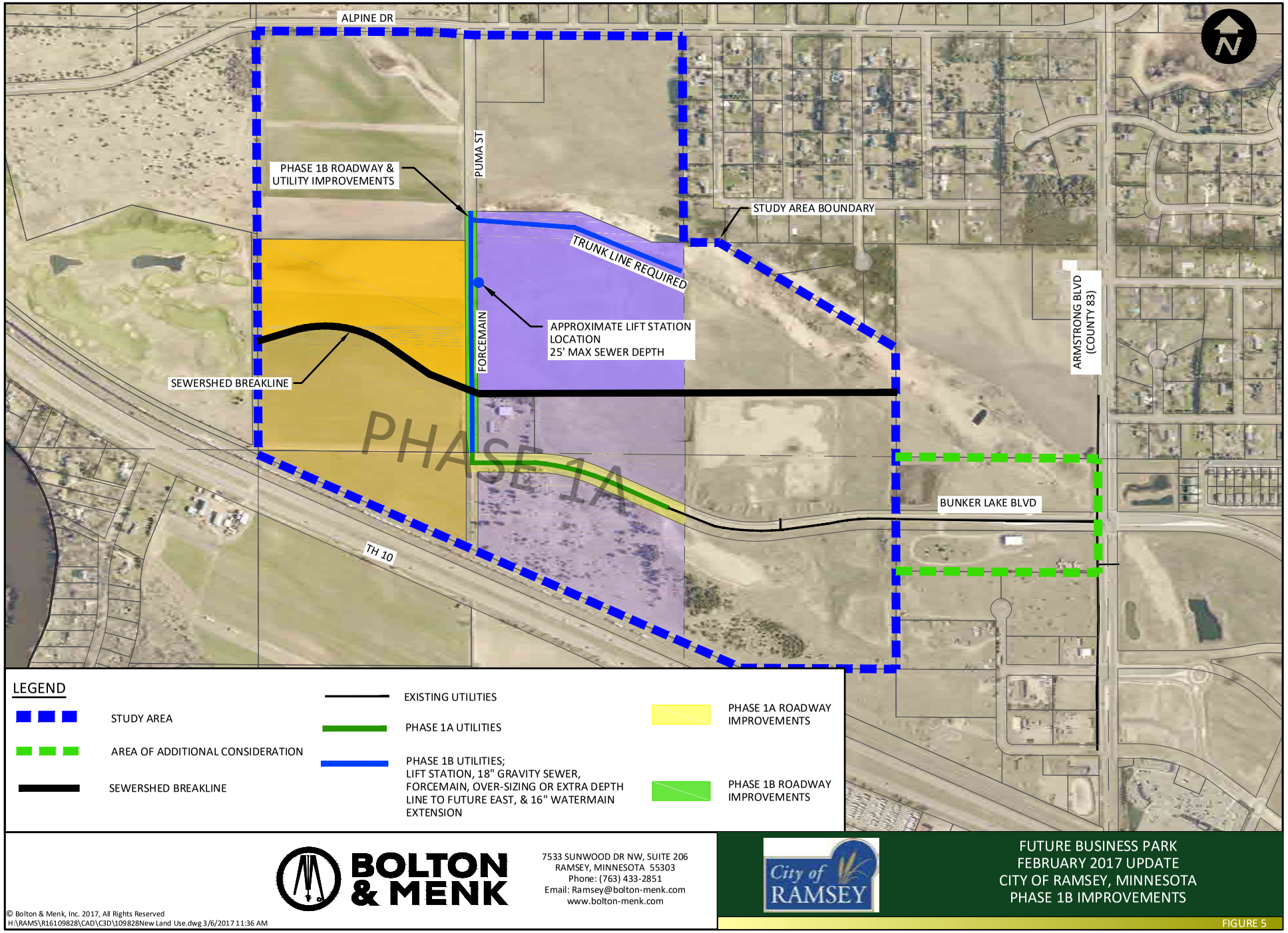

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 1B IMPROVEMENTS

FIGURE 5

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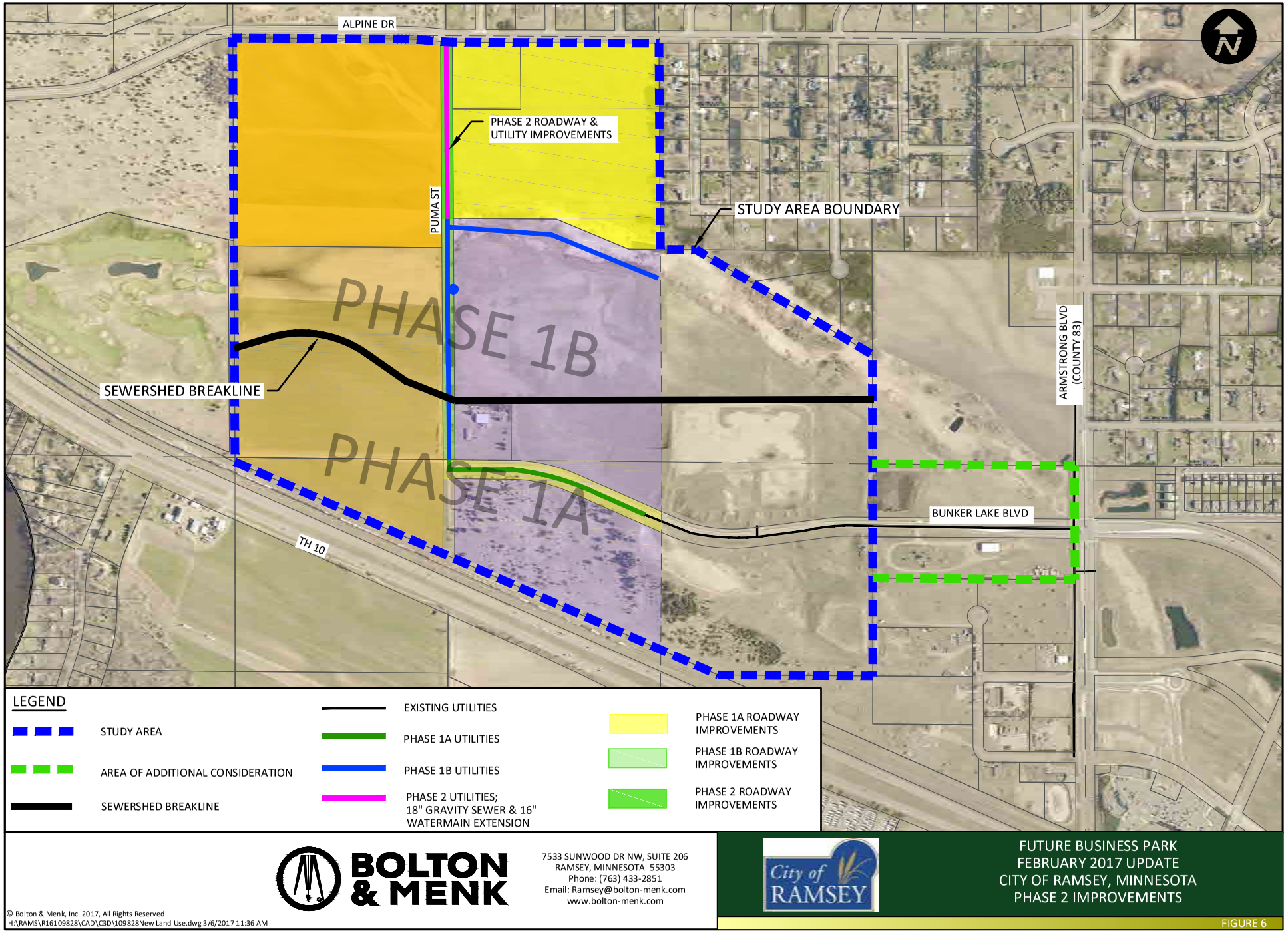

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FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 2 IMPROVEMENTS

FIGURE 6

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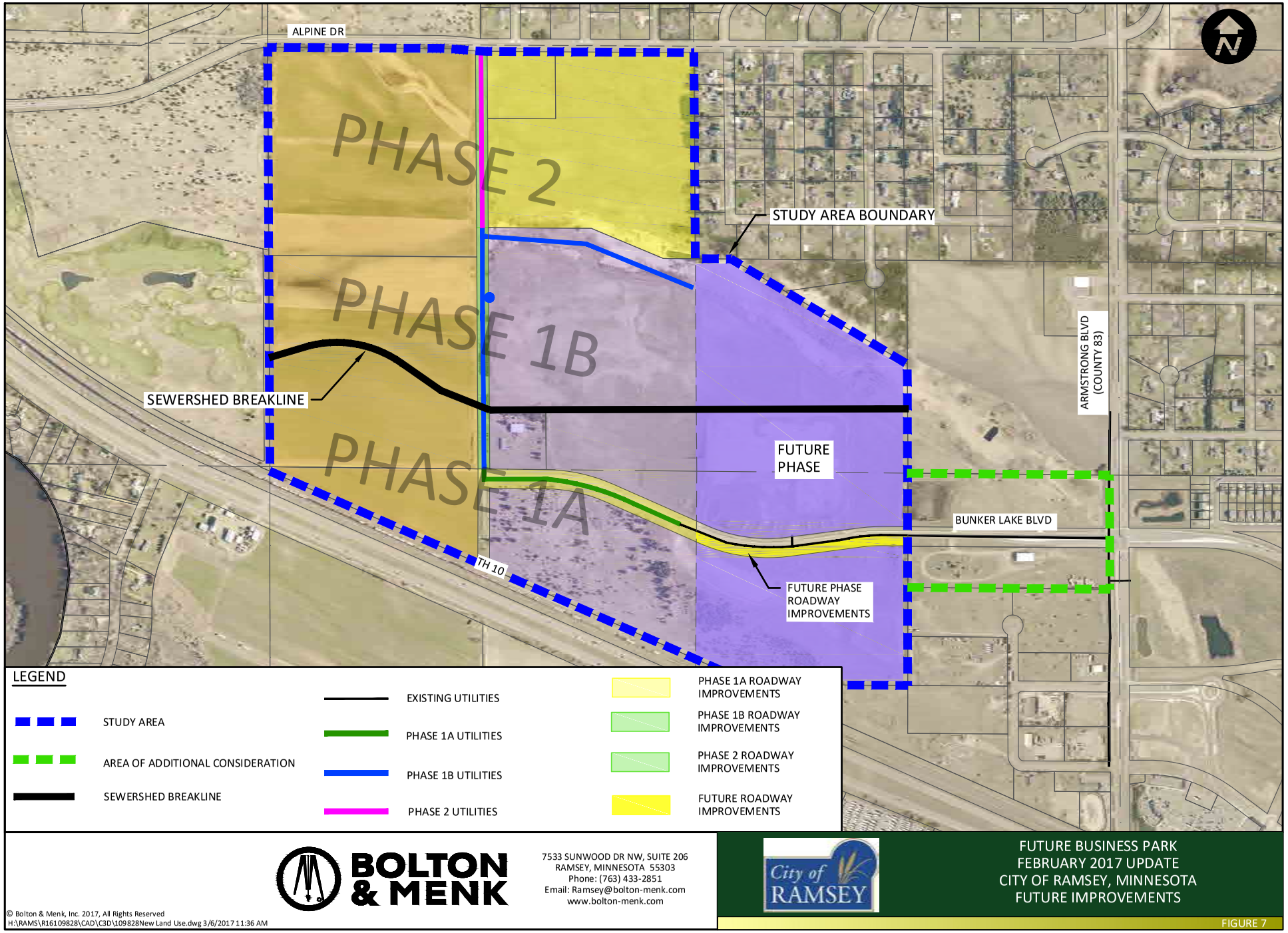

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
FUTURE IMPROVEMENTS

FIGURE 7

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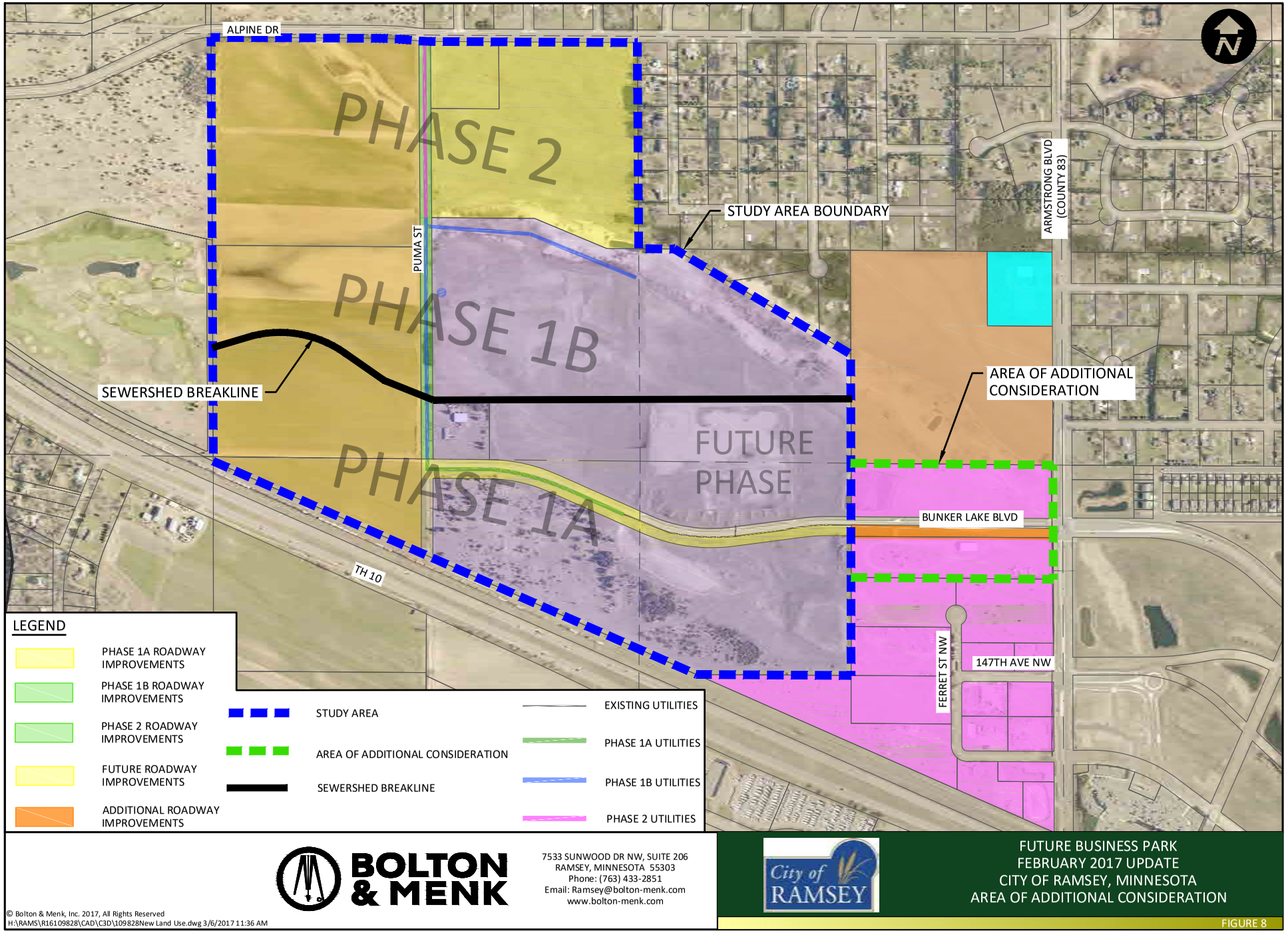

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
AREA OF ADDITIONAL CONSIDERATION

FIGURE 8

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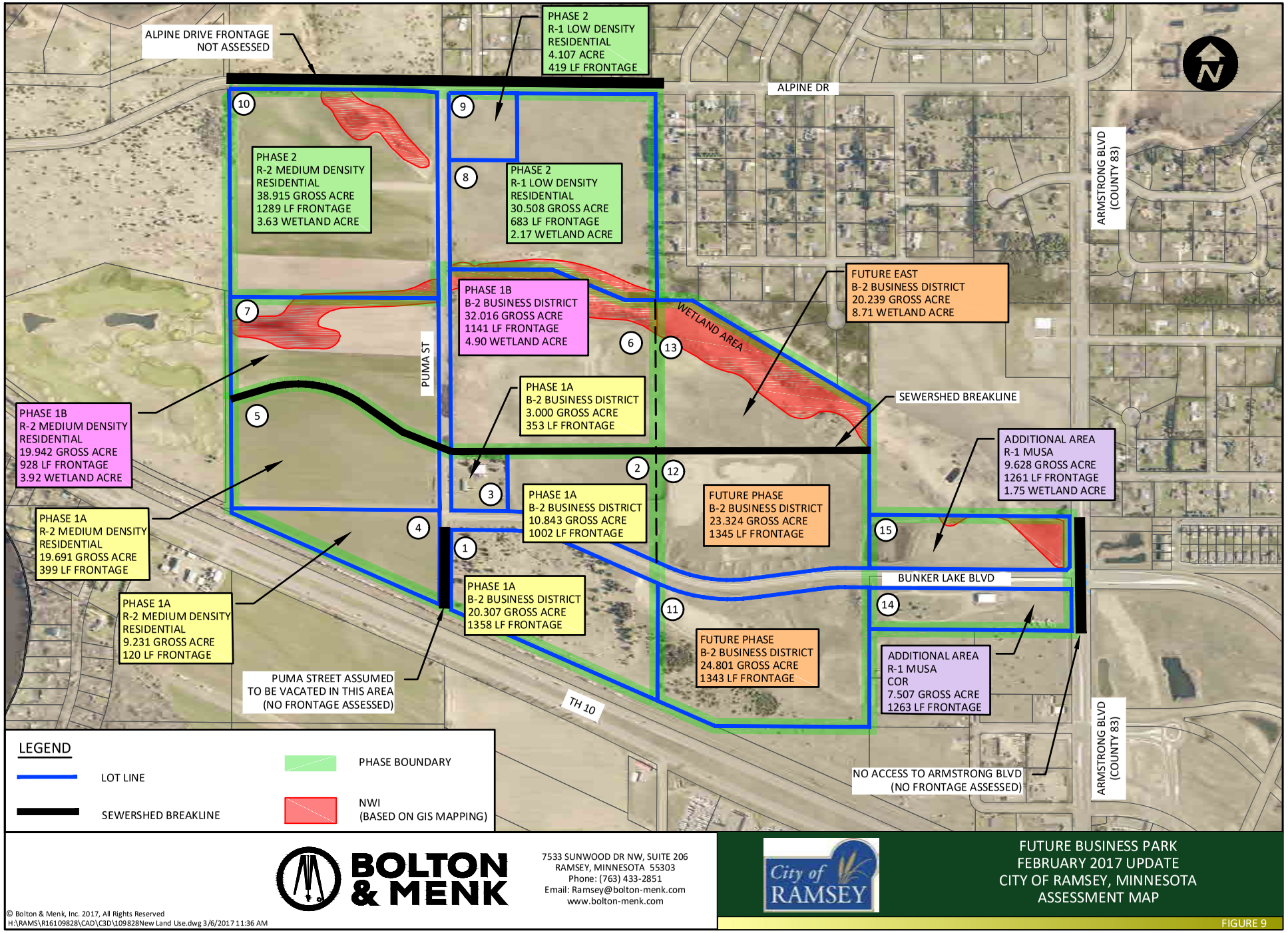

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
ASSESSMENT MAP

FIGURE 9

Appendix B: Traffic Study

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Burnsville, MN 55337-1649

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Fax: (952) 890-8065
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TRAFFIC MEMORANDUM

Date: January 27, 2017

To: City of Ramsey

From: Bryan Nemeth, P.E., PTOE

Subject: Supplemental Traffic Memorandum
Traffic Impact Study for Future Business Park: October 21, 2015
City of Ramsey, MN
Project No.: R16.109828

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.

By: _____
Bryan T. Nemeth, P.E., PTOE
License No. 43354

Date: January 27, 2017

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I. Introduction

This traffic memorandum provides an update to the Traffic Impact Study for Future Business Park, October 21, 2015, in Ramsey, MN. The update includes analysis of a revised Proposed Future Land Use plan for the area.

The revised analysis results in an increase of approximately 18,100 trips per day into and out of the area at 2040 Full Build. This is an overall reduction in trips compared to the previous land use alternatives proposed.

The analysis evaluates the mitigation needs Bunker Lake Blvd west of Armstrong Boulevard (CSAH 83) and Puma Street south of Alpine Drive. This includes the intersection of Armstrong Blvd (CSAH 83) at Bunker Lake Blvd (CSAH 116).

II. Recommendations

A. Intersection and roadway improvements along Bunker Lake Blvd (west of Armstrong Blvd) and Puma St. (south of Alpine Dr.) are revised as follows.

1. Short Term

a) Armstrong Blvd & Bunker Lake Blvd: Stripe the southbound left with dual left turn lanes. No other roadway improvements needed in the short term. Signal timing updates recommended.

(1) Plan for eastbound dual right turn lanes or free-right turn lane and two eastbound thru lanes in the future (See Long Term Recommendations).

b) Bunker Lake Blvd (west of Armstrong Blvd)

(1) COR area:

(a) With COR access to Bunker Lake Blvd: 4-lane divided roadway to full access intersection. Full access 775 ft. from Armstrong Blvd. Right-in/right-out access at least 475 ft. from Armstrong Blvd. Continuous median to full access.

(b) Without COR access to Bunker Lake Blvd: 4-lane Divided to full access intersection. Full access 540 ft. from Armstrong Blvd. Right-in/right-out access at least 475 ft. from Armstrong Blvd. Continuous median to full access.

(2) COR to Llama St. Alignment: 3-lane undivided roadway, right turn lanes into development roadways. Primary intersection spacing of 1/8 mile.

(3) Llama St. Alignment to Puma St.: 3-lane undivided roadway, right turn lanes into development roadways where development trips anticipated to be over 100 per day. Primary intersection spacing of 1/8 mile.

c) Puma St.: Potentially remain a 2-lane undivided roadway. Left turn lanes into Business Park accesses. Right turn lanes provided where development trips anticipated to be over 100 per day.

d) Bunker Lake Blvd & Puma St.: Single lane roundabout or all-way stop

control. Southbound left turn lane and westbound right turn lane recommended with all-way stop control.

2. Mid-Term

a) Armstrong Blvd & Alpine Dr.: Single lane roundabout. Intersection control evaluation study should be completed to verify.

b) Alpine Dr. & Puma St.: Add eastbound right turn lane. Add a northbound turn lane to separate left and right turns. Add a westbound left turn lane when needed. This need to be based on delay and crash experience, especially if there is trip redistribution due to congestion on Armstrong Blvd.

3. Long-Term

a) Armstrong Blvd & Bunker Lake Blvd: Dual eastbound right turn lanes or free right turn lane. Dual right turn lanes are recommended over the free right due to pedestrian accessibility crossing a heavy free-right and the bridge design of Armstrong Blvd.

b) Plan for two eastbound thru lanes in the future. The two eastbound thru lanes are not necessarily due to traffic volumes but are recommended to give more green time to conflicting movements, specifically the westbound left. Additionally, the high eastbound right turn volumes may result in trip reassignment to use Bunker Lake Blvd and access Highway 10 at Ramsey Blvd instead of Armstrong Blvd. This may also result in more trips using Alpine Dr. to access Highway 10 for trips to and from the west.

III. Analysis

The traffic analysis updates consider a change in land uses within the Future Business Park area as shown on the attached Armstrong West: Proposed Future Land Uses map.

A. Forecasts

The background trip forecasts are consistent with the previous analysis. The trip forecasts to and from each area are included at the end of this memorandum. Forecasts were developed using trip rates from the ITE Trip Generation Manual, consistent with the previous analysis. The additional trips due to the development result in the forecasted trips as shown on the attached map.

B. Traffic Analysis Results

1. 2040 Full Build with Existing Lanes

Table 1: Design Year (2040) with Existing Lanes

Traffic Control Scenario	Peak Hour	Intersection Delay*- LOS		Maximum Delay-LOS**		Limiting Movement ***	Max Approach Queue		
							Direction	Average Queue (ft)	Max Queue (ft) ****
Design Year 2040 Alternative 2									
TH 10/169 South Ramp & CSAH 83 (Armstrong Blvd)	AM	13	B	24	C	EBL	EBL	105	174
Signal	PM	12	B	22	C	EBL	EBL	98	148
TH 10/169 North Ramp & CSAH 83 (Armstrong Blvd)	AM	63	E	143	F	WBR	WBT/R	468	1152
Signal	PM	71	E	124	F	WBR	WBT/R	595	1560
CSAH 83 (Armstrong Blvd & 147th Avenue	AM	55	D	131	F	NBL	NBT	759	1327
Signal	PM	52	D	87	F	NBL	NBT	660	1252
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)	AM	69	E	184	F	NBL	NBT	784	1086
Signal (assumed double SBL & double WBL were stripped)	PM	100	F	227	F	NBL	NBT	733	1109
CSAH 83 (Armstrong Blvd) & Alpine Drive NW	AM	5	A	20	C	EBT	EBL/T	45	114
TWSC	PM	9	A	46	E	EBL	NBL/T	68	167
Alpine Drive NW & Puma Street NW	AM	2	A	7	A	NBL	NBL/R	31	54
TWSC	PM	3	A	9	A	NBL	NBL/T	51	86
Puma Street NW & Bunker Lake Blvd	AM	3	A	9	A	NBT	SBL/T/R	50	75
Option 1: AWSC	PM	4	A	7	A	WBR	WBT/R	56	86
Puma Street NW & Bunker Lake Blvd	AM	0	A	3	A	EBR	EB L/R	4	18
Option 2: 3 Legged intersection (with curve)	PM	0	A	2	A	EBL	EBL/R	7	24
Puma Street NW & Bunker Lake Blvd	AM	2	A	5	A	NBT	SBL/T/R	16	51
Option 3: Roundabout	PM	2	A	4	A	SBT	SBL/T/R	4	23

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

Analysis indicates that it there are anticipated to be capacity concerns along Armstrong Blvd from Highway 10 to Bunker Lake Blvd. Mitigation is necessary at the intersection of Armstrong Blvd at Bunker Lake Blvd.

2. 2040 Full Build with Mitigation

Table 2: Design Year (2040) with Mitigation

Traffic Control Scenario	Peak Hour	Intersection Delay*- LOS		Maximum Delay-LOS**		Limiting Movement ***	Max Approach Queue		
							Direction	Average Queue (ft)	Max Queue (ft) ****
Design Year 2040 Alternative 2									
TH 10/169 South Ramp & CSAH 83 (Armstrong Blvd)	AM	11	B	22	C	EBL	EBL	95	147
Signal	PM	12	B	23	C	EBL	SBR	47	171
TH 10/169 North Ramp & CSAH 83 (Armstrong Blvd)	AM	21	C	53	D	SBT	SBT	382	727
Signal	PM	49	D	141	F	SBT	SBT	809	1272
CSAH 83 (Armstrong Blvd & 147th Avenue	AM	12	B	33	C	SBL	NBT	199	376
Signal	PM	56	E	111	F	SBT	SBT	664	1232
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)	AM	38	D	84	F	NBL	NBT	353	868
Signal (Added double EB thru, free right)	PM	50	D	139	F	WBL	WBT	401	915
CSAH 83 (Armstrong Blvd) & Alpine Drive NW	AM	5	A	26	D	WBL	EBR	61	110
TWSC (Added EB/WB RT lane)	PM	10	B	88	F	EBT	NBL/T	77	171
Alpine Drive NW & Puma Street NW	AM	2	A	6	A	WBL	NBL/R	33	56
TWSC	PM	3	A	9	A	NBL	NBL/T	48	80
Puma Street NW & Bunker Lake Blvd	AM	3	A	9	A	WBL	SBL/T/R	50	78
Option 1: AWSC	PM	4	A	8	A	WBL	WBL/T/R	57	83
Puma Street NW & Bunker Lake Blvd	AM	0	A	3	A	EBL	EBL/R	4	18
Option 2: 3 Legged intersection (with curve)	PM	0	A	5	A	EBL	EBL/R	6	24
Puma Street NW & Bunker Lake Blvd	AM	2	A	5	A	NBT	SBL/T/R	11	37
Option 3: Roundabout	PM	2	A	4	A	EBT	SBL/T/R	3	21

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

Analysis indicates

Mitigation includes the lanes and traffic control indicated in the recommendations but also includes a third southbound lane along Armstrong Blvd from Bunker Lake Blvd to the Highway 10 North Ramp terminal. Additional review of the bridge design indicates that a third lane would not be feasible without substantial revisions to the bridge structure over the railroad. Based on this, two eastbound through lanes are recommended at the intersection of Armstrong Blvd and Bunker Lake Blvd to provide an alternative route if needed. The analysis below also considers an eastbound free right into the third lane. This is recommended to be a dual right turn when or if needed based on traffic redistribution in the area.

The resulting queues are shown below for each movement at the intersection of Armstrong Blvd and Bunker Lake Blvd. Dual eastbound right turn lanes would be anticipated to have similar average queues and shorter max queues. The max queues are anticipated to be less if there is traffic redistribution based on congestion.

Table 3: Design Year (2040) Armstrong Blvd & Bunker Lake with Proposed Lanes

Traffic Control Scenario	Peak Hour	Delay-LOS**		Max Approach Queue	
				Average Queue (ft)	Max Queue (ft) ****
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)					
EBL	AM	41	D	64	122
	PM	37	D	106	191
EBR	AM	3	A		
	PM	47	D	390	916
WBL	AM	45	D	134	215
	PM	131	F	401	915
NBL	AM	84	F	305	412
	PM	52	D	207	307
SBL	AM	31	C	95	145
	PM	46	D	81	128

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

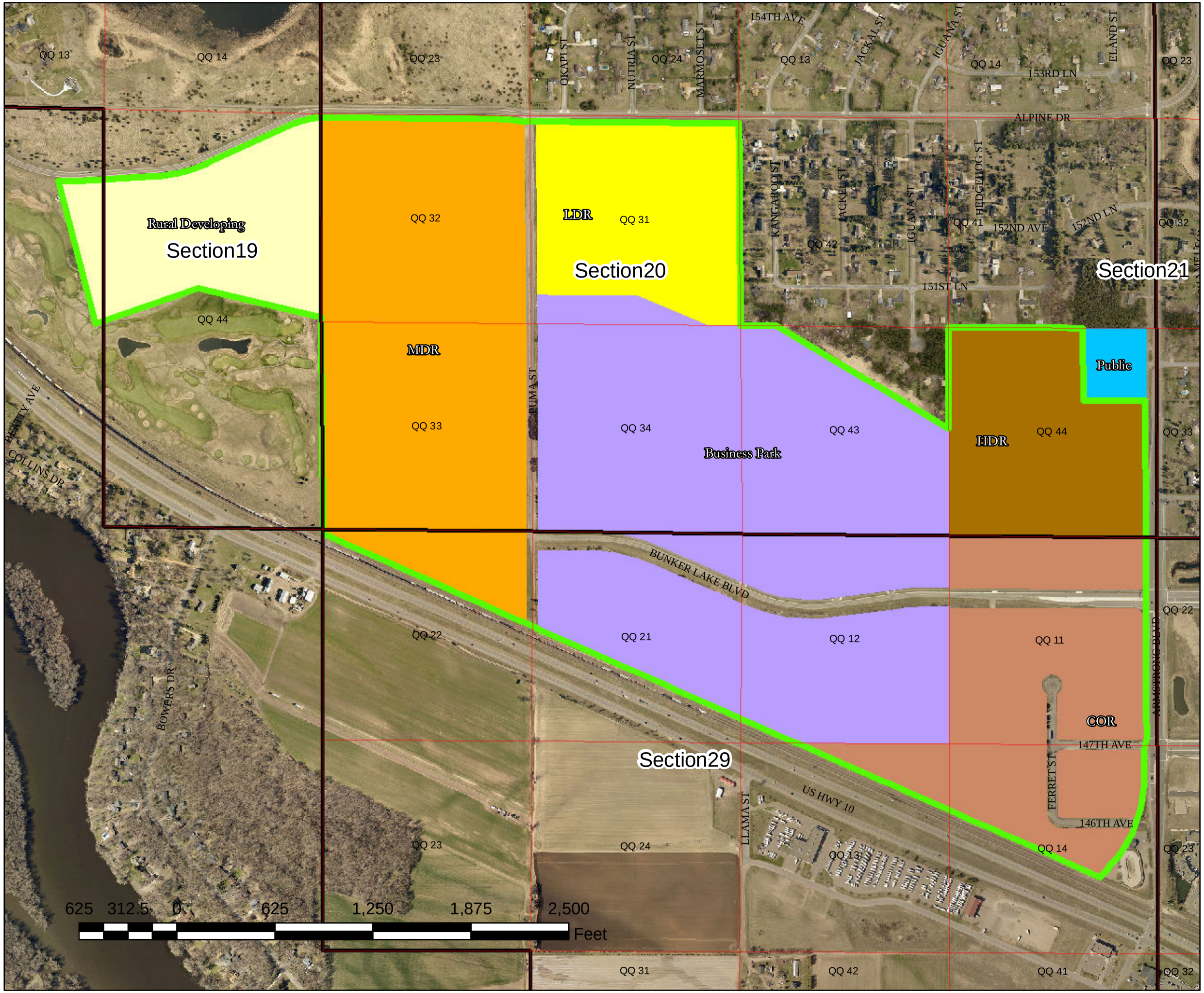
***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

C. Special Considerations

1. The trips from specific developments to Puma and Bunker Lake Blvd have not been analyzed. Trips to and from specific developments should be assigned to appropriate roadways based on the development roadway design. This is especially important for trip assignment at the intersection of Bunker Lake Blvd and Puma St.

2. Mitigation for intersections outside of the area due to development in the area have not been completed.



City of RAMSEY

Armstrong West
Proposed Future Land Uses

Section QQ

Section Only

AUAR Boundary

Future Land Use

- Business Park
- COR
- High Density Residential
- Low Density Residential
- Medium Density Residential
- Public/Quasi-Public
- Rural Developing

N

This is not an approved land use plan. This is a working document only, based on current feedback and concepts (both public and privately developed concepts).

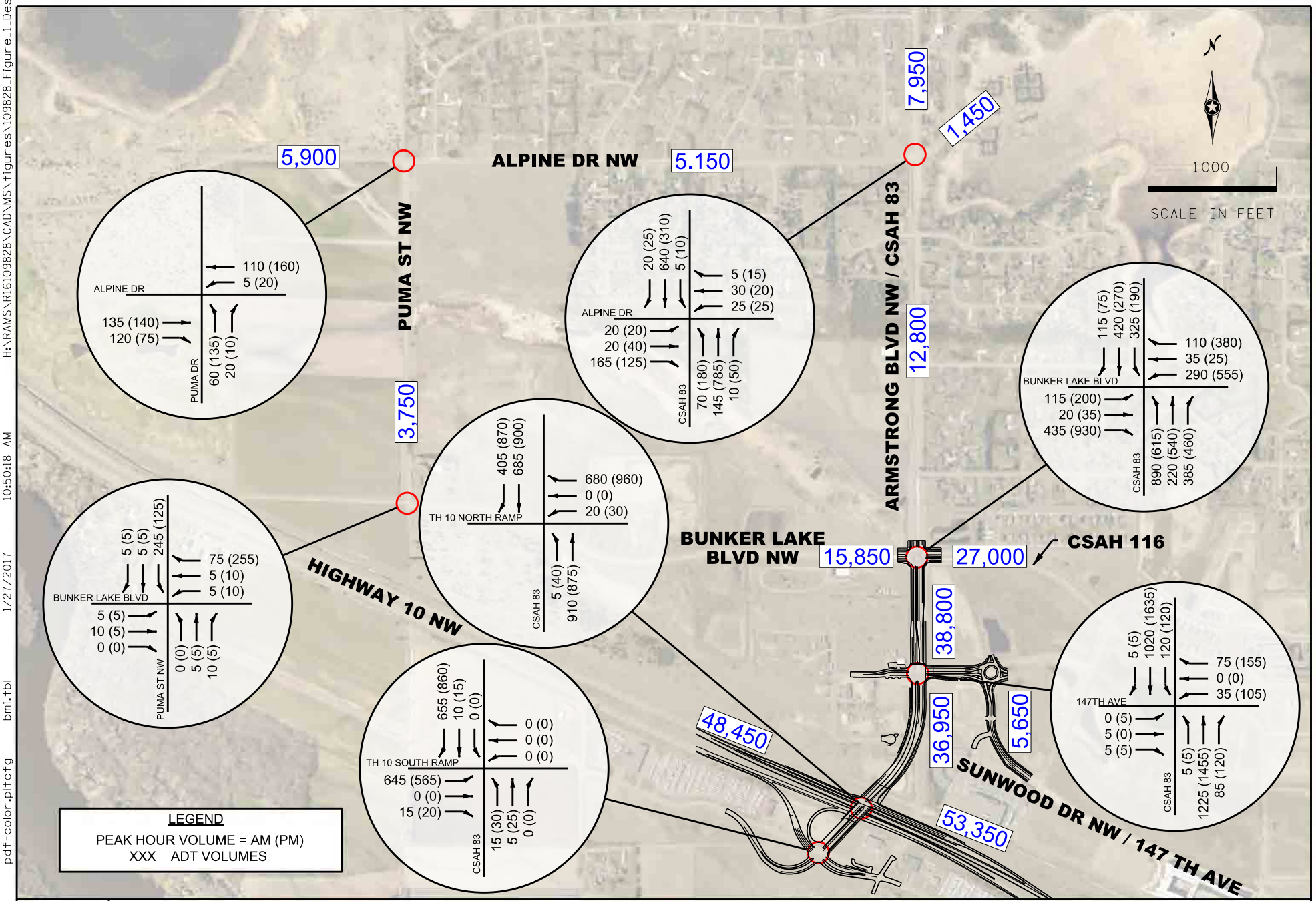


FIGURE 1: DESIGN YEAR (2040) TRAFFIC VOLUMES

FUTURE BUSINESS PARK TRAFFIC STUDY
RAMSEY, MN.

jeremyme pdf-color.pltcfg bmi.tbl 1/27/2017 10:50:18 AM H:\RAMS\R16\109828\CAD\MS\figures\109828_Figure_1_Design Yea

Ramsey EDA Traffic Assumptions

Alternative 2: Business Park (January 2017 Update)

B-2 **Business Park** — 134.54 Acres — ITE Code 130 — Internal-to-Internal Reduction

Based on Acres

	Average Rate	#	% enter	% exit	entering	exiting		entering	exiting		Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	8.55	1151	83	17	955	196	10%	860	177	0%	0	0	860	177
Afternoon	4.42	595	50	50	298	298	10%	268	268	0%	0	0	268	268
PM	8.84	1190	21	79	250	940	10%	225	847	0%	0	0	225	847
Weekday	63.11	8491	50	50	4246	4246	15%	3609	3609	0%	0	0	3609	3609

B-2 **Retail/Commercial** — 74.4 K ft^2 — ITE Code X — Internal-to-Internal Reduction

Based on Square Feet — 7.43 Acres

	Average Rate	#	% enter	% exit	entering	exiting		entering	exiting		Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	7.41	552	53	47	293	259	20%	235	208	46%	109	96	126	112
Afternoon	5.46	407	50	50	204	204	20%	163	163	40%	66	66	97	97
PM	10.91	813	51	49	415	398	20%	332	319	39%	130	125	202	194
Weekday	124.59	9275	50	50	4638	4638	30%	3247	3247	39%	1267	1267	1980	1980

R-1 **Single Family Detached Housing** — 104 units — ITE Code 210 — 34.62 Acres

Based on Dwelling Units — 3 Units per Acre

	rate	#	% enter	% exit	entering	exiting	New Trips entering	New Trips exiting
AM	0.75	83	25	75	21	62	21	62
Afternoon	0.51	53	31	69	16	37	16	37
PM	1.01	109	63	37	69	40	69	40
Weekday	9.57	1078	50	50	539	539	539	539

R-2 **Residential Townhouse** — 527 units — ITE Code 230 — 87.79 Acres

Based on Dwelling Units — 3 to 7 Units per Acre

	Average Rate	#	% enter	% exit	entering	exiting	Assume 6 Units per Acre	New Trips entering	New Trips exiting
AM	0.44	196	17	83	33	163		33	163
Afternoon	0.26	138	31	69	43	95		43	95
PM	0.52	235	67	33	157	78		157	78
Weekday	5.81	2732	50	50	1366	1366		1366	1366

R-3 **Low Rise Apartment** — 525 units — ITE Code 221 — 43.74 Acres

Based on Dwelling Units — 7 to 15 Units per Acre

	Average Rate	#	% enter	% exit	entering	exiting	Assume 12 Units per Acre	New Trips entering	New Trips exiting
AM	0.46	215	21	79	45	170		45	170
Afternoon	0.29	153	31	69	47	106		47	106
PM	0.58	291	65	35	189	102		189	102
Weekday	6.59	3076	50	50	1538	1538		1538	1538

Rural Developing — ITE Code x

Assumed trips

	entering	exiting
AM	5	20
Afternoon		
PM	20	5
Weekday		

Total

	Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	109	96	1090	704
Afternoon	66	66	472	602
PM	130	125	862	1266
Weekday	1267	1267	9032	9032

West of Commercial Area

	Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM			919	422
Afternoon			327	400
PM			471	970
Weekday			5514	5514

CC Regular Session **7. 8.**

Meeting Date: 04/25/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

PSD LLC Business Park Proposal: Accept Business Subsidy Request Application and Call for Public Hearing

Purpose/Background:

PURPOSE

Consider multiple actions related to the PSD LLC business park proposal. For a detailed outline of future steps, please see the attached schedule.

> ***STEP 1*** (this case): formally accept a business subsidy application from PSD LLC and begin the process to establish a new TIF district and consider providing financial incentives. The purpose of this case is not to "award" any financial incentives to PSD LLC. However, this case begins the State required public process to "allow" the City to award financial incentives to PSD LLC.
>
> ***STEP 2*** (future case): review underwriting of project pro-forma, consider authorization to establish a new TIF district, and consider awarding TIF agreement/ business subsidy agreement (which will include a specific amount of TIF).

BACKGROUND (project)

Please see attached background document for details. In summary, the proposed project includes two major components:

> ***(A)*** the purchase of 45 acres of land from Hageman Holdings for a new business park development. PSD LLC has completed concept master plans for this 45-acre site, which show roughly seven 60,000 square foot commercial/ industrial buildings. To kick off the business park project, and put it in a strong position moving forward, PSD LLC intends to immediately complete several master site improvements (master developer). The estimated total cost for this step is $4.24M (includes: property acquisition, moving large soil mound, creating berm, mass grading, regional storm water pond, grubbing, debris/ dump clean up, internal public road, and signage).
>
> ***(B)*** within the larger 45-acre project, PSD LLC plans to immediately construct their first individual building, a 60,000 square foot speculative industrial building. PSD LLC is proposing a high-quality, highly functional, and market relevant building; which will include: 24’ clear ceilings (potentially 30’), both drive-in garages and sub-grade docks for every tenant, and glass facades along Highway 10. The estimated total cost for PSD LLC’s first building is $5.49M.

BACKGROUND (subsidy request)

PSD LLC has asked the City for financial incentives related to both items above (A and B). Specifically, PSD LLC is requesting the City construct the first phase of the public road, as part of the mass site improvements (about $200K-$250K, or 4.7%-5.9%). Secondly, PSD LLC is requesting the City provide 9 years of TIF for the their first speculative industrial building (about $277K PV, or 5%). Based on their modeling and project pro-forma, PSD LLC believes both requests are needed, in order to make this project work.

PSD LLC has competed and submitted a business subsidy application to staff, including a $10,000 non-refundable fee. Staff and Ehlers are ready to formally process this request (underwriting, establish a new TIF district, draft a TIF agreement). Attached to this case is the request documentation from PSD LLC.

NOTE: the PSD LLC request will not meet the job creation requirements outlined in the City's official business subsidy policy, due to the fact this project is a speculative building. Guaranteeing job creation on a speculative building is very challenging. The PSD LLC subsidy request will require an exception to the City's policy, in order to be approved. A similar exception was provided to Platinum Properties, for their speculative construction building proposal, in 2016.

More information on TIF is included in the attached LMC TIF background document and the attached mock TIF run.

Notification:

Observations/Alternatives:

Project Benefits

- Supporting a speculative construction building puts the City of Ramsey in a very competitive position to attract economic development projects. Often times, communities that win economic development projects are the "most-ready-to-go-now."
- The proposed building is high-quality and market relevant. It will be one of the nicest industrial buildings in Ramsey. It will be prominent on Highway 10, and will set a positive image, and create a big splash for the City's new business park.
- PSD LLC is jump-starting the City's new business park with this project. This is important, as staff commonly receives feedback from prospects interested in the new business park--that don't want to be the first-one-in. There is a fear associated with that perspective, as it is considered to be high-risk. Momentum matters in the development industry.
- The proposed funding sources for the subsidy request are a former TIF district and a new TIF district. Meaning, this subsidy will not have a direct impact on the general tax levy and Ramsey taxpayers. Also, like any TIF project, the existing tax base remains in place, 100%.
- The proposed 60,000 sf project will create annual total property tax revenues of $116K. Upon full build out of the PSD LLC business park (45 acres), the entire PSD LLC development will generate an estimated total annual property tax of $812K. It should be noted, about 65 acres of additional business park land is located north of the proposed PSD LLC business park.
- A 60,000 square foot commercial/ industrial building will create jobs, it's simply a matter of time, and how many jobs. Staff estimates, based on past projects in Ramsey, a 60,000 sf building will produce 30-200 jobs, depending on the end user(s).
- The City of Ramsey is seeking retail and restaurant users. Common feedback from the development community and prospects is--Ramsey needs to improve their demographics, in order attract these users. Ramsey can do that by increasing both population (rooftops) and increasing trip generation (i.e. destination users). This PSD LLC business park will help generate demographics needed by prospect retail and restaurant users (via new vehicle trip generation).

Project Considerations

- This project must be underwritten and must meet Ramsey's business subsidy policies. The PSD LLC request must be justified and must meet State Statute. PSD LLC must demonstrate that "but-for" this assistance, they cannot move forward with this project. Staff will be working will Ehlers to underwrite PSD LLC financials/ project pro-forma. The outcome of underwriting this project will determine if, and how much, city subsidy is justified.
- The City does not need to take on this project (i.e. provide a business subsidy). The City could wait for the market to naturally develop the new business park. By taking on this project, we are associating the City with a speculative development. In the event the PSD LLC project isn't successful (i.e. the economy takes a bad turn), it would look unfavorable for the City, and will likely result in opposition from tax payers.
- By dedicating TIF funding to this project, the City is losing the opportunity to use said funding on other projects. However, but for this subsidy, the project would likely not happen at all.

Funding Source:

New 9-year TIF District (TIF #16), existing TIF District (TIF #1), and $10,000 fee from PSD LLC.

Recommendation:

Staff is comfortable accepting the PSD LLC business subsidy request application. Staff believes this request needs to be underwritten and checked against our policies. Staff believes the request made by PSD, from a preliminary/ high-level perspective, appears to be reasonable for the City to further consider.

NOTE: as mentioned in the background section of this case, the PSD LLC business subsidy request will require the City make an exception to our business subsidy policy, related to the creation of new jobs.

EDA Review

- The EDA reviewed this case on 04/13. The EDA did not have a detailed discussion.
- The EDA was generally supportive of accepting the attached application and calling for a public hearing.
- The EDA was generally excited for this project, and was generally comfortable with the proposal from PSD (from a preliminary perspective), and desires to find a reasonable solution to push this project forward.
- The EDA is interested in the results from the financial underwriting process (from Ehlers).

Action:

MOTION TO:

Adopt Resolution #17-04-091, to call for a public hearing on June 27, 2017, to modify Development District #1, to establish TIF District #16 (PSD Business Park A), and to adopt a TIF Plan.

-and-

Direct Staff to formally accept a business subsidy application from PSD LLC and complete underwriting in preparation of the June 27, 2017 public hearing.

Attachments

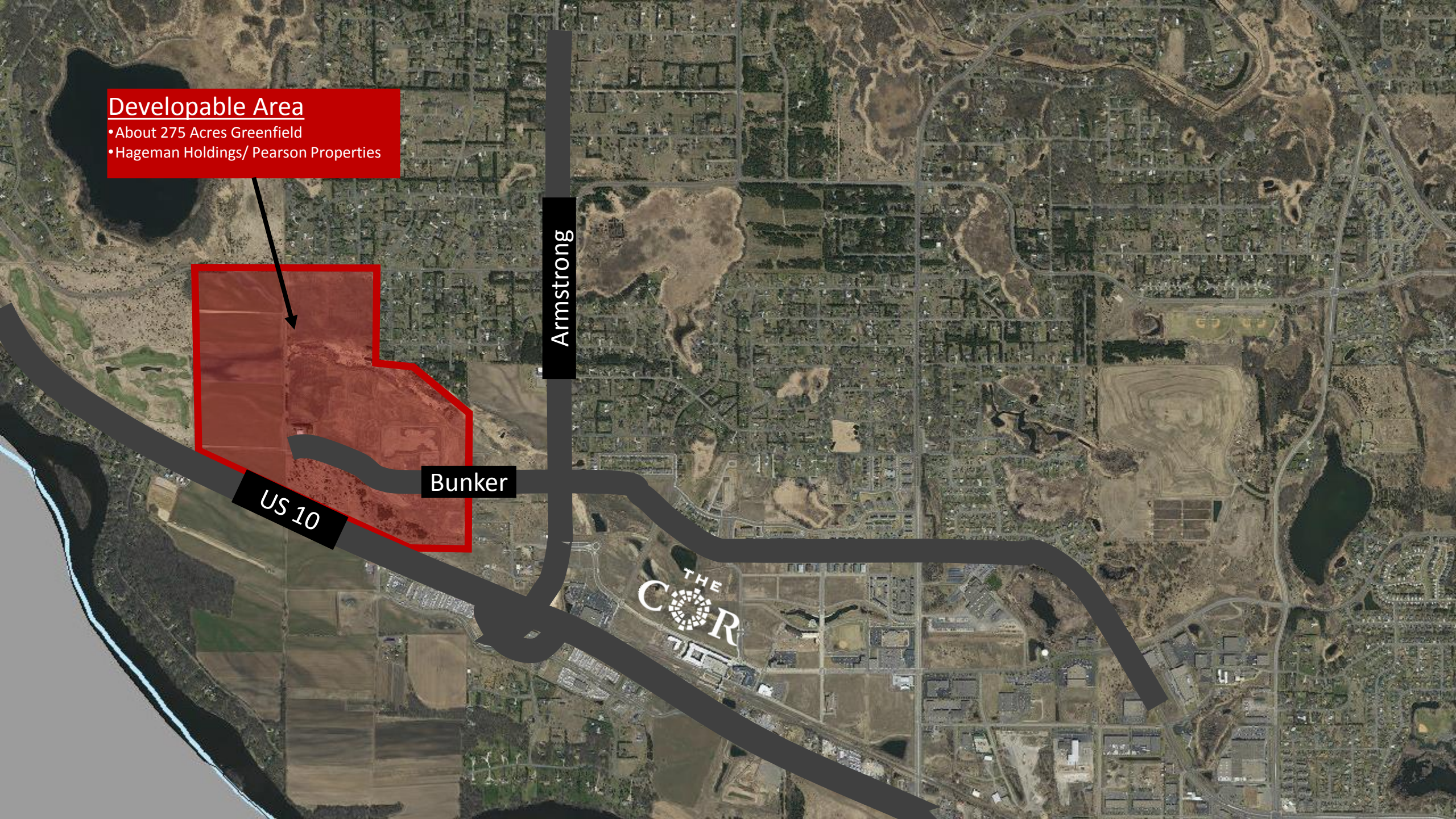
PSD Proposal
Resolution 17 04 091
Process Schedule
PSD Subsidy Narrative
PSD Cover Letter
TIF Run
TIF Background
City Subsidy Policy

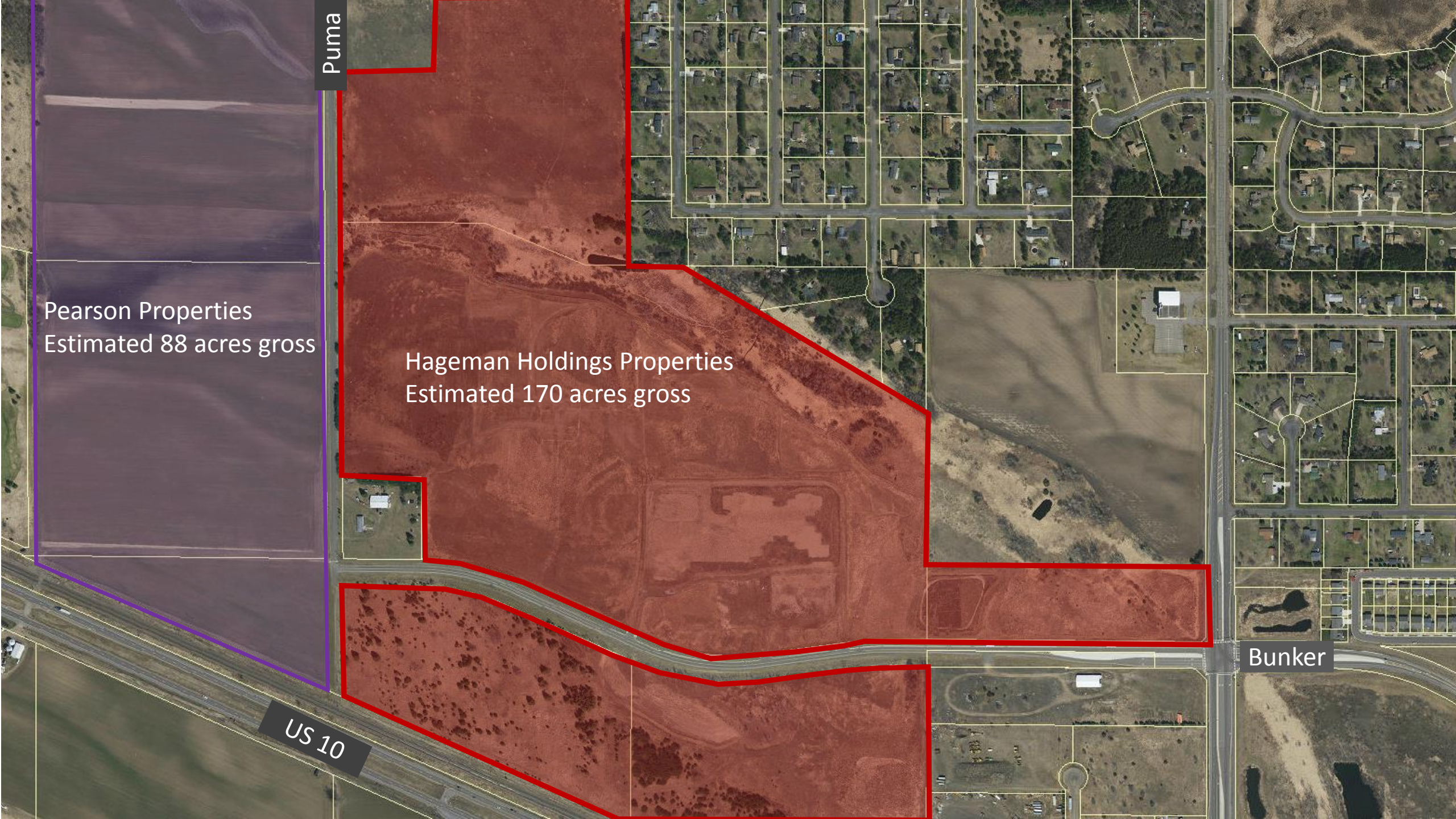
Form Review

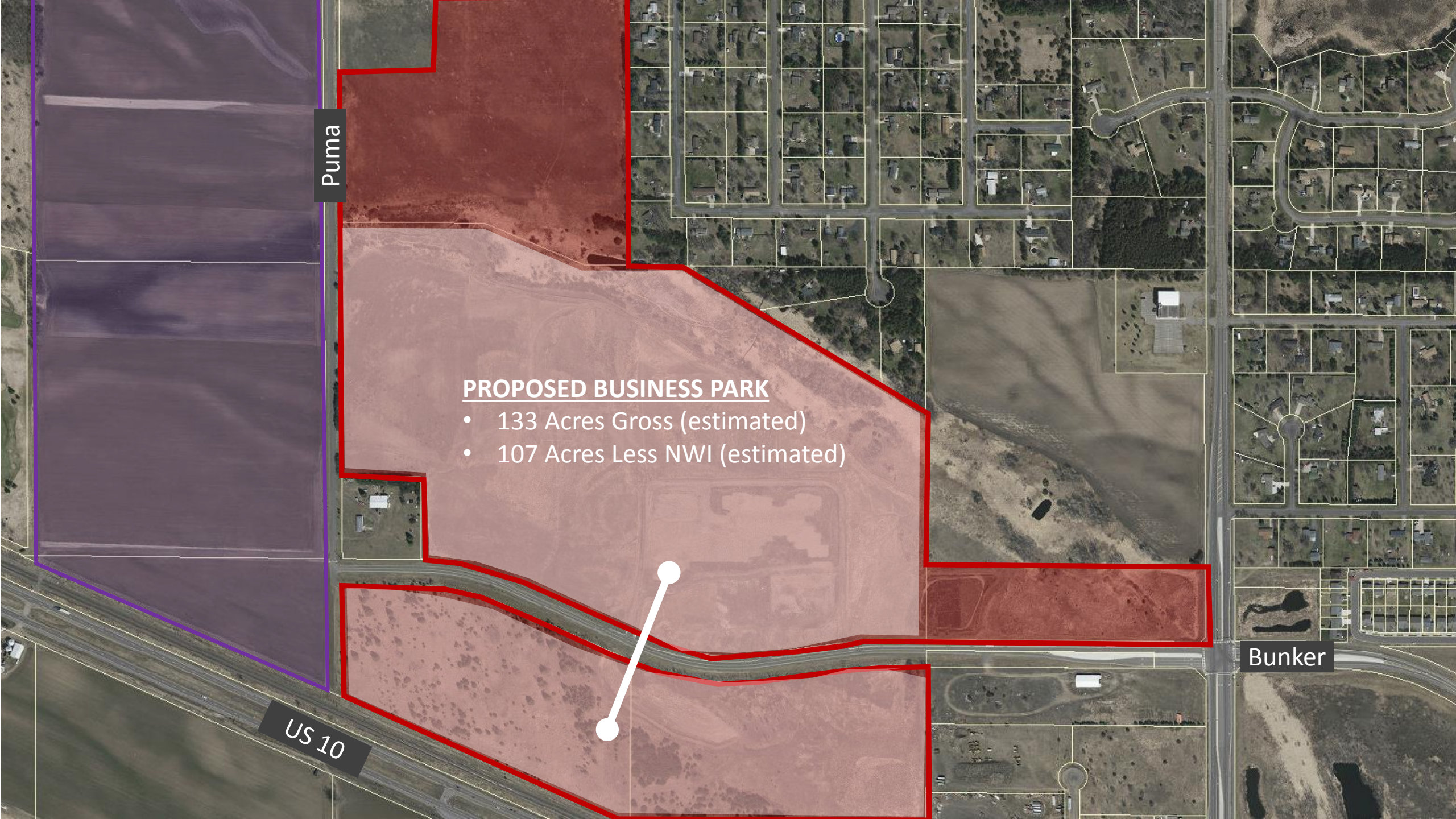
Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:41 PM
Form Started By: Patrick Brama		Started On: 04/18/2017 10:47 AM
Final Approval Date: 04/20/2017		

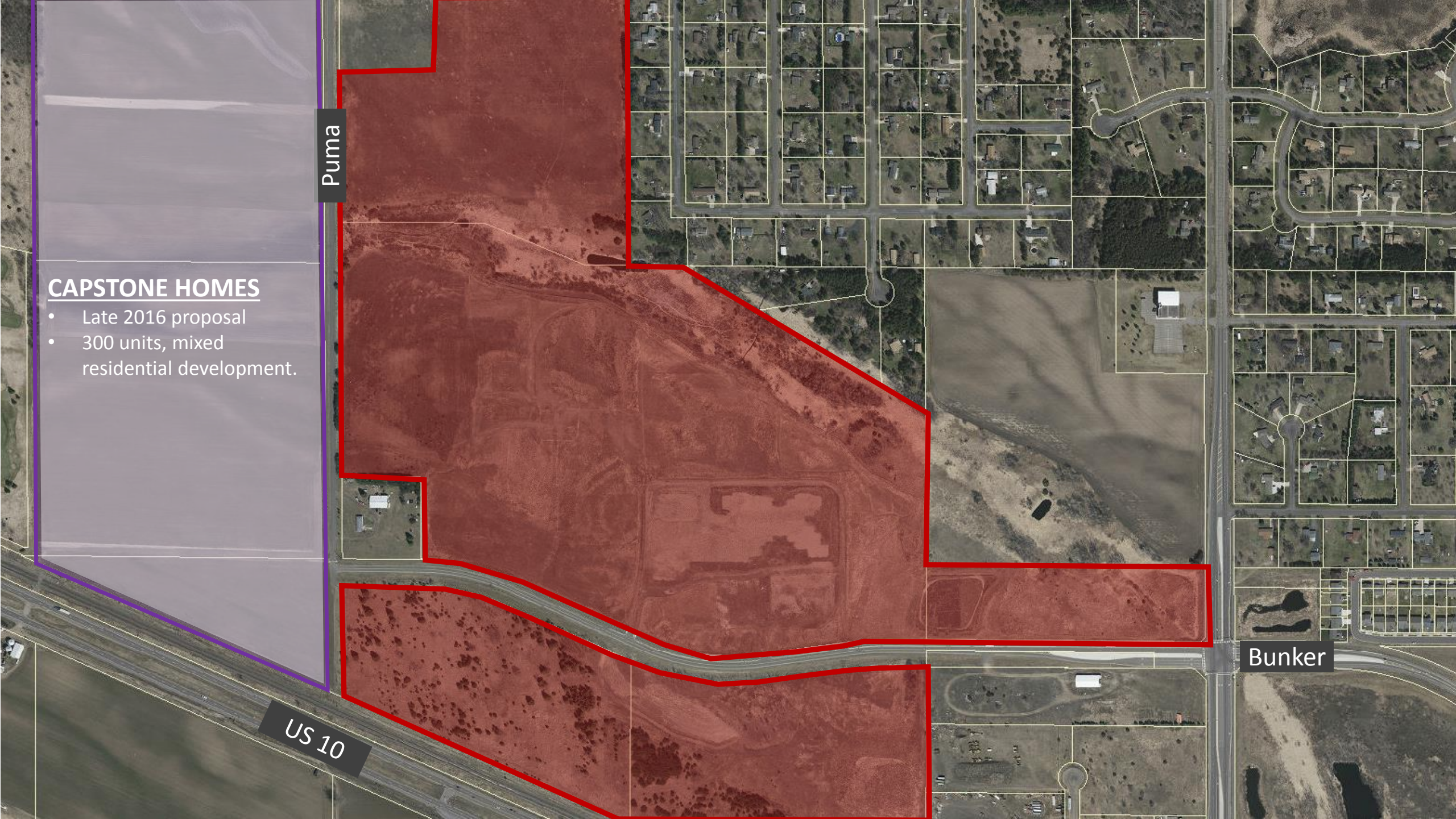
PSD LLC

Business Park Proposal & Request for City Assistance


Developable Area
•About 275 Acres Greenfield
•Hageman Holdings/ Pearson Properties
Armstrong
Bunker
US 10
THE COR


Puma
Pearson Properties
Estimated 88 acres gross
Hageman Holdings Properties
Estimated 170 acres gross
US 10
Bunker


Puma
PROPOSED BUSINESS PARK
• 133 Acres Gross (estimated)
• 107 Acres Less NWI (estimated)
Bunker
US 10


Puma
CAPSTONE HOMES
• Late 2016 proposal
• 300 units, mixed residential development.
US 10
Bunker

Capstone
US 10
Bunker
PSD LLC Proposal
•Purchase 45 acres of the business park
•Everything south of Bunker
•7 buildings shown in master plan
•In 2017, want to construct 60K sf spec building, 24’ clear, and complete mass site improvements.

PSD LLC Major Improvement Projects

1: Mass Site Preparation Improvements
(master business park developer)

-$3.45M acquisition
-$90K move berm
-$100K mass grading
-$200K regional pond
-$50K grubbing and debris clean up
-$250K internal public road
-$100K signage
Total: $4.24M

2: 60,000 SF Spec Industrial Building
(individual project)

-$5.4M total costs (construction and soft costs)

PSD Improvements #1: Mass Site Preparation

PSD Improvements #1: Mass Site Preparation

A

-Mass Grading (entire site)

-Remove unbuildable soils

-Creation of berm (west)

PSD Improvements #1: Mass Site Preparation

B

-Grubbing and clearing of shrubs and trees
-cleaning of debris

PSD Improvements #1: Mass Site Preparation

C

-Creation of regional storm water system

PSD Improvements #1: Mass Site Preparation

D

-1st phase of internal public roadway system (could be all that's needed)

PSD Improvements #1: Mass Site Preparation

Other

-land acquisition

-soft costs, permitting, platting

-signage

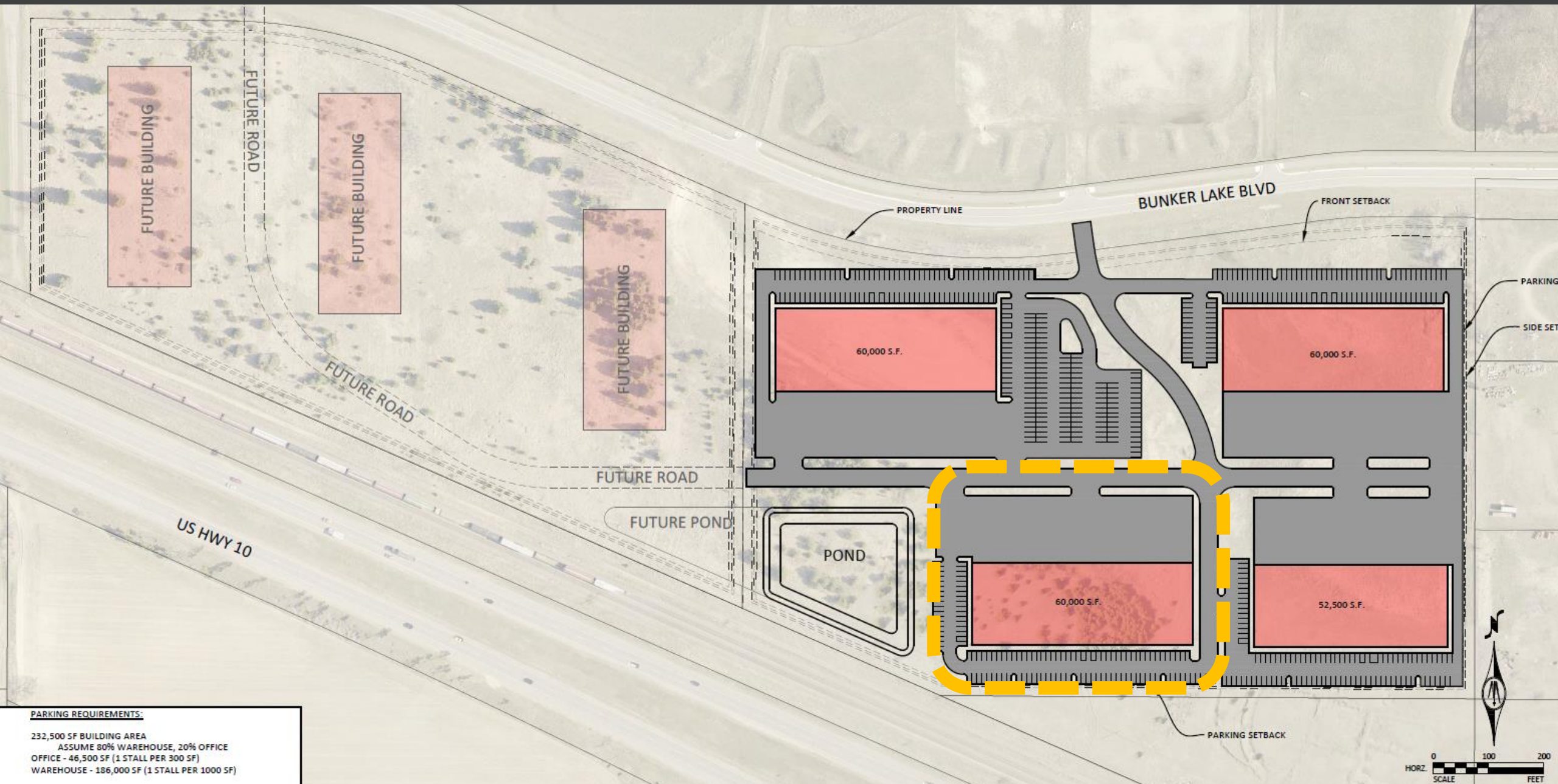
PSD Improvements #1: Mass Site Preparation

PSD Request to City (A)

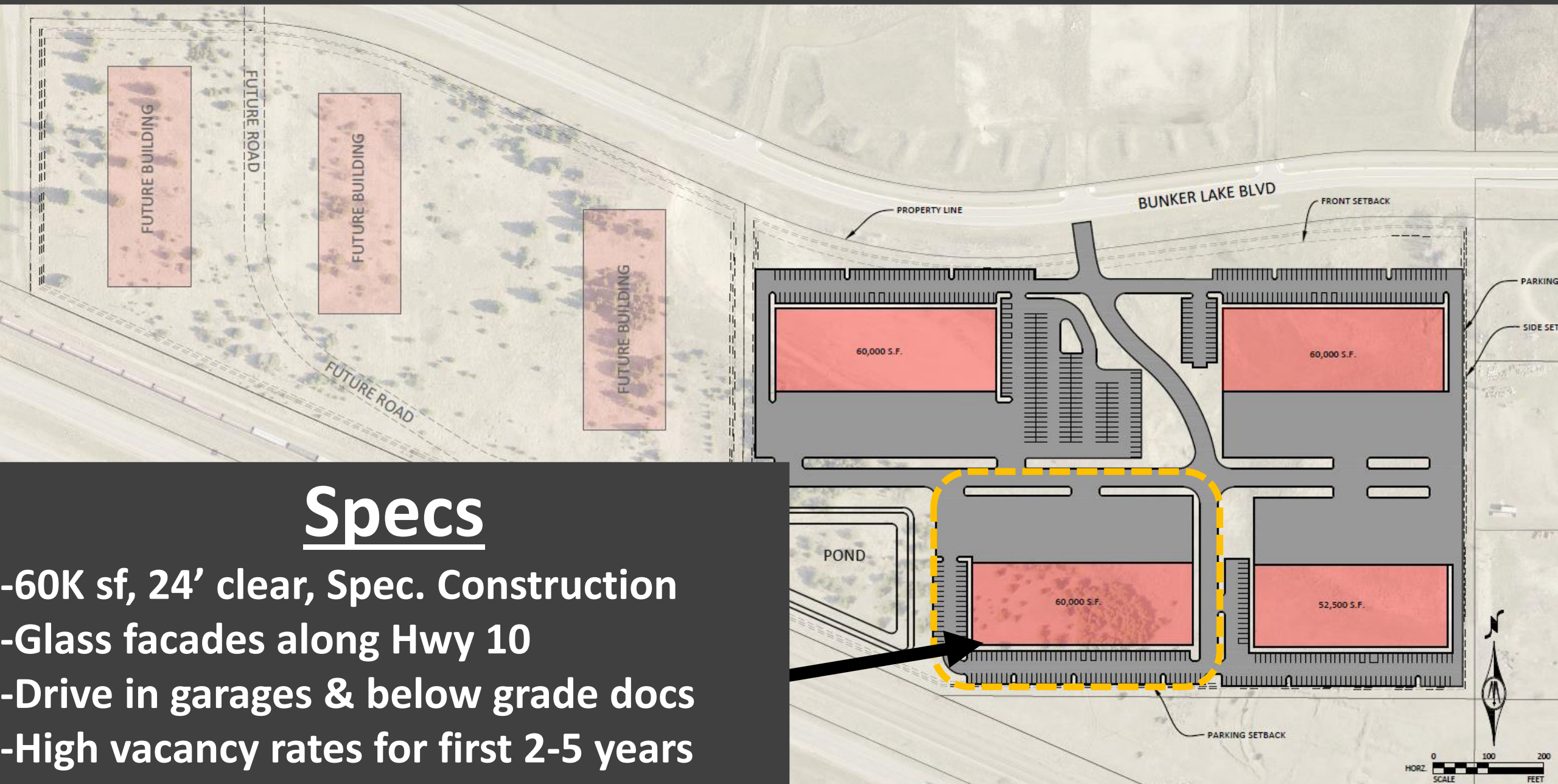
City to pay for phase 1 of the internal public roadway (225K-250K)—partnership on the new business park

-PSD is open to the idea of making it a private road

PSD Improvements #2: 60K SF Spec Building



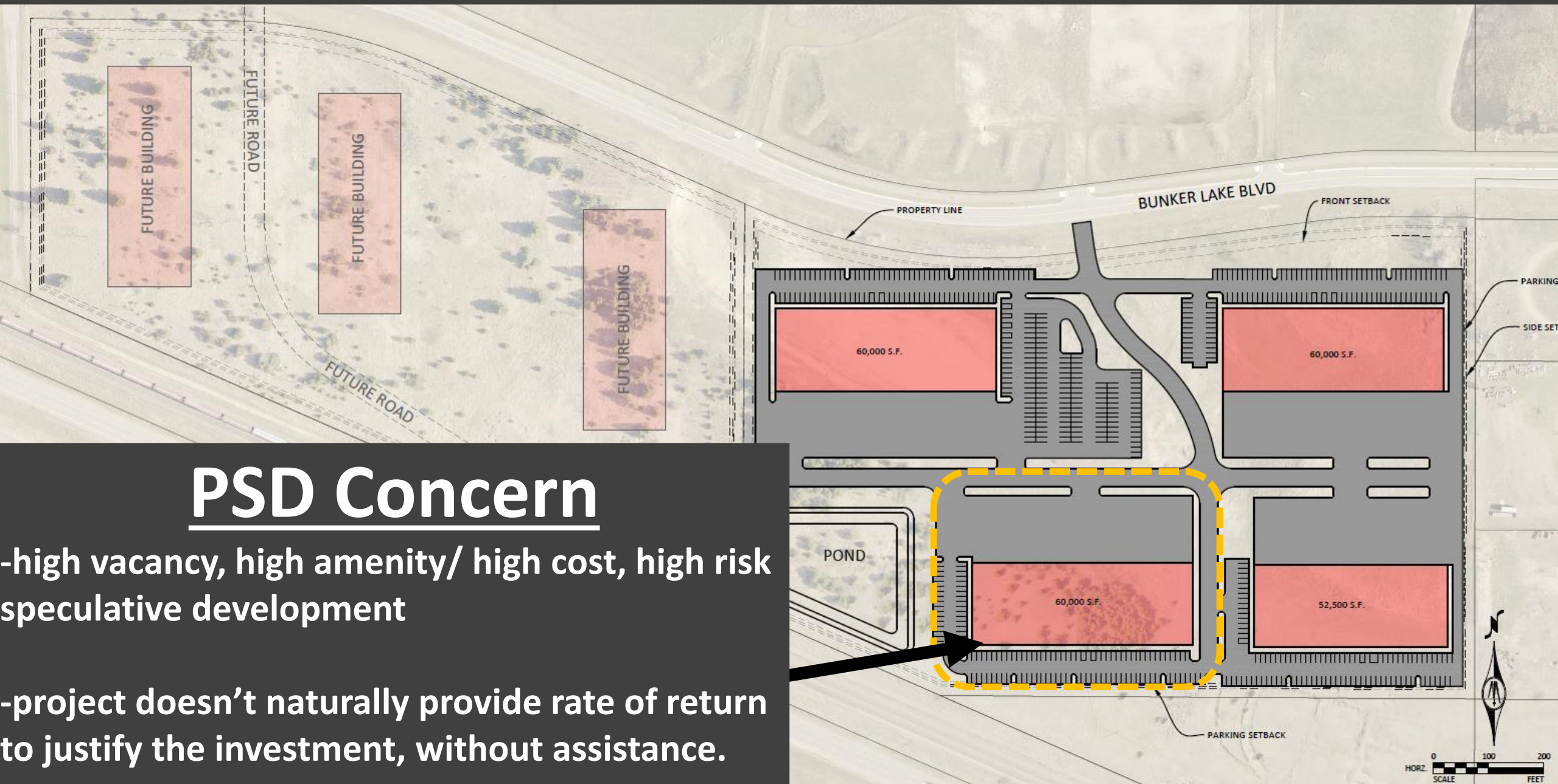
PSD Improvements #2: 60K SF Spec Building



Specs

-60K sf, 24’ clear, Spec. Construction
-Glass facades along Hwy 10
-Drive in garages & below grade docs
-High vacancy rates for first 2-5 years

PSD Improvements #2: 60K SF Spec Building

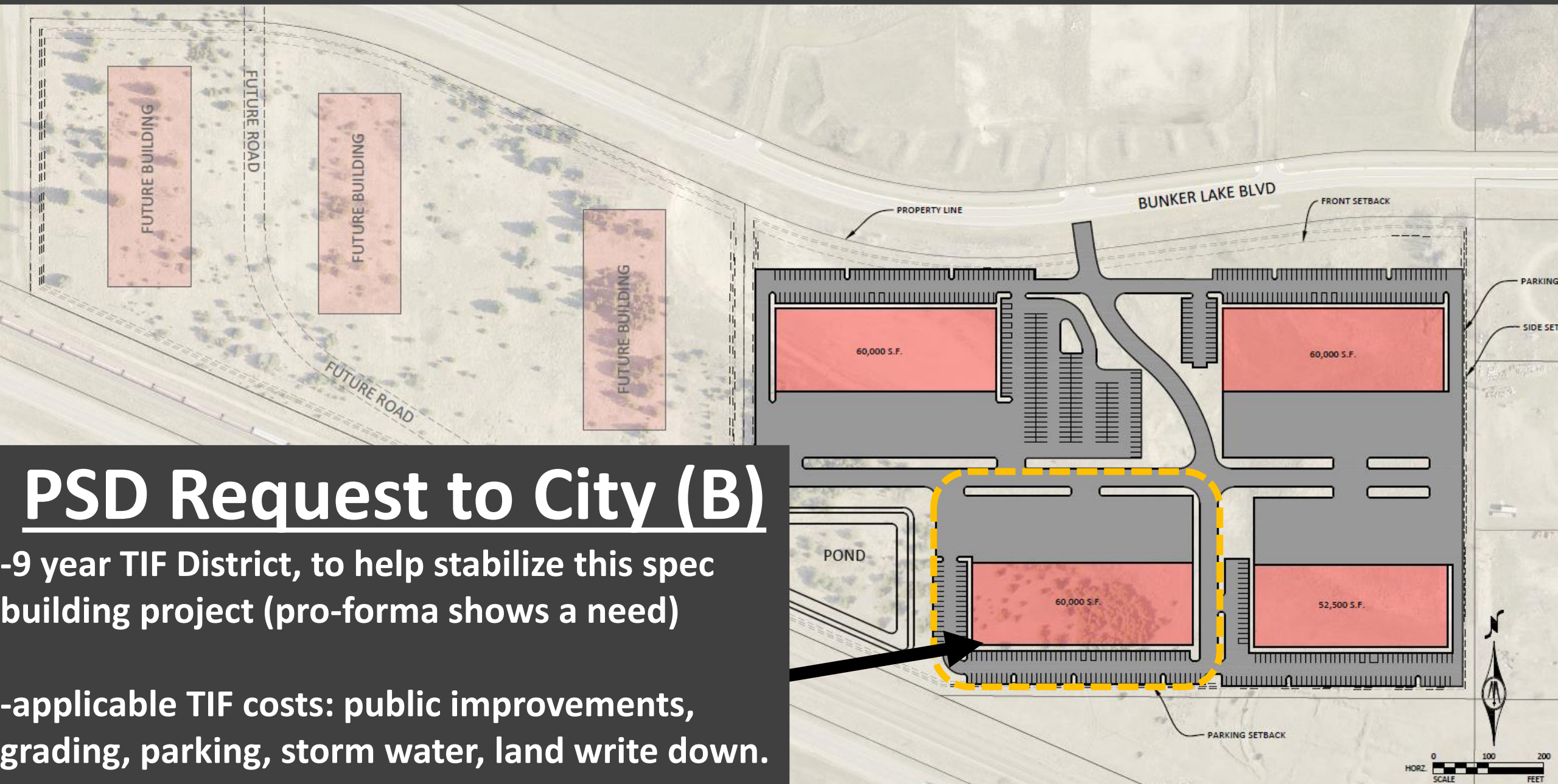


PSD Concern

-high vacancy, high amenity/ high cost, high risk speculative development

-project doesn't naturally provide rate of return to justify the investment, without assistance.

PSD Improvements #2: 60K SF Spec Building



PSD Request to City (B)

-9 year TIF District, to help stabilize this spec building project (pro-forma shows a need)

-applicable TIF costs: public improvements, grading, parking, storm water, land write down.

Summary of Requests from PSD to the City

1: Mass Site Preparation Improvements
(master business park developer)

(A) City funding of Internal Public Roadway: 200-250K
[4.7% to 5.9% of total, $4.24M]

2: 60,000 SF Spec Industrial Building
(individual project)

(B) City funding to stabilize speculative building: 9 yr TIF, 277K PV

[5.0% of total, $5.49M]

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

CITY OF RAMSEY
ANOKA COUNTY, STATE OF MINNESOTA

RESOLUTION #17-04-091

RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL ON THE PROPOSED ADOPTION OF A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1, THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 16 (PSD BUSINESS PARK A) THEREIN AND THE ADOPTION OF A TAX INCREMENT FINANCING PLAN THEREFOR, AND THE PROPOSED GRANTING OF A BUSINESS SUBSIDY.

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

Section 1. Public Hearing. This Council shall meet on June 27, 2017, at approximately 7:00 P.M., to hold a public hearing on the proposed adoption of a Modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 16 (PSD BUSINESS PARK A) therein and the adoption of a Tax Increment Financing Plan therefor, (collectively the "Program and Plan"), and the proposed granting of a business subsidy, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 to 469.133 and Sections 469.174 to 469.1794, and Minnesota Statutes, Sections 116J.993 to 116J.995, inclusive, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing and Filing of the Program and Plan. City staff is authorized and directed to work with Ehlers & Associates, Inc., to prepare the Program and Plan and to forward documents to the appropriate taxing jurisdictions including Anoka County and Independent School District No. 11. The City Administrator is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to June 27, 2017, and to place a copy of the Program and Plan on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

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

XXXXXX

and the following voted against the same:

XXXXXX

and the following abstained:

XXXXXX

and the following were absent:

XXXXXX

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

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of April, 2017.

_____
Sarah Strommen, Mayor

ATTEST:

_____
Jo Ann M. Thieling, City Clerk

SCHEDULE OF EVENTS

RAMSEY ECONOMIC DEVELOPMENT AUTHORITY AND THE CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA

FOR THE MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1

AND FOR THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 16 (PSD BUSINESS PARK A)
(an economic development district)

AND THE AWARDING OF A BUSINESS SUBSIDY

Draft as of April 3, 2017

April 04, 2017	PSD LLC sends project information (property identification numbers and legal descriptions, detailed project description, maps, but/for statement, and list of sources and uses of funds) to Ehlers. *[Ehlers confirms with the City whether building permits have been issued on the property to be included in the TIF District]*
April 13, 2017	EDA makes recommendation to the City Council to call for a public hearing on the proposed modification to the Development Program for Development District No. 1, the proposed establishment of TIF District No. 16 (PSD BUSINESS PARK A), and the granting of a business subsidies agreement.
April 25, 2017	City Council calls for a public hearing on the proposed modification to the Development Program for Development District No. 1, the proposed establishment of TIF District No. 16 (PSD BUSINESS PARK A), and the granting of a business subsidies agreement.
N/A	Project information submitted to the County Board for review of county road impacts (at least 45 days prior to public hearing). **The County Board, by law, has 45 days to review the TIF Plan to determine if any county roads will be impacted by the development. Because the City staff believes that the proposed tax increment financing district will not require unplanned county road improvements, the TIF Plan will not be forwarded to the County Board 45 days prior to the public hearing. Please be aware that the County Board could claim that tax increment should be used for county roads, even after the public hearing*
May 10, 2015	Ehlers conducts internal review of the Program Modification and TIF Plan.
May 24, 2017	Ehlers will submit Planning Commission/EDA/ Council packet information (modification, TIF plan, subsidy agreement, term sheet, recommendations, template resolutions, etc.) to the City of Ramsey.
May 26, 2017	Fiscal/economic implications received by School Board Clerk and County Auditor (at least 30 days prior to public hearing). *[Ehlers will fax & mail on or before May 26, 2017]*

June 01, 2017	Planning Commission reviews the Program Modification and TIF Plan to determine if they are in compliance with City's comprehensive plan and adopts a resolution approving the Program and Plan.
June 08, 2017	EDA makes a recommendation for the City Council to adopt a resolution recommending the Program Modification, the TIF Plan, and the granting of a business subsidies agreement.
June 09, 2017	Date of publication of TIF public hearing notice with map and hearing notice concerning a business subsidies agreement (at least 10 days but not more than 30 days prior to hearing). *[Ehlers will e-mail notice & map to the Anoka County Union on or before June 05, 2017 to publicnotice@ecm-inc.com]*
June 27, 2017	City Council opens public hearing at 7:00 p.m. on the modification to the Development Program for Development District No. 1 and the establishment of Tax Increment Financing District No. 16 (PSD BUSINESS PARK A).
	City Council passes a resolution approving the Program Modification and TIF Plan.
	City Council passes a resolution authorizing an interfund loan in connection with TIF District No. 16 (PSD BUSINESS PARK A).
	City Council approves a business subsidies agreement.
June 28, 2017	City can issue building permits.
_____	Ehlers files Program Modification and TIF Plan with the MN Department of Revenue, OSA and Anoka County.

Key points of interest for the Bunker Lake Industrial Park

Past events that have taken place:

Over the course of the last year, PSD has had numerous requests for industrial / warehouse space in Ramsey. The City of Ramsey has recently changed the land use on a large parcel west of Armstrong Blvd. In talking with the City, and learning of this re-zoning, we decided to explore the development an Industrial park on said parcel.

While exploring the feasibility of creating an industrial park, PSD talked with numerous commercial brokers and industrial building owners and built a proforma based on the feedback which we received. We also pulled several comps of available buildings and raw land, with that information we made some assumptions and realized that the project needed some assistance to get it on its feet to become viable. At the same time, we developed concept drawings, in order to maximize the use of land for both PSD and the City, we learned we could fit an additional building on the easterly half if an artery road were to be built to service said building.

The Pat Brama with the City of Ramsey introduced PSD to Mike Altamari, Project Manager for Hagemann Holdings. Both parties attended a subsequent meeting and entered into a non-binding Letter Of Intent. During that meeting we established a purchase price of $1.75/sq. ft. and negotiated the expense of moving a spoil pile. Hagemann Holdings has also agreed they would fund the assessed portion of all future road improvements necessary to Bunker Lake Blvd.

On March 28, 2017, Matt Kuker, on behalf of PSD, attended a City Council Workshop meeting which Pat Brama unveiled the project to the City Council. The project was very well received and there was a consensus to move ahead and send this to the EDA to see if it qualified for assistance. Pat then sent the EDA application requirements to PSD, which is description is a part of.

Key building elements and factors of the 1st building:

- The building will be Precast concrete building between 58,500 and 61,000 sq. ft., size to be determined by panel layout by Precast manufacturer.
- The building will have some color variations and raised parapet walls to denote building entrances.
- The building will have both drive in doors and dock bays to lessen interruptions to tenants in the future.
- Each bay of the building will have a 400amp service brought in, more capacity can be added later if needed.
- The building will front Hwy 10 to allow a retail/wholesale user to be able to have visibility.
- Arterial road will serve the first 4 buildings, this will lessen the number of entrances and curb cuts onto Bunker Lake Blvd.
- Each bay will have commercial rooftop heat and air conditioning.

- A glass curtain wall, or very similar, will be incorporated on the front that faces Hwy 10.
- We will finish the first bay as a model with concrete floor, showroom and bathroom. The balance of the building will have the earth pad at the correct height with no concrete. By leaving it open we can incorporate all the tenants' future needs in the initial construction (drains, bathrooms, isolation pads, and all other in floor items could be installed without saw cutting the floor).
- The building will be 24' clear height inside, which allows a tenant to maximize storage of warehouse items. Max height of the outside walls is to be approx 29.5'.
- PSD will work with the City to design tasteful signage along Bunker Lake Blvd.
- Phase I of this project will occupy approx 3 acres of the 45.3 total acres. If the buildings follow the concept we developed, we envision a total of 7 buildings in the business park. We anticipate each of these buildings to be approx 60,000 sq. ft., we can accommodate larger buildings within the site, if larger buildings are erected the quantity of buildings would be then decreased.

Timeline of this project:

We request that this assistance request be fast tracked through the approval process. There are many items that need to be completed and approved prior to construction. Are looking to have the first building available ready for permits and obtain a Certificate of Occupancy as soon as possible.
The following are benchmarks that need to be followed in order:

- EDA authorizes Ehlers to evaluate assistance request
- EDA and City Council approve assistance request
- Hagemann Holding and PSD, LLC close on the 2 parcels
- Preliminary Major Plat application to the City and P&Z (more than 3 lots to be created) in Easterly ½
- Final Major Plat hearing at the City
- Remove and place spoil pile as a berm to the west
- Met Council WAC/SAC determination
- Architectural and Civil plans and specs are developed
- Mass grading underway and trees scrubbed
- Site infrastructure installed
- Footings and pondage work start
- Erect wall panels and roof trusses
- Finish first bay inside

About PSD, LLC:

PSD, LLC started to develop commercial property in Ramsey in 2003. Over the last 14 years we have developed/constructed/property managed the following buildings:

- NAU Country Insurance Company
- Ramsey Office Plaza

- VA Medical Center
- Northgate Church
- Alpine Business Center (former Allina building)
- ParkView East Apartments
- PSD, LLC has sold numerous lots to other developers (Allina, Midwest Medical Examiners) to name a few

PSD, LLC has a reputation of building quality buildings and not cutting corners. The above described projects are located within the City of Ramsey, we also own/develop/build in a number of other communities, including: Alexandria, Grand Rapids, Crystal, Savage and others. PSD, LLC has the experience, project management, reputation and vision to be able to make this project succeed as well. The Principals of PSD, LLC are Pam and Jim Deal and Matt Kuker. This project will be a new entity, but it will still fall under PSD, LLC ownership. We are excited to bring the property forward and fill a need in the area, which will be an asset for everyone. We look forward to work with the City and welcome your feedback.

Subsidy Justification:

After developing a pro-forma we discovered that we needed assistance for two different aspects of the project. The following describes in detail why business subsidies should be granted, they are:

- Request #1, that the City provide TIF funds on the first phase of construction.
  The construction of this building will be easily marketed with numerous items that you will not find in a bare bones building. Items that we plan to incorporate include:
    1. 24' unobstructed clear height building inside to be used for warehousing, tall inside building requirements or work on large equipment
    2. Multi colored upgraded walls panels to be located at building entrances
    3. Glass curtainwall with aluminum storefronts, or similar, along the front of the building
    4. Thickened inside concrete slabs compatible with forklift equipment
    5. LED lighting on exterior to lessen electrical costs
    6. Each bay will have both drive in doors and dock bays, dock bays will have cushioned seals to have tractor trailers to connect to, drive in doors will have high-lift overhead doors
    7. Upgraded EPDM roofing to insure a longer life of the building
    8. ESFR fire suppression system, due to building height

Undoubtedly this will be one of the most full featured industrial buildings in Ramsey, or Anoka County. By including these upgrades in the initial build will make it attractive for potential tenants to immediately occupy this building. Many of these features listed above are upgrades, unfortunately there is a price tag that accompanies those upgrades. *The "but-for" test, by PSD investing heavier and adding these extra amenities this project does not meet investment return requirements, "but-for", by having the City of Ramsey subsidize and shore up losses expected in the first years, the average investment over time becomes acceptable and it allows PSD to move ahead.*

- Request #2, the City repay the cost of the interior artery road.
  PSD, as well as the City, would like the project as dense as possible due to the following reasons:
    1. A higher density can be achieved, we are able to spread the infrastructure costs (curb, storm, signage, water/sewer main extension and central ponding) across 7 buildings vs. 6 and make it feasible. Without this extra $250,000, the improved cost of the land becomes too high and the project is not viable.
    2. The appearance, by having the first 2 phases front Hwy 10 it will set the tone and these buildings will be highly desirable. The success of the industrial park hinges on how the project is first received. If an arterial road is not provided, the buildings would "piano key" along Bunker Lake Blvd, which prospective tenants may not know these buildings are available, or what type of businesses will be located within them.
    3. The success of tenants is key to having visibility from Hwy 10. Some tenants may choose to locate there given the visibility to Hwy 10, especially in a retail/warehouse combination type of business.
    4. It will clean up blight, much of this area is wasteland of dirt pile and garbage, and there have been gypsies actually living in the trees and brush. This cleanup will raise the image of the City of Ramsey and the area that fronts Hwy 10.

As you will see in the attached proforma, the margins generated do not afford the ability to absorb $250,000 for the arterial roadway into the project. In order to set the tone and have the building properly front Hwy 10, the first two phases need to be located as close to Hwy 10 as possible. *This project cannot move ahead with the current returns if the road has to be paid by the developer, "but-for", having the City repay the cost of the road will insure this building will be highly visible and tenants will wish to locate (or relocate) their business in Ramsey with will provide jobs to Ramsey residents, traffic for neighboring developments (The COR) and raise the image along Hwy 10.*

In conclusion:

Being a business owner in Ramsey for many years and talking with many real estate experts, there is glaring need for additional industrial buildings in the City of Ramsey. We would like to think that we can bring a great quality building to this City, which has been evident form our past projects. This industrial park is a gamble on our part, we will be holding land and incurring holding costs, investing money into a parcel which its land use has recently changes, as well as, building a spec building with not one lease signed yet. We are not asking the City to backstop unrented spaces, grant real estate tax exemptions, reduce or eliminate the SAC, park or trail fees, the project just needs a little help to get its traffic flow started and make people aware that this is a viable business park. We strongly feel that this will add options for the City of Ramsey and you will be able to locate businesses within this industrial park. The amount we are requesting has very few variables, almost all of the gamble rests on our shoulders. By investing City funds into this new venture, we will partner together and help Ramsey grow, for this business as well as many others. Thank you in advance for your consideration of granting these two requests, we know it will be an asset to both the City and PSD.

March 21st, 2017

Mr. Patrick Brama
Economic Development Manager / Assistant City Administrator
7550 Sunwood Dr NW
Ramsey, MN 55330

Mr. Brama,

As you know, during the last several months PSD has been working on a concept model which would establish an industrial park within the City of Ramsey. This concept is based on a multi phased project, when at full capacity, would allow for the construction of 7 new buildings (based on six at 60,000 sq. ft. and one at 52,000 sq. ft.). At this point we have incurred costs for site design, soil borings, fill calculations and have received multiple budgetary construction estimates. The total number of buildings may decrease if demand shows that we need to erect less quantity of buildings with larger square footages.

On March 16th, a non-binding LOI has been agreed mutually upon and executed between PSD and the current property owner. The current property owner will continue to own and market the adjacent parcels next to the industrial park that we are proposing to develop.

Building construction for the 1st phase

PSD built a pro-forma for said project which utilized some assumptions, which are:

- The proposed 1st phase will need to utilize TIF funding for the following reasons:
  - The current site is vacant, by changing the use and type, we expect to have a high vacancy rate until commercial brokers are knowledgeable about our finished project. Initially, we feel it will be hard to change the traffic patterns of potential tenants.
  - We propose to incorporate aesthetic qualities not typically found in industrial buildings. On the 1st phase, we plan to use a glass curtain storefront on the exterior wall that faces Hwy 10. All bays will have both drive in doors, as well as, loading docks with levelers. Other building owners that lease industrial space frequently need to change the type of loading door access depending on type of business that chose to lease space within the building. By incorporating both types of doors, there will be less disturbance to businesses that locate within the building, as well as, the space will be more desirable to prospective tenants.
  - Currently there are not any 24' clear height buildings available in the close surrounding areas. New racking and storage methods use higher racking, which increases the efficiency of storage within a 24' clear height building. Unfortunately, the price increases exponentially as the building becomes taller.

We plan to build a building that will not be obsolete prior to its opening. By incorporating the above described items, we feel this building will be more desirable than a "typical" industrial building with less features. Without utilizing TIF funds, the lack of return on investment does not make it feasible to move forward.

7533 Sunwood Drive, Suite 315
Ramsey, MN 55303

Phone: (763) 427-5955
Fax: (763) 427-4151

www.psdlanddevelopment.com

Site maximization and orientation

In order to maximize the square footage of the proposed buildings across the entire Easterly portion of the new PSD business park, there will need to be an internal public road constructed and brought to the middle of the parcel. By constructing this internal public road, the East ½ of the site can allow for 4 buildings within the project, and a total of 7 buildings over the entire site. Given the close proximity to Highway 10, some buildings will be orientated to have visibility and front Highway 10. Some business that may choose to relocate within the proposed 1st phase of construction need visibility to insure growth to their businesses can grow. Also, in order to create synergy amongst the proposed buildings, a central internal public road gives a campus feel.

The following expenses related to the site do not make it capable for PSD to pay for the internal public road, which are:

- Relocating a spoil pile of non-compactible dirt which Bolton & Menk has tested. This pile is 45,000 Cu. Yd. in size, we plan to relocate this pile to the westerly boundary of the site. This will provide relief of sight and noise to the proposed housing development by Capstone Homes. This will also allow for a transitional buffer in between the industrial park and housing development.
- The creation of multiple massive storm water pondage are required for the site for parking lot runoff. Numerous ponds, each well over an acre will need to be excavated and infrastructure brought into each of these ponds in order to have adequate capacity of storm water.
- The clear cutting of trees to allow for mass grading is a large expense. The organic debris will need to be moved off site given the high density of construction we are proposing. Organic matter is not allowed in any pads or soils than need compaction.

The proposed industrial park does not afford the ability to pay for the site improvements *and* construct an internal public road to serve the first 4 buildings of our concept. If the road cost is to be absorbed within the project, the expected returns do not meet our minimum threshold given the high cost of site work. In that scenario, we would price ourselves too high, and have difficulty being competitive with communities like Elk River, Otsego and Rogers.

In conclusion, we are asking to partner with the City of Ramsey to develop an attractive, successful and viable industrial park. Having the possibility of businesses to be able to relocate into this industrial park within the City of Ramsey is a huge asset. Once employers and businesses occupy these buildings numerous jobs will be created. If the City receives inquiries from business that wish to locate within the City, there will be additional options which shorter lead times for relocation can be achieved. This project will create traffic, which in turn, will create other retail opportunities to be located in the adjacent COR development. Currently there are not parcels available that allow the construction of precast buildings, the existing area that allows industrial buildings is fully built out. Upon obtaining all of the City approvals required, we would like to proceed with the next steps of planning and engineering, then move onto construction this spring. I feel PSD has a great working relationship with the City, recently we worked hand in hand with the City administration and staff on the ParkView East project. Given our track record, PSD has the ability, project management and experience to see this project until its completion as well. I welcome any questions you may have regarding this project, feel free to contact me at any time.

Sincerely,

Matt Kuker
COO

PSD Business Park - 1% Inflation

City of Ramsey

60,000 square foot industrial building

ASSUMPTIONS AND RATES

DistrictType:	**Economic Development**	
District Name/Number:		
County District #:		
First Year Construction or Inflation on Value	**2017**	
Existing District - Specify No. Years Remaining		
Inflation Rate - Every Year:	**1.00%**	
Interest Rate:	**4.00%**	
Present Value Date:	**1-Feb-18**	
First Period Ending	1-Aug-18	
Tax Year District was Certified:	**Pay 2017**	
Cashflow Assumes First Tax Increment For Development	2019	
Years of Tax Increment	9	
Assumes Last Year of Tax Increment	2027	
Fiscal Disparities Election [Outside (A), Inside (B), or NA	**Inside(B)**	
Incremental or Total Fiscal Disparities	**Incremental**	
Fiscal Disparities Contribution Ratio	33.4802%	Pay 2017 Est
Fiscal Disparities Metro-Wide Tax Rate	150.0490%	Pay 2017 Est
Maximum/Frozen Local Tax Rate:	103.301%	Pay 2017 Est
Current Local Tax Rate: (Use lesser of Current or Max.)	103.301%	Pay 2017 Est
State-wide Tax Rate (Comm./Ind. only used for total taxe	47.0000%	Pay 2017 Est
Market Value Tax Rate (Used for total taxes)	0.21555%	Pay 2017 Est

Tax Rates

Exempt Class Rate (Exempt)		0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)		
First	$150,000	1.50%
Over	$150,000	2.00%
Commercial Industrial Class Rate (C/I)		2.00%
Rental Housing Class Rate (Rental)		1.25%
Affordable Rental Housing Class Rate (Aff. Rental)		
First	$115,000	0.75%
Over	$115,000	0.25%
Non-Homestead Residential (Non-H Res. 1 Unit)		
First	$500,000	1.00%
Over	$500,000	1.25%
Homestead Residential Class Rate (Hmstd. Res.)		
First	$500,000	1.00%
Over	$500,000	1.25%
Agricultural Non-Homestead		1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map #	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/ Phase
1	29-32-25-12-0003	Hageman Hlds.	Unassigned	728,600		728,600	22.8%	166,121	Pay 2017	C/I	3,322	C/I Pref.	2,572	
				728,600	0	728,600		**166,121**			**3,322**		**2,572**	

Note:

1. Base values are for pay 2017 based upon review of County website on 1-23-17. Base parcel is 26.3 acres according to county website; Assumed 6 acres, or 22.8%, needed for the project.

EHLERS
LEADERS IN PUBLIC FINANCE

PSD Business Park - 1% Inflation

City of Ramsey
60,000 square foot industrial building

PROJECT INFORMATION (Project Tax Capacity)

Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Total Sq. Ft./Units	Total Taxable Market Value	Property Tax Class	Project Tax Capacity	Project Tax Capacity/Unit	Percentage Completed 2017	Percentage Completed 2018	Percentage Completed 2019	Percentage Completed 2020	First Year Full Taxes Payable
	Industrial	55	55	60,000	3,300,000	C/I Pref.	65,250	1	75%	100%	100%	100%	2020
TOTAL					3,300,000		65,250						
Subtotal Residential				0	0		0						
Subtotal Commercial/Ind.				60,000	3,300,000		65,250						

Note:

1. Market values are based upon estimates from the County Assessor.

TAX CALCULATIONS

New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Industrial	65,250	21,846	43,404	44,837	32,779	30,668	7,113	115,397	1.92
TOTAL	65,250	21,846	43,404	44,837	32,779	30,668	7,113	115,397	

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.
2. If tax increment in received in 2018, then the district will be one year shorter.

WHAT IS EXCLUDED FROM TIF?

Total Property Taxes	115,397
less State-wide Taxes	(30,668)
less Fiscal Disp. Adj.	(32,779)
less Market Value Taxes	(7,113)
less Base Value Taxes	(1,768)
Annual Gross TIF	43,069

EHLERS
LEADERS IN PUBLIC FINANCE

PSD Business Park - 1% Inflation
City of Ramsey
60,000 square foot industrial building

TAX INCREMENT CASH FLOW

% of OTC	Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Local Tax Rate	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. at 10%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
							-	-	-	-				08/01/18
							-	-	-	-				02/01/19
100%	48,938	(2,572)	(15,523)	30,842	103.301%	31,860	15,930	(57)	(1,587)	14,285	13,461	0.5	2019	08/01/19
							15,930	(57)	(1,587)	14,285	26,659	1	2019	02/01/20
100%	65,250	(2,572)	(20,985)	41,693	103.301%	43,069	21,535	(78)	(2,146)	19,311	44,150	1.5	2020	08/01/20
							21,535	(78)	(2,146)	19,311	61,298	2	2020	02/01/21
100%	65,903	(2,572)	(21,203)	42,127	103.301%	43,518	21,759	(78)	(2,168)	19,512	78,285	2.5	2021	08/01/21
							21,759	(78)	(2,168)	19,512	94,938	3	2021	02/01/22
100%	66,562	(2,572)	(21,424)	42,565	103.301%	43,971	21,985	(79)	(2,191)	19,715	111,435	3.5	2022	08/01/22
							21,985	(79)	(2,191)	19,715	127,609	4	2022	02/01/23
100%	67,227	(2,572)	(21,647)	43,008	103.301%	44,428	22,214	(80)	(2,213)	19,921	143,630	4.5	2023	08/01/23
							22,214	(80)	(2,213)	19,921	159,338	5	2023	02/01/24
100%	67,899	(2,572)	(21,872)	43,455	103.301%	44,890	22,445	(81)	(2,236)	20,128	174,897	5.5	2024	08/01/24
							22,445	(81)	(2,236)	20,128	190,151	6	2024	02/01/25
100%	68,578	(2,572)	(22,099)	43,907	103.301%	45,356	22,678	(82)	(2,260)	20,337	205,262	6.5	2025	08/01/25
							22,678	(82)	(2,260)	20,337	220,076	7	2025	02/01/26
100%	69,264	(2,572)	(22,329)	44,363	103.301%	45,828	22,914	(82)	(2,283)	20,548	234,751	7.5	2026	08/01/26
							22,914	(82)	(2,283)	20,548	249,138	8	2026	02/01/27
100%	69,957	(2,572)	(22,560)	44,824	103.301%	46,304	23,152	(83)	(2,307)	20,762	263,389	8.5	2027	08/01/27
							23,152	(83)	(2,307)	20,762	277,361	9	2027	02/01/28
	Total						**389,223**	**(1,401)**	**(38,782)**	**349,040**				
	Present Value From 02/01/2018			**Present Value Rate**	**4.00%**		**309,293**	**(1,113)**	**(30,818)**	**277,361**				

HANDBOOK FOR MINNESOTA CITIES

Chapter 15
Community Development and Redevelopment

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This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

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HANDBOOK FOR MINNESOTA CITIES

Chapter 15
Community Development and Redevelopment

Learn about the requirements for a city to establish criteria for awarding business subsidies and various development agencies cities may create. Find an overview of state and federally sponsored programs for encouraging development and redevelopment. Most economic development tools can be applied to any size city. These tools are interrelated, and a city may use several for one project.

RELEVANT LINKS:

Minn. Stat. §§ 116J.993 to 116J.995.
Minn. Stat. § 116J.993, subd. 3.

I. Business subsidies or financial assistance

A. Business subsidies

State law defines "business subsidy" or "subsidy." It is a state or local government agency grant, contribution of personal property, real property, infrastructure, or the principal amount of a loan at rates below those commercially available to the recipient. In addition, a business subsidy is any reduction or deferral of any tax or any fee, any guarantee of any payment under any loan, lease, or other obligation, or any preferential use of government facilities given to a business in an amount greater than $150,000.

Minn. Stat. § 116J.994, subds. 5, 11.
Minnesota Department of Employment and Economic Development (DEED).

Prior to awarding a business subsidy of more than $150,000 (and as defined by law) to any business, a city and any Housing and Redevelopment Authority (HRA), Economic Development Authority (EDA), port authority, and nonprofit created by a local government must hold a public hearing and adopt criteria for awarding business subsidies. The public hearing notice must include a statement that either a resident or a city property owner may file a written complaint with the city if the city does not follow the business subsidy law. Written complaints must be filed within specified timelines. The criteria must include a policy regarding the wages to be paid for any jobs created. Copies of the criteria adopted by cities are found on the Minnesota Department of Employment and Economic Development (DEED) web site.

Minn. Stat. § 116J.994, subd. 3.

Once the criteria are established, the grantor and the recipient must enter into subsidy agreements that meet the statutory requirements. The agreement must include an obligation to repay part or the entire subsidy if the recipient does not meet its obligations.

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

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RELEVANT LINKS:

Minn. Stat. § 116J.993, subd. 3.
Minn. Stat. § 469.185.

Types of assistance meeting the definition of a business subsidy include: grants; contributions of real or personal property or infrastructure; the principal amount of a loan at rates below those commercially available to the recipient; any reduction or deferral of any tax or any fee; any guarantee of any payment under any loan, lease or other obligation; or any preferential use of government facilities given to a business.

Minn. Stat. § 116J.994, subd. 11.

The law imposes a 180-day statute of limitations on actions to challenge a city after approval of a business subsidy agreement. Citizens or owners of taxable property in a city may bring a civil action against the city for failure to comply with the business subsidy laws. Cities should therefore consult closely with the city attorney before awarding a business subsidy.

Minn. Stat. § 116J.993, subd. 3.

There are several exceptions to this definition, including a subsidy of less than $150,000; subsidies for redevelopment, pollution control and land clean up, housing, industrial revenue bonds, utility property tax abatements and other similar programs.

Minn. Stat. § 116J.994, subds. 4, 7, 8.

Recipients must provide grantors with information on their progress toward the goals outlined in the agreement. The goals for increasing jobs or retaining jobs must result in local job creation and job retention. Grantors must submit the annual Minnesota Business Assistance Form (MBAF) to the Department of Employment and Economic Development (DEED) by April 1 each year for each business subsidy agreement. Local government agencies in cities with a population of 2,500 or more must submit an MBAF, regardless of whether they have awarded business subsidies. Local government agencies in cities with a population of 2,500 or less are exempt from filing the MBAF if they have not awarded a subsidy in the past five years.

B. Financial assistance

Minn. Stat. § 116J.994, subd. 2. Minn. Stat. § 116J.994, subd. 8.

Cities may offer “financial assistance” in the form of a business loan of more than $25,000 or a guarantee of $75,000 or more, but less than $150,000 required to constitute a business subsidy. If a city offers such financial assistance it must develop criteria and set minimum wage floor levels as prescribed in business subsidy law. Cities granting such financial assistance must submit business assistance reports to the Department of Employment and Economic Development (DEED) within one year of granting the assistance.

RELEVANT LINKS:

II. City development tools

A. General city development powers

Minn. Stat. § 469.041.

Cities have authority to aid and cooperate in the planning, construction, or operation of economic development, and housing and redevelopment projects. The following is a partial list of actions cities may take, with or without compensation:

- Dedicate, sell, convey, or lease any of its interests in any property or grant easements, licenses, or any other rights or privileges to an HRA.
- Furnish parks, playgrounds, recreational, community education, water, sewer, and drainage facilities or other works adjacent to or in connection with housing and redevelopment projects.

Minn. Stat. § 469.192.

A statutory city, home rule charter city, economic development authority, housing and redevelopment authority, or port authority may make a loan to a business, a for-profit or nonprofit organization, or an individual for any purpose the entity is otherwise authorized to carry out under any of the laws cited.

Judd Supply Co. v. Merchants & Mfgs. Ins. Co., 448 N.W.2d 895 (Minn. Ct. App. 1989).

Private development projects that receive public financial or other assistance will not necessarily become public projects that trigger competitive bidding or other state laws applicable to public works.

B. Housing and redevelopment authorities

The predominant method of delivering and administering housing and redevelopment programs in Minnesota is through a legal public agency, accountable to city government. A city may establish this public agency, which is often the HRA. There are more than 230 HRAs in Minnesota.

1. Elements of an HRA

Minn. Stat. §§ 469.001 to 469.047.
Minn. Stat. § 469.003.

An HRA is a public corporation with power to undertake certain types of housing and redevelopment or renewal activities. While state legislation conveys authority for housing and redevelopment in each city, it is up to the city council to formally establish an HRA before it can do business and use its powers. Once a council legally establishes an HRA, it may undertake certain types of planning and community development activities on its own with council approval.

Minn. Stat. § 469.003, subd. 1.

To create a housing and redevelopment authority, the city council must, by resolution, make the following findings required by law:

RELEVANT LINKS:

- Substandard, slum or blighted areas that cannot be redeveloped without governmental assistance; or
- A shortage of affordable, decent, safe, and sanitary dwelling accommodations available to low-income individuals and families.

Minn. Stat. § 469.003, subds. 2, 4.

The council must pass this resolution after a public hearing. A copy of this resolution must go to the commissioner of DEED.

2. Area of operation for an HRA

Minn. Stat. § 469.004, subds. 1, 2.

The area of operation of a city HRA is the corporate limits of the city. County and multi-county HRAs operate in areas that include all the political subdivisions within the county or counties, except they may not undertake any project within the boundaries of a city that has not adopted a resolution authorizing the county or multi-county HRA to exercise powers within that city.

Minn. Stat. § 469.004, subd. 5.

Establishment of a county or multi-county HRA precludes the formation of city HRAs, unless the county or multi-county HRA and the commissioner of DEED agree to let the city form one.

3. HRA membership

Minn. Stat. § 469.003, subds. 5, 6.

An HRA consists of up to seven commissioners who are residents of the city. The mayor appoints and the council approves the members who serve five-year, staggered terms. City councilmembers often serve on the HRA. The entire membership of an HRA may consist of councilmembers.

24 C.F.R. 964.415.

Federal regulations require that at least one eligible resident be a member of a public housing agency board, which may be the HRA, an EDA or other public housing authority (PHA). This rule applies to any public housing agency that holds a public housing annual contributions contract with HUD or that administers Section 8 tenant-based rental assistance. The rule does not apply to state-financed public housing projects or Section 8 project-based assistance. A “small PHA exception” also exists.

Minn. Stat. § 469.003, subd. 7.

The city clerk must file a certificate of appointment for each commissioner of a city HRA and send a certified copy to the commissioner of DEED.

Minn. Stat. § 469.011, subd. 2. Minn. Stat. § 469.011, subd. 4.

State law allows the HRA to adopt bylaws. Commissioners may accept compensation of up to $75 for each meeting they attend. Commissioners who are elected officials may receive daily payment for a particular day only if they do not receive any other daily payment for public service on that day. Commissioners who are public employees may not receive daily payment, but may not suffer loss in compensation or benefits as a result of their service.

RELEVANT LINKS:

4. HRA powers

Minn. Stat. § 469.012, subd. 1.

An HRA is primarily responsible for the planning and implementation of redevelopment and/or low-rent housing assistance programs within its area of operation. An HRA has all the powers necessary to carry out the state HRA Act, including but not limited to the following powers:

- To sue and be sued.
- To employ staff and an executive director.
- To undertake projects within its area of operation and to provide for the construction, reconstruction, improvement, extension, alteration, or repair of any project or part of a project.
- To sell, buy, own, and lease property by any means necessary, including the power of eminent domain.
- To cooperate with and use state and federal financial assistance programs.
- To develop rehabilitation and code enforcement techniques.
- To issue bonds for any of its corporate purposes backed by the pledge of revenues, grants or other contributions.
- To implement renewal or redevelopment programs using tax increment financing.
- To own, hold, improve, lease, sell or dispose of real or personal property.
- To designate substandard, slum or deteriorating areas needing redevelopment, and unsafe, unsanitary, and overcrowded housing.
- To make necessary expenditures to carry out the purposes of the HRA law.
- To develop and administer an interest reduction program to assist the financing of the construction, rehabilitation, or purchase of low- or moderate-income housing.

5. HRA special assessment and levy authority

Minn. Stat. § 469.001 – 469.047.
Minn. Stat. § 469.033, subd. 6.

Minn. Stat. § 275.70 to 275.74.

Minn. Stat. § 275.066.

HRA power to levy and collect taxes or special assessments is limited to the power provided in state law. Subject to a resolution of consent from the city council an HRA may levy a tax upon all taxable property within the city. (The council may give a consent that covers a series of years if they so choose or council may pass a resolution authorizing an HRA levy for a set amount of time, for example, the entire term of the bonds secured in part by an HRA levy and in part by a city levy.) State law recognizes the distinct nature of HRAs and designates them as “special taxing districts.” The maximum general allowable operational levy of HRAs is 0.0185 percent of the previous year’s estimated market value of all property in the city.

RELEVANT LINKS:

The city's estimated market value is available from the county assessor. An HRA raises its own levy because it is a separate political subdivision and not a "local governmental unit." Therefore, an HRA levy is not subject to levy limits but is subject to the 0.0185 percent market value limit. Levies collected by an HRA must be used only for purposes listed in the HRA Act.

There is crossover between HRA and EDA levies that can be confusing. Typically, EDAs are not authorized to levy taxes under state law. However, many city EDA-enabling resolutions adopt all the powers of an HRA, and then the EDA functions as a special taxing district under state law. If the enabling resolution so allows, the EDA levies a separate tax or "HRA levy" not subject to levy limits or city debt limits—but again subject to the 0.0185 percent of total city market value limit in state law. The city attorney may verify the structure and levy authority of each city's HRA and/or EDA.

Minn. Stat. § 469.107.
Minn. Stat. § 275.066.

While HRAs have the legal authority to "do whatever is necessary and convenient" to implement redevelopment, they are subject to the ordinances and laws of the city. The city council must approve HRA plans before the housing and redevelopment authority may begin implementation.

Minn. Stat. § 469.012, subd. 4. Minn. Stat. § 469.028.

6. HRA contracting

All HRA construction work and purchases of equipment, supplies or materials that involve expenditure of more than $100,000 must be competitively bid. An HRA (and a city) may also use the "best value alternative." There are limited exceptions to these requirements for emergencies and certain projects, such as parking ramps.

Minn. Stat. § 469.015.
Minn. Stat. § 469.015, subd. 1a.

7. HRA financing

Operating funds, capital improvements, and debt retirement expenses for HRA projects may be financed by any one, or combination of, the following methods:

- Federal grants.
- Revenue bonds the HRA or local governing body sells.
- General obligation bonds the local governing body sells.
- Tax increments from redevelopment projects.
- A limited levy for redevelopment projects and planning activities.

Minn. Stat. § 469.033.
Minn. Stat. § 469.034.

When an HRA issues bonds, the revenue generated must be used for the projects financed, or bond costs must be paid from income generated by designated projects.

Minn. Stat. § 469.034, subd. 1.

RELEVANT LINKS:

The law states that the principal and interest on bonds are payable exclusively from the income and revenues of the project financed with the proceeds of the bonds, or exclusively from the income and revenues of certain designated projects, whether or not they are financed in whole or in part with the proceeds of the bonds.

8. HRA certifications to state

The following documents relating to the establishment and activities of local HRAs must go to the DEED commissioner:

Minn. Stat. § 469.003, subds. 4, 6.
Minn. Stat. § 469.003, subd. 7.

- Resolution of need.
- Certificates of appointment or reappointment of HRA commissioners.
- Project reports.
- Applications for federal assistance.
- Contracts with federal agencies.
- Redevelopment plans.
- Low rent public housing project and management plans.

Minn. Stat. § 469.013.

In addition, annual financial reports must go to the state auditor.

9. HRA federal certification

In order for a local HRA to use federal Department of Housing and Urban Development (HUD) assistance programs, it must submit a transcript of organizational documents to the HUD area office.

C. Economic development authorities

Minn. Stat. §§ 469.090 to 469.1082.
Minn. Stat. § 469.1082, subd. 5.
Minnesota Department of Employment and Economic Development: The Economic Development Authorities Handbook.

All cities and townships have authority from the state Legislature to create economic development authorities. The city may consolidate the economic development authority (EDA) with an existing HRA or the city may grant the authority HRA powers. The city council may create an EDA by passing an enabling resolution. Before adopting the enabling resolution, the city must first conduct a public hearing. The enabling resolution establishes a board of commissioners for the EDA. The city council can choose to serve as the EDA board of commissioners or create a board composed of community members. The mayor, with approval of the council, appoints the commissioners. The board may consist of three, five or seven members who serve six-year terms. The board is subject to the open meeting law.

1. EDA levies

RELEVANT LINKS:

Minn. Stat. § 275.70.

Minn. Stat. § 275.066.

The typical EDA levy is different from the HRA levy discussed above. It is not a levy raised by the EDA—it is a levy set by a city at the request of the EDA.

Basically, the city simply appropriates part of the money the city collects in the general city levy to the EDA. Because the EDA levy is part of the city levy, it is not a "special levy" under state law and thus the EDA levy is subject to the city's overall levy limit. However, as noted above, many EDA-enabling resolutions adopt all the powers of an HRA. If so, the EDA may levy a separate tax or "HRA levy," and then the EDA functions as a special taxing district as if it were an HRA and that levy is not subject to levy limits or to city debt limits. An EDA using the levy powers of an HRA is still limited to a levy no more than 0.0185 percent of the total taxable market value in the city.

2. EDA loans

Minn. Stat. § 469.192.
Minn. Stat. §§ 469.090 to 469.1082.
Minn. Stat. § 469.098.

An EDA is authorized to make a loan to a business, a for-profit or nonprofit organization, or an individual. Before taking an action or making a decision which could substantially affect an EDA commissioner's or an employee's financial interests or those of an organization with which the commissioner or an employee is associated, a commissioner or employee of an authority must comply with specific requirements to disclose the conflict and obtain prior approval. Failure to do so may result in criminal charges.

Loans must be for a purpose the EDA is authorized to carry out under the law. An authorized purpose must deal with or contribute to economic or industrial development. EDAs have the ability to use pooled bond reserving. In most development programs, each bond issue is independent of any other bond issue with a separate service or sinking fund account. EDAs, however, may create a single common bond reserve fund. Under this arrangement, each project's revenues go into a common fund, which in turn pays the bondholders on all projects.

Through this pooling mechanism, the security of each project's bond increases and borrowing costs decrease as long as the pool has the necessary volume and diversity of cash flow.

3. Other EDA powers

Minn. Stat. § 469.101, subds 1, 2.
Minn. Stat. § 469.101, subd. 1. Minn. Stat. § 469.102.

EDAs can acquire property and facilities but cannot issue debt without an election. The city must authorize the issuance of debt in the resolution creating the EDA. In addition, EDAs can create economic development districts but the districts must be contiguous.

RELEVANT LINKS:

Current law eliminates the requirements that economic development districts established by EDAs meet the "blight test" under tax increment financing law for redevelopment districts.

EDAs may exercise powers under the housing and redevelopment authority (HRA) law (if a particular EDA enabling resolution includes HRA power) to create a redevelopment project, housing development, or housing project under which a restrictive blight test does not apply. These projects can be used for similar purposes to those of an economic development district under the EDA law.

D. Port authorities

Minn. Stat. §§ 469.048-469.068. Minn. Stat. § 469.053.

The state Legislature authorizes city creation of port authorities. A port authority is a separate political entity with the right to sue and be sued in its own name and is generally organized to increase commerce in a city. Unlike EDAs and HRAs, a port authority may issue general obligation bonds without holding an election.

Minn. Stat. § 469.050. Minn. Stat. § 469.051.

Cities establish a port authority by passing an enabling resolution. It may have from three to seven commissioners (two of whom must be on the city council) appointed by the mayor and approved by the city council, unless a different number or procedure is set out in the enabling law. State law governs commissioner pay, vacancies, duties, and port authority by-laws.

Minn. Stat. § 469.051, subd. 2.

A port authority shall annually elect a president or chair, vice-president or vice-chair, treasurer, secretary, and assistant treasurer. A commissioner may not serve as president or chair and vice-president or vice-chair at the same time. The other offices may be held by one commissioner. The offices of secretary and assistant treasurer need not be held by a commissioner.

The treasurer of a port authority must be bonded to faithfully perform these duties:

- Receive and be responsible for port authority money.
- Be responsible for the acts of the assistant treasurer, if appointed.
- Disburse port authority money by check or electronic procedures.
- Keep an account of the source of all receipts, and the nature, purpose, and authority of all disbursements.
- File the authority's detailed financial statement with its secretary at least once a year at times set by the authority.

RELEVANT LINKS:

Minn. Stat. § 469.051, subd. 9.

The port authority's annual detailed financial statement must show all receipts and disbursements, their nature, the money on hand, the purposes to which the money on hand is to be applied, the authority's credits and assets, and its outstanding liabilities. The authority must examine the statement together with the treasurer's vouchers. If the authority finds the statement and vouchers correct, it shall approve them by resolution and record the resolution.

Minn. Stat. §§ 469.048–469.068.

State law governs many other aspects of port authorities, including but not limited to use of city property by a port authority, employees, contracts, and audits. The city attorney also acts as the port authority's attorney.

E. Municipal or area redevelopment agencies

Minn. Stat. §§ 469.109 to 469.123.

Any rural municipality or group of municipalities may establish a public body, known as a municipal or area redevelopment agency, in and for the area the municipality covers. This law defines municipalities as home rule charter or statutory cities, counties, towns or school districts.

Minn. Stat. § 469.110, subd. 11. Minn. Stat. § 469.111.

The law includes only rural areas, which generally means all areas that are not within the boundary of any city having a population of 50,000 or more, and not immediately adjacent to urbanized and urbanizing areas with a population density of more than 100 persons per square mile—or areas with an unemployment rate of 6 percent or more. The restrictions limit applicability of the law to rural areas and to the Iron Range.

Minn. Stat. § 469.111. Minn. Stat. § 469.115.

The establishment of the municipal or area redevelopment agency is similar to the establishment of an HRA. A municipal or area redevelopment agency has similar powers to an HRA.

F. City development districts

Minn. Stat. §§ 469.124 to 469.134.

Any home rule charter or statutory city may designate development districts within the boundaries of the city. Within these districts, cities may:

- Adopt a development program to acquire, construct, reconstruct, improve, alter, extend, operate, maintain or promote developments aimed at improving the physical facilities, quality of life, and quality of transportation.
- Promote pedestrian skyway systems.
- Install special lighting systems, street signs and street furniture, landscaping of streets and public property, and snow removal systems.

RELEVANT LINKS:

Minn. Stat. § 469.127.

The law encourages pedestrian skyway systems, underground pedestrian concourses, people-mover systems, and publicly owned parking structures. It exempts these structures from taxation even when they are attached to privately owned buildings.

G. City industrial development

Minn. Stat. §§ 469.152 to 469.1655.
Minn. Stat. § 469.152.

For the purpose of attracting industrial and commercial development and encouraging local governments to prevent economic deterioration, any home rule charter or statutory city or its redevelopment agency has the power to promote industrial development by:

- Acquiring, constructing, and holding lands, buildings, easements, improvements to lands and buildings, capital equipment, and inventory for industrial projects.
- Issuing revenue bonds and entering into revenue agreements to finance these activities to promote industrial projects.
- Refinancing health care and other facilities.

Minn. Stat. § 469.155, subd. 4.

Under the legislation, cities assist industries in starting operations and use generated revenues to repay the costs. This law is the basis for issuing most industrial revenue bonds.

Minn. Stat. § 469.153, subd. 2.

Industrial projects eligible for assistance include any revenue-producing enterprises engaged in assembling, fabricating, manufacturing, mixing, processing, storing, warehousing, or distributing any products of agriculture, forestry, mining, or manufacturing; or in research and development activity in these fields; or in the manufacturing, creation, or production of intangible property, including any patent, copyright, formula, process, design, know how, format, or other similar item. "Project" also includes any properties designated as a qualified green building and sustainable design project under state law. Eligible projects may include costs related to dewatering activities.

Minn. Stat. § 469.1655.

Minn. Stat. § 469.155, subd. 14.

The law prohibits a city from operating any of these projects as a business or in any other manner.

RELEVANT LINKS:

III. Other development strategies

A. Housing bonds

Minn. Stat. ch. 462C.

Cities may use revenue bonds for financing single- and multi-family housing, primarily for the benefit of low- and moderate-income families. The law contains single- and multi-family housing criteria and the specific actions cities must take to comply with the law. Federal law limits the issuance of housing revenue bonds. Bonding authority is allocated by a state formula.

B. Industrial parks

An industrial park is a tract of land suitable for industrial use because of location, topography, proper zoning, availability to utilities, and accessibility to transportation. A single body has administrative control of the tract. In some cities, an industrial park may be little more than a tract of unimproved land, while in other cities it may be totally served by city services and have restrictive building requirements. An industrial park's purpose is to attract industrial development.

Property a city holds for later sale for economic development purposes remains tax exempt for a period of eight years, or until buildings or other improvements that are constructed after acquisition reach one-half occupancy.

Currently, private enterprise creates most new industrial park development by establishing a for-profit community development corporation. A city can cooperate with that corporation through its land-use controls and methods of financing public improvements. Many cities have also established industrial parks complete with streets, water, and sewer, in spite of the possible tax ramifications. The city then sells or leases a portion of the park to a business needing a location for its building.

Minn. Stat. § 469.185.
Minn. Stat. § 465.035.
A.G. Op. 476-B-2 (Mar. 2, 1961).
City of Pipestone v. Madsen, 287 Minn. 357, 178 N.W.2d 594 (1970).

The law authorizes any city owning lands that are not restricted by deed to convey the lands for nominal consideration, to encourage and promote industry, and to provide employment for citizens. In finding that a conveyance of land for an indoor arena was not within the statute, the attorney general concluded the conveyance must encourage and promote industry and provide employment for citizens. A more direct promotion of industry is necessary, beyond the fact that more potential customers might be in town as a result of athletic contests. However, the courts have upheld the municipal industrial development revenue bond law, discussed subsequently, against the same objection. The city's attorney can best advise the city concerning the legality of a purchase of land for resale.

RELEVANT LINKS:

C. Industrial revenue bonds

Minn. Stat. §§ 469.152 to 469.1655.

The municipal industrial development laws help cities attract new commercial and industrial development, and keep existing businesses in the city. The law authorizes the council to issue revenue bonds, and use the proceeds to acquire and construct industrial sites and facilities. The city then leases these facilities to private industry and uses the rental fee proceeds to retire the bonds.

A city may issue industrial revenue bonds, also known as municipal revenue bonds, without public referendum. It cannot pledge the full faith and credit of a community as security for these bonds. Thus, the city may not tax property owners to pay principal and interest on the bonds.

For more information, contact DEED 651.259.7114, 800.657.3858. Main Office: 1st National Bank Building 332 Minnesota Street, Suite E200 Saint Paul, MN 55101-1351.

If a city decides to investigate the use of industrial bond financing, it should contact the Department of Employment and Economic Development. The department provides the city with information, advice, and technical assistance. This assistance is important, due to the adoption of federal and state laws allocating issuance authority among the states and their political subdivisions. The commissioner of Securities must approve the project.

D. Commercial rehabilitation

Minn. Stat. § 469.184.

Cities have authority to carry out programs for the rehabilitation of small- and medium-sized commercial buildings. The city must adopt a program ordinance that provides for the adoption of program regulations, including a definition of small- and medium-sized commercial buildings. Loans under the program may be for amounts up to $200,000. The city may finance the program through the sale of revenue bonds.

E. Tax increment financing (TIF)

Minn. Stat. §§ 469.174 to 469.1794.

Tax increment financing authority is available to most cities. Cities with housing and redevelopment authorities, economic development authorities, port authorities, redevelopment agencies, those cities administering development districts or development projects, or cities exercising port authority powers under a general or special law may use tax increment financing. Amendments to the law, however, may make the use of this development tool more complicated.

RELEVANT LINKS:

Tax increment financing is a funding technique that takes advantage of the increases in tax capacity and property taxes from development or redevelopment to pay upfront public development or redevelopment costs. The difference in the tax capacity and the tax revenues the property generates after new construction has occurred, compared with the tax capacity and tax revenues it generated before the construction, is the captured value. The taxes paid on the captured value are called "increments." Unlike property taxes, increments are not used to pay for the general costs of cities, counties, and schools. Instead, increments go to the development authority and are used to repay public indebtedness or current costs the city incurred in acquiring the property, removing existing structures or installing public services.

Thus, the property owner in a TIF district continues to pay the full amount of property taxes. TIF involves only the increased property taxes generated within the district. It does not change the amount of property taxes currently derived from the redevelopment area, nor does it directly affect the amount or rate of general ad valorem taxes the city levies. The result of a TIF project is an increased tax base that will benefit all local taxing jurisdictions. Additionally, TIF districts usually spur economic development and redevelopment through creating jobs, removing blight, and providing more affordable housing.

Minn. Stat. § 469.177, subd. 1.

Amendments to TIF law in 2012, address changes caused by the market value exclusion program. If the market value of a homestead property within a TIF district reduces the homestead market value in the district, the original tax capacity of the TIF district will be reduced by the same amount.

Thus, the tax increment collected by the city will remain the same. If your city has a TIF district with townhouses or condominiums, you may want to verify that valuations are properly adjusted by the county auditor.

State v. Wicklund, 589 N.W.2d 793 (Minn. 1999).

TIF is used to encourage four general types of private development: redevelopment, renovation and renewal, growth in low- to moderate-income housing, and economic development. Public financing using TIF funding for a privately owned facility does not make public space in the facility a public forum for free speech purposes.

A TIF district may involve compact development. Two major conditions must be satisfied:

RELEVANT LINKS:

Minn. Stat. § 469.174. Minn. Stat. § 469.175 subd. 2a. Minn. Stat. § 469.176, subd. 1b. Minn. Stat. § 469.176, subd. 1i. Minn. Stat. § 469.176, subd. 4c. Minn. Stat. § 273.13, subd. 24.

- Parcels consisting of 70 percent of the area of the district are occupied by buildings or similar structures that are classified as class 3a property under state law. and
- The planned redevelopment or development of the district, when completed, will increase the total square footage of buildings, classified as class 3a under state law, occupying the district by three times or more relative to the square footage of similar buildings occupying the district when the resolution is approved.

Minn. Stat. § 469.176, subd. 7.

In some specific situations, a TIF authority may request inclusion in a tax increment financing district and the county auditor may certify the original tax capacity of a parcel or a part of the following property types:

- Agricultural.
- Private outdoor recreational, open space and park land.
- Rural preserve property.
- Metropolitan agricultural preserves.

The authority to establish or approve a compact development district expired on June 30, 2012.

Minn. Stat. § 469.176, subd. 4c.

TIF economic development districts must:

- Request certification of the district no later than June 30, 2012.
- Must begin construction before Jan. 1, 2012, for development of housing.

Minn. Stat. § 469.1761, subd. 2 or 3.

These districts may not be used to assist housing that is developed to qualify for owner-occupied or rental housing, or similar requirements of other law, if construction of the project begins later than July 1, 2011.

Minn. Stat. § 469.176, subd. 4m.

Cities have temporary authority to spend TIF funds to stimulate construction using economic development districts for any type of project if three conditions are met:

- The municipality funds projects that will create new jobs in the state, including construction jobs, and the project otherwise would not have begun before July 1, 2012, without assistance.
- Construction of the project begins no later than July 1, 2012.
- The request for certification is made by June 30, 2012.

Minn. Stat. § 469.176, subd. 4m (d).

For a development consisting of housing, the authority to spend tax increments expires Dec. 31, 2011, and construction must commence before July 1, 2011, except the authority to spend tax increments on market rate housing developments expires July 31, 2012, and construction must commence before Jan. 1, 2012. This temporary authority to spend the tax increment expires Dec. 31, 2012.

RELEVANT LINKS:

Minn. Stat. § 469.175, subd. 5.

The city using TIF must report annually to the county board, the county auditor, the school board, and the state auditor as to the status of the TIF district or districts and publish the report. The state auditor has established a uniform system of accounting and financial reporting for TIF districts. The city must annually submit to the state auditor a financial report in compliance with these standards.

Minn. Stat. § 469.1771, subds. 1, 2b.

The state auditor may audit TIF districts. If the state auditor notifies a TIF authority of an alleged violation, a copy of the notice is also forwarded to the county attorney. If no corrective action is brought within one year, the county attorney must notify the state auditor, who then notifies the attorney general. If the attorney general finds a substantial violation, the attorney general will petition the state tax court to suspend the authority's power to use TIF for a period of up to five years.

Minn. Stat. § 469.177, subd. 8. *Lake Superior Paper Indus. v. State*, 624 N.W.2d 254 (Minn. 2001). *Brookfield Trade Center, Inc. v. County of Ramsey*, 609 N.W.2d 868 (Minn. 1998).

The TIF agreement with the developer is a complex document. Assistance from a financial advisor and the city attorney is necessary in order to anticipate the many potential problems. An agreement can establish a minimum market value for tax increment assessment purposes, as well as provide that the developer pay a certain level of taxes regardless of any classification rate changes or levy decreases. The agreement should be entered into before the assembly and acquisition of the land on which the completed improvements are to be located.

See Minn. Stat. §§ 469.177, subds. 1b, 11. Minn. Stat. § 469.1771, subd. 1. Minn. Stat. § 469.1793. Minn. Stat. § 469.1814.

The 2001 tax reform legislation, which reduced class rates and provided for the state takeover of the general education levy, resulted in several changes to various statutes to accommodate the changes. These changes considerably reduce the continued viability of TIF in the future.

Minn. Stat. § 469.174.

The law imposes a 180-day statute of limitations on actions to challenge the creation or modification of a TIF district. The law is complex including a "but-for" finding before a city approves a TIF plan and the creation of a TIF district.

Cities must follow statutory requirements including but not limited to administrative expenses, plan modifications, reporting requirements, use of increment in pre-1979 districts, excess increments, pooling, decertification, and use of funds outside the district.

Minn. Stat. § 469.175.

Before a district can be created, the law requires a detailed estimate of the impact of a proposed district on city-provided services, such as police and fire protection, public infrastructure, and borrowing costs attributable to the district, in addition to other complex estimations that must be prepared.

RELEVANT LINKS:

Walser Auto Sales, Inc. v. City of Richfield, 635 N.W.2d 391 (Minn. Ct. App. 2001); aff'd, 644 N.W.2d 425 (Minn. 2002).

Cities should use extreme care in establishing a TIF district and should follow all procedural requirements; otherwise, a court may find the district was not properly established. In one case, a TIF district was not properly established where minimal effort was made to ensure the thorough inspection of the properties, inaccurate methodology was used to establish the condition of the buildings, and the buildings found structurally substandard were not reasonably distributed throughout the district.

Chenoweth v. City of New Brighton, 655 N.W.2d 821 (Minn. Ct. App. 2003).

In another case, a cause of action for inverse condemnation does not arise where a city's involvement with an adjacent property owner's development consists of establishing a TIF district, entering into a contract with a private developer specifying the size and value of structures to be built, and providing for substantial city assistance to facilitate development.

Given the complexity of the laws governing the use of TIF, cities or HRAs should not undertake this method of financing community development projects without the advice of an attorney and professional consultants.

F. Property tax abatement

Minn. Stat. §§ 469.1812 to 469.1815.

A city may use this development tool to segregate some or all of the taxes (or the increase in taxes) it imposes on a parcel of property if the city expects the benefits of the proposed abatement agreement at least to equal the costs of the proposed development. The term "abatement" is somewhat misleading, as in most cases the tax is not forgiven; it is paid normally, but the amount of property tax levied by the city is used to pay for the bonds. The city must determine that the agreement is in the public interest because it will increase or preserve tax base, provide employment opportunities, provide or help acquire or construct public facilities, help redevelop or renew blighted areas, or help provide access to services for residents of the city. Property taxes in a TIF district cannot be abated unless the period of the abatement will not occur until after the district is decertified.

A resolution must be adopted after notice and public hearing, specifying the terms of the abatement.

RELEVANT LINKS:

A city may issue bonds or other obligations to provide an amount equal to the sum of the abatements granted for a specific property. The maximum principal amount of these bonds may not exceed the estimated sum of the abatements for the property for the years authorized. The bonds may be general obligations of the city if the city council chooses to pledge the full faith and credit of the city in the resolution issuing the bonds. The law limits property tax abatements to 15 years. School districts and counties have similar abatement powers. A city, county, and school district can agree to abate their taxes on the same property.

IV. State-sponsored development tools

A. Minnesota Housing Finance Agency

Minn. Stat. ch. 462A. For more information about MHFA programs, contact MHFA at 400 Sibley Street Suite 300, St. Paul, MN 55101-1998 (651) 296-7608 or (800) 657-3769.

The goals of the Minnesota Housing Finance Agency (MHFA) are to provide decent, affordable housing to low- and moderate-income people; preserve the existing housing stock in Minnesota; preserve existing neighborhoods and prevent them from deteriorating; and prevent mortgage foreclosures while promoting energy conservation in residential housing.

The Minnesota Legislature created the MHFA in response to a shortage of affordable housing for low- and moderate-income people. Private enterprise and private investment were unable, without public assistance, to provide an adequate supply of safe, sanitary, and decent housing at affordable prices and rents.

Minn. Stat. § 462A.073 et seq.
MHFA: Minnesota City Participation Program.

The sale of state tax-exempt bonds is the primary financing for MFHA programs. Through the Minnesota City Participation Program, Minnesota Housing sells mortgage revenue bonds on behalf of cities to meet locally identified housing needs. The proceeds of these bonds provide below-market interest rate home mortgage loans for low- and moderate-income, first-time homebuyers, or for the construction or rehabilitation of single- and multi-family housing. Appropriations from the Legislature provide additional funding for programs, including the promotion of energy conservation; an increase in home ownership opportunities for first time homebuyers; home improvement grants to very low-income homeowners; and programs to improve the housing available to Native Americans, large families, and people with disabilities.

B. Department of Employment and Economic Development (DEED)

Minn. Stat. ch. 116J. Minnesota Department of Employment and Economic Development.

The Minnesota Department of Employment and Economic Development is the primary development agency for Minnesota.

RELEVANT LINKS:

DEED staff is responsible for a wide range of grant and loan programs, as well as for providing technical assistance to businesses and communities.

Minn. Stat. §§ 116J.411 to 116J.424.
Minn. Stat. § 116J.575.
See, Minnesota Department of Employment and Economic Development for Local Government.
The USDA Development.

DEED also provides grants for contamination cleanup and redevelopment. A redevelopment account allows DEED to make grants to local units of government up to 50 percent of the cost of redeveloping blighted industrial, residential, or commercial property. DEED administers the rural development program; makes challenge grants to regional organizations to encourage private investment in rural areas; and administers a revolving loan fund to provide loans to new and expanding business in rural Minnesota. Local government units, including cities, may receive these loans if the community has established a local revolving loan fund and can provide at least an equal match to the loan received.

Minn. Stat. § 116J.431.
Greater Minnesota Business Development Infrastructure Grant Program.

Cities outside the seven-county metropolitan area may receive grants from DEED for up to 50 percent of the capital costs of public infrastructure necessary for certain specified economic development projects, excluding retail and office space. For this program, “public infrastructure” means publicly owned physical infrastructure necessary to support economic development projects, including but not limited to sewers, water supply systems, utility extensions, streets, wastewater treatment systems, stormwater management systems, and facilities for pretreatment of wastewater to remove phosphorus.

Minn. Stat. § 116J.431, subd. 2.

Under this law, an “economic development project” for which a county or city may be eligible to receive a grant under this section includes manufacturing; technology; warehousing and distribution; research and development; agricultural processing or industrial park development that would be used by any one of these businesses.

Minn. Stat. § 116J.435.

DEED runs the Innovative Business Development Public Infrastructure (BDPI) program that provides grants to local governmental units on a competitive basis statewide for up to 50 percent of the capital cost of the public infrastructure necessary to expand or retain jobs.

Department of Employment and Economic Development: Innovative Business Development Program.

"Innovative business" means a business that is engaged in, or is committed to engage in, innovation in Minnesota in one of the following:

Minn. Stat. § 116J.435.

- Using proprietary technology to add value to a product, process, or service in a high technology field.
- Researching or developing a proprietary product, process, or service in a high technology field.
- Researching, developing, or producing a new proprietary technology for use in the fields of tourism, forestry, mining, transportation, or green manufacturing.

RELEVANT LINKS:

"Proprietary technology" means the technical innovations that are unique and legally owned or licensed by a business and includes, without limitation, those innovations that are patented, patent pending, a subject of trade secrets, or copyrighted. "Eligible project" means an innovative business development capital improvement project in this state, including:

- Manufacturing; technology; warehousing and distribution; research and development.
- Innovative business incubator.
- Agricultural processing; or industrial, office. or
- Research park development that would be used by an innovative business.

Minn. Stat. § 272.02, subd. 64.

DEED administers “tax-free” job opportunity building zones (JOBZ). In each of these zones, businesses will be eligible for a broad range of tax incentives for a period of 12 years. Under the program, local units of government, including cities, must submit applications to DEED and follow all statutory requirements related to JOBZ.

C. Enterprise Minnesota

Minn. Stat. ch. 116O.

Enterprise Minnesota is a nonprofit business consulting organization, set up by the Legislature that helps small and medium-sized manufacturing companies, education services, and government entities in Minnesota. Enterprise Minnesota operates as a fee-for-services 501(c) (3) nonprofit.

Enterprise Minnesota 612-373-2900 or 800-325-3073.
Minn. Stat. § 116O.061.

Enterprise Minnesota focuses on applied research and technology transfer and early stage funding. It may provide financial assistance, including loan guarantees, direct loans, interest subsidies, or equity investments, to sole proprietorships, corporations, other entities, nonprofit organizations, or joint ventures. Financial assistance includes but is not limited to assisting a qualified company or organization with business services and products that will enhance the operations of the entity.

D. Corporations

Minn. Stat. § 465.717. Minn. Stat. § 471.59.
LMC information memo, *Liability Coverage for Joint Powers Agreements*.

Cities must not create nonprofit corporations unless authorized to do so by special legislation. The law allows incorporation of a joint powers entity, but these must comply with all applicable public sector laws (open meeting, gift law, conflicts of interest, competitive bidding, etc.) and must be separately insured.

RELEVANT LINKS:

More information is available on the HUD web site.

For more information, contact Rural Development State Office 410 Farm Credit Service Building 375 Jackson Street St. Paul, MN 55101-1853, (651) 602-7800; See also, Handbook, Chapter 25.

V. Federal development tools

A. Community development block grants

The Community Development Block Grant (CDBG) program, under the U.S. Department of Housing and Urban Development (HUD), provides cities with federal funding to initiate and continue a diverse array of housing and community development projects.

B. Rural development grants

A variety of grants and loans to encourage economic development are available to cities from the U. S. Department of Agriculture, rural development program. Sewer, water, rural enterprise, housing, and other types of grants and loans are available.

VI. How this chapter applies to home rule charter cities

All of the tools this chapter lists are available to charter cities. The general discussions also apply to all cities.

The Economic Development Authority and City of Ramsey, Minnesota

Business Subsidy Policy
Tax Abatement Policy
Tax Increment Policy

Dated January 13, 2009

Prepared by The City of Ramsey

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1. City and EDA of Ramsey Business Subsidy Policy

The following business subsidy criteria are intended to satisfy the requirements of Minnesota Statutes, §§116J.993 through 116J.995 (the "Act"). The term "City" means the City of Ramsey. The term "project" means the property with respect to which the business subsidy is provided.

A. MANDATORY CRITERIA

All projects must comply with the following criteria:

1. *But For Test*. There is a substantial likelihood that the project would not go forward without the business subsidy.
2. *Wage Policy*. If the project results in the creation of any jobs, the wage for each part-time and full-time job created must be, within two years of the date assistance is received (as defined in the Act), at least equal to 70% of the most recent median wage figure for the Twin City 7 County Metro County as published by the Minnesota Department of Employment and Economic Development or such greater amount as the City may require for a specific project.
3. *Economic Feasibility*. The recipient must demonstrate to the satisfaction of the City that it has adequate financing for the project and that the project will be completed in a timely fashion.
4. *Compliance with Act*. The business subsidy from the City must satisfy all requirements of the Act.
5. *Minimum Subsidy Amount*: Financial assistance in the form of a business subsidy of $25,000 or more; and business loans and guarantees of $75,000, must be reported to the Department of Employment and Economic Development. A public hearing is only required if the business subsidy is greater than $150,000.

B. POLICY

1. The City recognizes that the creation of good paying jobs is a desirable goal which benefits the community. Nevertheless, not all projects assisted with subsidies derive their public purposes and importance solely by virtue of job creation. In addition, the imposition of high job creation requirements and high wage level requirements may be unrealistic and counter-productive in the face of larger economic forces of influence and the financial and competitive circumstances of an individual business. In determining the requirements for a project under consideration for a business subsidy, the determination of the number of jobs to be created and the wage levels therefore will be guided by the following principles and criteria:

a. The evaluation of projects will take into consideration the project's importance in and benefit to the community from all perspectives, including created or retained jobs.

b. If a particular project does not involve the creation of jobs, but is nonetheless found to be worthy of support and subsidy, assistance may be approved without any specific job or wage goals if permitted by applicable law.

c. In cases where the objective is the retention of existing jobs, the recipient of the subsidy will be required to provide evidence which demonstrates that the loss of those jobs is specific and demonstrable.

d. The setting of wage and job goals will be informed by (i) prevailing wage rates, (ii) local economic conditions, (iii) external economic forces over which neither the City nor the recipient of the subsidy has control, (iv) the financial resources of the recipient and (v) the competitive environment in which the recipient's business exists.

2. Because it is not possible to anticipate all the needs and requirements of every type of project and the ever-changing needs of the community and in order to retain the flexibility necessary to respond to all proposed projects, the City retains the right to approve projects and business subsidies which may vary from the principles and criteria set forth herein.

C. PROJECT EVALUATION CRITERIA

The project review and evaluation criteria are the following:

1. Jobs and Wages

a. *New Jobs*. The minimum net number of direct full time equivalent jobs to be created or retained by the proposed project for a period of at least two years from the estimated benefit date.

b. *Payroll*. The minimum annual net payroll (including employer contributions for health benefits) to be generated at the end of the second anniversary date of the estimated benefit date.

2. Tax Base

a. *Increase in Tax Base*. The net increase in property taxes estimated to be generated by the project in the second full year of operation.

3. Land Use

   a. *Compliance with Comprehensive or Other Plans.* Whether, apart from any needed services to the community described in section 5 below, the project is compatible with the comprehensive plan and permitted uses for the property.

   b. *Marginal Property*. Whether the project is located on property which needs but is not likely to be developed or redeveloped because of blight or other adverse conditions of the property. For example property may be so blighted that the cost of making land ready for redevelopment exceeds the property's fair market value.

   c. *Design and/or Other Amenities*. Whether, as a result of the business subsidy, the project will include design and/or amenity features not otherwise required by law. For example, the project may, at the request of the City, include landscaping, open space, public trails, employee work out facilities or day care facilities which serve a public purpose but are not required by law.

4. Impact on Existing and Future Public Investment

   a. *Utilization of Existing Infrastructure Investment*. Whether and to what extent (a) the project will utilize existing public infrastructure capacity and (b) the project will require additional publicly funded infrastructure investments.

   b. *Direct Monetary Return on Public Investment*. Arrangements made or to be made for the City to receive a direct monetary return on its investment in the project. For example, the business subsidy may be in the form of an interest bearing loan or may involve a project sharing arrangement.

5. Economic Development

   a. *Leveraged Funds*. For every dollar of business subsidy to be provided for the project, the minimum amount of private funds which will be applied towards the capital cost of the project.

   b. *Spin Off Development*. The dollar amount of non-subsidized development the project is expected to generate in the surrounding area and the need for and likelihood of such spin off development.

c. *Growth Potential*. Based on recipient's market studies and plans for expansion, whether and to what extent the project is expected within five years of its completion, be expanded to produce a net increase of full time equivalent jobs and of payroll, over and above the minimum net increase in jobs and payroll described in section 1 above.

6. Quality of Life

a. *Community Services*. Whether the project will provide services in the community and the need for such services. For example, the project may provide health services, retail convenience services such as a nearby grocery store, or social services needed in the community.

b. *Natural Environment*. Whether the project will add to, or detract from, the environment. It is a reflection of what is important to the community - clean air and water, beautiful scenery, recreational opportunities, and a strong desire to pass along these attributes to future generations.

7. Other

a. *Other Factors*. Depending on the nature of the project, such other factors as the City may deem relevant in evaluating the project and the business subsidy proposed for it.

D. ADDITIONAL CONSIDERATIONS

The City will give consideration to one or more of the issues listed below in determining whether to provide financial or other assistance to a project as a business subsidy:

1. The City may consider the requirements of any other business subsidy received, or to be received, from a grantor other than the City.
2. If the business subsidy is a guaranty, the amount of the business subsidy may be valued at the principal amount of the guaranteed payment obligation.
3. If the business subsidy is real or personal property, the amount of the subsidy will be the fair market value of the property as determined by the City.

4. If the business subsidy is received over time, the City may value the subsidy at its present value using a discount rate equal to an interest rate which the City determines is fair and reasonable under the circumstances.

As used herein "benefit date" means the date the business subsidy is received. If the business subsidy involves the purchase, lease, or donation of physical equipment, then the benefit date occurs when the recipient puts the equipment into service. If the business subsidy is for improvements to property, then the benefit date refers to the earliest date of either: when the improvements are finished for the entire project, or when a business occupies the property.

E. FINANCIAL ASSISTANCE NOT CONSIDERED A BUSINESS SUBSIDY

The following forms of financial assistance are not a business subsidy as per Minnesota Statutes, §§116J.993, Subd.3 and therefore do not require a public hearing:

1. A business subsidy of less than $150,000;
2. Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
3. Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
4. Redevelopment property polluted by contaminants as defined in section 116J.552, subdivision 3;
5. Assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50 percent of the total cost;
6. Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
7. Assistance for housing;
8. Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance subdistrict as defined under section 469.174, subdivision 23;
9. Assistance for energy conservation;
10. Tax reductions resulting from conformity with federal tax law;

11. Workers' compensation and unemployment insurance;
12. Benefits derived from regulation;
13. Indirect benefits derived from assistance to educational institutions;
14. Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;
15. Assistance for a collaboration between a Minnesota higher education institution and a business;
16. Assistance for a tax increment financing soils condition district as defined under section 469.174, subdivision 19;
17. Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
18. General changes in tax increment financing law and other general tax law changes of a principally technical nature;
19. Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
20. Funds from dock and wharf bonds issued by a seaway port authority;
21. Business loans and loan guarantees of $150,000 or less; and
22. Federal loan funds provided through the United States Department of Commerce, Economic Development Administration; and
23. Property tax abatements granted under section 469.1813 to property that is subject to valuation under Minnesota Rules, chapter 8100.

Adopted by: Ramsey EDA / City Council

Date of Adoption: 11-13-08/1-13-09

Date of Public Hearing: 1-13-09

2. City and EDA of Ramsey Tax Abatement and Tax Increment Financing Policy

A. PURPOSE

The purpose of this policy is to establish the City's position relative to the use of Tax Abatement (§§469.1812 through §§469.1815) and Tax Increment Financing (§§469.174 through §§469.1799) (TIF), also referred to in this document as the *business assistance programs*, or *business assistance*. This policy shall be used as a guide in the processing and review of applications requesting the use of Tax Abatement and Tax Increment Financing. It is the expressed intent of the City to minimize the risk and amount of business assistance to a project and to leverage its public dollars to maximize private sector funding.

The City is granted the power to utilize the business assistance programs by Minnesota Statutes 2008 as cited. The fundamental purpose of the business assistance programs is to encourage desirable private development or redevelopment within the City that would not occur *but for* the assistance provided. Further information related to the States business assistance programs and links to State Statutes can be found at www.state.mn.us.

The City will approve or reject requests for business assistance on a case by case basis taking into consideration established policies, project criteria, and the project's demonstrated public purpose. Meeting all policy criteria does not guarantee approval of the requested business assistance. The City maintains its ability to approve or deny the request at its discretion.

B. PUBLIC PURPOSE OBJECTIVES

The City will consider the use of business assistance programs which demonstrate the achievement of one or more of the following public purpose objectives:

1. To encourage redevelopment of priority sites within the City as determined by the City Council and EDA.

2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.

3. To enhance and/or diversify the City's economic base.

4. To encourage additional unsubsidized private (re)development.

5. To remove blight and/or encourage (re)development of commercial and industrial areas.

6. To assist in creating environmental sustainability.

7. To provide a diversity of family housing and alternative housing choices.

8. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.

9. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government, or any of the following:

    - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
    - Mitigation of project impact on the natural environment.

C. POLICY POSITIONS

1. Business assistance shall be provided in a form that minimizes the risk of public participation.
2. Business assistance requests for up-front project financing through the sale of bonds or other internal sources may require personal guarantees of the developer. These requests shall be addressed on a case by case basis.
3. Business assistance shall not be provided for projects requiring land and/or building purchases at prices in excess of fair market value.
4. Business assistance shall not be provided to developers/projects that cannot adequately demonstrate an ability to complete the proposed project on time and on budget.
5. Assistance will be provided based on $25,000 per qualified job created as referenced in Section 1.A.2 in the Business Subsidy Policy unless a waiver is provided by the City Council.

D. PROJECT REQUIREMENTS

All projects requesting business assistance must demonstrate the following:

1. That the project is not financially feasible but-for the use of Revolving Loan Fund, Tax Abatement or Tax Increment Financing.
2. That the project will comply with all provisions set forth in Minnesota Statute chapters 116j.993 through 116j.995, as amended (Business Subsidies).

3. That the business assistance request complies with all provisions set forth in Minnesota Statutes 2008 chapters 469.1812 through 469.1815 as amended (Tax Abatement), and chapters 469.174 through 469.1799 as amended (Tax Increment Financing).
4. That the project is consistent with the City's comprehensive plan, land use plan, and zoning ordinances.

E. APPLICATION PROCESS

1. Applicant submits a Business Assistance Application (Exhibit A) to the EDA and/or City.
2. Staff reviews the application and completes the Application Review Worksheet (Exhibit B).
3. Staff uses results of the Worksheet to inform the EDA/City.
4. EDA reviews proposal, provides comments, and makes an advisory recommendation to the City Council on denial or approval of the request within 30 days.
5. If advisory approval is granted, staff prepares all necessary notices, resolutions and certificates.
6. City Council holds public hearing(s) on the proposed project to consider the advisory recommendation(s).
7. The City Council grants final approval or denies the request.

EXHIBIT A

BUSINESS ASSISTANCE APPLICATION

A. APPLICANT INFORMATION

Name of Corporation/Partnership _____

Address _____

Primary Contact _____

Address _____

Phone _____ Fax _____ E-mail _____

Type of business assistance requested (select one):

☐ Tax Abatement ☐ Tax Increment Financing ☐ Revolving Loan Fund ☐ Other

Have you been, or are you currently, involved in any bankruptcy proceedings or lawsuits related to other development projects with which you have been involved? If yes, please provide an explanation.

☐ Yes ☐ No

On a separate sheet, please provide the following:

- Brief description of the corporation/partnership's business, including history, principal product or service, etc**. Attach as Part 1**.
- List names of officers and shareholders/partners with more than five percent (5%) interest in the corporation/partnership. **Attach as Part 2**.
- Brief description of the proposed project. **Attach as Part 3**.
- A *but for* analysis and narrative. **Attach as Part 4**.
- Completed Revolving Loan Fund Application. **Attach as Part 5 if required.**

Attorney Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Contractor Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Engineer Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Architect Name _____

Address _____

Phone _____ Fax _____ E-mail _____

B. PROJECT INFORMATION

The project will be: (Check all that apply)

- ☐ Industrial: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Office/research facility: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Commercial: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Housing: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Other _____

The project will be: ☐ Owner Occupied ☐ Leased Space

- If leased space, please attach a list of names and addresses of future tenants and indicate the status of commitments or lease agreements. **Attach as Part 5**.

Project Address _____

- Include Legal Description and PID number(s). **Attach as Part 6**.

Site Plan Attached: ☐ Yes ☐ No

Current Real Estate Taxes on Project Site:$_____

Estimated Real Estate Taxes Upon Completion: Phase I $_____
Phase II$_____
Phase III $_____
Total $_____

Construction Start Date: _____

Construction Completion Date: _____

If Phased Project: _____ % Completed in _____years
_____ % Completed in _____years
_____ % Completed in _____years

C. PUBLIC PURPOSE OBJECTIVES

It is the policy of the City and EDA of Ramsey that the business assistance should result in a public benefit as identified in items 1-10 below. Please indicate how the proposed project will accomplish this by checking the appropriate boxes. **Attach additional narrative as Part 7.**

- ☐ 1. To encourage redevelopment.
- ☐ 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- ☐ 3. To enhance and/or diversify the City's economic base.
- ☐ 4. To encourage additional unsubsidized private (re)development.
- ☐ 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- ☐ 6. To create housing opportunities.
- ☐ 7. To provide a diversity of housing.
- ☐ 8. To provide a variety of family housing ownership alternatives and housing choices.
- ☐ 9. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.
- ☐ 10. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
    - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
    - Mitigation of project impact on the natural environment.

D. SOURCES & USES OF FUNDS

Attach additional information as Part 8

SOURCES	AMOUNT
Bank Loan	$ _____
Other Loans	$ _____
Owner Equity	$ _____
Fed Grant/Loan	$ _____
State Grant/Loan	$ _____
Industrial Development Bonds	$ _____
Tax Increment Financing	$ _____
Tax Abatement	$ _____
Revolving Loan Fund	$ _____
Other	$ _____
TOTAL	**$** _____

USES	AMOUNT
Land Acquisition	$ _____
Site Development	$ _____
Construction	$ _____
Machinery & Equipment	$ _____
Architectural/Engineering Fees	$ _____
Debt Service Reserve	$ _____
Contingencies	$ _____
Other	$ _____
TOTAL	**$** _____

Total Amount of business assistance requested from either Revolving Loan Fund, Abatement, Tax Increment Financing or another source: $_____

E. ADDITIONAL DOCUMENTATION AND CHECKLIST

Applicants will also be required to provide the following documentation.
All personal financial information will be kept private and confidential.

- ☐ 1. Written business plan or a description of the business, ownership/ management, date established, products and services, and future plans.
- ☐ 2. Financial statements for past two years, including profit and loss statements and balance sheets.
- ☐ 3. Two year financial projections.
- ☐ 4. Personal financial statements of all major shareholders (principals) including the most recent 2 years of tax returns. (If requested.)
- ☐ 5. Letter of commitment from other sources of financing, stating terms and conditions of their participation in the project.
- ☐ 6. Administrative fee of up to $5,000. In addition to defraying the cost of staff time, the fee will be used to pay costs associated with processing this request for financial assistance such as legal, engineering and financial analysis. The City reserves the right to stop the processing of the request until additional fees are paid should the original amount be insufficient to pay such costs. That portion which remains unspent, if any, will be returned only if the project is denied approval.
- ☐ 7. Attach the following documentation:
  - _____ Part 1 – Corporation/Partnership Description
  - _____ Part 2 – List of Shareholders/Partners
  - _____ Part 3 – Description of Project
  - _____ Part 4 – *But For* Analysis
  - _____ Part 5 – List of Prospective Lessees (If requested)
  - _____ Part 6 – Legal Description, Property Identification Numbers, maps of the project area, and project renderings
  - _____ Part 7 – Public Purpose Narrative
  - _____ Part 8 – Sources & Uses of Funds – Additional Information

The undersigned certifies that all information provided in this application is true and correct to the best of the undersigned's knowledge. The undersigned authorizes the City and EDA of Ramsey to check credit references, verify financial and other information, and share this information with other political subdivisions as needed. The undersigned also agrees to provide any additional information as may be requested by the City after the filing of this application.

Applicant Name _____ Date _____

By _____

Its _____

EXHIBIT B

BUSINESS ASSISTANCE REVIEW WORKSHEET

FOR COMMERCIAL/INDUSTRIAL PROJECTS

TO BE COMPLETED BY APPLICANT AND CITY STAFF

A. The project meets which of the following objectives as set forth in Section C of the Business Assistance policy:

- ☐ 1. To encourage redevelopment.
- ☐ 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- ☐ 3. To enhance and/or diversify the City's economic base.
- ☐ 4. To encourage additional unsubsidized private (re)development.
- ☐ 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- ☐ 6. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
  - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
  - Mitigation of project impact on the natural environment.

B. Ratio of Private to Public Investment in Project:

$ _____ Private Investment
$ _____ Public Investment
_____ **Ratio Private : Public Financing**

	Points:
5:1	5
4:1	4
3:1	3
2:1	2
Less than 2:1	1

C. Job Creation:

_____ Net *new* jobs (minimum 40 hours per week) or fulltime equivalents

	Points:
50+	5
20+	4
10+	3
5+	2
Less than 2	1

D. Wage Level of jobs created:

Average hourly wage
Of *new* jobs _____

	Points:
Over $21/hour	5
$18-21/hour	4
$14-17/hour	3
$10-13/hour	2
Under $10/hour	1

E. Ratio Of Business Assistance To New Jobs Created:

$ _____ Business assistance requested
_____ Number of net *new* jobs created
$ _____ **of business assist. per net *new* job created**

Points:

$5,000 or less	5
$15,000 or less	4
$25,000 or less	3
$50,000 or less	2
Over $75,000	1

F. Project size:

The project will result in the construction of _____ square feet

Points:

75,000+	5
50,000+	4
25,000+	3
10,000+	2
5,000 or less	1

G. Type of Project:

Points:

100% Owner Occupied	5
Mix Owner Occupied & Investment	3
Investment Property	1

H. Likelihood that the project will result in unsubsidized, spin-off development:

Points:

High	5
Moderate	3
Low	1

I. _____

Sub-Total Points _____ of a possible 35 points.

Bonus Points

Bonus Points: _____

The project will be 100% *pay-as-you-go* financing.	3
The project is a redevelopment project.	3

Total Points: _____

Overall project analysis:	High	35 points
	Moderate	25 points
	Low	15 points
	Not Eligible	5 points

APPENDIX I
Business Subsidy Statute 2008

APPENDIX II
Sample Business Subsidy Agreement

APPENDIX III
Business Subsidy Reporting Form

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

CC Regular Session **7. 9.**

Meeting Date: 04/25/2017

By: Jo Thieling, Administrative Services

Information

Title:

Approve Strategic Plan

Purpose/Background:

Purpose: The purpose of this case is to formally approve the Strategic Plan. The City's Strategic Plan is reviewed, amended as needed, and approved on an annual basis.

Background: The Strategic Plan was reviewed and discussed at the annual Council/staff planning meeting of February 21, 2017. Revisions were discussed and a red-lined version of the plan was presented for additional discussion and comment at the April 9, 2017 City Council Work Session. Staff was directed to make the adjustments as discussed at that session and bring forward a final document for formal approval at this meeting. Such final document, marked draft until approved, is attached to this case.

Recommendation:

Staff is recommending Council approve the Strategic Action Plan.

Action:

Motion to approve the Strategic Action Plan 2017 Update, dated April 25, 2017.

Attachments

Strategic Action Plan

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 04:46 PM
Form Started By: Jo Thieling		Started On: 04/19/2017 04:05 PM
Final Approval Date: 04/20/2017		

Strategic Action Plan
2017 Update (April 25, 2017)

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.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
						Uses adopted 2017 Budget as benchmark. Assumed to hold constant for 2018 to determine additional resources needed to accomplish initiative.
Improve budget preparation to identify operational efficiencies and cost-savings	1) Develop an all-inclusive integrated budget document that will incorporate Strategic Planning items, adopted budgets, CIP, metrics, and trend information.	June 2015	December 2018	• Increased citizen involvement and communication of budget process	Lund	• Software for internet-based citizen engagement for budgeting
Increase economic growth and development	2) Sale of City-Owned Parcels that are listed for sale for economic development.	2017	2019	• City owned land will be positioned: "as-competitive-as-possible" in today's real estate market. • Removed development "unknowns" for prospects and significantly improved project timelines. • Land sale closings above previous three year term.	Brama	• 2011-13 $750K, 3.02 acres • 2014-16 $4.2M, 25.1 acres
	3) Recruit new industry and market-ready major retail businesses to Ramsey	Ongoing	Fall 2019	• Secured additional retail facilities. • Secured two (2) new 30,000+ square foot industrial facilities.	Brama	• No additional resources requested • Industrial goal completed. • Retail goal not completed: outside of City control • City currently re-visioning The COR, and considering hiring a master developer

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Strategic Action Plan
2017 Update (April 25, 2017)

MISSION

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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.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Increase economic growth and development (continued)	4) Establish new Business Park, west of Armstrong Boulevard	Spring 2016	Fall 2017	• Arterial Infrastructure cost-share agreements in-place. • Policy for selling Hageman Holdings owned land established. • Property officially rezoned appropriately to allow for a business park.	Brama	• No additional resources requested • Goal not completed yet. • All action items are in place, and in motion. Expected to be completed in the next six months. • Project was delayed due to major change in land use by a major property owner.
	5) Develop and plan for key infrastructure improvements (AUAR improvements, extensions of municipal utilities, and major transportation corridors.	April 2015	December 2017	• Meet the COR AUAR milestones • Scheduled prioritized projects in CIP • Revised JPA construction schedule - Meet the scheduled milestones. • Reviewed possible extension of sewer and water to 167th and Hwy 47 area • Mobility improvements made to major highway corridors (i.e. US Hwy 10, Hwy 47 and CR 5)	Westby	•
Leverage outside funding sources	6) Optimize use of non-city funding through joint projects, grants and partnerships	2015	2018	• Increased grant awards • Reduced reliance on the general fund. • Effective grant administration • Increased public and private partnerships • Partner with other agencies regarding future parking ramp. • Secure partner(s) for community center. • Historic Town Hall • Space in Municipal Center • MnDOT Facility • RALF • Water supply • Transportation	Ulrich	•

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Strategic Action Plan
2017 Update (April 25, 2017)

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

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.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Improve the safety and mobility of major road corridors	7) Actively lobby State Legislature and Federal Congressional Delegation for $170M to construct the identified Highway 10 corridor priorities	March 2015	December 2018	• State and federal funding secured for high priority TH Highway 10 projects. • Preliminary design for Highway 10. • Policy Packet for next Highway 10 projects in Ramsey.	Ulrich	•
	8) Introduce legislation requesting state funding for highway-rail separation at Ramsey and Sunfish Lake Blvd. rail intersections.	March 2015	May 2018	• Allocation of up to $10 M in state bonding for projects.	Ulrich	•
	9) Initiate a regional effort to complete Preliminary Engineering and Environmental Review for all projects of the Highway 10 Study	March 2015	December 2018	• Preliminary Design and Engineering in regard to MnDOT/Anoka County US Highway 10 Access Planning Study projects are commenced.	Ulrich	•
	10) Develop a communications strategy in regard to Highway 10 improvements	Summer 2015	2017	• 1-2 page flyer (marketing material) summary of Highway 10 • Created project webpage on City website. • "Support network" of businesses and land owners willing to assist in lobbying established. • "Lobbying List" outlining an inventory of people the City should be communicating with (lobbying) established.	Brama	• No additional resources requested. • All steps completed except flyer. • Draft flyer has been completed, finalized in next 60 days.

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Strategic Action Plan
2017 Update (April 25, 2017)

MISSION

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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.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Improve the safety and mobility of major road corridors (continued)	11) Complete a Comprehensive Plan for Transportation	January 2017	December 2017	• Vision and plan for complete transportation	Westby/Gladhill	• Already budget for.
	12) Conduct CSAH 5 Corridor Study (land use and traffic integrate in cooperation with the County and School District	April 2015	October 2018	• Corridor study completion in 2017 • At least one high priority improvement project commenced by 2018	Westby	• $50,000 in professional services • Commence after completion of Comprehensive Transportation Plan
	13) Conduct MN State Hwy 47 Study in cooperation with MNDOT and City of Anoka	April 2015	October 2018	• Corridor study completion in 2017 • At least one high priority improvement project commenced by 2018	Westby	• $50,000 in professional services • Commence after completion of Comprehensive Transportation Plan
Create a diverse and robust offering of recreational opportunities	14) Develop a comprehensive recreation plan that inventories existing recreation programs, services, and infrastructure at the local, regional, and national level	5/2015	10/2017	• Present findings and recommendations in 2017 as part of budget development for 2018 implementation • Art in the Park and other recreation opportunities for all ages. • Review City funding of community events as part of annual budget	Riemer/Riverblood	• Funds provided in 2017 budget for pilot program
	15) Develop Plan for future parks, trails, and open space capital improvements	2015	2017	• Completed Master Park and Trail Plan Update • CIP Aligned with Parks Plan • Complete Needs Assessment for Community Center	Gladhill/Riverblood	• $25,000 for professional services for Community Center needs assessment/feasibility study.

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Strategic Action Plan
2017 Update (April 25, 2017)

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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.

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Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Improve and maintain the safety of the community	16) Reduce illegal drug activity in the community	June 2015	January 2017	• Increased number of arrests for drug crimes • Increased intelligence on drug activity • Reduced criminal activity in community related to drug use • Increased community awareness of illegal drug activity • Evaluate effectiveness of Drug Task Force Officer after Year 1 through Year 3.	Katers	•
	17) Provide adequate public safety staffing based on City's growth factors	June 2015	Ongoing	• Maintain response time for police and fire per balanced score card metric.	Ulrich	•
	18) Consider security cameras to enhance safety and security	June 2015	2018	• Visible deterrent to criminal activity • Reduction of Vandalism to city owned property by 10 % • Assisted in identification of criminal suspects • Provided increased sense of security in public spaces. • Investigate Mobile camera system or other alternative approaches.	Katers	• $20,000 to $75,000 in equipment and software
	19) Expand and improve residential rental licensing program	April 2015	2018	• Evaluate effectiveness after Year 1.	Gladhill	•
Create a strong positive image for residential neighborhoods, business districts, and key corridors	20) Improve the image of residential neighborhoods, business districts, and key corridors.	2016	2018	• Enhanced focus on key corridors (Highway 10, Highway 47, and Nowthen Boulevard). • Improved image of residential neighborhoods.and business districts. • Better resources for residents, neighborhoods, and districts. • Tools such as licensing to add value to neighborhoods and districts. • Proactive enforcement in key nodes.	Gladhill	• 1.0 FTE • $50,000 in professional services for corridor plans

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Strategic Action Plan
2017 Update (April 25, 2017)

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Strategic Imperative III: Smart, Citizen-Focused Government

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Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Enhance Community Engagement	21) Identify opportunities for community volunteer work and citizen recognition	June 2015	2018	• Implemented citizen recognition program • Incorporate recognition contests into recreation programing • Increased citizen volunteer hours	Ulrich	• 0.5 FTE • Possible shared position.
	22) Increase engagement opportunities in future land use decisions	2015	2018	• 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 • Comprehensive land use plan for new elementary school and surrounding area. • Create a comprehensive education plan in conjunction with the school district. • Utilize social media and pop up meetings.	Gladhill	•
Enhance the level of customer service	23) Evaluate staffing deployment and process effectiveness	2015	2017	• Evaluate areas of customer service effectiveness and services. • Update and enhance the Balanced Scorecard Metrics.	Gladhill	•
Define and promote Ramsey Brand	24) Develop strategy with Ramsey Brand as umbrella while still promoting sub-areas of the community	2018	2018	• Create sub-district base marketing/ communication materials and sign templates, while keeping the overall Ramsey Brand a priority (167/47, COR, Bunker/47, business parks). • Create parks/ trails marketing/ communication materials and sign templates while keeping the overall Ramsey Brand a priority. • Review all Ramsey events flyers/ materials, and consider updating to better reflect overall Ramsey Brand.	Brama	• Basic all-purpose marketing and comm. Tools/ guidelines completed in early 2016
	25) Acquire a ZIP Code for Ramsey	Spring 2015	Indefinite	• New and unique ZIP Code assigned to Ramsey	Brama	• No additional resources. • Metric dependent upon USPS.

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Strategic Action Plan
2017 Update (April 25, 2017)

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Strategic Imperative III: Smart, Citizen-Focused Government

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Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Ensure long-term sustainability of Public Water System	26) Work with neighboring cities and regulating agencies to identify regional solution(s) for sustainable water supply/water treatment facility	2015	2018	• Commitment to regional solution for long-term water supply • Active participation of neighboring cities/regulating agencies	Westby	•
	27) Develop a Comprehensive Plan for City long-term water resources plan	2015	2018	• Updated Comprehensive Water Supply Study • Consider grant for feasibility study of surface water supply. • Updated Comprehensive Wastewater Supply Study	Westby	•

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Strategic Action Plan
2017 Update (April 25, 2017)

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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

.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Improve City communications with the community	28) Establish new and improved website	2017	2018	• More user friendly and technologically advanced website completed. Important attributes: (1) 100% mobile friendly website (2) ability to process online payments (3) clear formatting/ categorizing for ease of use by different customer groups (4) online registration for events and room rental • (5) ability to easily add/ drop modules as needed	Brama/ Fredrickson	• Increase IT Technician to Full Time (0.25 FTE)
	29) Pro-Active, Progressive, and Robust Communication	2017	2018	• Define what pro-active and progressive communication means for Ramsey (what does success look like for this goal). • Identify resources needed to accomplish goal. • Implementation of new pro-active communication strategies.	Brama/ Wenberg	• Potentially new staff resources, and/or redeploy existing administration department resources/ responsibilities. Need to define scope in order to define resources.
Improve and sustain high employee morale	30) Develop a Staff recognition program	April 22, 2015 Kick-off	Ongoing	• Consider a refresh of program for variety and relevance. Discuss with Labor Management Committee.	Lasher	•
	31) Continue strategy to highlight City Employees and job duties (put a face to a name and highlight their contribution to the community)	July/Aug. 2015	Ongoing (monthly) RR Publications as scheduled	• Increased awareness of Dept. Functions. / increased staff recognition • Increased awareness of specific roles and specific current events / increased staff recognition. • Promoted Ramsey Brand / increased staff recognition.	Lasher	•

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Strategic Action Plan
2017 Update (April 25, 2017)

MISSION

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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

.

Strategic Initiative	Tactics	Initiation Date	Completion Date	Key Outcome Indicators/Metrics	Responsible Party	Additional Resources/Progress Notes
Plan for public facilities to meet City's growth	33) Plan for a new public works campus	2015	2016 (summer 2018)	• Decision by Council on how project planning process should be administered (i.e. standard route with staff only and a GC or hire a project manager/ construction manager). • Review financial analysis pro-forma. • Completed design for new campus (i.e. preliminary and final design) • Project is in the CIP and budget documents for spring 2019 construction	Riemer	• 2016 goal of obtaining a space needs analysis, feasibility report, and discuss effect of project on future city budget completed. • Complete financial analysis component before additional design • This tactic has been updated for next step in the process.

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

CC Regular Session **7. 10.**

Meeting Date: 04/25/2017

By: Chris Anderson, Community Development

Information

Title:

Introduce Ordinance #17-04 Amending Irrigation Requirements (Project #17-104)

Purpose/Background:

During the early part of this year, the Environmental Policy Board (EPB) discussed a potential ordinance amendment regarding irrigation requirements for multi-family and commercial/industrial developments. Originally, the intention was to simply eliminate the City Code requirement of in-ground irrigation systems in all multi-family and commercial/industrial projects. However, based on information received at their January meeting from a guest speaker, the EPB directed Staff to revise the Ordinance so that it also stipulates that *if* an irrigation system is installed (including single family parcels), it shall be equipped with a rain sensor (per state statute) as well as one or more water efficient technologies. This could include, but would not be limited to, a smart controller, soil moisture sensor(s), and/or an evapotranspiration (ET) sensor(s). This provides enough flexibility so that as future advances in water efficient irrigation technologies are developed, it will not require additional ordinance amendments.

Notification:

The Public Hearing for the proposed ordinance was properly published in the City's Official Newsletter.

Observations/Alternatives:

The cost of 'smart', water efficient technologies has come down as they have become more commonplace. Again, based on input from a guest speaker from Conserva Irrigation, including a smart controller, for example, to a new irrigation system, only adds about $250-$350 to the overall cost. It is more expensive to retrofit existing systems with the more water efficient technologies, approximately $650-$750. However, the Return on Investment (ROI) for a standard residential system could be realized relatively quickly, maybe in as few as 2-4 years (and would be even quicker on larger, commercial systems).

As water supply continues to be a prominent concern for the City and as the 'smart' technologies become more commonplace (and therefore with prices coming down), the EPB believes that requiring water efficient technologies is appropriate. However, the EPB has also noted that they want to ensure that this is enforceable. At this time, it does not appear that it could be addressed through any existing building or plumbing inspection, as it is common that the in-ground system is not yet installed when the backflow preventer inspection is done. This inspection will be incorporated into the standard landscape inspection (verifying that yard is established and required trees are planted) when part of a new construction project (majority of irrigation permits) or as a stand-alone inspection for those systems that are not part of a new construction project.

A draft of this Ordinance was reviewed with the Planning Commission at its regular March meeting. There have been no revisions to the document since that time. The Planning Commission conducted a Public Hearing at their April 6, 2017 regular meeting and there were no written or verbal comments received on the proposed Ordinance

Amendment.

Funding Source:

This is being handled as part of Staff's regular duties.

Recommendation:

Both the Environmental Policy Board and the Planning Commission recommend adopting Ordinance #17-04 amending the irrigation standards.

Action:

Motion to introduce Ordinance #17-04 eliminating the requirement for in-ground irrigation systems in any zoning district, and requiring any newly installed irrigation system to include rain sensors and water efficient technology systems.

Attachments

Redlined City Code Sections
EPB Meeting Minutes Dated January 18, 2017
EPB Meeting Minutes Dated February 22, 2017
Planning Commission Meeting Minutes Dated March 2, 2017
DRAFT Planning Commission Meeting Minutes Dated April 6, 2017
Ordinance #17-04

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	JoAnn Shaw	04/20/2017 08:49 AM
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:23 PM
Form Started By: Chris Anderson		Started On: 04/17/2017 02:16 PM
Final Approval Date: 04/20/2017		

Sec. 117-111. - R-1 Residential District.

(g) *General R-1 residential performance standards.*

(1) *Fences.*

a. *Height.* Fencing or walls (except retaining walls) located in the required front yard setback shall not exceed four feet in height except for "ornamental fences" as defined in section 117-1. Fencing or walls located in the side or rear yard shall not exceed eight feet in height. A zoning permit is required for all fences that are not addressed by the Minnesota State Building Code.

b. *Materials and construction.* Fences shall be constructed in a workmanlike manner and of substantial material reasonably suited for its intended purpose. Fencing material shall consist only of wood, chain link, wrought iron, maintenance free vinyl, aluminum, or steel. Any other material must be approved by the zoning administrator prior to installation.

1. No boards, planks, or panels shall be larger than 12 inches in width.

2. Link fences shall be constructed such that no barbed ends shall be at the top.

(i) Agricultural uses.

A. Fences may be constructed of barbless wire or have the capability to carry an electric charge to accommodate agricultural activities and the raising of livestock and animals as defined by chapter 10, Animals. Lots of record as of July 1, 2002, within the MUSA that are currently used for agricultural activities or the raising of livestock and animals also qualify under this provision.

B. Electric fences must be set back a minimum of three feet from property lines and must be posted as being electric.

C. A sketch drawing shall be submitted to the city showing the proposed location of an electric fence.

3. Fence framing must face inward on the fence owner's lot.

c. *Location.* Fencing must be located 100 percent on the fence owner's lot and it is the responsibility of the fence owner to accurately locate property boundaries.

1. For corner lots, no fence shall be located within the vision clearance triangle as described in section 117-348.

2. The zoning administrator may require the owner of the property upon which a fence will be constructed to establish the boundary lines of the property by a survey thereof to be made by any registered land surveyor.

(2) *Garbage receptacle storage.* Outdoor garbage receptacles serving multifamily units must be in either the rear or side yard and must be screened from public view and adjacent lots.

(3) *Lot landscaping.*

a. *Number of plantings.* The minimum number of overstory trees on any given lot shall be as required below:

Required planting types	Required number of plantings
Overstory deciduous/coniferous trees	2 trees per dwelling unit

b. *Minimum size of plantings.* Required trees shall be of the following minimum planting size:

Planting Type	Size
Deciduous trees	1-inch diameter as measured six inches above ground
Coniferous trees	5 feet in height

c. *Planting types.* Acceptable plantings shall be determined by the city planting schedule. The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and not less than 25 percent coniferous.

(4) *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

a. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

b. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

(5) *Lighting.* Lighting used to illuminate an off-street parking area, sign or structure, shall be arranged to deflect light away from adjacent residential districts or public streets. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be directed so that the bulb is not visible from off the property where the light source is located.

(~~5~~6) *Exterior building materials.* The type of building materials used on exterior walls on all structures in the R-1 Residential District shall be face brick, natural stone, stucco, aluminum, steel, or vinyl siding, wood, masonite products or other compatible residential materials that may be approved by the city.

Sec. 117-112. - R-2 Residential District.

(e) *General R-2 residential performance standards.*

(6) *Lot landscaping.*

a. *Minimum landscaping requirements.* All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the lot. A reasonable attempt should be made to preserve as many existing trees as practicable in order to incorporate the trees into the development.

b. *Minimum planting requirements.* The minimum number of plantings required shall be determined based on crown or canopy cover. To fulfill the planting requirements, a combination of trees and shrubs shall meet or exceed the minimum required canopy cover square footage. The minimum canopy cover shall be calculated as follows:

1. Determine ratio of impervious area to entire site area.
2. Multiply the impervious area/site area ratio by the square footage of the pervious area to calculate the required canopy cover square footage for the project area.
3. The following formula shall be utilized to determine the average canopy cover of a species:

   [(Minimum + Maximum Spread) ÷ 4] ^{2} × π × (0.65 for preferred species or 0.50 for acceptable species, as identified in the Ramsey Tree Book).

c. *Minimum size of plantings.* Required trees shall be of the following minimum planting size:

Planting Type	Size
Deciduous trees	1-inch diameter as measured six inches above ground
Coniferous trees	5 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1-inch diameter as measured six inches above ground

d. *Planting types.* Acceptable and preferred plantings shall be identified in the Ramsey Tree Book. The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and not less than 25 percent coniferous. No more than 25 percent of the canopy cover requirements shall be fulfilled with the use of shrubs and ornamental trees.

e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~All landscaped areas shall include underground irrigation systems. Exceptions to this requirement include natural areas that are left undisturbed.~~

f. *Open space.* Each townhouse development shall have at a minimum, 40 percent open space for the enjoyment of its residents that may be held as private lots or in common areas. Qualifying areas include grassed lawns, landscape areas, gardens, natural areas, landscape rock, mulch, wetlands, and ponding areas. Of the 40 percent open space, ten percent is to be dedicated as an identifiable common area for use by residents of the development.

Sec. 117-113. - R-3 Residential District.

(e) *General R-3 residential performance standards.*

(5) *Lot landscaping.*

a. *Minimum landscaping requirements.* All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the lot. A reasonable attempt should be made to preserve as many existing trees as practicable in order to incorporate the trees into the development.

b. *Minimum planting requirements.* The minimum number of plantings required shall be determined based on crown or canopy cover. To fulfill the planting requirements, a combination of trees and shrubs shall meet or exceed the minimum required canopy cover square footage. The minimum canopy cover shall be calculated as follows:

1. Determine ratio of impervious area to entire site area.
2. Multiply the impervious area/site area ratio by the square footage of the pervious area to calculate the required canopy cover square footage for the project area.
3. The following formula shall be utilized to determine the average canopy cover of a species:

   [(Minimum + Maximum Spread) ÷ 4] ^{2} × π × (0.65 for preferred species or 0.50 for acceptable species, as identified in the Ramsey Tree Book).

c. *Minimum size of plantings.* Required trees shall be of the following minimum planting size:

	Size
Deciduous trees	1-inch diameter as measured six inches above ground
Coniferous trees	5 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1-inch diameter as measured six inches above ground

d. *Planting types.* Acceptable and preferred plantings shall be identified in the Ramsey Tree Book. The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and not less than 25 percent coniferous. No more than 25 percent of the canopy cover requirement shall be fulfilled with the use of shrubs and ornamental trees.

~~e.~~ e. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~*Irrigation.* All landscaped areas shall include underground irrigation systems. Exceptions to this requirement include natural areas that are left undisturbed.~~

f. *Open space.* Each townhouse development shall have at a minimum, 40 percent open space for the enjoyment of its residents that may be held as private lots or in common areas. Qualifying areas include grassed lawns, landscape areas, gardens, natural areas, landscape rock, mulch, wetlands, and ponding areas. Of the 40 percent open space, ten percent is to be dedicated as an identifiable common area for use by residents of the development.

Sec. 117-114. - B-1 General Business District.

(e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards.)

(14) Landscaping and buffering.

a. Site landscaping.

1. Minimum landscaping requirements. All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.

2. Number of plantings. The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

	Business Districts
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter, or 1 tree per 1,000 square feet of building footprint, whichever is greater. For expansions to buildings, 1 additional tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. Minimum size of plantings. Landscaping material shall be of the following minimum planting size:

Landscape Material	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. Planting types.

   (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.

   (ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.

   (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.

b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.

c. Sodding and ground cover. All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~Irrigation.~~

~~1. All landscaping areas required under this section shall include underground irrigation systems.~~

~~2. Exceptions include natural areas that are left undisturbed.~~

Sec. 117-115. - B-2 Highway Business District.

(e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards).

(16) Landscaping and buffering.

a. Site landscaping.

1. Minimum landscaping requirements. All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.

2. Number of plantings. The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

	Business Districts
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 additional tree is required for each 1,000 square feet of additional building area.
Shrubs	1 per lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. Minimum size of plantings. Landscaping material shall be of the following minimum planting size:

Landscape Material	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. Planting Types.

   (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.

   (ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and not less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.

   (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.

b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.

c. Sodding and ground cover. All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~Irrigation.~~

~~1. All landscaping areas required under this section shall include underground irrigation systems.~~

~~2. Exceptions include natural areas that are left undisturbed.~~

Sec. 117-116. - E-2 Employment District.

(e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards).

(3) Landscaping and buffering.

a. Site landscaping.

1. Minimum landscaping requirements. All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.

2. Number of plantings. The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

Type	Number of Plantings
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. Minimum size of plantings. Landscaping material shall be of the following minimum planting size:

Type	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. Planting types.

(i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.

(ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.

(iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.

b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.

c. Sodding and ground cover. All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~Irrigation.~~

~~1. All landscaping areas required under this section shall include underground irrigation systems.~~

~~2. Exceptions include natural areas that are left undisturbed.~~

Sec. 117-117. - E-1 Employment District.

(e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards)

(3) *Landscaping and buffering.*

a. *Site landscaping.*

1. *Minimum landscaping requirements.* All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.

2. *Number of plantings.* The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

Type	Number of Plantings
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. *Minimum size of plantings.* Landscaping material shall be of the following minimum planting size:

Type	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. *Planting types.*

   (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.

   (ii) The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.

   (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.

b. Topsoil. All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.

c. *Sodding and ground cover.* All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

   1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

   2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~*Irrigation.*~~

~~1. All landscaping areas required under this section shall include underground irrigation systems.~~

~~2. Exceptions include natural areas that are left undisturbed.~~

Sec. 117-120. - H-1 Highway 10 Business District.

(e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards.)

(14) Landscaping and buffering.

a. Site landscaping.

1. Minimum landscaping requirements. All open space areas of a lot which are not used or improved for required parking areas, drives or display areas shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.

2. Number of plantings. The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

	Business Districts
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 additional tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. Minimum size of plantings. Landscaping material shall be of the following minimum planting size:

Landscape Material	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. Planting types:

   (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.

   (ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.

   (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property, adjacent to the public road right-of-way.

b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.

c. Sodding and ground cover. All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~Irrigation.~~

~~1. All landscaping areas required under this section shall include underground irrigation systems.~~

~~2. Exceptions include natural areas that are left undisturbed.~~

Sec. 117-121. - B-3 Business District.

(g) *Standards.*

(2) *Performance standards.*

a. *Building design.* Building massing shall be varied throughout the development site and should include building components such as columns, articulated rooflines and facades, specialized window and door treatments, and unique architectural details. A common architectural theme shall be employed throughout the development site, with an emphasis on integration of color, style, and materials between buildings.

b. *Building materials.* All exterior wall surfaces shall be brick, glass, stone, stucco, or pre-cast concrete units whose surface has been integrally treated with an applied decorative material, texture, or color. Other exterior materials may be used as approved by the planning commission and city council. Exterior materials shall not include smooth-faced concrete block, steel panels, fiberglass or vinyl siding. The use of metal for architectural accents may be permitted. A color palette for all materials shall be included in the site plan submittal.

1. At least 50 percent of the front facade and street-facing facades must be comprised of brick.

2. Windows must be utilized extensively on the front facade of all buildings to allow visual access into the store. Windows are also required on all facades with street frontage. For buildings where this is not feasible, additional architectural details and/or landscaping will be required.

c. *Building orientation.* Buildings should be oriented to face public streets where possible. When this is not possible, additional landscaping and/or improved building design will be required to improve street-facing facades. Multiple buildings are permitted on one lot, if approved as part of the master plan.

d. *Street system.* The street system internal to the development site is an essential element of the master plan. The new system must connect to existing city streets.

e. *Pedestrian circulation/sidewalks/trails.* A comprehensive pedestrian network is required in the overall master plan for this zoning district. While this zoning district is intended to accommodate larger-scale retail uses, safe pedestrian access is required throughout the zoning district and between the district and adjacent neighborhoods. Sidewalks are required on both sides of all streets within the zoning district. Crosswalks are required where all sidewalks meet the street and shall be indicated with paver bricks or integrally-treated pavement rather than paint.

f. Landscaping. The master plan shall include a landscape plan for the entire development site. Landscaping shall be integrated throughout the site and shall include a combination of overstory trees, ornamental trees, shrubs, flowers (planting beds and raised planters), ground cover, and other landscaping elements. The required number of plantings will be site specific and will be determined largely by the total pervious area of a site. Landscaping should be used to soften and shade parking areas, line sidewalks and streets, accent building entrances, and break up large building facades. Plant selection should focus on functionality and take into account characteristics such as tolerance of soil compaction, poor drainage, and deicing salts. All landscaping shall be over at least four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

~~*Landscaping.* The master plan shall include a landscape plan for the entire development site. Landscaping shall be integrated throughout the site and shall include a combination of overstory trees, ornamental trees, shrubs, flowers (planting beds and raised planters), ground cover, and other landscaping elements. The required number of plantings will be site specific and will be determined largely by the total pervious area of a site. Landscaping should be used to soften and shade parking areas, line sidewalks and streets, accent building entrances, and break up large building facades. Plant selection should focus on functionality and take into account characteristics such as tolerance of soil compaction, poor drainage, and deicing salts. All landscaping shall be over at least four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348, and all landscaped areas shall include underground irrigation systems.~~

g. *Stormwater.* The master plan shall include a stormwater plan for the entire development site. In addition to traditional stormwater management methods, low impact development (LID) strategies are encouraged throughout the development site, particularly in parking areas. Such methods might include special soil systems, pervious pavements, storm ceptors, underground storage, and bio-retention strips and cells (rain gardens).

h. *Parking areas.* A parking plan shall be included as part of the master site plan submittal. Parking lots, stalls, and drive accesses shall be designed to accommodate a variety of vehicle sizes and turning movements.

i. *Building service areas (loading docks, trash storage and removal).* Such areas shall be internal to the building wherever possible and in all cases constructed of the same exterior materials and screened from adjacent lots, public streets, and building entrances.

j. *Mechanical equipment.* All mechanical equipment associated with buildings must be completely screened from view, whether located on the roof or ground level.

k. *Outdoor storage.* All storage, including open storage, storage in containers, trailers, or similar enclosures, is prohibited, except as permitted under subsection (f) of this section.

l. *Lighting.* A lighting plan shall be included as part of the master plan submittal. Lighting must be used to illuminate off-street parking areas, signs, structures, and pedestrian walkways. The scale of lighting fixtures must be appropriate to the scale of what is proposed to be lighted. Fixtures must be arranged so that the bulb is not visible from outside the area proposed to be lighted by that fixture.

m. *Signs.* A sign plan shall be included as part of the master plan submittal. No temporary signs are permitted anywhere in the zoning district.

(Code 1978, § 9.20.28; Ord. No. 06-29, 8-8-2006; Ord. No. 07-04, 2-13-2007; Ord. No. 09-06, § 2(9.20.28), 4-28-2009; Ord. No. 10-04, § 2, 4-13-2010; Ord. No. 11-09, § 2, 6-28-2011)

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.

5.02: Consider Draft Ordinance Amendment Addressing Irrigation Requirements

City Planner Anderson presented the staff report. He stated that over the past two months, the Board has discussed a potential ordinance amendment regarding irrigation requirements for multi-family and commercial/industrial developments. He stated that based on the discussed at the January meeting, staff has updated a draft ordinance that eliminates the irrigation requirement and also stipulates that if an irrigation system is installed (including single family parcels), it must be equipped with a rain sensor, per state statute, as well as one or more water efficient technologies. This could include, but would not be limited to, a smart controller, soil moisture sensor(s), and/or an evapotranspiration (ET) sensor(s). He stated that this provides enough flexibility so that as future advances in water efficient irrigation technologies are developed, it will not require additional ordinance amendments. He noted that while not specifically included in the draft ordinance, it may be worth noting that this could be an opportunity to encourage more native landscaping within projects; noting that the Board would contemplate some sort of landscaping credit for projects incorporating a native grass and plant community. He noted that staff is not suggesting that this be contemplated as part of the draft ordinance but something that the Board may wish to keep in mind from a broader water conservation perspective. He noted that staff is still assessing how the water efficient requirement would be verified in the field and any potential action on the draft ordinance could be contingent upon finalizing an effective and efficient inspection methodology.

Board Member Anderson asked if there is some sense of how an inspection could occur.

City Planner Anderson stated that the building official did not say he could not do an inspection but simply stated that it would not fit in with an existing inspection. He stated that he believes that there is a way to fit in the inspection but simply wants to ensure that the proper methodology can be identified. He stated that he has heard positive comments from the staff members he has spoken with, noting that they all agree that it makes sense to have the sensors as a requirement.

Board Member Anderson asked whether staff would be looking for the sensor or ensure that it is functional during the inspection.

City Planner Anderson stated that staff is most likely going to check to ensure that it's installed.

Chairperson Stodola stated that he likes the language proposed as it provides flexibility for future technology that is developed. He asked if City Planner Anderson believed that the Council would agree with the vague language or whether they would like it more defined.

City Planner Anderson stated that there are specific examples listed, but the language simply leaves the door open for future technologies. He stated that if the Council is in agreement with the concept he did not believe that there would be a problem with the language.

Board Member Anderson noted that another option would be to use different language and state other approved technologies. She stated that she does prefer the language as proposed but was simply providing an alternative.

City Planner Anderson noted that City Attorney Langel has reviewed the language and approves of the proposed language. He confirmed the consensus of the Board to use the language as proposed and if there is a problem the alternate suggested could be used.

Motion by Chairperson Stodola and seconded by Board Member Covart to recommend adoption of Ordinance #17-04, Amending Multiple Sections of the Ramsey City Code Relating to Irrigation Requirements, contingent upon staff developing an efficient and effective inspection methodology.

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

It was the consensus of the Board to direct staff to vet out the opportunity to encourage more native landscaping within project, with the use of some sort of landscaping credit for projects incorporating a native grass and plant community; as well as the possibility to retrofit existing irrigation systems.

5.03: Consider Draft Ordinance Amendment Addressing Irrigation Requirements (Discussion Purposes Only)

Presentation

City Planner Anderson presented the staff report stating over the past two months, the Environmental Policy Board (EPB) has discussed a potential ordinance amendment regarding irrigation requirements for multi-family and commercial/industrial developments. The intention originally was simply to eliminate the City Code requirement that in-ground irrigation systems shall be installed in all multi-family and commercial/industrial projects. However, based on information received at their January meeting from a guest speaker, the EPB directed Staff to revise the DRAFT Ordinance so that it also stipulates that if an irrigation system is installed (including single family parcels), it shall be equipped with a rain sensor (per state statute) as well as one or more water efficient technologies. This could include, but would not be limited to, a smart controller, soil moisture sensor(s), and/or an evapotranspiration (ET) sensor(s). This provides enough flexibility so that as future advances in water efficient irrigation technologies are developed, it will not require additional ordinance amendments.

City Planner Anderson explained the cost of these 'smart', water efficient technologies has come down as they have become more commonplace. Again, based on input from a guest speaker from Conserva Irrigation, including a smart controller, for example, to a new irrigation system, only adds about $250 to $350 to the overall cost. It is more expensive to retrofit existing systems with the more water efficient technologies, approximately $650 to $750. However, the Return on Investment (ROI) for a standard residential system could be realized relatively quickly, maybe in as few as two to four years (and would be even quicker on larger, commercial systems).

City Planner Anderson reported as water supply continues to be a prominent concern for the City and as the 'smart' technologies become more commonplace (and therefore with prices coming down), the EPB believes that requiring water efficient technologies is appropriate. However, the EPB has also noted that they want to ensure that this is enforceable. Thus, staff is still assessing how the water efficient requirement could be verified in the field. At this time, it does not appear that it could be addressed through any existing inspection. Additional review is still needed on this aspect.

Commission Business

Chairperson Bauer supported the City being proactive on the City's water usage and its proper management.

Commissioner Anderson agreed.

Commissioner VanScoy also supported the City addressing this issue and asked if the proposed plan went far enough. He questioned if something other than sod should be considered in order to reduce the City's dependence on water.

City Planner Anderson stated this was an excellent point. He discussed a portion of City Code regarding the use of native plantings and how the City was working to address landscaping that required less chemicals and water. He indicated the EPB was hoping to get something in place prior to the 2017 construction season.

Chairperson Bauer thanked City Planner Anderson for the update on this item.

5.08: Public Hearing: Consider Ordinance #17-04 Amending Irrigation Requirements (Project #17-104)

Public Hearing

Chairperson Bauer called the public hearing to order at 8:58 p.m.

Presentation

City Planner Anderson presented the staff report stating during the early part of this year, the Environmental Policy Board (EPB) discussed a potential ordinance amendment regarding irrigation requirements for multi-family and commercial/industrial developments. The intention originally was simply to eliminate the City Code requirement that in-ground irrigation systems be installed in all multi-family and commercial/industrial projects. However, based on information received at their January meeting from a guest speaker, the EPB directed Staff to revise the Ordinance so that it also stipulates that *if* an irrigation system is installed (including single family parcels), it shall be equipped with a rain sensor (per state statute) as well as one or more water efficient technologies. This could include, but would not be limited to, a smart controller, soil moisture sensor(s), and/or an evapotranspiration (ET) sensor(s). This provides enough flexibility so that as future advances in water efficient irrigation technologies are developed, it will not require additional ordinance amendments. Staff reviewed the request further with the Commission and recommended approval.

Citizen Input

Commissioner Nosan asked if a residential homeowner needed a permit to install an irrigation system.

City Planner Anderson stated this was required by the State of Minnesota.

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

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

Chairperson Bauer closed the public hearing closed at 9:02 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend that City Council adopt Ordinance #17-04 eliminating the requirement for in-ground irrigation systems in any zoning district and requiring any newly installed irrigation system to have one or more water efficient technologies.

DRAFT

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

DRAFT

ORDINANCE #17-04
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA

AN ORDINANCE AMENDING MULTIPLE SECTIONS OF THE RAMSEY CITY CODE RELATING TO IRRIGATION REQUIREMENTS.

The City of Ramsey Ordains:

SECTION 1 AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2 AMENDMENTS

Section 117-111. – R-1 Residential (g) (4) is amended as follows and the existing (4) and (5) are renumbered to (5) and (6):

(4) *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
   a. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
   b. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-112. - R-2 Residential District (e) (6) e. is amended as follows:

e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-113. – R-3 Residential District (e) (5) e. is amended as follows:

e. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

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2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-114. – B-1 General Business District (e) (14) d. is amended as follows:

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-115. – B-2 Highway Business District (e) (16) d. is amended as follows:

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-116. – E-2 Employment District (e) (3) d. is amended as follows:

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-117. – E-1 Employment District (e) (3) d. is amended as follows:

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

DRAFT

Section 117-120. – H-1 Highway 10 Business District (e) (14) d. is amended as follows:

d. *Irrigation*. If a landscape irrigation system is provided, the system shall be equipped with the following:

2. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
3. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

Section 117-121. – B-3 Business District (g) (2) f. is amended as follows:

f. *Landscaping.* The master plan shall include a landscape plan for the entire development site. Landscaping shall be integrated throughout the site and shall include a combination of overstory trees, ornamental trees, shrubs, flowers (planting beds and raised planters), ground cover, and other landscaping elements. The required number of plantings will be site specific and will be determined largely by the total pervious area of a site. Landscaping should be used to soften and shade parking areas, line sidewalks and streets, accent building entrances, and break up large building facades. Plant selection should focus on functionality and take into account characteristics such as tolerance of soil compaction, poor drainage, and deicing salts. All landscaping shall be over at least four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348. If a landscape irrigation system is provided, the system shall be equipped with the following:

1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

SECTION 3. SUMMARY

The following is the official summary of Ordinance #17-04, which has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

It is the intent and effect of Ordinance #17-04 to amend Ramsey, Minnesota City Code Chapter 117 to eliminate the requirement for in-ground irrigation systems in all zoning districts and to specify that if an irrigation system is installed, it shall be equipped with a rain sensor as well as one or more water efficient technologies.

SECTION 4. EFFECTIVE DATE

The effective date of this Ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 5.07.

Adopted by the Ramsey City Council the _____ day of _____, 2017.

DRAFT

_____
Mayor

ATTEST:

_____
City Clerk

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:
Effective Date:

DRAFT

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

CC Regular Session **7. 11.**

Meeting Date: 04/25/2017

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #17-04-096 Approving Contract for National Heritage Information System (NHIS) GIS Database

Purpose/Background:

The purpose of this case is to consider approving a contract with the Minnesota Department of Natural Resources (DNR) for a GIS database of the National Heritage Information System. This is a database of threatened and endangered plant and animal species. This database will be helpful in the completion of the Comprehensive Plan Update, helping to prioritize areas of preservation over future development. The database will also be helpful in determining policy direction when citizens request certain environmental review. Having this database in-house will help the City proactively and much more efficiently react to these inquiries.

Details of limitations on data sharing are included in the attached contract.

Recommendation:

Staff recommends approval of the contract.

Action:

Motion to adopt Resolution #17-04-096 approving a contract with the Minnesota Department of Natural Resources for the National Heritage Information System Database.

Attachments

NHIS Contract

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/20/2017 03:09 PM
Form Started By: Tim Gladhill		Started On: 03/28/2017 05:57 PM
Final Approval Date: 04/20/2017		

LA-864

123326
LA-864

LIMITED LICENSE TO USE COPYRIGHTED MATERIAL

This LICENSE is issued by the State of Minnesota, by and through its Department of Natural Resources, hereinafter referred to as the "DNR", as licensor, to:

LICENSEE: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

License Coordinator:
Tim Gladhill, Community Development Director

The DNR hereby grants to the LICENSEE a non-exclusive, paid up, non-transferrable (except to such sublicensees as authorized herein), limited LICENSE to use the database described in Section 1 of this LICENSE. This database is voluntarily provided to the LICENSEE upon the following terms and conditions:

1. LICENSED MATERIAL

   A. The DNR's proprietary Natural Heritage Information System consists of electronic data of rare feature locations (endangered, threatened, special concern plants and animals, native plant communities, animal aggregation sites, and geological features and processes) and associated metadata collected within the state of Minnesota. The LICENSEE is licensed to use the following subset of the Natural Heritage Information System: Distributed Rare Features Data within the City of Ramsey, Minnesota. Said subset, including any portions thereof, are hereinafter referred to as "RARE FEATURES DATA," and is considered “specific location data” under *Minnesota Statutes*, section 84.0872. The RARE FEATURES DATA is also of economic and commercial value, and is deemed by the DNR to be trade secret information under the federal Freedom of Information Act.

   B. The RARE FEATURES DATA will be delivered to the LICENSEE in the following formats:

      1) Distributed Rare Features Data Polygon Shapefile – In this shapefile the rare features are represented as polygons that incorporate the extent and/or uncertainty of the location of the rare feature.

      2) Distributed Rare Features Data Point Shapefile – This shapefile represents the center point of each polygon in the Polygon Shapefile. This shapefile should only be used in conjunction with the Polygon Shapefile to aid in labeling and/or viewing overlapping polygons. The use of the Point Shapefile as a stand-alone layer may produce misleading results and inaccurate interpretation of the RARE FEATURES DATA.

2. RESTRICTIONS ON USE

   A. The RARE FEATURES DATA shall be used by the LICENSEE only for environmental review, natural resources management, and conservation planning purposes. No other use shall be made of the RARE FEATURES DATA, except with prior written permission of the DNR.

   B. Access to the RARE FEATURES DATA shall only be granted to employees of the LICENSEE, and employees of the sublicensee(s) identified in Section 4, who have

viewed the NHIS External Training PowerPoint Presentation, which will be delivered with the data.

C. The LICENSEE shall not edit the RARE FEATURES DATA, except to add or delete fields.

D. The LICENSEE shall not create any GIS-generated web products using the RARE FEATURES DATA or derivative data. Products, for the purpose of this LICENSE, are hereinafter defined as and include hard-copy or digital versions of studies, summaries, reports, maps, proposals, plans, analyses, interpretations, derivative works, and compilations containing data from the RARE FEATURES DATA.

Maps of the RARE FEATURES DATA shall not be included in any publicly distributed environmental review documents, except with the prior written consent of the DNR. In all other Products for external distribution or use, in order to protect rare features from exploitation or destruction, the LICENSEE shall mask either the identity or the specific location of a rare species. This shall be done as follows:

1) The identity of the species shall be masked by using an identifier more general than the species' scientific genus or common name. For example, use of the term "rare species" would be preferable, or

2) The specific location of the species shall be masked by using either a text description that is precise to no more than the section, or a map that depicts each rare feature as a polygon that is no less than one square mile.

Exception to this restriction will be allowed when providing information to landowners about features which occur on or directly adjacent to their own land, if the provision of the information will promote protection of the resource.

3. ASSIGNMENT OR TRANSFER OF LICENSE

The LICENSEE may not assign, delegate, sublicense or otherwise transfer this LICENSE or any rights or obligations under this LICENSE to any other party, except with the prior written consent of the DNR. This LICENSE shall be binding upon the LICENSEE's respective contractors, sublicensees, assignees, and transferees.

4. ACCESS TO AND TRANSFER OF THE DATABASE

The LICENSEE shall not permit access to the RARE FEATURES DATA by any other party, nor transfer the RARE FEATURES DATA to any other party or location, without prior written consent of the DNR. Any requests for access to or use of the RARE FEATURES DATA should be referred directly to the DNR.

Authority to limit access to the RARE FEATURES DATA is exercised under the Minnesota Data Practices Act (*Minnesota Statutes*, section 13.7931 subd. 1(a)), since the disclosure of the specific locations of the rare features described in the RARE FEATURES DATA may hinder the conservation of these rare features. Access is granted in this license to promote a public benefit specified in *Minnesota Statutes*, section 84.0872, subd. 3.

The LICENSEE must comply with the *Minnesota Statutes*, chapter 13, as it applies to all data collected, received, stored, used, maintained, or disseminated by the LICENSEE in accordance with this LICENSE. The civil remedies of *Minnesota Statutes*, section 13.08, apply to the release of the RARE FEATURES DATA by either the LICENSEE or the DNR.

5. LICENSE LOCATION

The LICENSEE may use the RARE FEATURES DATA, subject to the restrictions contained in this LICENSE, only on the LICENSEE's secure computer facilities located at 7550 Sunwood Drive NW, Ramsey, MN 55303. Access to the RARE FEATURES DATA must be limited to individuals who meet the requirement(s) identified in Section 2B of this LICENSE.

6. COPYRIGHT NOTICE

The LICENSEE shall protect the DNR's copyright interest in the RARE FEATURES DATA by including in any Product an appropriate copyright notice in the name of the DNR or the LICENSEE. The copyright notice shall state "Copyright (*year*) (*name*)" or a substantially similar copyright notice. (For example, "Copyright 2016 State of Minnesota, Department of Natural Resources".) The LICENSEE shall cooperate with the DNR in enforcing any infringement of copyright for Products produced by the LICENSEE under this LICENSE.

7. ACKNOWLEDGMENT

The LICENSEE, when using the RARE FEATURES DATA, shall acknowledge DNR's Division of Ecological and Water Resources as the source of the information. This shall be done by printing the following or a substantially equivalent statement on any Product containing the RARE FEATURES DATA:

> "Data included here were provided by the Division of Ecological and Water Resources, Minnesota Department of Natural Resources (DNR), and were current as of (*date delivered*). These data are not based on an exhaustive inventory of the state. The lack of data for any geographic area shall not be construed to mean that no significant features are present."

8. DNR LOGOS

This LICENSE does not authorize the LICENSEE to use DNR logos, trademarks or other identification marks or symbols, except with the prior written consent of the DNR.

9. ENDORSEMENT OF PRODUCTS

The LICENSEE shall not state or imply that the DNR endorses, approves, or is responsible for any Product derived by the LICENSEE from the RARE FEATURES DATA, unless the DNR provides express written consent prior to release of the Product.

10. DATA UPDATES AND TERMINATION OF AGREEMENT

A. The LICENSEE is entitled to request an updated RARE FEATURES DATA on or near the one-year anniversary of this LICENSE. The DNR will attempt to provide the LICENSEE an updated RARE FEATURES DATA, subject to the availability of staff and funds. The LICENSEE agrees to use this updated RARE FEATURES DATA, if provided by the DNR, to replace the current dataset on any computer on which it resides within two weeks of receipt.

B. This LICENSE is granted for two years and shall terminate on the anniversary of the date of the final required signature on page 5.

C. Upon termination of this LICENSE, the LICENSEE shall purge the RARE FEATURES DATA from any computer or storage medium on which it resided, including those of any sublicensees to the extent authorized by applicable law.

D. Either party may terminate, without cause, this LICENSE thirty (30) days after providing written notice to the other party at any time.

11. DISCLAIMER

THE RARE FEATURES DATA IS MADE AVAILABLE ON AN "AS IS" BASIS, WITHOUT EXPRESS OR IMPLIED WARRANTY OF ANY SORT INCLUDING, SPECIFICALLY, ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, WARRANTIES OF MERCHANTABILITY, OR WARRANTIES RELATING TO THE ACCURACY OR COMPLETENESS OF THE RARE FEATURES DATA.

12. PRODUCTS PRODUCED

The LICENSEE shall notify DNR of any significant Product produced using all or part of the RARE FEATURES DATA, and at DNR's request, provide one copy of any such Product produced, free of charge to the State Representative (identified in Section 14).

13. NOTIFICATION TO THE DNR

The LICENSEE shall notify the State Representative identified in Section 14 of any activities or actions that have the potential to impact state-listed threatened or endangered species. Minnesota's endangered species law (*Minnesota Statutes*, section 84.0895) and associated rules (*Minnesota Rules*, part 6212.1800 to 6212.2300 and 6134) prohibit the taking of threatened or endangered species without a permit.

The LICENSEE shall notify the State Representative identified in Section 14 in writing of any errors found, any new data obtained, or any other needed corrections or modifications to the RARE FEATURES DATA. Notification shall take place a minimum of two times, once before the data update and again just prior to the expiration of the LICENSE. The LICENSEE hereby grants to DNR a perpetual, irrevocable, non-exclusive, royalty-free LICENSE to use said data.

14. STATE REPRESENTATIVE

Questions regarding the administration of this LICENSE or use of the RARE FEATURES DATA should be referred to:

Lisa Joyal, NHIS Data Distribution Coordinator
Division of Ecological and Water Resources
Minnesota Department of Natural Resources
500 Lafayette Road, Box 25
St. Paul, MN 55155
Phone: 651-259-5109
E-mail: lisa.joyal@state.mn.us

15. VENUE AND JURISDICTION

This LICENSE shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this LICENSE, or breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

16. OTHER APPLICABLE LAWS AND SEVERABILITY

Nothing herein shall be construed to violate any Federal or State law or regulation. If a provision of this LICENSE is found by administrative proceedings or a court of proper jurisdiction to be in violation of Federal or State law or regulation, this LICENSE shall be immediately terminated, unless DNR gives the LICENSEE written notice that this LICENSE is not terminated.

17. STATE AUDITS

The books, records, documents, and accounting procedures and practices of the LICENSEE relevant to this LICENSE shall be subject to examination by the DNR and state and legislative auditors, and shall be kept by the LICENSEE for a minimum of six (6) years after the expiration or termination of this LICENSE.

18. AUTHORIZATION

The persons executing this LICENSE for the LICENSEE represent and warrant that they are duly authorized to execute this LICENSE on behalf of the requesting party or entity, and to legally bind the LICENSEES.

19. CONSIDERATION OF PAYMENT

There are no fees associated with this LICENSE.

IN WITNESS WHEREOF, the parties have caused this LICENSE to be duly executed intending to be legally bound thereby.

CITY OF RAMSEY, LICENSEE

By: _____ By: _____
Kurt Ulrich John LeTourneau

Title: City Administrator Title: Mayor Pro Tem

Date: _____ Date: _____

STATE OF MINNESOTA, DEPARTMENT OF NATURAL RESOURCES

By: _____
Luke Skinner

Title: Director, Division of Ecological and Water Resources

Date: _____

STATE OF MINNESOTA, DEPARTMENT OF ADMINISTRATION

By: _____

Title: _____

Date: _____

123326
4/10/2017
FB