

**City of Ramsey**  
**Agenda**  
**Regular City Council**  
**Tuesday, May 23, 2017**  
**7:00 pm**  
**Council Chambers, 7550 Sunwood Drive NW**

1. **Call to Order**
2. **Presentation**
3. **Citizen Input**
4. **Consent Agenda**
  1. Receive April 2017 Financial Reports - General Fund and Enterprise Funds
  2. Note the Following Boards and Commissions Meeting Minutes:
    - Planning Commission Meeting Minutes Dated April 6, 2017
    - Economic Development Meeting Minutes Dated April 13, 2017
    - Park and Recreation Meeting Minutes Dated April 13, 2017
    - Environmental Policy Board Meeting Minutes Dated April 17, 2017
  3. Approve the Following Meeting Minutes:
    1. City Council Work Session dated 05/09//17
    2. City Council Regular dated 05/09/17
  4. Approve Joint Powers Agreement between the City of Ramsey and County of Anoka for Assessment of Property
  5. Approve Request to Declare Surplus Property
  6. Adopt Resolution #17-05-116 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2017 through May 17, 2017
  7. Adopt Resolution #17-05-114 to Hire Seasonal Public Works Maintenance Workers
  8. Adopt Resolution #17-05-115 Approving a Beekeeping License for the Property Located at 6768 158th Lane NW (Project #17-122); Case of Lorraine Winsor
  9. Adopt Resolution #17-05-117 Approving an Easement Encroachment Agreement for a Sport Court at 7496 161st Ave NW
  10. Adopt Resolution #17-05-123 Authorizing Partial Payment to DRC, Inc. for Ramsey Municipal Complex Site Demolition

11. Adopt Resolution #17-05-124 Approving Work Plan and Budget for Trailside Pollinator Habitat Restoration at the Lake Itasca Trail
5. **Approve Agenda**
6. **Public Hearing**
7. **Council Business**
  1. Park Dedication Obligations and Credit for the Development Agreement for the Riverstone Addition
  2. Introduce Ordinance Vacating Roadway Easement for Puma Street Related to Riverstone Addition
  3. Adopt Resolution #17-05-118 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-03, 2017 Crackseal and Sealcoat Improvements
  4. Adopt Resolution #17-05-119 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension
  5. Adopt Resolution #17-05-120 Authorizing Municipal Agreement Program Funding Application for Highway 10 North Frontage Road Improvements - Ramsey Boulevard to Sunfish Lake Boulevard
  6. Adopt Resolution #17-05-121 Accepting Quotes and Awarding Contract for Improvement Project #17-11, Ground Penetrating Radar Pavement Evaluations - 2018 & 2019 Reconstruction and Overlay Improvements
  7. Adopt Resolution #17-05-122 Accepting Quotes and Awarding Contract for Improvement Project #17-12, Soil Borings and Geotechnical Reports - 2018 & 2019 Reconstruction and Overlay Improvements
8. **Mayor/Council/Staff Input**
9. **Adjournment**

**CC Regular Session**

**4. 1.**

**Meeting Date:** 05/23/2017

**By:** Diana Lund, Finance

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**Information**

**Title**

Receive April 2017 Financial Reports - General Fund and Enterprise Funds

**Purpose/Background:**

Purpose: Receive April 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.

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**Attachments**

[April 2017 General Fund Financial Report - Budget to Actual](#)

[April 2017 Enterprise Funds Financial Reports - Budget to Actual](#)

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Kurt Ulrich	Jo Thieling	05/17/2017 11:17 AM
Patrick Brama	Patrick Brama	05/18/2017 11:28 AM
Form Started By: Diana Lund		Started On: 05/17/2017 07:32 AM
Final Approval Date: 05/18/2017		

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

GENERAL FUND EXPENDITURES - BY DEPARTMENT -		
Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	1,977,847.00	542,908.25
Com Dev	806,971.00	242,385.26
Contingency	180,448.00	-
Council	127,259.00	40,456.84
Finance	477,560.00	282,602.74
Fire	895,212.00	326,568.85
Legal	128,600.00	27,893.18
Police	3,453,477.00	1,065,747.46
Public Works	3,081,385.00	735,825.67
<b>Grand Total</b>	<b>11,128,759.00</b>	<b>3,264,388.25</b>

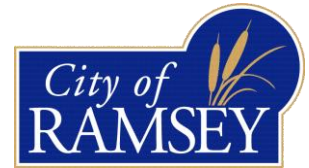
GENERAL FUND EXPENDITURES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	302,406.00	152,879.27
Debt Service	120,412.00	-
Other Services & Charges	2,631,607.00	567,085.79
Personal Services	7,249,034.00	2,309,092.56
Supplies	825,300.00	235,330.63
<b>Grand Total</b>	<b>11,128,759.00</b>	<b>3,264,388.25</b>

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	154,963.68
Business Licenses/Permits	49,300.00	2,856.11
Fines and Forfeits	66,000.00	17,261.56
Federal Intergovernmental	7,500.00	-
State Intergovernmental	336,550.00	76,850.00
Interest	100,000.00	-
Local Intergovernmental	8,000.00	-
Miscellaneous	31,000.00	8,678.60
Non-Business Licenses/Permits	462,500.00	133,736.10
Transfers in	762,812.00	-
<b>Grand Total</b>	<b>11,128,759.00</b>	<b>394,346.05</b>

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

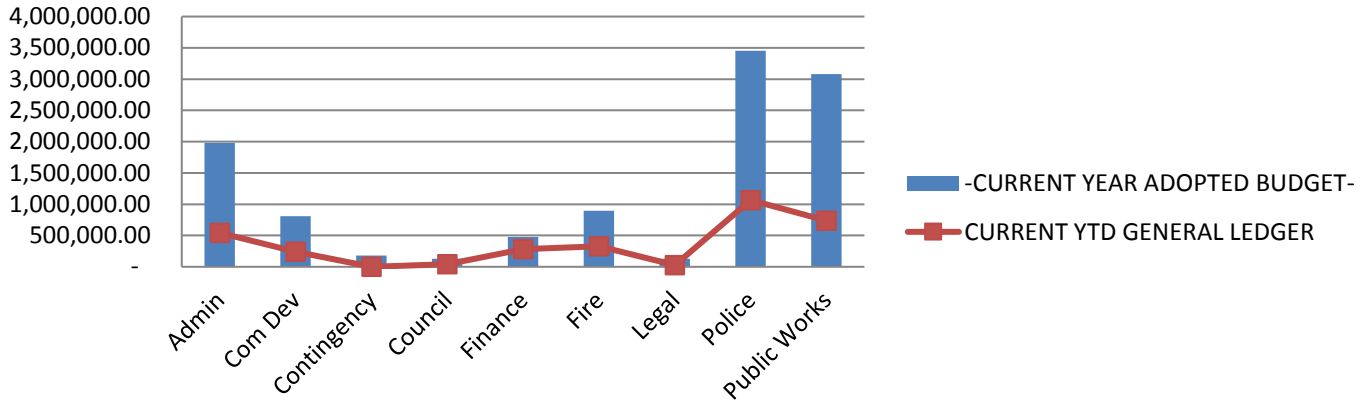
PREPARED BY: FINANCE DEPARTMENT

# CITY OF RAMSEY FINANCIAL STATEMENT

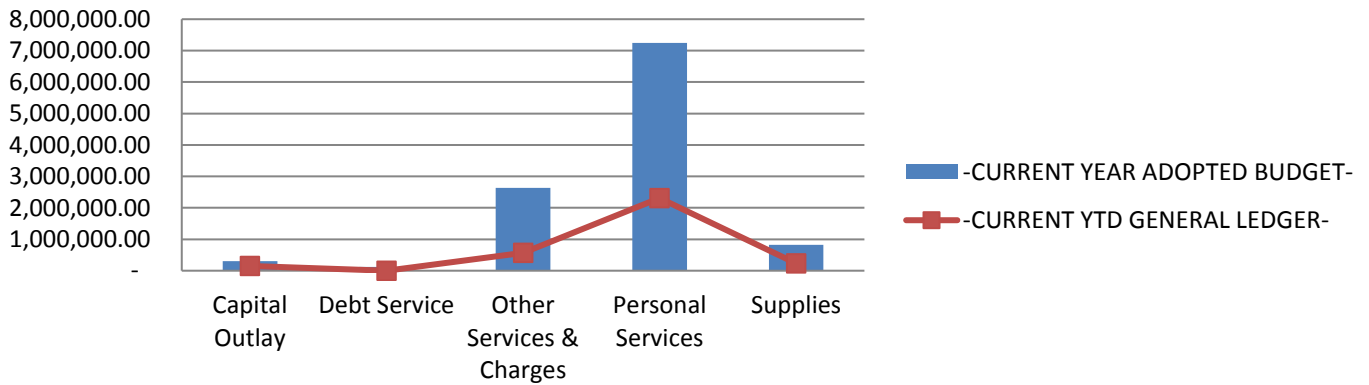


JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

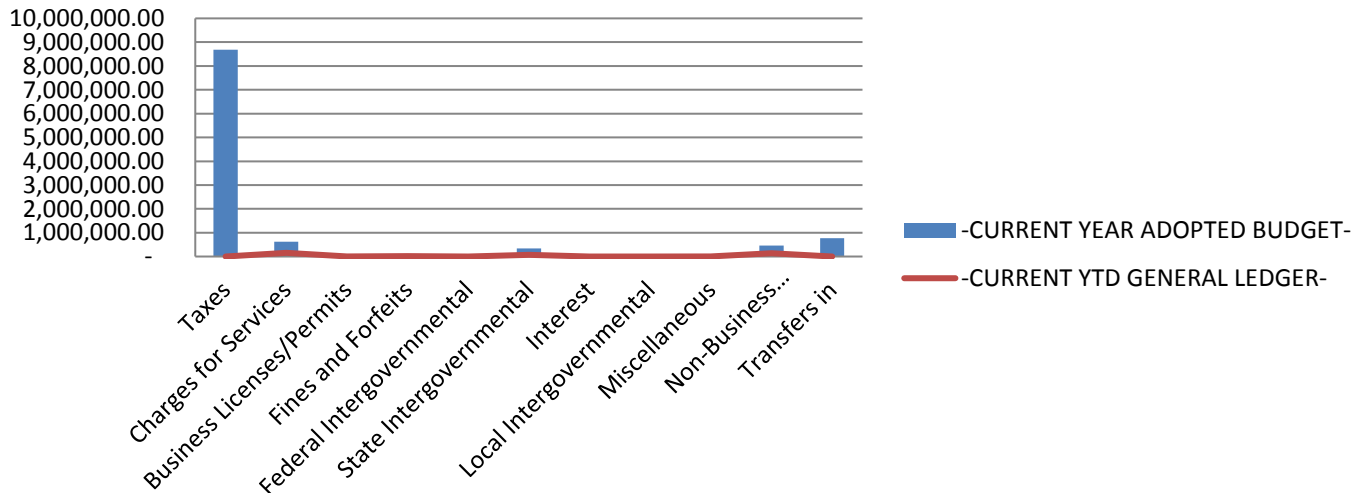
## GENERAL FUND EXPENDITURES - BY DEPARTMENT



## GENERAL FUND EXPENDITURES - BY CATEGORY



## GENERAL FUND REVENUES



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

PREPARED BY: FINANCE DEPARTMENT

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



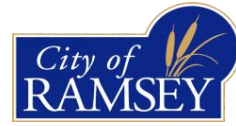
JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9601</b>	<b>WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(12,000.00)	(2,286.18)	19.05%	
4609 OTHER MISCELLANEOUS REVENUES	62,000.00	2,499.07	4.03%	
4652 WATER SALES - RESIDENTIAL	1,098,237.00	209,769.27	19.10%	
4653 WATER SALES-COMMERCIAL	859,824.00	64,689.97	7.52%	
4654 WATER PENALTIES	37,995.00	5,464.97	14.38%	
4655 WATER METER INSTALLATION	10,000.00	4,200.00	42.00%	
4656 WATER METERS	25,000.00	9,938.46	39.75%	
4657 CONNECTION/RECONNECTION FEES	500.00	-	0.00%	
4701 INTEREST ON INVESTMENTS	120,000.00	-	0.00%	
4606 DEVELOPER FEES (WAC)		52,024.00	0.00%	
<b>Grand Total</b>	<b>2,201,556.00</b>	<b>346,299.56</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9601</b>	<b>WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	223,557.00	58,663.19	26.24%	
6103 FULL TIME-REGULAR-OVERTIME	13,500.00	3,576.55	26.49%	
6105 TEMPORARY-WAGES & SALARIES	17,066.00	2,333.58	13.67%	
6121 PERA CONTRIBUTIONS	17,779.00	5,120.32	28.80%	
6122 FICA/MEDICARE CONTRIBUTIONS	19,574.00	5,503.83	28.12%	
6131 GROUP INSURANCE	28,356.00	8,241.75	29.07%	
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	674.94	19.28%	
6225 DIESEL FUEL	4,500.00	840.00	18.67%	
6229 SHOP MATERIALS	500.00	597.41	119.48%	
6231 UNIFORMS & TURN-OUT GEAR	2,800.00	2,132.28	76.15%	
6249 MISCELLANEOUS OPERATING SUPPLY	18,000.00	6,503.79	36.13%	
6257 OTHER VEHICLE PARTS	7,000.00	704.97	10.07%	
6273 UTILITY SYSTEM MAINT SUPPLIES	75,000.00	10,060.03	13.41%	
6281 SMALL TOOLS & MINOR EQUIPMENT	6,000.00	188.03	3.13%	
6292 WATER METERS FOR RESALE	40,000.00	29,079.62	72.70%	
6315 MISCELLANEOUS PROFESSIONAL SER	190,000.00	341.25	0.18%	
6322 POSTAGE	1,000.00	1,523.75	152.38%	
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	19,893.50	16.58%	
6373 GAS	4,000.00	900.47	22.51%	
6374 REFUSE/RECYCLING	700.00	181.78	25.97%	
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	4,172.70	5.80%	
6722 DEPRECIATION	705,629.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	40,000.00	-	0.00%	
<b>Grand Total</b>	<b>1,711,529.00</b>	<b>162,623.96</b>		

This report reflects year to date revenue and expenditures as compared to annual budget. It does not reflect fund balance. Business Unit: 9601

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

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

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**



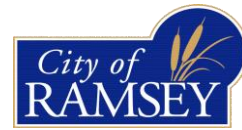
JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9602</b>	<b>SEWER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(11,000.00)	(2,549.58)	23.18%	
4273 OTHER STATE GRANTS & AIDS		27,180.81	0.00%	
4356 SEWER AVAILABILITY CHARGE-ADM	2,000.00	621.25	31.06%	
4609 OTHER MISCELLANEOUS REVENUES	15,000.00	2,096.47	13.98%	
4661 RESIDENTIAL-SEWER CHARGES	1,138,447.00	288,975.72	25.38%	
4662 COMMERCIAL-SEWER CHARGES	350,745.00	88,644.62	25.27%	
4663 SEWER PENALTIES	40,152.00	7,334.78	18.27%	
4701 INTEREST ON INVESTMENTS	70,000.00	-	0.00%	
4702 MISCELLANEOUS INTEREST	15,276.00	-	0.00%	
4606 DEVELOPER FEES (WAC)		15,002.00	0.00%	
<b>Grand Total</b>	<b>1,620,620.00</b>	<b>427,306.07</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9602</b>	<b>SEWER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	147,861.00	14,566.92	9.85%	
6121 PERA CONTRIBUTIONS	11,090.00	1,128.48	10.18%	
6122 FICA/MEDICARE CONTRIBUTIONS	11,404.00	1,147.66	10.06%	
6131 GROUP INSURANCE	7,821.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	4,799.00	-	0.00%	
6223 GASOLINE	3,500.00	673.37	19.24%	
6225 DIESEL FUEL	2,500.00	131.09	5.24%	
<b>6249 MISCELLANEOUS OPERATING SUPPLY</b>	<b>11,500.00</b>	<b>5,861.53</b>	<b>50.97%</b>	
6257 OTHER VEHICLE PARTS		269.80	0.00%	
6275 OTHER EQUIPMENT PARTS	7,000.00	-	0.00%	
6315 MISCELLANEOUS PROFESSIONAL SER	81,000.00	-	0.00%	
<b>6335 TRAINING</b>	<b>1,500.00</b>	<b>745.00</b>	<b>49.67%</b>	
6361 GENERAL LIABILITY/PROPERTY INS	18,540.00	-	0.00%	
6371 ELECTRIC UTILITIES	15,000.00	2,746.71	18.31%	
6373 GAS	3,000.00	622.74	20.76%	
6374 REFUSE/RECYCLING	700.00	181.78	25.97%	
<b>6377 SEWER SERVICE CHARGE</b>	<b>755,600.00</b>	<b>314,833.25</b>	<b>41.67%</b>	
6388 OTHER VEHICLE REPAIR		514.60	0.00%	
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%	
<b>Grand Total</b>	<b>1,637,212.00</b>	<b>346,085.66</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



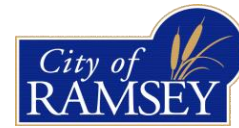
JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

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)	(405.13)	16.21%	
4681 CHARGES FOR STREET LIGHTS	145,000.00	36,346.46	25.07%	
4683 STREET LIGHTING PENALTIES	5,300.00	1,143.71	21.58%	
4701 INTEREST ON INVESTMENTS	12,000.00	-	0.00%	
4684 PRIORITY STREET LIGHT	45,000.00	12,606.40	28.01%	
<b>Grand Total</b>	<b>204,800.00</b>	<b>49,691.44</b>		

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	29,104.18	22.39%	
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%	
<b>Grand Total</b>	<b>204,800.00</b>	<b>31,766.91</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



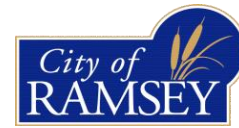
JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9604</b>	<b>RECYCLING UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(2,100.00)	(507.02)	24.14%	
4287 OTHER LOCAL GOVERNMENT GRANTS	66,000.00	-	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	-	354.20	0.00%	
4671 RECYCLING CHARGES	302,000.00	76,078.01	25.19%	
4672 RECYCLING PENALTIES	8,000.00	1,684.94	21.06%	
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%	
<b>Grand Total</b>	<b>375,900.00</b>	<b>77,610.13</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9604</b>	<b>RECYCLING UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	20,288.00	3,549.80	17.50%	
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%	
6105 TEMPORARY-WAGES & SALARIES		101.46	0.00%	
6121 PERA CONTRIBUTIONS	1,981.00	286.75	14.48%	
6122 FICA/MEDICARE CONTRIBUTIONS	2,117.00	257.70	12.17%	
6131 GROUP INSURANCE	2,110.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	209.00	-	0.00%	
<b>6249 MISCELLANEOUS OPERATING SUPPLY</b>	<b>15,500.00</b>	<b>5,402.48</b>	<b>34.85%</b>	
6257 OTHER VEHICLE PARTS		2,132.00	0.00%	
6322 POSTAGE	400.00	56.35	14.09%	
6489 OTHER CONTRACTED SERVICES	315,000.00	103,996.13	33.01%	
6820 OPERATING TRANSFERS TO OTHER F	11,000.00	-	0.00%	
<b>Grand Total</b>	<b>375,885.00</b>	<b>115,782.67</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



JANUARY 1, 2016 THROUGH PERIOD ENDING: April 30, 2017

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9605</b>	<b>STORM WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(3,500.00)	(889.70)	25.42%	
4693 STORM WATER-RESIDENTIAL	474,000.00	118,237.71	24.94%	
4694 STORM WATER-COMMERCIAL	465,800.00	114,370.29	24.55%	
4695 STORM WATER-PENALTIES	18,102.00	3,238.80	17.89%	
4701 INTEREST ON INVESTMENTS	10,000.00	-	0.00%	
<b>Grand Total</b>	<b>964,402.00</b>	<b>234,957.10</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9605</b>	<b>STORM WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	126,773.00	10,652.68	8.40%	
6105 TEMPORARY-WAGES & SALARIES	-	372.02	0.00%	
6121 PERA CONTRIBUTIONS	9,508.00	838.88	8.82%	
6122 FICA/MEDICARE CONTRIBUTIONS	9,724.00	829.08	8.53%	
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	1,238.35	30.96%	
6249 MISCELLANEOUS OPERATING SUPPLY	10,000.00	130.09	1.30%	
6257 OTHER VEHICLE PARTS	8,000.00	2,200.18	27.50%	
6315 MISCELLANEOUS PROFESSIONAL SER	60,000.00	107.50	0.18%	
6361 GENERAL LIABILITY/PROPERTY INS	8,000.00	-	0.00%	
6371 ELECTRIC UTILITIES	2,800.00	685.07	24.47%	
6373 GAS	3,000.00	622.74	20.76%	
6374 REFUSE/RECYCLING	700.00	181.78	25.97%	
<b>6451 MEMBERSHIP DUES</b>	<b>21,000.00</b>	<b>20,965.00</b>	<b>99.83%</b>	
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%	
<b>Grand Total</b>	<b>602,014.00</b>	<b>41,486.10</b>		

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:** 05/23/2017

**By:** JoAnn Shaw, Community Development

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**Information**

**Title**

Note the Following Boards and Commissions Meeting Minutes:

- Planning Commission Meeting Minutes Dated April 6, 2017
  - Economic Development Meeting Minutes Dated April 13, 2017
  - Park and Recreation Meeting Minutes Dated April 13, 2017
  - Environmental Policy Board Meeting Minutes Dated April 17, 2017
- 

**Attachments**

Planning Commission Minutes

EDA Minutes

Park Minutes

EPB Minutes

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: JoAnn Shaw

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**Reviewed By**

Jo Thieling

**Date**

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**PLANNING COMMISSION  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey Planning Commission conducted a regular meeting on Thursday, April 6, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Randy Bauer  
  Commissioner Bruce Anderson  
  Commissioner Ralph Brauer  
  Commissioner Cheri Gengler  
  Commissioner Cindy Nosan  
  Commissioner Patrick Surma

Members Absent:                   Commissioner Gary VanScoy

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**

Chairperson Bauer welcomed newly appointed Commissioner Cheri Gengler to the Planning Commission.

**3.     APPROVAL OF AGENDA**

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

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

**4.     APPROVE PLANNING COMMISSION MINUTES**

**4.01: Approve the Following Planning Commission Minutes:**

**4.01.1: Planning Commission Meeting Minutes Dated March 2, 2017**

Commissioner Surma requested a change on Page 11 of the minutes stating his comment should read the Coburn's parking lot did not have adequate parking, especially during peak times and that businesses there were negatively impacted on weekends.

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to approve the following minutes as amended: Planning Commission Meeting Minutes dated March 2, 2017.

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

## **5. PUBLIC HEARINGS/COMMISSION BUSINESS**

### **5.01: Public Hearing: Consider Request for a Variance to Accessory Building Setback Requirements (Project #17-13); Case of Steve Roeder**

#### **Public Hearing**

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

#### **Presentation**

City Planner Anderson presented the staff report stating the City has received an application from Steve and Christine Roeder (the "Applicant") requesting a variance to the minimum side corner yard setback on the property located at 15359 Zumi Court NW (the "Subject Property") to allow a six (6) foot setback. This matter was originally brought to the City's attention through the Code Enforcement program as the Applicant had begun work without a permit. Staff reviewed the request in further detail, noting staff received five letters of support from neighboring property owners and recommended approval of the variance request.

#### **Citizen Input**

Christine Roeder, 15359 Zumi Court NW, thanked the Commission for their consideration. She stated her yard was very limited in size and noted the shed placement was selected because this was the only flat portion of the yard. She explained she had spoken with all of her neighbors and all had supported the shed placement.

Greg Thomas, 15346 Zumi Court NW, indicated he approved of the shed stating it was professionally done. He encouraged the Planning Commission to support the proposed variance.

Mark Emil, 15311 Yakima Street NW, stated he supported the shed noting the Roeder's had a very nice privacy fence.

Parker Vaughn, 15350 Yakima Street NW, questioned if there were any safety concerns with the shed placement. City Planner Anderson discussed the City setbacks and stated staff does not believe the shed placement was a safety issue.

Chairperson Bauer stated the letters of support from the Roeder's neighbors will be part of the public record.

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

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

Chairperson Bauer closed the public hearing closed at 7:11 p.m.

### **Commission Business**

Commissioner Nosan stated she supported the variance, but asked how a homeowner was supposed to know where setbacks and easements were located on their property. City Planner Anderson commented it was always best to contact the City first prior to constructing a shed or placing a fence on their property.

Motion by Commissioner Brauer, seconded by Commissioner Anderson, to adopt Resolution #17-04-081 approving favorable Findings of Fact #0979.

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

Motion by Commissioner Brauer, seconded by Commissioner Surma, to adopt Resolution #17-04-082 granting a variance to the corner side yard setback.

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

### **5.02: Public Hearing: Consider Request for a Variance and Preliminary Plat Approval of Homestead Road Subdivision Located at 7131 166<sup>th</sup> 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 166<sup>th</sup> 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.

### **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.

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.

### **5.04: Consider Sketch Plan Review for Riverstone Addition located near Bunker Lake Boulevard and Puma Street; Case of Capstone Homes (Project No. 17-106)**

#### **Presentation**

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review a sketch plan for a 293-lot subdivision (245 detached single-family and 48 townhomes). Please note that this has been revised from when the Planning Commission last saw the concept (originally closer to 350 lots; a number of the townhome lots have been removed). A Sketch Plan affords the Planning Commission the opportunity to review a project before it enters the official Preliminary Plat stage. The Preliminary Plat (future step) is the most important step in the review process and gives the project 'entitlement' to the project. Staff reviewed the plan in detail with the Commission and requested feedback on the sketch plan.

#### **Commission Business**

Commissioner Brauer believed this was an impressive application. He commended the developer and landowner for putting together a detailed packet of information for the Planning Commission.

Steve Bona, Capstone Homes, thanked the Commission for their time and consideration. He commented on the minor changes that had been made to the Riverstone Addition for engineering purposes. He discussed the trails, parks and walkability of the development noting these would be very attractive amenities to the community.

Commissioner Anderson questioned why the number of units within the development had been reduced.

Mr. Bona explained that several large ponds had been added to the development which reduced the number of buildable lots.

Commissioner Nosan stated she was very excited for this development and believed this would be a fantastic product for the City of Ramsey.

Chairperson Bauer questioned when construction would begin for this development.

Mr. Bona anticipated he would be breaking ground on August 1<sup>st</sup> and would begin constructing houses yet this fall. He explained that Capstone would be holding a grand opening for the development in the spring of 2018.

Chairperson Bauer asked what the price range would be for the new housing units.

Mr. Bona stated the villas and housing units would range in price from \$250,000 to \$350,000.

Commissioner Surma questioned if the developer had done any research on building standards for homes close to railroad tracks.

Mr. Bona indicated he had researched this and reported his team was investigating the building standards for this project. He explained he would be constructing a 12-foot berm which would be landscaped along the southern boundary.

## **5.05: Green Valley Greenhouse Land Use Planning and Comprehensive Plan Designation**

### **Presentation**

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to receive a presentation from Green Valley Greenhouse regarding their future expansion plans. The Comprehensive Plan Steering Committee, outside of this request, desires to discuss the appropriate future land use designation. The use currently operates as a Conditional Use Permit in the R-1 Residential District (low density residential). The request for future expansion

planning magnifies the need to discuss this topic. Staff reviewed the request in further detail and requested feedback from the Commission.

### **Commission Business**

Brad Wolf, Green Valley Greenhouse, explained he was one of the owners of Green Valley Greenhouse. He thanked staff for their assistance with this Planning Case and described how he was working to plan for the future.

Chairperson Bauer asked when the outdoor growing or additional greenhouses would be added.

Mr. Wolf estimated this would occur in 2018 at the earliest. He stated the growth would occur in one or two acres of land at a time.

Chairperson Bauer stated he would like to amend an existing zone versus allowing a conditional use permit for the greenhouse in the R-1 zoning district.

Community Development Director Gladhill explained staff could investigate this further. He encouraged the Commission to keep in mind that this land may not always be a greenhouse and an adaptive reuse has to be considered.

Commissioner Anderson agreed that it was a stretch to have the greenhouse as a conditional use in the R-1 zoning district.

Eric Thomsen, 6210 Green Valley Road, stated he has been neighbors to Green Valley Greenhouse for over 30 years. He understood the business was growing and in need of more space. He explained he supported the proposed project.

## **5.06: Consider Architectural Recommendations for Aeon Ramsey Housing Development**

### **Presentation**

Community Development Director Gladhill presented the staff report stating in May 2016, the Planning Commission reviewed a concept for a new apartment building to be located in The COR. The City Council entered into a Purchase Agreement with Aeon for a parcel north of The Draw Park and Amphitheater. The project has secured financing, and is about to enter into the design stage. Before design, Staff desires to discuss architecture recommendations, since the project is located in The COR.

### **Commission Business**

Leslie Rearing, Project Manager with Aeon, provided the Commission with a presentation on the preliminary Site Plan. She reviewed the location of the units, parking lot and greenspace. The building elevations were described and it was noted the first-floor units would have walkout

patios. She reported she was in the schematic design phase at this time and welcomed input from the Commission.

Chairperson Bauer asked if there would be any underground parking.

Ms. Rearing indicated all parking would be located on surface lots.

Chairperson Bauer questioned how many units would be constructed.

Ms. Rearing stated she was proposing to build 54 units.

Commissioner Anderson inquired what the rental rates would be.

Ms. Rearing commented the two bedroom units would rent for \$1,000 per month. The four bedroom units would be \$1,600 per month.

Commissioner Anderson stated he was not super thrilled about the color scheme. He recommended the color scheme more closely match the other buildings within The COR.

Commissioner Nosan was pleased that the ground level units would have patios. She asked if residents would have to qualify for the affordable units.

Ms. Rearing reported this was the case.

## **5.07: Review Oakwood Development Concept (Levin Property)**

### **Presentation**

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review a concept proposed by Oakwood Development for a property north of Estates of Silver Oaks located along Highway 47. This is for presentation and discussion only. Staff has not completed an official review. This project would require a Comprehensive Plan Amendment to expand the Metropolitan Urban Service Area (MUSA). Staff is awaiting final decision by the Metropolitan Council on two similar amendments (Brookfield 8th Addition; Woodlands 4th Addition) to see how that might impact this request.

### **Commission Business**

Commissioner Anderson expressed concern with the fact that this development would only have one entrance/exit. He asked how long the cul-de-sac would be.

Community Development Director Gladhill reported the cul-de-sac would not exceed 600 feet. He then reviewed the ways homeowners would be able to access this subdivision.

John Peterson, developer for Oakwood Development, thanked staff for their assistance with this project. He explained his property was right at the MUSA boundary. He stated his original intent was to create 13 lots served by municipal water and sewer. However, after speaking with his neighbor it was determined the Levin's were interested in developing their property as well. He described how his plans have changed in order to keep the cul-de-sac less than 600 feet, to reduce the need for fill and to preserve trees. He noted the barn onsite was being demolished.

Commissioner Surma asked who would be the builder for this project.

Mr. Peterson explained he would serve as the developer and reported the seven lots would be sold to builders.

Commissioner Nosan recommended the three-acre lot having the driveway moved to the north. She stated she was supportive of the development overall.

#### **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.

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

### **5.09: Appoint Ad-Hoc Subcommittee Members to Update Housing Plans**

#### **Presentation**

Community Development Director Gladhill presented the staff report stating the purpose of this case is to authorize the Planning Commission to re-establish an Ad-Hoc Subcommittee to update various Housing Plans for the City. This structure was used to create the City's Housing Assistance Policy. A Housing Plan is a required component of the 2040 Comprehensive Plan Update. Staff requested the Commission appoint two Planning Commissioners to the Ad-Hoc Housing Committee to assist in updating the City's Housing Plan.

### **Commission Business**

Motion by Commissioner Brauer, seconded by Commissioner Gengler, to appoint Cindy Nosan and Randy Bauer to the Ad-Hoc Housing Subcommittee to assist in updating the City's Housing Plan.

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

## **6. COMPREHENSIVE PLAN UPDATE ITEMS**

### **6.01: Review Format and Content for April 10 Comprehensive Plan Update Workshop (Transportation Plan; Parks and Recreation Plan)**

Community Development Director Gladhill discussed the materials that would be presented to the public at the April 10<sup>th</sup> Comprehensive Plan Community Workshop. It was noted the focus at this workshop would be the Transportation Plan and the Parks and Recreation Plan.

**6.02: Review Preliminary Feedback from Highway 10 Summit and Discuss Corridor Improvement Plan Next Steps**

Community Development Director Gladhill provided the Commission with a brief update on the Highway 10 Summit held on March 16<sup>th</sup>.

**7. COMMISSION / STAFF INPUT**

**7.01: Zoning Bulletins**

Zoning Bulletins were noted.

**8. ADJOURNMENT**

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

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

The regular meeting of the Planning Commission adjourned at 9:13 p.m.

Respectfully submitted,

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Tim Gladhill  
Community Development Director

ATTEST:

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JoAnn Shaw  
Community Development Assistant

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, April 13, 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 Wayne Skaff  
                          Member Kristine Williams

Members Absent:     None

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**

There were no changes or additions

Motion by Member Skaff, seconded by Member Burandt, to approve the agenda.

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

**3.     APPROVE MINUTES**

**3.01:   Approve Meeting Minutes Dated March 9, 2017**

Motion by Member Riley, seconded by Member Skaff, to approve the March 9, 2017, minutes as presented.

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

#### **4. EDA BUSINESS**

##### **4.01: PSD LLC Business Park Proposal: Accept Business Subsidy Request Application and Call for Public Hearing**

Economic Dev. Mgr/Assistant City Administrator Brama stated the EDA was asked to consider multiple actions related to the PSD LLC business park proposal.

Economic Dev. Mgr/Assistant City Administrator Brama stated step one is regarding this case. He asked the EDA to formally accept a business subsidy application from PSD LLC and begin the process to establish a new TIF district. 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.

Economic Dev. Mgr/Assistant City Administrator Brama stated step two is in regard to future case of reviewing underwriting or 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.

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

Mr. Jim Deal, PSD commented the work done on this project. He reviewed the process they have been through to get to this point in the project and what the project consists of.

Chairperson Stephen asked if the research indicates it will take three to five years to fill up the first building.

Mr. Deal hoped not. He stated they are starting with 60,000 square feet but if someone wants more they will build it. Their plan on the 60,000 is to start out with 10,000 foot bays. Once things get started it will go pretty fast but it is slow to get started. He did not think it would take three to five years.

Economic Dev. Mgr/Assistant City Administrator Brama noted the application shows three years.

Mr. Jason Aarsvold, Ehlers and Associates stated this is kicking the project off and he thought the EDA and City Council will want to approve the TIF Plan and the eventual development agreement.

Manager Skaff thought this was a good project.

Motion by Member Skaff, seconded by Member Burandt, to recommend the City Council 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.

Further discussion: Member Riley stated this group has been discussing this for a time and the fact that this will be moving forward is a step in the right direction.

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

#### **4.02: MOU: Arterial Infrastructure to Serve Ramsey's Future Business Park & Capstone Homes Development**

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

Member Hardin asked if there was a sunset clause for the ACHRA money or did it go on forever.

Economic Dev. Mgr/Assistant City Administrator Brama indicated he was not aware of any sunset on this and it is the City's money to use at their discretion, subject to Anoka County approval.

Member Hardin asked if the money was used mostly for commercial property or residential property.

Economic Dev. Mgr/Assistant City Administrator Brama stated it was for both.

Mr. Steve Bona, Capstone Homes stated they do not have any further comments to make but would be happy to answer questions from the EDA.

Member Riley stated a comment was made the last time the City Council looked at this about not having a good inclination to option A, general bonds, charging their existing residents an increase in tax to bring in new residents and it did not feel like a great idea and would still be his inclination.

Chairperson Steffen asked if the City Council was agreeable with the current MOU.

Member Williams agreed with Member Riley and believed the Council was generally in favor.

Member Riley stated he would like to hear what the rest of the EDA thinks of this item.

Chairperson Steffen thought the MOU was similar to how it was laid out a month ago with updates as suggested and it was agreeable last month and he felt the EDA was agreeable with it this month as well and felt this was one of the last steps to get this project going.

Member Skaff stated he was in favor of this but he did not think they should be putting any burden on existing homeowners.

Motion by Member Skaff, seconded by Member Brunt, to recommend the City Council adopt the attachment MOU between the City of Ramsey, Capstone Homes, and Hageman Holdings; subject to final review and amendments by the City Attorney.

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

**4.03: Anoka Area Chamber of Commerce: Manufacturers Cohort: 2017 Partnership Subscription Renewal**

Economic Dev. Mgr/Assistant City Administrator Brama stated the City of Ramsey is a member of the Anoka Area Chamber of Commerce. The Anoka Area Chamber of Commerce has a rich history of success in catering to the needs of retail, food, and professional service industries. The Chamber specializes in events, marketing and networking.

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

Economic Dev. Mgr/Assistant City Administrator Brama stated staff would suggest next year the EDA taking a step back and look at the rate of return on investment and a little detailed analysis.

Mr. John LeTourneau, Anoka Area Chamber of Commerce, stated the cohort was assembled a number of years ago and has good energy and continues to build. It is very much relationship building so they are continuing to build stronger relationships with manufacturing. They are also very interested in being known or recognized as the content manager around work force, work force acquisition and the support of manufacturing and he saw that as continuing to build. He stated their mission has become a catalyst for strengthening community manufacturing, accelerating a transformation into a more efficient and powerful engine of innovation, job creation and economic growth. The things they are committed to, the three buckets they are focusing on are work force acquisition, work force or recumbent development and continuous improvement. Those are the three things manufacturers have reached out to the Chamber and indicated that is what they absolutely need to have help with. They are prepared to address all those issues and show value and continue to do that.

Mr. LeTourneau stated the Chamber thought for sure that this would not have any connection whatsoever to the local chamber because of the way the manufacturers think more regionally, nationally and globally. However, what they are finding is they do have quite a bit of relative value for them. He reviewed some of the companies they have relationships with in Ramsey. He asked the EDA for their continued support.

Manager Brunt asked for more information for the EDA regarding workforce acquisition and working with the Chamber. He stated he supported this because as a community he felt they needed to reach into places like Anoka Technical College to provide people. Many manufacturers today complain that they can't get enough qualified people, and he thought part of the problem was they are looking in the wrong place.

Mr. LeTourneau thought workforce acquisition was one of the top items they are focusing on right now. He stated the Chamber does not set the direction, the manufacturers in the group set it. He reviewed the workforce acquisition definition with the EDA.

Mr. LeTourneau stated if they are going to support manufacturing and the acquisition of a workforce they need to address the aging workforce, low interest in working with manufacturing, the general awareness of manufacturing, job knowledge, screening practices, discuss temp agencies being used and how to better utilize them. They also need to work on perception, wages, assessment, communication, culture, reliability of the workforce and the generational factors and the actual low workforce inventory.

Mr. LeTourneau stated on May 16, 2017 they will be talking about a manufacturing camp. He stated in February they had a career signing day which was a commitment to manufacturing through the High Schools and college. They are also doing monthly tours of manufacturing companies. He reviewed some of the upcoming events they will be holding.

Member Brunt stated one of the concerns he has is that the manufacturers go to the State Labor representatives and they wind up being presented with a bunch of bodies which is not solving their problem. A lot of manufacturing companies need people who are properly trained through some type of tech training.

Member Skaff asked if there was any way for the Board to see a proof of investment.

Mr. LeTourneau indicated there are statistics that talk about employment, specifically in Anoka County and he could provide those numbers. He stated he would love to work with staff and identify what that looks like in Ramsey and find a way to attach their name to the success.

Chairperson Steffen asked how many members are there.

Mr. LeTourneau stated currently the membership in manufacturing is around 35. When they started, they had 14 manufacturing members with 600 members in the Chamber. He stated the goal is to increase membership and serve the manufacturing industry.

Chairperson Steffen asked if the 35 manufacturing members pay dues above the Chamber dues.

Mr. LeTourneau indicated they did not.

Chairperson Steffen asked who this is funded by beside cities.

Mr. LeTourneau noted their trusted partner list is Connexus Energy, Anoka Municipal Utility, Anoka Technical and Community College, Anoka County, First Minnesota Bank, City of Ramsey, Klein Bank and for many years The Bank of Elk River, but they have decided not to participate this year.

Chairperson Steffen asked if there were plans to go around to other cities for support.

Mr. LeTourneau stated everyone is welcome and they want to be all inclusive. They have a funding need and a mission they are trying to drive but they are not necessarily taking direction from cities that say every city has to participate or they won't. They are only looking for cities that are looking for the value of what they offer and when the value is seen then join.

Motion by Member Burandt, seconded by Member Brunt, to support the Anoka Area Chamber Manufacturers Coalition in 2017.

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

Chairperson Steffen stated he would like to see Mr. LeTourneau come to the meeting to update them on the coalition.

#### **4.04: Continue Discussion Regarding Strategy for Marketing and Selling City Owned Land**

Economic Dev. Mgr/Assistant City Administrator Brama requested the EDA continue discussion regarding the City's strategy for selling city-owned land and marketing The COR. Regarding this case specifically, staff would like to review the "feedback logs" with the EDA, and the process outline. Staff would like to forward these documents back to the City Council on 4/25/17.

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

Chairperson Steffen asked if staff asked three companies and they came forward or were more companies asked and bowed out. He wondered how they arrived at the list of three companies.

Economic Dev. Mgr/Assistant City Administrator Brama stated there was a mixture of the two. The direction of the EDA was to schedule two to three interviews with developers and/or value-added broker.

Member Williams noted she put staff in contact with a number of developers that she has through networking professionally and the idea was not to pick specific developers to come and talk to them and then choose based on what services they offered. It was more of an opportunity to bring in different types of developers. She stated every type of deal they can imagine someone in the marketplace might be willing to do. The idea was to have people come in who do this every day who might share little bits of wisdom about this site specifically. However, in general to talk about their process and how they would approach a chunk of land and how they would take it to market. Also, to see what things they would want to consider as they move forward and decide if they want to have an RFP, that it is specific to the appropriate industry with the City doing some of the work or someone who comes in and purchases the property and does everything themselves.

Member Williams stated it was her intent to invite all of these people to the meeting so the Board could have some idea of where she is coming from when she says they can structure this however they want. She thought that was the next step in their process.

Member Riley thought they needed to start this and is great place to start. He stated The COR has a long history and even just in the short history, they have tried a couple different approaches

like the all-inclusive developer that apparently, people did not like so they went with a traditional broker which was frustrating also. He thought it was a great idea that they try to figure out what they really want. He stated he is a fan of pushing this idea to figure out what they want to do. He stated the City is not a developer and he would like to see a real developer get involved.

Chairperson Steffen stated he did not get the impression of the three developers that came to talk to them were really interested in buying the land or building anything on the land.

Member Williams indicated she did not think the developers were ever asked.

Chairperson Steffen stated he did not feel any excitement that they wanted to do anything in Ramsey so how can they partner with them if they do not see the same vision as the EDA does.

Member Williams thought that was an important consideration, because one of the things that she is looking for is a partner. She wants someone who is as excited as she is about Ramsey, and that comes in with ideas that the EDA have not thought about. She stated as a Councilmember she would like to see coming out of this body what types of compensation structures they would be comfortable with, and what would they not be comfortable with.

Member Hardin thought every one of the groups they talked to had pointed out their barriers and they have to deal with barriers. The EDA has to decide how they want to market the property and then find someone who can help them to do it correctly.

Member Burandt stated when he thinks of partner he thinks of invest money with them versus hire. He stated if there are barriers they need to acknowledge it and try to work through it.

#### **4.05: QUICK CASE: Appoint Ad-Hoc Subcommittee Members to Update Housing Plans**

Community Development Director Gladhill stated the purpose of this case is to appoint a member of the EDA to an ad-hoc housing sub-committee to update the City's Housing Plan. A Housing Plan is a required component of the 2040 Comprehensive Plan Update. Two Planning Commissioners have been appointed from the Planning Commission. The City Council requested that one EDA member be appointed. The group is following a three-member structure that was utilized in 2012 to update housing plans and policies.

Community Development Director Gladhill presented the staff report.

Chairperson Steffen asked if anyone was interested in taking this on.

Member Brunt stated he would be interested in finding out more about it, to see if he could make a contribution to it.

Community Development Director Gladhill thought any member on the EDA would be an asset to the sub-committee.

Member Burandt indicated if Member Brunt did not take the position then he would volunteer for it.

Community Development Director Gladhill stated he would discuss this further with both Member Brunt and Member Burandt.

#### **4.06: Set Date for Annual EDA Golf Tournament and Fall Networking Event**

Economic Dev. Mgr/Assistant City Administrator Brama stated the EDA is asked to set a date for the Annual EDA Golf Tournament and Fall Networking Event.

Member Burandt suggested setting the start time at 10:00 a.m. and end around 6:00 p.m.

Member Skaff supported the time change.

Consensus of the EDA was to set the date of August 15, 2017 for the Golf Tournament and November 16, 2017 for the Networking Event.

### **5. MEMBER / STAFF UPDATE**

#### **5.01: Update: Shovel Ready Reports Completed**

Econ. Dev. Mgr/Assistant City Administrator Brama indicated WSB & Associates was retained by the City to complete/prepare/obtain various documents related to the future development of various city-owned properties. (survey, title work, phase I ESA, if needed phase II EDA, utility information, site pics, soil borings, etc). This information, as a whole, is often times referred to as “shovel-ready” pre-development information. This information is very useful for a developer considering the purchase and development of land.

Economic Dev. Mgr/Assistant City Administrator Brama stated the State of Minnesota has a program known as “Minnesota Shovel Ready Sites” which certifies this work, and plugs said certification into the State of Minnesota’s marketing pipeline.

Economic Dev. Mgr/Assistant City Administrator Brama notes WSB & Associates has completed all work necessary to apply to the State Shovel Ready Program, including pre-filling applications.

Mr. Jim Cromberg and Eric Moss, WSB, were at the meeting to answer questions.

Mr. Cromberg stated this took a lot longer than it should have but the good thing that came out of it was the City now knows what they have. He stated they now have good title work and surveys which will make it easier to sell the land. He noted the rules will be changing for certification.

Chairperson Steffen asked if the City wants to certify their small sites before the rules change.

Mr. Cromberg stated he would certify them as soon as possible. The problem with that is the information becomes dated.

Chairperson Steffen asked what the next step in the process is.

Mr. Cromberg stated they will need to fill out the application for certification and get it filed.

The EDA and WSB discussed the cleanup of dirty sites and selling the clean sites at market value.

#### **5.02: Update: Purchase of Former Sunfish Lake Gas Station**

Economic Dev. Mgr/Assistant City Administrator Brama updated the EDA on the purchase of Former Sunfish Lake Gas Station.

Member Hardin asked if they have done the environmental work on this property.

Economic Dev. Mgr/Assistant City Administrator Brama stated they have done it and are good to go on the property.

#### **5.03: Update: Aeon PA Extension**

Economic Dev. Mgr/Assistant City Administrator Brama stated staff has received a request from Aeon to extend the closing date on this PA by two months. Like other agreement, staff requested an additional \$5,000 non-refundable earnest money from Aeon in exchange for the proposed extension. That request is anticipated to reach the Council on 4/25/17. Staff met with Aeon recently and they are moving forward with this project. They are excited about working in Ramsey. They are currently finalizing the plans and specs, and preparing to apply for a Plat/Site Plan.

#### **5.04: Update: GS Land PA Extension**

Economic Dev. Mgr/Assistant City Administrator Brama stated this PA is for the two-phased residential project, on the former municipal center campus, known as Harvest Estates. Staff has received a request from GS to extend the closing date on this PA by one year. Like other agreements, staff requested an additional non-refundable earnest money from GS Land in exchange for the proposed extension. The Council pre-arranged this potential extension in 2016 via a formal resolution. GS Land will be providing \$20,000 earnest money, \$5,000 will be non-refundable immediately. That request is anticipated to reach the Council on 4/25/17. Staff connected with GS Land recently and they intend to move forward with the Phase II of this project however, they need to make a little more progress with land sales on Phase I.

#### **5.05: Update: Platinum Properties PA**

Economic Dev. Mgr/Assistant City Administrator Brama noted staff has been told by Platinum Properties that they intend to bring back a new PA this week. The new PA will be very similar,

if not identical, to the existing PA. However, with that said, staff has not received a final/formal request.

Economic Dev. Mgr/Assistant City Administrator Brama stated if the project is to move forward, it will need to move fast because this building needs to be constructed before January 1, 2018. If the PA that comes back to the City is the same as originally proposed, staff doesn't intend to bring the PA back through the EDA due to timing, however, if the PA that comes back has substantial changes, staff will bring it back through the EDA for review. In that situation, staff anticipates a request for a special EDA meeting.

**5:06: Other Business**

City Administrator stated he is meeting with McDonald's attorney and are meeting with County Commissioners to talk about the application for EDA funds to the County which has to be approved by the County HRA.

**6. ADJOURNMENT**

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

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

The regular meeting of the Economic Development Authority adjourned at 9:03 a.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Patrick Brama  
Econ. Dev. Mgr/Assistant City Administrator

Drafted 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 April 13, 2017 at Ramsey City Council Chambers, 7550 Sunwood Drive NW.

Commission Members Present:      Chair Shane Bennett  
   Commissioner Russell Bayer  
   Commissioner Andrew Fyten  
   Commissioner Jennifer Leistico  
   Commissioner Brandon Sis  
   Commissioner Charles Tchuinkwa  
   Commissioner Jon Trappen

Commission Members Absent:      None.

Also Present:                              Parks & Assistant Public Works Superintendent Mark Riverblood  
   Parks & Recreation Intern Tillery Bailey

**1.      CALL TO ORDER**

Chair Bennett called the Park and Recreation Commission meeting to order at 6:41 p.m.

**2.      CITIZEN INPUT**

None.

**3.      APPROVE AGENDA**

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

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

**4.      APPROVE MINUTES**

**4.01:    Approve Park and Recreation Commission Meeting Minutes**

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

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

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

## **5. COMMISSION BUSINESS**

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

Parks & Assistant Public Works Superintendent Riverblood reviewed the City Council makes appointments to the Park and Recreation Commission. The Park and Recreation Commission nominates the Chair and Vice Chair. The terms of the Commission are from April 1 through March 31 of each year.

Motion by Commissioner Sis, seconded by Commissioner Trappen, to nominate Commissioner Shane Bennett as Chair of the Park and Recreation Commission.

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

Motion by Commissioner Fyten, seconded by Commissioner Bayer, to nominate Commissioner Brandon Sis as Vice Chair of the Park and Recreation Commission.

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

### **5.02: Consider Request of the Ramsey Foundation for Lawful Gambling Funds for the Concert Series**

Parks & Assistant Public Works Superintendent Riverblood summarized the City of Ramsey Foundation a 501(C) (3) has assisted the City with The Draw Summer Events Series – primarily with respect to fundraising and concert promotions. Each year the cost of the concerts was shared between the City and the Foundation. In the early years, the Foundation covered most of the concert expenses through donations from Ramsey businesses. Coinciding with improved programming (more expensive bands) the City provided a larger share of performer expenses. For 2016, this was \$8,000 of the approximately \$15,000 in payments to bands.

Mr. Riverblood noted within the City of Ramsey’s 2017 General Fund line item budget is \$5,000 for the Foundation for this summer’s Concert Series. The purpose of this case is to respond to the request of the Foundation for a \$3,000 contribution from the Lawful Gambling Fund to ‘close the gap’ in the anticipated funding for a total City share (two sources) of \$8,000.

The 2016 concert assessment from Intern Nathan Greenwald was provided for Commission review.

Commissioner Sis mentioned last year there seemed to be a slight decrease in attendance and Mr. Riverblood stated there were 2 ½ rainouts in 2016 along with other variables. The attendance has been increasing 30-40% each year previous to 2016 when attendance leveled off. Commissioner Sis asked if the bands are increasing their fees and Mr. Riverblood stated they are similar as previous years and the City is getting a good value for the monies spent.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to recommend the City Council allocate \$3,000 to the City of Ramsey Foundation for The Draw Summer Event Series.

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

### **5.3 Recreation Programming for 2017**

Parks & Assistant Public Works Superintendent Riverblood reviewed one of the City Council's Strategic Imperatives is to "Create a diverse and robust offering of recreation opportunities". To address this goal, City Council has allocated \$25,000 within the 2017 General Fund budget for recreation programming. Staff has been engaged in developing programs and opportunities since January.

Mr. Riverblood introduced Ms. Tillery Bailey, Park and Recreation Intern. Ms. Bailey provided a summary of the successes to date, the upcoming programs and asked for feedback from the Commission for future recreation programming. Ms. Bailey reviewed Yoga, Mike Lynch Starwatch Party, Art in the Park and the Programming questionnaire. The response received on all programs has been very positive.

Ms. Bailey summarized the Upcoming Events: Yoga Flow, ongoing; Intro to Birding; Art in the Park; Movie in the Park; Learn to Garden; Art in the Park; and Kayaking with Anoka County Parks. Other activities in progress are the 12-week summer program, Summer Sports Sampler, U of M Raptor Center program and U of M Monarch Lab. Flyers advertising the upcoming events were shown to the Commission.

Commissioner Bayer asked if there are plans to reschedule the StarWatch and Ms. Bailey stated she hopes to offer it again in the fall. Mr. Riverblood stated any people who had signed up received a "rain check" to attend another session in any community.

Chair Bennett thanked Ms. Bailey for her work and presentation. Mr. Riverblood suggested if residents have suggestions for programming to contact the Park and Recreation Department.

### **5.4 Recommend Revisions to the Draft Master Plan Amendment – Mississippi West Regional Park**

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to provide a recommendation to Ramsey City Council on the Draft Master Plan Amendment for Mississippi West Regional Park. The Master Plan was provided. The Master Plan for the Regional Park was developed in 2010 and approved by the Metropolitan Council in 2011. An

amendment to the Plan, approved by Metropolitan Council, 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 attachment.

Mr. Riverblood noted 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 Draft Master Plan Amendment, the County has solicited comments from the City of Ramsey and Staff has prepared the following recommended revisions:

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. Mr. Riverblood reviewed the safety elements of the pedestrian bridge.
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.

Mr. Riverblood stated this case does not require funding. 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 Highway #10.

Commissioner Trappen asked about moving the entrance on Traprock and would there be no park entrance on Ramsey Blvd. The only entrance would be off the frontage road on Traprock. The frontage road will begin construction the summer of 2017.

Chair Bennett added this is not requiring any funding at this time and is only an amendment to the Draft Master Plan and it being a Regional improvement. This is a connection to the Regional Park and the Regional Trail System.

Commissioner Sis asked if this will be an open access park or have a gate house. Mr. Riverblood stated within the Master Plan amendment is mention of a gate house but that would only occur if the attendance number required it. There would not be a gate house at this time and may occur 15-20 years in the future. Regional Parks are free for admittance for those walking or biking into the park.

Motion by Commissioner Trappen, seconded by Commissioner Sis, to recommend City Council approve a Resolution supporting the Draft Master Plan Amendment for Mississippi West Regional Park with the 3 recommended revisions.

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

### **5.5 Consider Sketch Plan and Park Dedication Policy for Riverstone Addition; Case of Capstone Home**

Parks & Assistant Public Works Superintendent Riverblood stated the purpose of this case is to review a sketch plan for a 293-lot subdivision (245 detached single-family and 48 townhomes). This plan has been revised from when the Commission last saw the concept (originally closer to 350 lots; a number of the townhome lots have been removed). A Sketch Plan affords the Commission the opportunity to review a project before it enters the official Preliminary Plat stage. The Preliminary Plat (future step) is the most important step in the review process and gives the project 'entitlement' to the project.

Mr. Riverblood noted all costs associated with processing the Application are the responsibility of the Developer. Interior infrastructure as part of the project area are the responsibility of the Developer. The Developer is responsible for standard Development Fees. Regarding the collector infrastructure (Bunker Lake Boulevard and Puma Street) that will serve multiple developments the Commission can refer to the March 28, 2017 City Council Work Session for more information regarding proposed cost-share and assessment arrangements. Mr. Riverblood reviewed the long-standing policy of Park Dedication considerations, the Park and Trail Plan for this area of the city and highlighted the Developer's request to receive Park Dedication credit for privately owned and maintained amenities within the proposed plat.

The Park Dedication policy was distributed for Commission review. It is the policy of the City to favor larger, accessible neighborhood and community public parks with quality amenities and improvements over smaller, pocket parks with few to no "destination" improvements.

Mr. Riverblood showed a map showing the distribution of community parks within the City of Ramsey. Trails are proposed throughout the community which were also indicated on the map. The proposed ideas for Lake Itasca were reviewed.

Commissioner Sis asked about the greenway to be included in the development and Mr. Riverblood referred Commissioner Sis to the drawing including the trail along the wetland. That land would be considered for Park Dedication and would meet the Park Dedication Policy. In May, the Commission will consider the Preliminary Plat for this project along with a firmer recommendation on what the Park Dedication/Trail should be along with the alignment. Commissioner Sis stated he would be in favor of continuing with the current policy.

Chair Bennett agreed and suggested discussions continue. It is difficult to go against the long-standing policy.

Commissioner Bayer stated he agreed to stick with the current policy would be the best way to go at this time.

Mr. Riverblood noted significant deviation from policy does set a precedence. The consensus was to continue the dialog with the developer. Any park would need to be accessible by all residents and accessible to the greenway trail.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to affirm the earlier policy direction on Park Dedication with the recommendation to allow staff to explore options in making a park accessible to the broader residents with access to the greenway trail.

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

## **5.6 Consider Park and Recreation Commission Outdoor Meeting Schedule**

Parks & Assistant Public Works Superintendent Riverblood reviewed for many years, the Park and Recreation Commission has held regular meetings outdoors in the months of May through September (weather permitting). This provided the Commission an opportunity to inspect and comment on parks and projects as a group, and it afforded residents' access to the Commission on a neighborhood level. In the event of inclement weather, the Commission would hold the regular meetings at 6:30 p.m. at City Hall. The proposed meeting schedule with locations is as follows:

May: MnDOT's Wayside Rest, 9220 Highway 10 NW – near the City of Ramsey and Elk River border, along the new Mississippi River Trail.

June: Elmcrest Park, 16303 Quicksilver Street NW – ½ mile south of 167<sup>th</sup> Avenue NW at Quicksilver Street parkway and 164<sup>th</sup> Lane NW

July: Central Park, 7925 161<sup>st</sup> Avenue NW – east of Armstrong Boulevard NW

August: Lake Itasca Trailhead, 15700 Okapi Street NW

September: Emerald Pond Park, 6000 142<sup>nd</sup> Avenue NW

It was noted that upon approval of the locations above, their locations will be published in the Ramsey Resident newsletter and on the web.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to approve the outdoor meeting schedule as proposed.

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

## 6. COMMISSION/STAFF INPUT

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

Summary of April 10 Comprehensive Plan Update Workshop (Transportation Plan; Parks and Recreation Plan) – Many attended the open house on Monday. Transportation/congestion on Highway 10, more trails, splash pad, more safe intersections related to trails were all mentioned by residents.

Mississippi River Trail Connection – Paving is anticipated shortly after the asphalt plants are able to open, and perhaps in time for the Commission’s meeting at the Wayside Rest Area.

Central Park Parking Lot Construction – this project may substantially complete in May.

2016 – 2017 Alpine Park Ballfield Improvements – Improvements beginning with fields #1 and #2 is substantially complete. Improvements to #3 and #4 will be delayed until August.

Student Liaison to the Commission – This was approved by the City Council. Staff is organizing how this will be communicated to potential candidates. Interviews will be held and recommendations being made to the Council for approval.

## 7. ADJOURNMENT

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

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

The Park and Recreation Commission meeting adjourned at 7:45 p.m.

Respectfully submitted,



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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, April 17, 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: Vice Chair Michael Valentine  
Board Member Colleen Anderson  
Board Member Reid Bernard  
Board Member Jane Covart  
Board Member Michael Hiatt

Members Absent: Chairperson Thomas Stodola  
Board Member Lucas Trossen

Also Present: City Planner Chris Anderson

**1. CALL TO ORDER**

Vice Chair Valentine called the meeting to order at 6:30 p.m.

**2. CITIZEN INPUT**

None.

**3. APPROVE AGENDA**

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

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

**4. APPROVE MINUTES**

**4.01: Approve Meeting Minutes Dated March 20, 2017**

Motion by Board Member Bernard and seconded by Board Member Covart to approve the regular meeting minutes dated March 20, 2017.

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

**5. POLICY BOARD BUSINESS**

### **5.01: Consider Oak Wilt Management Plan for Brookfield 8<sup>th</sup> Addition**

City Planner Anderson presented the staff report. He stated Capstone Homes/Brookfield Land LLC has applied for Final Plat approval of Brookfield 8<sup>th</sup> Addition, a 25-lot, single-family residential development. He noted in September 2016, the Board reviewed multiple aspects of this project, including the Tree Preservation and Landscaping Plans. The applicant revised their plans based on recommendations from the EPB and actions by the Planning Commission and the Final Plat was considered by the City Council on February 28, 2017. The project is still awaiting action by the Metropolitan Council regarding a Comprehensive Plan Amendment to re-guide a portion of the project area to Low Density Residential so that the two lots at the end of the cul-de-sac can be serviced with municipal sewer and water. Due to this contingency, along with discussion about a cost-share agreement to extend the water main south to 166<sup>th</sup> Avenue, the City Council tabled action until these two items were resolved. As a result, construction timelines have been revised and now will coincide with the high-risk time-period for Oak Wilt. City Planner Anderson provided the location of the project on a map for the Board. This will go before the Metropolitan Council next Wednesday for the Comp Plan Amendment. City Council will not take action until its' first meeting in May.

City Planner Anderson stated construction is likely to begin around May 15. Due to concerns with oak wilt, the applicant has submitted an Oak Wilt Management Plan that outlines the precautions they will take to address the potential introduction of and/or spread of oak wilt to other adjacent properties. A copy of the Oak Wilt Management Plan was provided in the Board packet. City Planner Anderson reviewed the plan and noted the proposed management strategy is reasonable and should be effective at controlling the already present pocket of oak wilt. All costs associated with this request are the responsibility of the Applicant.

Motion by Board Member Hiatt and seconded by Chairperson Anderson to recommend City Council approve the Oak Wilt Management Plan for Brookfield 8<sup>th</sup> Addition.

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

### **5.02: Consider Landscape Plan for Riverstone Addition**

City Planner Anderson presented the staff report. He explained the purpose of this case is to consider the landscape plan for Riverstone Addition, a 293-lot residential subdivision. He reported the City's Natural Resource Inventory (NRI) identifies a small, non-native plant community in the northern portion of the site. Beyond that there are no other significant natural areas on the property. The landscape plan includes boulevard trees throughout the proposed development as well as a landscaped berm along the railroad tracks to the south and plantings along the proposed trails and neighborhood park as well. The overall number of plantings exceeds the minimum requirement outlined in City Code. All species are acceptable as is the size of trees. Staff has discussed with the Developer options of ground cover and suggested that the berm be finished with a native seed mix that is not only more pollinator friendly, but also an opportunity to reduce maintenance costs (mowing and watering) for the HOA. The development plan will return to the Board for review at an upcoming meeting. City Planner Anderson noted the location of the project on a map. The landscape plan includes the 90 acres. The focus is on the first phase, which is the southern portion of the area. Construction will begin in the southeastern portion of the project. In the northwest,

there is a small area of tree cover. Tree preservation is not as critical at this stage because the first couple phases are in an area without any tree cover. The tree inventory will be done during future phases of the development. There is a small naturalized area that cut into the cropland area. There are no significant areas of ecological importance. Staff is supportive of the Landscape Plan for Riverstone Addition with additions on how the berm will be vegetated. The berm will be part of phase one (First Addition) of the development.

Vice Chair Valentine stated that would be an exciting place to live.

Board Member Anderson asked if there are sidewalks along the berm.

City Planner Anderson stated there would be no sidewalks along the berm. There are walking trails and sidewalks within the development. There will be a “private” park that will be accessible to the general public. There is a plan for a turfed open space.

Board Member Anderson noted it would be nice to have signage indicating the plantings in the natural area. The berm will be a barrier to the railroad tracks and would have natural growth and not be mowed.

Board Member Covart asked about the vision clearance triangle.

City Planner Anderson explained and made a handwritten drawing to explain it to the Board. Adjustments may need to be made to plantings in the field to keep the vision clearance triangle clear.

Motion by Board Member Anderson and seconded by Chairperson Hiatt to recommend approval of the proposed landscape plan for Riverstone Addition, contingent upon compliance of the Staff Review Letter.

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

### **5.03: Recommend Revisions to the Draft Master Plan Amendment – Mississippi West Regional Park**

City Planner Anderson reviewed the purpose of this case is to provide a recommendation to Ramsey City Council on the Draft Master Plan Amendment for Mississippi West Regional Park. The City is looking at extending Riverdale Drive to Ramsey Blvd this year. In order to do this some land is needed. A frontage road system will be constructed along Highway 10. The County has prepared a Master Plan Amendment that needs to be reviewed by the Metropolitan Council. The shoreline has had some serious erosion issues and should be included in the Master Plan comments. Staff does not want to lose sight of the shoreline inventory that was recently completed. Staff is requesting comments be included regarding the shoreline inventory along the Mississippi River and bank stabilization.

Motion by Board Member Bernard and seconded by Board Member Covart to recommend incorporation of findings from the Mississippi Shoreline Inventory in the comments submitted.

Further discussion: Board Member Hiatt asked how much land is involved and City Planner Anderson stated 273 acres (3½ miles of shoreline). Board Member Hiatt asked about the pedestrian bridge and City Planner Anderson stated it is in the City's plan and will be included in comments to the Draft Master Plan. Board Member Covart asked how much input the City of Ramsey will have on what goes into the Park and City Planner Anderson stated the City may be able to provide comments but won't be the leading force in determining what is going into the Park. City Planner Anderson showed the development plan for the park. It will be a natural resources park when all improvements are made. Board Member Covart asked about campsites believing she read that somewhere. City Planner Anderson stated he is not aware of campsites. Board Member Hiatt asked if there is a timeline and City Planner Anderson stated there is no definitive timeline on park improvements. The development will take some time. Board Member Hiatt said it will be a great addition to the City.

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

## **6. BOARD / STAFF INPUT**

- **Comprehensive Plan Update Workshop**

City Planner Anderson reminded the Board on June 12 there will be a Comprehensive Plan Update Workshop on the Natural Resources Chapter. Board Members were encouraged to attend the workshop.

Board Member Anderson stated a neighbor of hers had comments about the maintenance of some of the trails in the City and would it be appropriate for her to attend the workshop.

City Planner Anderson suggested she call the Parks Department (Mark Riverblood) with her concerns.

It was noted that the Spring Recycling Event will be held May 6, 8:00 a.m. – 12 noon, at the Public Works Campus.

## **7. ADJOURNMENT**

Motion by Board Member Hiatt and seconded by Board Member Anderson to adjourn the meeting.

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

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

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Chris Anderson  
City Planner

ATTEST:

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JoAnn Shaw  
Community Development Secretary

Drafted by Debbie Wolfe  
*TimeSaver Off Site Secretarial, Inc.*

**CC Regular Session**

**4.3.**

**Meeting Date:** 05/23/2017

**By:** Jo Thieling, Administrative Services

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**Information**

**Title**

Approve the Following Meeting Minutes:

1. City Council Work Session dated 05/09//17
2. City Council Regular dated 05/09/17

**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 05/09/17
  2. City Council Regular dated 05/09/17
- 

**Attachments**

CCWS Mts

CC Mts

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**Form Review**

Form Started By: Jo Thieling  
Final Approval Date: 05/17/2017

Started On: 05/17/2017 11:05 AM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, May 9, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen  
Councilmember Jill Johns  
Councilmember Mark Kuzma  
Councilmember Chris Riley  
Councilmember Melody Shryock  
Councilmember Kristine Williams (arrived at 5:42 p.m.)

Members Absent: Councilmember John LeTourneau

Park Commissioner  
Members Present: Chair Shane Bennett  
Commissioner Russell Bayer  
Commissioner Andrew Fyten  
Commissioner Jennifer Leistico  
Commissioner Brandon Sis  
Commissioner Jon Trappen

ARAA Members  
Present: President Dustin Reeder  
Secretary Sarah Deutschman

Also Present: City Administrator Kurtis Ulrich  
Parks and Assistant Public Works Superintendent Mark Riverblood  
Public Works Superintendent Grant Riemer  
Asst. City Administrator/Economic Development Manager Patrick Brama  
City Planner Chris Anderson  
Police Chief Jeff Katers

**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: Joint Meeting – City Council and Park and Recreation Commission**

Mayor Strommen invited everyone present to introduce themselves.

Parks and Assistant Public Works Superintendent Riverblood provided a brief update on the progress at Central Park and the Mississippi River Trail. He noted that staff is investigating potential dates for a ribbon cutting for the MRT in June.

It was the consensus for staff to do an email poll to determine the date for the MRT ribbon cutting.

## **2.02: Joint Discussion with Anoka Ramsey Athletic Association (ARAA)**

Dustin Reeder, ARAA, stated that the organization has been working hard on fundraising and has contributed about \$150,000 towards improvements at Alpine Park. He stated that the organization currently has charitable gambling at 201 in Anoka and potentially at Northfork. He stated that the Board has been discussing what they would like to see and a dream item would be for a miracle field, which would be a softball type field for people in wheelchairs. He stated that the Board has had discussions with where that could possibly be located. He noted that it is a long-term goal because the cost is about \$350,000. He stated that they would like to see a possible collaboration building a special needs park around the miracle field. He noted that the organization has discussed creating a special organization that would focus on sports for people with special needs.

Commissioner Sis asked the other members of the miracle league.

Mr. Reeder replied that there are fields in Blaine, Brooklyn Park and Saint Cloud. He explained that league would be set up similar to a house league, where people only play at that field rather than travel to other cities. He stated that they appreciate the work that the City does in collaboration with the organization and at the parks.

Councilmember Williams arrived at 5:42 p.m.

Mr. Reeder stated that the organization would like to have a shed at Alpine Park, where equipment could be stored and a concession stand could possibly be located. He explained that the organization often mows in addition to the City mowing and therefore it would be helpful to be able to store equipment.

Mayor Strommen stated that these meetings are a great way to discuss items on the wish list and things that the organization would like to see in order to possibly collaborate and determine what fits within the priorities and resources.

Parks and Assistant Public Works Superintendent Riverblood stated that cost worksheets are helpful for those elements, as that is useful in prioritizing with the capital improvement plan.

Councilmember Kuzma asked if that would be part of the plan with the consultant.

Parks and Assistant Public Works Superintendent Riverblood confirmed that it will be helpful to have that information as the consultant is developing the 20-year master plan for the parks. He explained that the plan would need to be achievable and not just a wish list. He explained that

elements like a miracle field would also need handicap accessible restrooms and so costs of that nature would need to be considered.

Mr. Reeder stated that he has heard rumblings of a new park.

Parks and Assistant Public Works Superintendent Riverblood stated that there are always talks of things in the community. He stated that later tonight the Council will have a policy discussion regarding the need for balance between funding and resources and whether the City should provide more smaller pocket parks or save funds for a big-ticket item such as a splash pad.

Mr. Reeder stated that ARAA will also be talking to the School District in their planning discussions on what would be needed in a new school, such as indoor courts.

Parks Commission Chair Bennett commended the organization for the level of fundraising that they contribute. He stated that it is hard for the City to do everything they would like to do with the limited funding they have available and therefore he fully supports collaborative efforts with ARAA. He stated that the upgrades that they have seen at Alpine and Central Parks have been great.

Mr. Reeder noted that kids were not excited to sell pizzas for fundraising but once they have seen the results of the improvements made at the parks they are excited to fundraise.

Sarah Deutschman, ARAA, stated that other cities are noticing the collaborative efforts and she is happy that the City and organization have this partnership.

Parks and Assistant Public Works Superintendent Riverblood stated that ARAA has a hardship program where they are able to provide financing for sports for families that cannot afford to pay the fees. He stated that the organization is an outstanding example in the community.

Mr. Reeder stated that the organization does not like to turn anyone away that wants to get out and play sports and is happy to help families.

Ms. Deutschman stated that the organization is also reaching out to families that they know have suffered hardship or loss to let them know about the program.

Councilmember Shryock stated that she has been fortunate to serve on the Park Commission and work collaboratively with ARAA on Elm Crest Park. She noted that many communities do not have a collaborative working partnership with athletic associations and appreciates the relationship with ARAA.

Mayor Strommen referenced the long-term master parks plan and asked how the ideas from ARAA and the needs the City has are put into the planning process.

Parks and Assistant Public Works Superintendent Riverblood stated that as part of the master parks plan process they will invite ARAA membership to attend a workshop where they can envision the future of the organization and dream big and then look at the associated timelines.

Mr. Reeder stated that currently the organization serves nine sports and are in discussion to add four more sports. He stated that the most pressing sport is youth fishing. He stated that the organization will host a fishing tournament this summer. He noted that they have also talked about adding golf and track and field.

Ms. Deutschman stated that in regard to track and field they would need a track as the high school tracks are very busy. She noted that even in regard to fishing they would need information from staff as to the permits that would be needed and the locations that would be available.

Mayor Strommen stated that her son recently joined the Junior Bass Masters fishing team and the closest location available was New Brighton.

Mr. Reeder stated that they are going to send out an interest email soon and are looking at different options, such as competitive and learning general skills.

Mr. Reeder thanked the Council for allowing them to be part of the discussion tonight.

### **2.03: Update on Recreation Programing for 2017**

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and provided a summary of the diverse range of programming available through partnerships the City has obtained. He reviewed some of the potential program partnerships that are in process for the summer. He stated that he is looking for any feedback from the Commission, Council or that may have been passed on from residents regarding programing in preparation for budgeting and planning for the future.

Parks Commissioner Bayer stated that he attended the movie in the park event and there was a great turnout. He noted that people were wondering why the next event was not until September as they really enjoyed the event.

Parks Commission Chair Bennett stated that people continually want more programming and they want that programming to be as flexible as possible to meet a lot of audiences. He stated that staff has done a great job of providing a flexible array of programing options.

Councilmember Williams stated that she has received very great feedback on all the programing. She stated that it is really important in terms of budgeting to consider consistency. She stated that she would also like to see information that shows the benefit provided comparing the costs to the revenue generated and the attendance of the events.

Parks and Assistant Public Works Superintendent Riverblood agreed that is important and believes that staff has done a great job of tracking the real costs and obtaining feedback from participants. He noted that if you offer something free, people often sign up and do not show up, but if you charge a small fee such as \$5, people are more apt to attend after they sign up. He noted that generally recreational programming is not a cost generating item. He noted the cost

for movie in the park. He stated that is why staff has investigated possible partnerships to help reimburse some of those costs. He noted that he would supply the data to the Council prior to the budgeting discussions.

Councilmember Kuzma asked if staff has considered pickleball courts.

Parks and Assistant Public Works Superintendent Riverblood stated that there is a serious group of pickleball players that wanted to have courts in the City. He noted that staff was able to provide courts by simply restriping some courts. He noted that one of the skilled players was willing to donate his services as an instructor and therefore can offer free classes for the sport.

Mayor Strommen asked if there are any ideas for the future.

Councilmember Shryock stated that consistency is important. She noted that there is a wide range of programs available and if they continue with that scope it will help to provide a base for the program which can expand as it goes forward. She believed that it is important to keep the programming consistent.

Councilmember Johns stated that trails should remain a priority to provide that connectivity for people to access the activities in the parks. She stated that as a longtime member of the Park Commission before joining the Council it has been nice to see the parks and programming evolving over the years.

Parks Commission Chair Bennett stated that through the Comprehensive Plan update process there has been a lot of discussion on trails and the desire for connectivity. He agreed that consistency is important and could make the programming more sustainable. He stated that often people are not aware of the programming that is available.

Councilmember Kuzma noted that the City is updating its website and that is an opportunity to build in better publication of the programming.

#### **2.04: Status of City of Ramsey Foundation's Support of The Draw Summer Events Series**

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report. He explained that during the recession the Ramsey Foundation stepped up and took over the funding for The Draw Summer Events Series. He stated that the Ramsey Foundation may wish for the City to be more involved in the funding for the concert series.

Dwayne Larson, Ramsey Foundation, stated that the Ramsey Foundation has ten Board members and they have worked hard to raise funds for The Draw Summer Events Series. He stated that the cost for bands has increased and as the events have become more popular there is demand for bands with higher costs. He stated that the cost for the band is about \$16,500 for the 11 events. He stated that funding needs will remain around that level for the future. He stated that the members of the Ramsey Foundation are getting older and are not able to go out and raise funds and contribute the time needed to gain those funds. He stated that now that the events are more popular they would like to request the City to contribute a higher level of funding for the events.

He noted that going forward it would be nice to have City staff pick up the concert series as part of their programming.

Councilmember Kuzma stated that he has been a Board member of the Ramsey Foundation since 2012 and noted that it is perhaps four or five Board members that work hard on the event. He stated that the membership on the Board is weak and the program is growing. He stated that as a volunteer he finds it a struggle to continue to be part of the fundraising and programming as the event continues to grow.

Mayor Strommen stated that she appreciates the work the Ramsey Foundation has done to grow the event, noting that the attendance continues to grow and every concert is well attended. She stated that it is consistent with the goal to create the sense of community. She stated that it would be a matter of the City determining where this would fit into the workload for staff and the funding. She stated that perhaps this could be added to the Happy Days Committee.

Mr. Larson noted that organizations, such as the Ramsey Lions, would most likely continue to support the event.

Parks and Assistant Public Works Superintendent Riverblood agreed that the staffing and budget items could be a part of the continued discussions. He noted that there is a request to increase the lawful gambling improvement fund contribution by \$3,000, which would make whole the contribution a total of \$8,000 for the event. He asked if the Ramsey Foundation would continue to be available to continue to receive donations for programming. He stated that Mr. Larson has been the sole person that has obtained the \$5,000 annual donation from the Ramsey Lions.

Mr. Larson stated that he does not see the Ramsey Foundation going away as an organization and they would continue to receive and disburse funds in the same manner they have.

Councilmember Williams stated that she is a part of the Happy Days Committee and agreed that it would make sense to determine if that group could add that event to their planning.

It was the consensus of the Council to direct staff to work with the Ramsey Foundation on a transition plan for The Draw Summer Events Series.

Parks Commissioner Sis asked if there is a place in Ramsey where the City could advertise The Draw programming, such as a reader board.

Parks and Assistant Public Works Superintendent Riverblood stated that currently the City uses the *Ramsey Resident*, the reader board on Highway 10, the Ramsey Foundation, the City website, and word of mouth for advertising. He noted that there has been discussion about creating a monument at The Draw that could advertise programming.

Parks Commissioner Sis noted that he has never driven past The Draw and would find it helpful to have some type of advertising along Highway 47 as well.

Mayor Strommen thanked the Ramsey Foundation for the amazing work they have done to establish The Draw Summer Event Series.

## **2.05: Consider Master Parks Plan Guiding Policy on Balance of Community and Neighborhood Parks and Smaller Pocket/Mini Parks**

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report. He stated that the City often gets requests for new park equipment but there are limited funds. He provided examples of some smaller parks with limited or outdated park equipment and also of larger community parks that are connected to nearby developments through trail corridors. He stated that the policy question for the Council and Commission would be how to spend the park dedication funds, whether smaller parks should continue or whether focus should be given to larger community parks with connectivity to developments. He also provided examples of developments which have paid park dedication funds and also have greenspace areas and smaller parks within their developments that were fully funded and maintained by the developer/association.

Parks Commissioner Trappen stated that he has lived in Ramsey for six years and really enjoys the trails. He stated that rather than building a small park they could build a trail that would reach a larger park and thus would create a better trail system and less park equipment to maintain.

Parks and Assistant Public Works Superintendent Riverblood stated that it is not just the initial cost for a small playground but also the operating costs which include ongoing maintenance and replacement of damaged equipment.

Councilmember Kuzma stated that he would like to know more about Outlot C on the Capstone project, specifically what the developer is proposed to contribute.

Parks and Assistant Public Works Superintendent Riverblood stated that it is a moving target as discussions continue. He noted that the total development costs including land would be around \$300,000. He stated that the total park dedication credit the developer is requesting is \$482,000 which would include those development costs as well as the greenway contribution. He stated that the total for park and trail dedication for all the lots would be \$1,100,000 in today's dollars.

Councilmember Kuzma stated that once built out there will be over 1,000 people living in that development and they will need a park. He stated that he would support the reduction in park dedication.

Councilmember Shryock stated that the long-term policy on parks planning has been community parks and noted that Itasca Park has been on the radar for a long time. She stated that the community parks are used more and differently than the traditional parks that people grew up with. She noted that people often have some play equipment in their yard and therefore the smaller parks are not often used as much. She stated that she also would not want to set precedent for the future.

Councilmember Johns echoed and agreed with the comments from Councilmember Shryock. She stated that the policy as drafted benefits the community as a whole and therefore the dollars from development should continue to be focused on community parks and trail connection rather than small pocket parks.

Councilmember Williams stated that Snake Park is the only park accessible to her home and the only way she can access the park is by walking ¼ mile along Highway 47. She stated that it is essential that the entire community has access to the facilities without driving. She stated that there are parks without safe crossings to community parks. She stated that while the far north portion of the community is more developed, the rest of the community should not be left out. She stated that it is time as the community grows to review how traffic patterns have changed and identify areas that can bring the community together as there are large portions of the community that are not being served by the resources today.

Parks Commissioner Sis noted that his development did not receive a pocket park and he felt conflicted as he felt he would value a park in his neighborhood. He stated that now that he has joined the Commission he can see the value in focusing efforts on community parks. He stated that he would not let his children walk alone to nearby parks and therefore he can see the benefit in larger community parks with more amenities.

Councilmember Kuzma stated that he understands the big picture but noted that there are two separate issues. He recognized that there is limited funding on the big picture. He noted that the developer is willing to contribute a third of the funds necessary for a park and this is an opportunity to get this small park built. He believed that each opportunity should be reviewed on its own merits.

Mayor Strommen appreciated the separation of the two issues. She noted that sometimes there are things that do not fit into the mold. She noted that this development is on another magnitude because of its size. She stated that she agreed with the comments of Councilmember Williams that people need to have access to parks and she values that. She stated that there is a balance somewhere because there is a value to the large regional parks but there is also need sometimes for smaller parks.

Councilmember Riley stated that he has received a number of emails asking why a park is not being built in the development near the old municipal center. He agreed that this is a much larger development that needs a park. He stated that he would support a reduction in park dedication but perhaps not a dollar to dollar match. He stated that as Ramsey continues to be developed the needs of the City will change, noting that this development is different than any other development in Ramsey.

Parks Commission Chair Bennett stated that this is a different issue because the developer wants this park in their development because it is an amenity. He questioned whether the overall community would have good access to the park within this development. He stated that he won't argue that this would be a great spot for a park but he was unsure that going against the policy would set the City up for the future. He noted that if these parks need to be maintained by the City there would be additional operations costs as well. He stated that if the funds are used in

this manner that takes away from addressing issues at other existing parks in the City that serve other neighborhoods.

Councilmember Shryock asked the density of this development compared to other developments that have constructed and maintain their own playgrounds at their own costs.

Mayor Strommen noted that the market has changed since the older plats were approved and therefore the economics should also be considered.

Parks and Assistant Public Works Superintendent Riverblood stated that there are just a few weeks to sort out this issue with the developer and therefore he was hoping for a strong consensus to help guide this. He asked if the City would be responsible for this in terms of park dedication credit or future maintenance. He stated that if the park was going to be park dedication credit funded then perhaps the park should be made more unique. He stated that if the park is on the greenway corridor that could bring other people in from other neighborhoods. He stated that people are not going to travel to reach a neighborhood park that looks just like theirs.

Parks Commission Chair Bennett stated that he has heard over and over the comment that people want the parks to have every amenity and that cannot occur if the City continues to pursue pocket parks. He stated that while this looks great, the City has to be careful to go against its own policy.

Mayor Strommen stated that the policy is important and maybe if there is a unique opportunity, such as a homeowners' association with a dense development, perhaps there is an opportunity to carve something out that would not give dollar to dollar credit towards park dedication but would give credit for unique options.

Parks and Assistant Public Works Superintendent Riverblood stated that perhaps the City could offer half the development costs of the park with park dedication credit and the homeowners association would provide long-term maintenance for a nature based park. He noted that could be an interim policy until the long-term policy is reviewed.

City Administrator Ulrich noted that the City does give credit for trails and if the park area is open and accessible to trail users, perhaps a credit could be negotiated. He stated that bathrooms would be reserved for large community programs.

Parks Commissioner Trappen stated that he lives in a neighborhood where the lots vary in size from one acre to three acres and therefore it could take a lot of space to service a large number of homes compared to this denser development that would serve a lot of people. He stated that perhaps the idea of density could be considered in a long-term policy discussion.

It was the consensus of the Council to create an interim exception that would allow for negotiations on this development case for a trail system and trail wayside park area that would be accessible and inviting.

### **3. TOPICS FOR FUTURE DISCUSSION**

**3.01: Review Future Topics/ Calendar**

Noted.

**4. MAYOR / COUNCIL / STAFF INPUT**

None.

**5. ADJOURNMENT**

The Work Session of the City Council was adjourned at 7:00 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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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, May 9, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: Councilmember John LeTourneau

Also Present: City Administrator Kurtis Ulrich  
Police Chief Jeff Katers  
Public Works Superintendent Grant Riemer  
City Clerk Jo Ann Thieling  
City Engineer Bruce Westby  
City Planner Chris Anderson  
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 7:05 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

**2. PRESENTATION**

**2.01: Proclamation Declaring May as Building Safety Month**

Mayor Strommen read aloud the proclamation declaring May as building safety month. She noted that the proclamation would be adopted as part of the Consent Agenda. She stated that this is important because a lot of people think permits are an annoyance but noted that the permits ensure safety. She thanked the building department for their continued efforts.

Katy Hauan, Building Department, stated that the City is in process of developing the electronic plan review which would have less delays, would be more efficient and streamlined, and would help conservation efforts as well.

Ellen Krueger, Building Department, stated that they are excited where this will take the City and provide both the residents and staff with efficiency, convenience, and safety.

City Administrator Ulrich stated that the building department does a great job of providing customer service and work with a variety of people, residents doing small projects through contractors with more elaborate plans. He stated that staff has worked to make the process more efficient and convenient.

### **3. CITIZEN INPUT**

Jennifer Shoemaker, 6150 Ridlen Avenue, stated that she had been an Anoka resident and they recently moved to Ramsey about 1.5 months ago. She stated that she has some safety concerns because there is a large population of older citizens in the neighborhood and she has four children that come and go. She stated that the street is very dark and since they have moved in there have been a few issues. She stated that the neighbors seem to be reluctant to call the police department with issues. She stated that Ramsey Chief Katers came and met with her to discuss her concerns. She stated that one woman who walks her dog has been stalked weekly but the man always wonders off before the police get there. She stated that her neighbor came over recently and stated that a woman walked into her house at 7:15 a.m. and introduced herself as a new neighbor when in fact she was not and had just entered the house without permission. She stated that she is not sure why the neighbors are reluctant to call the police but she wants people to know they can call the police. She noted some concerns with the homeless people sleeping on Kings Island and that Anoka is attempting to address this issue and this neighborhood is right near Kings Island and she wants to ensure that the neighborhood is safe. She stated that she also has concerns with River Place. She stated that the residents of River Place are regularly outside the dumpster area smoking and can watch everything that goes on in the neighborhood.

Mayor Strommen thanked Ms. Shoemaker for sharing her input and for being proactive in the neighborhood.

City Administrator Ulrich stated that he reached out to the City of Anoka regarding screening of River Place. He stated that the developer is going to install a fence this year. He noted that it was not a condition of approval but the developer is going to install a fence around the perimeter of the property. He stated that staff is also going to reach out to Village Bank in regard to restoration efforts on their parcel as well.

### **4. CONSENT AGENDA**

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

- 4.01: Receive Cash and Investments for Period Ending April 30, 2017
- 4.02: Approve the following Meeting Minutes:
  - 1) City Council Work Session dated April 25, 2017
  - 2) City Council Regular dated April 25, 2017
- 4.03: Approve Licenses:

Solicitor  
Blaine Anoka Ice Cream/18005 Waco St NW

Transient Merchant

City of Ramsey Garden Club/ Sale Held on Municipal Campus

- 4.04: Approve Request to Declare Surplus Property
- 4.05: Approve Request of the Ramsey Foundation for Lawful Gambling Funds for the Concert Series
- 4.06: Adopt Resolution #17-05-110 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 20, 2017 through May 3, 2017
- 4.07: Adopt Resolution #17-05-108 Establishing Procedures Related to Compliance with Reimbursement Bond Regulations under the Internal Revenue Code (Bonding for 2017 Road Reconstruction Projects)
- 4.08: Adopt Resolution #17-05-112 to Hire Seasonal Public Works Maintenance Workers and Interns
- 4.09: Adopt Resolution #17-05-109 Requesting Anoka County to Withhold Certain Tax Forfeiture Land from Public Sale and Authorizing Acquisition of Tax Forfeiture Property (PIN 08-32-25-23-0014) for Public Purpose in the City of Ramsey
- 4.10: Adopt Resolution #17-05-113 Proclaiming May as Building Safety Month
- 4.11: Report from the Public Works Committee Meeting dated April 18, 2017:
  - 1) Consider Preventative Maintenance for 29-year old Well Pump and Motor at Central Park – *Ratify the recommendation of the Public Works Committee to consider of preventative maintenance to the well at a not-to-exceed cost of \$9,000 from the Capital Maintenance Fund, which includes replacement of the existing system with a Variance Frequency Drive and Pump.*
  - 2) Consider a Review of SCADA System and the Need for Redundancy Upgrades – *Ratify the recommendation of the Public Works Committee to consider Item #1 for 2017 for purchase of Spare Master Equipment and to have the Public Works staff budget as necessary for Item #2-4 in future years, as reviewed in Mr. LeFreniere’s April 6, 2017 report.*
  - 3) Consider Pedestrian and Traffic Concerns on Variolite Street and Receive Petition for Pedestrian Crosswalk – *Ratify the recommendation of the Public Works Committee to instruct City staff to review potential safety related improvements on Variolite Street including a proposed crosswalk, and present their findings and recommendations to the Public Works Committee at their May 16, 2017 meeting.*
  - 4) Consider Recommending City Council Approval of Plans and Specifications for Improvement Project #17-00, Sunwood Drive Reconstruction – *Ratify the recommendation of the Public Works Committee to approve the plans and specifications for Improvement Project #17-00, Sunwood Drive Reconstruction.*
  - 5) Consider Recommending City Council Approval of Plans and Specifications for Improvement Project #17-01, Alpine Drive Reconstruction – *Ratify the recommendation of the Public Works Committee to approve the plans and specifications for Improvement Project #17-01, Alpine Drive Reconstruction.*
  - 6) Consider Recommending City Council Authorization to Prepare Plans and Specifications for Improvement Project #17-09 Bunker Lake Boulevard Utilities Extension – *Ratify the recommendation of the Public Works Committee to authorize preparation of the plans and specifications for extended trunk and sanitary sewer and watermain along Bunker Lake Boulevard to Puma Street.*

- 7) Consider Recommending City Council Authorization to Prepare Plans and Specifications for Flashing Yellow Arrow Improvements to Signal System at Armstrong Boulevard and Sunwood Drive – *Ratify the recommendation of the Public Works Committee to authorize hiring of SEH, Inc., to prepare plans and specifications for converting the City-owned signage system at the intersection of Armstrong Boulevard/CSAH 83 and Sunwood Drive/147<sup>th</sup> Avenue to flashing yellow operations.*

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

## **5. APPROVE AGENDA**

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

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

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Consider Request to Appeal Solicitor License Denial; Case of Aaron Jahnke, Heston & Associates, Inc.**

City Clerk Thieling reviewed the staff report and recommendation for the Council to hear Mr. Jahnke's appeal as is allowed by City Code and to make a decision to approve or deny such license based upon information received.

Aaron Jahnke stated that he is proud and thankful to Police Chief Katers and City Clerk Thieling for their assistance. He stated that his situation was about 21 years ago and is no longer a silly young man. He stated that he has an 11-year-old daughter and 20-year-old son and respects the police and the laws of the land. He stated that he has a family and would be concerned if the Council issued a permit to a sexual offender and therefore takes this law seriously. He stated that he has been doing his job for eight years and has received permits in other communities such as Coon Rapids and Anoka. He noted that he fully respects the decision of the Council, whatever that may be. He presented information to the Council.

Councilmember Kuzma asked what Mr. Jahnke is soliciting for.

Mr. Jahnke replied that he would be soliciting for home repairs and kitchen remodeling and all the companies he works with have an A+ rating with the Better Business Bureau.

Councilmember Riley asked for more information on the offense.

Mr. Jahnke stated that in 1995 there was an assault at his home involving himself and his mother and it was an unfortunate family situation. He noted that it was settled in court in 1997.

Councilmember Riley stated that the City has a policy that has worked well. He noted that this was identified as a problem and was not incorrectly denied but the policy also allows for an appeal with an explanation provided by the applicant, which is helpful in this case.

Mr. Jahnke noted that he was not a man at the time of the incident and is now a man.

Motion by Councilmember Riley, seconded by Councilmember Johns, to approve Mr. Aaron Jahnke's Solicitor's license.

Further discussion: Councilmember Shryock asked how long the permit would be valid. City Clerk Thieling replied that the permit would be good through December 31, 2017.

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

Mr. Jahnke thanked the Council and stated he will not let them down. He expressed his respect for the law.

**7.02: Consider Adopting Resolutions #17-05-106 and #17-05-107 Granting Approval of the Final Plat and Development Agreement for Woodlands 4<sup>th</sup> Addition (Project #16-102); Case of Lennar**

City Planner Anderson reviewed the staff report and recommendation to adopt Resolutions #17-05-106 and #17-05-107 approving the Final Plat and Development Agreement for Woodlands 4<sup>th</sup> Addition, contingent upon compliance with the Staff Review Letter dated May 5, 2017 and review and approval of the Development Agreement as to legal form by the City Attorney as well as review by the City Engineer regarding the cost estimates for the Stage I surety. He highlighted a few items that the applicant would like changed in the Development Agreement, and noted that he would support the two minor adjustments.

Councilmember Riley asked for input on the bigger issue, the added layer of protection for ecological easements and how the developer feels about that.

City Planner Anderson stated that the Metropolitan Council recommended having the elements placed in outlots that the City could take ownership of. He noted that staff would recommend easements that would provide additional protection that the drainage and utility easements do not provide along with signage that would alert people to the easement. He stated that the applicant seems supportive as long as the easement would not impact the layout of the lots.

Councilmember Riley asked how this development would be different than other developments.

City Planner Anderson replied that the southern portion of the lot was subject to a Comprehensive Plan amendment and protection of ecological elements is a focus. He stated that staff has stated in the past that it would be helpful to have this extra layer of protection. He noted that with a standard drainage and utility easement there is not that extra layer of protection and homeowners are often not aware of activities that cannot occur. He stated that the signage would be a benefit to call attention to the ecological easement. He noted that the boundary of the easement would be the same as the typical drainage and utility easement, it would simply provide another layer of protection.

Councilmember Kuzma asked who would be responsible for the additional expense if the additional layer is added.

City Planner Anderson stated that staff would work with the developer to draft the easement which would be recorded against the lots. He noted that enforcement would fall to the City, the same as a drainage and utility easement. He did not see that this would add a lot of added expense or work to the City but would provide an additional benefit and education that could help prevent issues in the future.

Councilmember Shryock asked and received confirmation that this additional layer of protection would be helpful and would make it easier for the City to enforce issues should they arise.

Councilmember Williams stated that she is not in favor of the City adding fee title to the lots but would support the direct staff recommends in order to be good stewards of the natural resources.

Motion by Councilmember Williams, seconded by Councilmember Johns, to Adopt Resolution #17-05-106 Granting Final Plat Approval of Woodlands 4<sup>th</sup> Addition and Resolution #17-05-107 Approving the Development Agreement for Woodlands 4<sup>th</sup> Addition, contingent upon compliance with the Staff Review Letter dated May 5, 2017 and review of the Development Agreement by the City Attorney and City Engineer with regard to legal form and the cost estimates for the Stage I surety; and to direct staff to work with the applicant to secure an ecological protection easement over the wetlands and stormwater ponds.

Further discussion: City Planner Anderson asked if that would include the minor revisions to the Development Agreement. He noted that a representative from Lennar is present as well. It was the consensus of the Council that the motion would include the minor revisions to the Development Agreement. Councilmember Riley asked if the applicant is in agreement with the ecological protection easements. Paul Tibon, Lennar, stated that they have worked with ecological easements in other developments and they do not oppose the easements as long as they do not encumber the lots. He stated that if the easements would help the City's enforcement ability they would be open to that discussion.

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

Mayor Strommen briefly recessed the meeting to address technical difficulties at 7:42 p.m.

Mayor Strommen reconvened the meeting at 7:47 p.m.

**7.03: Consider Easement Vacations, Final Plat, and Development Agreement for Brookfield 8<sup>th</sup> Addition (Project #16-78); Case of Brookfield Land, LLC**

City Planner Anderson reviewed the staff report and recommendation to adopt Resolution #17-05-111 granting Final Plat approval of Brookfield 8<sup>th</sup> Addition, vacating existing drainage, utility and temporary trail easements, accepting a pedestrian and bicycle easement, approving both a Development Agreement and Grading and Tree Clearing Agreement and directing staff to work with the applicant on an ecological protection easement for the wetlands and stormwater ponds. He noted that the primary contingencies identified by the City Council in February, which were the Comprehensive Plan Amendment (CPA) and considering a request to participate in a cost share to complete the looping of the watermain to 166<sup>th</sup> Avenue have been addressed. He stated that the Metropolitan Council approved the CPA on April 26<sup>th</sup> and the Public Works Committee unanimously recommended the City contribute a not-to-exceed amount of \$50,000 to complete the looping of the water line. He stated that the Final Plat conforms with the approved Preliminary Plat, and new drainage and utility easements, and a new permanent trail easement will be provided with the Final Plat. He noted that a representative from Capstone Homes is present to address any questions that may arise.

Councilmember Johns referenced the cost share and asked if that was a do not exceed amount.

City Planner Anderson confirmed that the language would be capped at \$50,000 for the City's portion of the cost share.

Councilmember Riley noted that this case was delayed because of the Metropolitan Council but noted that two months later the item was approved with no changes. He asked the service that was provided then by the Met Council. He commended staff for their efforts.

Mayor Strommen stated that the item was not tabled awaiting a service from the Met Council but simply awaiting Met Council to have a full review and continue the dialogue.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to Adopt Resolution #17-05-111 Granting Approval of Final Plat, Easement Vacations, Easement Acceptance, and Agreements Related to Brookfield 8<sup>th</sup> Addition and to direct staff to pursue an ecological easement over the wetlands and stormwater ponds.

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

**7.04: Consider Adopting Ordinance #17-04 Amending Irrigation Requirements (Project #17-104)**

City Planner Anderson reviewed the staff report and recommendation of the Environmental Policy Board and the Planning Commission to adopt Ordinance #17-04 amending the irrigation standards.

Councilmember Riley asked for more information on the comment from the EPB regarding the task being counterintuitive.

City Planner Anderson stated that the zoning code requires all multi-family, commercial and industrial developments to install an underground irrigation system which the EPB felt was counterintuitive because of the groundwater concerns in Ramsey.

Motion by Councilmember Johns, seconded by Councilmember Williams, to waive the City Charter requirement to read the Ordinance aloud and to Adopt Ordinance #17-04 Amending Multiple Sections of the Ramsey City Code Relating to Irrigation Requirements.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

**7.05: Consider Adopting Resolution #17-05-103 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-00, Sunwood Drive Reconstruction**

City Engineer Westby reviewed the staff report and recommendation to approve the plans and specifications and authorizing advertisements for bids for Improvement Project #17-00, Sunwood Drive Reconstruction.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to Adopt Resolution #17-05-103 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-00, Sunwood Drive Reconstruction.

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

**7.06: Consider Adopting Resolution #17-05-104 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-01, Alpine Drive Reconstruction**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #17-05-104 approving plans and specifications and authorizing advertisements for bids for Improvement Project #17-01, Alpine Drive Reconstruction.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #17-05-104 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-01, Alpine Drive Reconstruction.

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

**7.07: Consider Adopting Resolution #17-05-105 Ordering Plans and Specifications for Improvement Project #17-08, Flashing Yellow Arrow Improvements at Sunwood Drive and Armstrong Boulevard**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #17-05-105 ordering plans and specifications for Improvement Project #17-08, Flashing Yellow Arrow Improvements at Sunwood Drive/147<sup>th</sup> Avenue NW and Armstrong Boulevard/CSAH 83.

Councilmember Kuzma stated that the preliminary cost would be \$40,000 and asked if the \$6,500 would be in addition or included.

City Engineer Westby replied that the \$40,000 is installation only and the \$6,500 would be in addition.

Councilmember Johns asked if the delayed hours would be at Bunker Lake Boulevard as well or just this intersection.

City Engineer Westby stated that the study is ongoing and noted that while each intersection is reviewed individually, he would assume they would be similar in hours.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to Adopt Resolution #17-05-105 Ordering Plans and Specifications for Improvement Project #17-08, Flashing Yellow Arrow Improvements at Sunwood Drive and Armstrong Boulevard.

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

**8. MAYOR, COUNCIL AND STAFF INPUT**

**8.01: Receive Update on Potassium Street Easement Dispute**

City Administrator Ulrich provided history on the disputed road easement for Potassium Street as well as an update. He stated that at some time last year it was determined that the best course of action would be to move the easement to the south and they are currently in negotiations. He stated that obviously, there is a conflict as the current deed does not show the easement but the past deeds do identify the easement. He stated that the long-term interest is that the road will never go through to the north and therefore moving the turnaround to the south would be in alignment with the future proposed alignment for the road. He stated that this course of action

would help to resolve the situation with the property owner and would align for future development of the adjacent parcel. He noted that the City has made an offer and negotiations will continue in attempt to find a possible solution to meet the interest of the public and the property owner. He stated that staff would still like to work with the property owner in attempt to find a solution rather than pursuing the legal route.

City Administrator Ulrich congratulated Asst. City Administrator/Economic Development Manager Brama for a recent award he received as Assistant City Administrator of the Year. He announced upcoming meetings and events.

**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 8:32 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Jo Ann M. Thieling  
City Clerk

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*

**CC Regular Session**

**4. 4.**

**Meeting Date:** 05/23/2017

**By:** Jo Thieling, Administrative Services

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**Information**

**Title**

Approve Joint Powers Agreement between the City of Ramsey and County of Anoka for Assessment of Property

**Purpose/Background:**

As Council is aware, the City of Ramsey contracts with Anoka County for property assessment. It is once again time to renew the five-year contract. Attached is a copy of the Joint Powers Agreement (JPA). It should be noted that the fees listed under Section V of the JPA are the same rates as the 2013 - 2017 JPA agreement. The City's annual payment to the County for their assessment services is approximately \$139,000.

**Action:**

Motion to approve the Joint Powers Agreement with Anoka County for the 2018 through 2023 Assessment Contract.

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**Attachments**

JPA for Assessment

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**Form Review**

Form Started By: Jo Thieling  
Final Approval Date: 05/17/2017

Started On: 05/17/2017 11:08 AM

**JOINT POWERS AGREEMENT  
BETWEEN THE CITY OF RAMSEY AND  
COUNTY OF ANOKA FOR ASSESSMENT OF PROPERTY**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between the City of Ramsey, 7550 Sunwood Drive NW, Ramsey, Minnesota 55303, hereinafter referred to as the "Municipality", and the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as the "County".

**WITNESSETH:**

WHEREAS, pursuant to Minn. Stat. § 273.072, subd. 1, any county and city, lying wholly or partially within the county and constituting a separate assessment district, may, by agreement entered into under Minn. Stat. § 471.59, provide for the assessment of property in the city by the county assessor; and

WHEREAS, pursuant to Minn. Stat. § 273.072, subd. 2, the agreement may provide for the abolition of the office of the city assessor when the assessment of the property within the city is to be made under an agreement by the county assessor; and

WHEREAS, it is the wish of the County to cooperate with the Municipality to provide for a fair and equitable assessment of the property within the Municipality; and

WHEREAS, said work will be carried out in accordance with the provisions of Minn. Stat. § 471.59.

NOW, THEREFORE, in consideration of the mutual covenants and agreements stated herein, the parties agree as follows:

I. That said Municipality constitutes a separate assessment district which lies wholly within the County and that all property in the geographical boundaries of this district shall be assessed by the County Assessor of the County beginning with the assessment year 2019, provided this Agreement is approved by the Commissioner of Revenue.

II. Pursuant to Minn. Stat. § 273.072, subd. 2, the office of the City Assessor in the Municipality shall cease to exist on January 16, 2018, but not before the end of the term of the current City Assessor, if serving for a fixed term, or when an earlier vacancy occurs; provided, however, that upon the termination of this Agreement, the Office of City Assessor shall be automatically reestablished and shall be filled as provided by applicable law or charter in accordance with Minn. Stat. § 273.072.

III. The term of this Agreement shall be from January 16, 2018, through assessment services performed in the year 2023, unless earlier terminated as provided herein.

IV. In consideration of said assessment services, the Municipality shall pay to the County an annual payment as follows:

2019 Assessment services payable on or before January 15, 2018  
2020 Assessment services payable on or before January 15, 2019  
2021 Assessment services payable on or before January 15, 2020  
2022 Assessment services payable on or before January 15, 2021  
2023 Assessment services payable on or before January 15, 2022

- V.** For year 2019 assessment services, the Municipality shall pay the County as follows:
- A. Twelve Dollars and 50/100s (\$12.50) for each improved parcel of residential, seasonal recreational residential and agricultural type property;
  - B. Four Dollars and 50/100s (\$4.50) for each unimproved parcel of residential, seasonal recreational residential and agricultural type property;
  - C. Eighty Dollars and 11/100s (\$80.00) for each improved and unimproved parcel of commercial, industrial and public utility type of property; and
  - D. Eighty Dollars and 00/100s \$80.00) for each improved and unimproved parcel of apartment and mobile home park type property.

The same procedure shall be used, as described above, in the computation of the assessment payments due in 2020 through 2023, provided, however, that the cost for each type of parcel shall be increased according to the County Assessor's increase in operating costs, cost of living and merit adjustments established by the Anoka County Board of Commissioners for January 1 to December 31 in the year prior to the date of the assessment.

**VI.** Notwithstanding Section II. above, the County and/or Municipality shall have the right to terminate this Agreement by providing, at a minimum, two years written notice by certified mail, which notice shall be sent prior to January 2 of any year to terminate assessment services to be performed two years from such date (i.e. to terminate this Agreement for assessment services in the year 2020, the party must provide written notice of termination by not later than January 2, 2018).

**VII. COUNTERPARTS**

This Joint Powers Agreement may be executed in any number of counterparts, each one of which shall be deemed to be an original, but all such counterparts together shall constitute one and the same instrument.

*(remainder of page intentionally blank – signature page immediately follows)*

IN WITNESS WHEREOF, the parties hereto have set their hands on the dates so indicated.

**COUNTY OF ANOKA**

**CITY OF RAMSEY**


By: \_\_\_\_\_  
Rhonda Sivarajah, Chair  
Anoka County Board of Commissioners

By: \_\_\_\_\_  
Sarah Strommen  
Mayor

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Jerry Soma  
County Administrator

By:  \_\_\_\_\_  
Title: City Administrator

Dated: \_\_\_\_\_

Dated: 5/5/17

**APPROVED AS TO FORM**

By: \_\_\_\_\_  
Dan Klint  
Assistant County Attorney

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**CC Regular Session**

**4. 5.**

**Meeting Date:** 05/23/2017

**By:** Jason Fredrickson, Administrative Services

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**Information**

**Title**

Approve Request to Declare Surplus Property

**Purpose/Background:**

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

HP Computer dc7800 Tower

HP Computer dc7800 SFF

HP Computer xw4600

All items have been replaced and/or have reached the end of useful life.

**Recommendation:**

Staff recommends Council declare the above named items as surplus and authorize sale/auction/recycling of same.

**Action:**

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

HP Computer dc7800 Tower

HP Computer dc7800 SFF

HP Computer xw4600

All items have been replaced and/or have reached the end of useful life.

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**Attachments**

*No file(s) attached.*

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**Form Review**

Form Started By: Jason Fredrickson  
Final Approval Date: 05/12/2017

Started On: 05/12/2017 09:24 AM

**CC Regular Session**

**4. 6.**

**Meeting Date:** 05/23/2017

**By:** Jackie Lipski, Finance

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**Information**

**Title**

Adopt Resolution #17-05-116 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2017 through May 17, 2017

**Action:**

Motion to Adopt Resolution #17-05-116 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of May 5, 2017 through May 17, 2017.

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**Attachments**

Bills List 5/23/2017

Resolution 5/23/2017

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**Form Review**

**Inbox**

Diana Lund

Patrick Brama

Kurt Ulrich

Form Started By: Jackie Lipski

Final Approval Date: 05/18/2017

**Reviewed By**

Diana Lund

Patrick Brama

Jo Thieling

**Date**

05/18/2017 11:53 AM

05/18/2017 12:38 PM

05/18/2017 01:05 PM

Started On: 05/18/2017 11:27 AM

<b>RAMSEY CITY COUNCIL MEETING</b>
<b>5/23/2017</b>
<b>BILLS LIST</b>

**DISBURSEMENTS TO BE APPROVED THIS MEETING:**

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 5/4/17-5/17/17	229,010.98
Accounts Payable 5/4/17-5/17/17	360,200.98
Payroll 5/5/2017	144,970.71
Pay Estimate-Project	24,516.55

**TOTAL SUBMITTED FOR APPROVAL THIS MEETING**

<b>\$ 758,699.22</b>
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<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2017 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 170,300.70	\$ 1,342,163.91
- CORRECTION TO PAYROLL		
PREPAIDS	158,636.62	2,313,716.65
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		680,793.75
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	194,115.86	2,312,497.62
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		385,896.89
- CHECKS VOIDED	0.00	0.00

<b>TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED</b>	<b>\$ 523,053.18</b>	<b>\$ 7,035,068.82</b>
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CITY OF RAMSEY  
 Council Check Register by GL  
 Council Check Register and Summary

5/4/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
102681	5/4/2017		<b>100031 ANOKA COUNTY</b>						
		20.00	REGISTER NOTORY-K. SCHMIDT		86305	050417	0130.6451		MEMBERSHIP DUES
		<u>20.00</u>							
102682	5/4/2017		<b>100647 BOLTON AND MENK INC</b>						
		3,595.00	RE: RIVERDALE EXT PROJECT		86306	0202035	9497.6530	00201620	IMPROVEMENTS OTHER
		<u>3,595.00</u>							
102683	5/4/2017		<b>115596 C AND J ENTERTAINMENT LLC</b>						
		495.00	BAL DUE-MOVIE IN THE PARK		86307	050217	0452.6489		OTHER CONTRACTED SE
		<u>495.00</u>							
102684	5/4/2017		<b>112272 CUSTOM REMOLDELERS INC</b>						
		77.00	CANCELLED PERMIT RA034591		86308	050217	9101.4205		BUILDING PERMIT
		1.00	CANCELLED PERMIT RA034591		86308	050217	9101.2081		SURCHARGES-PERMIT
		<u>78.00</u>							
102685	5/4/2017		<b>115696 NHH BUILDING AND RESTORATION</b>						
		77.00	CANCEL PERMIT RA032757		86309	050417	9101.4205		BUILDING PERMIT
		1.00	CANCEL PERMIT RA032757		86309	050417	9101.2081		SURCHARGES-PERMIT
		<u>78.00</u>							
102686	5/4/2017		<b>100440 SHORT ELLIOT HENDRICKSON INC</b>						
		1,182.69	RE: CTY 83/SUNWOOD ANALYSIS		86310	331586	9400.6315	00201708	MISCELLANEOUS PROFE
		<u>1,182.69</u>							
102687	5/4/2017		<b>115695 TROTT BROOK HALL</b>						
		1,500.00	REFUND ERO ESC 17325 NOWTHEN		86311	050217	9804.6433	00115503	REFUNDS
		<u>1,500.00</u>							
102688	5/4/2017		<b>100510 VERIZON WIRELESS</b>						
		308.11	FIRE DEPT- TABLETS		86312	9783697457	0220.6323		CELLULAR PHONES
		<u>308.11</u>							
102689	5/9/2017		<b>100012 ACE SOLID WASTE INC</b>						
		25,260.85	MAY 17 CITY RECYCLE		86315	2744014	9604.6489		OTHER CONTRACTED SE
		122.40	MAY 17 PWACCTS		86316	2744029	0311.6374		REFUSE/RECYCLING
		185.86	MAY 17 PWACCTS		86316	2744029	0194.6374		REFUSE/RECYCLING
		424.80	MAY 17 PWACCTS		86316	2744029	0452.6374		REFUSE/RECYCLING
		40.80	MAY 17 PWACCTS		86316	2744029	9601.6374		REFUSE/RECYCLING
		40.80	MAY 17 PWACCTS		86316	2744029	9602.6374		REFUSE/RECYCLING
		40.80	MAY 17 PWACCTS		86316	2744029	9605.6374		REFUSE/RECYCLING
		<u>26,116.31</u>							
102690	5/9/2017		<b>110734 CITY OF RAMSEY</b>						
		150.00	#724901		86317	050817	9601.4651		WATER REVENUE
		150.00	#725608		86317	050817	9601.4651		WATER REVENUE
		150.00	#669524096		86317	050817	9601.4651		WATER REVENUE
		23.90	#726019		86317	050817	9601.4651		WATER REVENUE
		145.28	#721595		86317	050817	9601.4651		WATER REVENUE
		23.90	#48613878		86317	050817	9601.4651		WATER REVENUE
		23.80	#723821		86317	050817	9601.4651		WATER REVENUE
		20.00	#719803		86317	050817	9601.4651		WATER REVENUE
		23.90	#709988723		86317	050817	9601.4651		WATER REVENUE
		<u>710.78</u>							

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102691	5/9/2017		100111 COMMERCIAL ASPHALT COMPANY						Continued.
		99.22	ASPHALT		86318	170430	0311.6265		ASPHALT
		99.22							
102692	5/9/2017		100117 CONNEXUS ENERGY						
		18,325.51	UNDERGROUND LINE		86319	OTH0000126	0452.6315		MISCELLANEOUS PROFE
		18,325.51							
102693	5/9/2017		100291 MET COUNCIL SAC						
		24,850.00	APRIL 2017 SAC CHARGES		86320	050517	9602.2083		SAC CHARGES
		2,485.00-	APRIL 2017 SAC CHARGES		86320	050517	9602.2083		SAC CHARGES
		24.85	APRIL 2017 SAC CHARGES		86320	050517	9602.4356		SEWER AVAILABILITY CH
		248.50-	APRIL 2017 SAC CHARGES		86320	050517	9602.4356		SEWER AVAILABILITY CH
		22,141.35							
102694	5/9/2017		100345 NAPA AUTO PARTS ELK RIVER						
		26.98	DIESEL EXHAUST FLUID		86321	905253	0311.6227		LUBRICANTS & ADDITIVE
		26.98							
102695	5/9/2017		100678 PETTY CASH						
		10.00	MEDICAL TRAINING- LUNCH		86322	050917	0211.6331		TRAVEL & LODGING
		10.00	MEDICAL TRAINING- LUNCH		86322	050917	0211.6331		TRAVEL & LODGING
		10.00	MEDICAL TRAINING- LUNCH		86322	050917	0211.6331		TRAVEL & LODGING
		15.00	GAS- SQUAD 373		86322	050917	0211.6223		GASOLINE
		10.00	TRAINING LUNCH		86322	050917	0211.6331		TRAVEL & LODGING
		9.16	TRAINING LUNCH		86322	050917	0211.6331		TRAVEL & LODGING
		64.16							
102696	5/9/2017		115704 TURCOTTE-STEINKE, KRISTI						
		155.00	REFUND DAMAGE/KEY DEPOSIT		86323	050317	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
102697	5/9/2017		113539 WINSUPPLY TWIN CITIES MN CO.						
		33.80-	CREDIT- RETURN		86324	10103400	0452.6249		MISCELLANEOUS OPERA
		46.45	METERING CART		86329	10076400	0452.6249		MISCELLANEOUS OPERA
		12.65							
102698	5/9/2017		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR- POLICE		86325	150-1682-6501 APR 17	0211.6489		OTHER CONTRACTED SE
		24.95	7550 SUNWOOD DR NW		86326	150-1681-6340 APR 17	0194.6489		OTHER CONTRACTED SE
		24.95	7650 SUNWOOD DR NW		86327	150-1681-4280 APR 17	9240.6315		MISCELLANEOUS PROFE
		27.95	6701 HWY 10 YOUTH FIRST		86328	150-1687-1105 APR 17	9410.6315	00041012	MISCELLANEOUS PROFE
		105.80							
102770	5/11/2017		100012 ACE SOLID WASTE INC						
		84.53	FIRE STATIONS- MAY 2017		86360	2755492	0220.6374		REFUSE/RECYCLING
		84.53							
102771	5/11/2017		100404 CENTURYLINK						
		65.35	APRIL 2017 SERVICE		86361	763 422-1452 795 MAY 17	0452.6321		TELEPHONE
		65.35							

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102771	5/11/2017		100404 CENTURYLINK						Continued.
102772	5/11/2017		115705 LANIGAN, JENNIFER						
		155.00	REFUND DAMAGE/KEY DEPOSIT		86364	050917	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
102773	5/11/2017		101235 MESSER, CINDY						
		155.00	REFUND DAMAGE/KEY DEPOSIT		86365	051017	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
102774	5/11/2017		100854 ST PAUL, CITY OF						
		655.25	ASPHALT		86362	IN00021715	0311.6265		ASPHALT
		655.25							
102775	5/11/2017		114151 TASC (FEES)						
		378.50	APRIL 2017		86363	IN1030003	0130.6315		MISCELLANEOUS PROFE
		378.50							
102776	5/11/2017		100510 VERIZON WIRELESS						
		61.54	MAR/APR 17 SERVICE		86366	9784332514	0130.6323		CELLULAR PHONES
		13.01	MAR/APRIL 2017 SERVICE		86367	9783602203	0301.6323		CELLULAR PHONES
		13.01	MAR/APRIL 2017 SERVICE		86367	9783602203	9601.6323		CELLULAR PHONES
		87.56							
102777	5/11/2017		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	5650 ALPINE DR-FIRE STATION		86368	150-1691-2206	0220.6489		OTHER CONTRACTED SE
						APRIL 2017			
		27.95							
102778	5/16/2017		110734 CITY OF RAMSEY						
		25.00	#674451896		86424	051517	9601.4651		WATER REVENUE
		145.00	#71892199		86424	051517	9601.4651		WATER REVENUE
		160.00	#660610228		86424	051517	9601.4651		WATER REVENUE
		23.90	#40323049		86424	051517	9601.4651		WATER REVENUE
		23.90	#724407		86424	051517	9601.4651		WATER REVENUE
		145.28	#689292819		86424	051517	9601.4651		WATER REVENUE
		60.00	#36262643		86424	051517	9601.4651		WATER REVENUE
		583.08							
102779	5/16/2017		113672 FREDRICKSON, JASON						
		20.87	REIMBURSE-LOGIS MTG MILEAGE		86425	051017	0192.6335		TRAINING
		20.87							
102780	5/16/2017		115721 HOLMSTROM, DEAN						
		1,500.00	REFUND ERO ESC 16355 ST FRANCI		86426	051617	9804.6433	00115645	REFUNDS
		1,500.00							
102781	5/16/2017		115319 KOLLIE,BENDU						
		155.00	REFUND DAMAGE/KEY DEPOSIT		86427	051017	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
102782	5/16/2017		100510 VERIZON WIRELESS						
		660.61	APR/MAY 2017 SERVICE		86429	9784917402	0211.6415		OTHER EQUIPMENT REN
		660.61							
102783	5/16/2017		112515 WSB AND ASSOCIATES INC						

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102783	5/16/2017		112515 WSB AND ASSOCIATES INC						Continued.
		60.78	STATE STATUTE LATE FEE/INT		86430	1-1973-330 MARCH 17	0191.6315		MISCELLANEOUS PROFE
		41.25	FEB 17 BONIFAS COND USE PERMIT		86430	1-1973-330 MARCH 17	9804.6315	00115576	MISCELLANEOUS PROFE
		42.00	FEB 17 WOODLANDS 4TH		86431	5-01973-190 MAR 17	9804.6315	00115353	MISCELLANEOUS PROFE
		504.00			86432	3-01973-300 MAR 17	9804.6315	00115528	MISCELLANEOUS PROFE
		588.00	FEB 17 REGENCY COMMONS		86433	3-01973-250 MAR 17	9804.6315	00115441	MISCELLANEOUS PROFE
		630.00			86434	2-01973-220 MAR 17	0191.6315		MISCELLANEOUS PROFE
		1,302.00	FEB 17 BROOKFIELD 8TH ADD.		86435	5-01973-180 MAR 17	9804.6315	00115267	MISCELLANEOUS PROFE
		123.00	FEB 17 YEOLITE FEASIBLTY STDY		86436	3-01973-270 MAR 17	9804.6315		MISCELLANEOUS PROFE
		7,251.00	FEB 17 2040 COMP PLAN		86437	6-01973-160 MAR 17	0191.6315		MISCELLANEOUS PROFE
		6,049.00	FEB 17 GENERAL PLANNING		86438	2-01973-210	0191.6315		MISCELLANEOUS PROFE
		16,591.03							
90206656	5/5/2017		100601 MN DEPT OF REV WH						
		10,570.78			86301	050417834496	9101.2172		STATE WITHHOLDING
		10,570.78							
90235460	5/5/2017		101306 IRS						
		26,543.88			86302	050417834497	9101.2171		FEDERAL WITHHOLDING
		11,711.58			86303	050417834498	9101.2173		FICA & MEDICARE-EMPL
		11,711.58			86304	050417834499	9101.2182		FICA & MEDICARE-EMPL
		49,967.04							
90417015	5/5/2017		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		18,178.24			86299	050417834494	9101.2174		PERA-EMPLOYEE
		24,177.54			86300	050417834495	9101.2183		PERA-EMPLOYER
		42,355.78							
98050517	5/5/2017		115568 ALERUS FINANCIAL NA						
		741.00			86296	0504178344914	9101.2176		LIFE/HEALTH-EMPLOYEE
		741.00							
99006701	5/5/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		4,395.00			86294	0504178344912	9101.2175		DEFERRED COMPENSAT
		4,395.00							
99007151	5/5/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,360.67			86295	0504178344913	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,360.67							
99050517	5/5/2017		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		3,114.56			86292	0504178344910	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,114.56							
99050917	5/9/2017		100629 MN DEPT OF REV SALES TX						
		51.59	April Sales Tax		86314	04302017	9101.4305		RENTAL FEES
		8.98	April Sales Tax		86314	04302017	9101.4328		ACCIDENT REPORTS

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99050917	5/9/2017		<b>100629 MN DEPT OF REV SALES TX</b>						<b>Continued.</b>
		7.27	April Sales Tax		86314	04302017	9101.4308		SALES OF MAPS & PUBLI
		.42	April Sales Tax		86314	04302017	9101.4609		OTHER MISCELLANEOUS
		259.26	April Sales Tax		86314	04302017	9601.2082		SALES/USE TAX PAYABLE
		2,653.60	April Sales Tax		86314	04302017	9601.2082		SALES/USE TAX PAYABLE
		142.72	April Sales Tax		86314	04302017	9601.2085		ANOKA COUNTY TRANSI
		<u>3,123.00</u>							
99051117	5/11/2017		<b>107885 DEPARTMENT OF LABOR AND INDUSTRY</b>						
		1,511.92	April Surcharges		86313	04302017	9101.2081		SURCHARGES-PERMITS
		33.26	April Surcharges		86313	04302017	9101.4604		SURCHARGES
		<u>1,478.66</u>							
99051517	5/15/2017		<b>108768 COMDATA NETWORK INC</b>						
		11.58	COBORN'S SUPERSTORE , ANDERSON		86417	APR17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		25.00	TLO TRANSUNION , BLUML		86417	APR17 COMDATA PCARD	0211.6315		MISCELLANEOUS PROFE
		310.00	ACT*GTS MCMA CONFERENC , BRAMA		86417	APR17 COMDATA PCARD	0130.6335		TRAINING
		68.38	AMAZON MKTPLACE PMTS , BRAY		86417	APR17 COMDATA PCARD	0194.6259		BUILDING MAINT/REPAIR
		63.19	BOOTLEGGERS SALOON & E , FRANK		86417	APR17 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		89.98	CABELA'S RETAIL , FRANKFURTH		86417	APR17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		250.00	GLOCK PROFESSIONAL INC , FRANK		86417	APR17 COMDATA PCARD	0211.6335		TRAINING
		135.65	TARGETS ONLINE , FRANKFURTH		86417	APR17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		39.99	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		109.32	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		29.99	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		10.98	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		8.99	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		21.96	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		14.99	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0311.6208		MISCELLANEOUS OFFICI
		6.59	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0311.6208		MISCELLANEOUS OFFICI
		58.98	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		13.99	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		6.03	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		46.27	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0192.6249		MISCELLANEOUS OPERA
		23.79	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		3.75	AMAZON MKTPLACE PMTS , FREDRIC		86417	APR17 COMDATA PCARD	0192.6249		MISCELLANEOUS OPERA
		89.99-	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		29.80-	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		24.99	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		195.00	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		66.99	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6249		MISCELLANEOUS OPERA
		1.99	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6249		MISCELLANEOUS OPERA
		16.51	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		509.97	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		21.99	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		199.95	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		4.99	WWW.NEWEGGBUSINESS.COM , FREDR		86417	APR17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		6.19	FACEBK , GLADHILL		86417	APR17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		36.87	PAYPAL *MNAPA, GLADHILL		86417	APR17 COMDATA PCARD	0191.6451		MEMBERSHIP DUES
		4.00	ST CLOUD PARKING , KATERS		86417	APR17 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		205.80	FIREAWARDS.COM , KOHNER		86417	APR17 COMDATA PCARD	0220.6249		MISCELLANEOUS OPERA
		92.70	GALLS , KOHNER		86417	APR17 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		20.25	GALLS , KOHNER		86417	APR17 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		8.59	GALLS , KOHNER		86417	APR17 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		7.62	GALLS , KOHNER		86417	APR17 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		197.90	WEATHERTECH DIRECT LLC , KOHNE		86417	APR17 COMDATA PCARD	0220.6550		MOTOR VEHICLES
		318.55	WM SUPERCENTER , LASHER		86417	APR17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		219.00	AMERICANPAY , LUND		86417	APR17 COMDATA PCARD	0153.6451		MEMBERSHIP DUES
		69.99	AMAZON.COM , RIEMER		86417	APR17 COMDATA PCARD	0311.6281		SMALL TOOLS & MINOR E
		1,205.95	DIAMONDTRAFFIC , RIEMER		86417	APR17 COMDATA PCARD	0260.6249		MISCELLANEOUS OPERA
		66.68	FIRST STATE TIRE DISPO , RIEME		86417	APR17 COMDATA PCARD	0311.6374		REFUSE/RECYCLING
		235.00	U OF M CONTLEARNING , RIEMER		86417	APR17 COMDATA PCARD	0311.6335		TRAINING

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		28.38	AMAZON.COM , RIVERBLOOD		86417	APR17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		28.38	AMAZON.COM AMZN.COM/BI , RIVER		86417	APR17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		26.25	AMAZON.COM AMZN.COM/BI , RIVER		86417	APR17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		7.65	AMAZON.COM AMZN.COM/BI , RIVER		86417	APR17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		19.39	LUNCH BOX - MN , RIVERBLOOD		86417	APR17 COMDATA PCARD	0452.6331		TRAVEL & LODGING
		70.48	BUFFALO FLORAL , THIELING		86417	APR17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		200.00	INTERNATIONAL INSTITUT , THIEL		86417	APR17 COMDATA PCARD	0141.6451		MEMBERSHIP DUES
		30.00	HAMLINUEVENTREG , ULRICH		86417	APR17 COMDATA PCARD	0130.6335		TRAINING
		51.42	COBORN'S SUPERSTORE , WENBERG		86417	APR17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		11.96	COBORN'S SUPERSTORE , WESTBY		86417	APR17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		90.00	BIFFS INC - ONLINE , WIEMANN		86417	APR17 COMDATA PCARD	0270.6249		MISCELLANEOUS OPERA
		41.31	COBORN'S SUPERSTORE , WIEMANN		86417	APR17 COMDATA PCARD	0270.6249		MISCELLANEOUS OPERA
		85.69	JIMMY JOHNS , WIEMANN		86417	APR17 COMDATA PCARD	0270.6249		MISCELLANEOUS OPERA
		43.05	NOTARY ROTARY , WIEMANN		86417	APR17 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		395.00	DEFENSIVE EDGE TRAININ , FRANK		86417	APR17 COMDATA PCARD	0211.6335		TRAINING
		20.62	COBORN'S SUPERSTORE , WENBERG		86417	APR17 COMDATA PCARD	9230.6249	00923001	MISCELLANEOUS OPERA
		11.98	COBORN'S SUPERSTORE , WENBERG		86417	APR17 COMDATA PCARD	9230.6249	00923001	MISCELLANEOUS OPERA
		31.62	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		34.94	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		37.97	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		14.04	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		47.59	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		23.50	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		29.64	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		50.27	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0301.6223		GASOLINE
		49.82	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0301.6223		GASOLINE
		18.07	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		31.79	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		12.98	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		49.83	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0301.6223		GASOLINE
		50.00	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		34.74	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		46.46	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6225		DIESEL FUEL
		34.20	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6225		DIESEL FUEL
		33.65	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6225		DIESEL FUEL
		35.30	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6225		DIESEL FUEL
		39.93	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6225		DIESEL FUEL
		45.95	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6225		DIESEL FUEL
		47.04	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		44.50	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		41.60	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		75.79	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		21.61	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		49.35	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		38.53	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		52.50	CASEYS GEN STORE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		61.75	CASEYS GEN STORE		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		30.15	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0240.6223		GASOLINE
		58.70	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		34.96	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0240.6223		GASOLINE
		42.10	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		55.19	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		13.71	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0191.6223		GASOLINE
		48.70	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		33.80	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0240.6223		GASOLINE
		32.07	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0240.6223		GASOLINE
		31.60	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0240.6223		GASOLINE
		49.55	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		25.06	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		33.62	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		14.56	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		11.92	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		50.00	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0301.6223		GASOLINE
		56.87	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		62.58	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		60.43	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		59.88	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		45.53	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		70.20	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		64.53	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		43.50	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		95.57	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		57.40	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		51.07	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		26.80	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0240.6223		GASOLINE
		35.24	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		36.03	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		3.72	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		84.75	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0311.6223		GASOLINE
		35.09	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0191.6223		GASOLINE
		28.55	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0301.6223		GASOLINE

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		23.93	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0191.6223		GASOLINE
		39.45	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0194.6223		GASOLINE
		51.32	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0194.6223		GASOLINE
		52.96	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6225		DIESEL FUEL
		3.97	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		35.59	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		23.08	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		49.35	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0194.6223		GASOLINE
		59.27	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		60.64	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		59.20	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		53.54	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0220.6223		GASOLINE
		49.34	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		22.80	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0452.6223		GASOLINE
		31.45	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		70.00	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		39.00	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		52.83	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		28.48	CASEYS GEN STORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		49.00	CASEYS GEN STORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		15.80	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		27.88	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		17.76	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		28.55	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.87	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		36.56	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		14.90	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		22.97	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.16	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		16.55	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		12.89	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		27.28	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		22.54	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.38	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.00	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		36.52	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		19.69	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.45	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.01	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		35.34	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		24.01	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		15.63	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		23.02	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		40.92	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		15.71	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		28.30	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		47.30	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.17	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.14	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		20.61	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		30.80	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		22.53	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		24.11	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		20.27	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		20.03	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		22.55	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		17.81	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		24.90	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		22.15	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		1.01	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		30.10	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		45.38	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.40	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		26.29	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.08	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		27.25	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		35.88	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		19.85	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		25.35	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.14	ECS CORNER E*		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.96	HOLIDAY DEALER		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		33.53	HOLIDAY DEALER		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		27.18	HOLIDAY DEALER		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.91	HOLIDAY DEALER		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		13.50	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		28.08	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		16.81	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		26.40	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		26.92	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		19.86	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.85	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE

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99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		29.49	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.64	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		33.12	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		45.53	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		24.62	HOLIDAY STNSTORE		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		35.01	KWIK TRIP		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.01	KWIK TRIP		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		42.19	KWIK TRIP		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		22.75	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		12.44	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		23.32	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.83	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.14	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		17.64	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		10.22	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		20.41	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.91	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		13.99	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		37.13	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		34.65	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		10.36	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		14.33	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		27.03	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		16.91	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		18.52	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		35.70	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		27.62	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE

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		21.62	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		27.34	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.01	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		13.58	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		31.69	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.34	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		36.34	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		42.38	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.95	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		17.75	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		33.83	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.51	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		32.01	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		23.73	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		19.71	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		31.25	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.81	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.98	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.64	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		12.59	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		29.83	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		22.24	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		43.71	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		26.89	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		45.01	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		20.61	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		24.70	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE

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

5/4/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		32.03	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		39.02	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		47.65	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.68	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		34.93	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		19.25	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		22.53	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		14.19	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		26.00	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		33.28	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		18.21	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.33	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		23.08	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		23.37	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.60	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		21.81	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		16.24	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		19.16	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		24.08	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		30.30	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		26.74	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		7.02	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		38.77	SUPERAMERICA		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		34.24	SUPERAMERICA		86418	APR17 COMDATA FUEL PCARD	0211.6223		GASOLINE
		42.23	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	9601.6223		GASOLINE
		35.96	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	9601.6223		GASOLINE
		57.89	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	9601.6223		GASOLINE

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

5/4/2017 -- 12/31/2017

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051517	5/15/2017		108768 COMDATA NETWORK INC						Continued.
		48.56	LITTLE DUKES RAMSEY		86418	APR17 COMDATA FUEL PCARD	9601.6223		GASOLINE
		59.60	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	9602.6223		GASOLINE
		64.78	BILL'S SUPERETTE		86418	APR17 COMDATA FUEL PCARD	9602.6223		GASOLINE
		67.71	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	9602.6223		GASOLINE
		63.85	CASEYS RAMSEY		86418	APR17 COMDATA FUEL PCARD	9602.6223		GASOLINE
		47.50	SUPERAMERICA		86418	APR17 COMDATA FUEL PCARD	9602.6223		GASOLINE
		<u>13,744.17</u>							
99051617	5/16/2017		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		130.70	APRIL 17 PURCHASE		86423	042817	0452.6249		MISCELLANEOUS OPER/
		<u>130.70</u>							
99386039	5/5/2017		100223 ICMA RETIREMENT TRUST 457						
		1,895.33			86291	050417834491	9101.2175		DEFERRED COMPENSAT
		<u>1,895.33</u>							
		<u><u>229,010.98</u></u>	Grand Total						
							<u>Payment Instrument Totals</u>		
							Checks		96,134.29
							EFT Payments		<u>132,876.69</u>
							Total Payments		229,010.98



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CITY OF RAMSEY  
Create Payment Control Groups

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

Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
100052	ANOKA POLICE DEPARTMENT	APRIL 17 ANIMAL CONTAINMENT	PV	86373	001	09101	5/3/2017	APRIL 2017	975.00
	ANOKA POLICE DEPARTMENT			Summary Total					975.00
	275 HARRISON STREET	MAR 17 ANIMAL CONTAINMENT	PV	86374	001	09101	5/3/2017	MARCH 2017	400.00
	ANOKA MN 55303			Summary Total					400.00
		FEB 17 ANIMAL CONTAINMENT	PV	86375	001	09101	5/3/2017	FEB 2017	300.00
				Summary Total					300.00
		JAN 17 ANIMAL CONTAINMENT	PV	86376	001	09101	5/3/2017	JAN 2017	640.00
				Summary Total					640.00
				Payment Amount					2,315.00
100063	ASPEN MILLS	B.ROSSUM MISC	PV	86331	001	09101	4/28/2017	197386	163.55
	ASPEN MILLS			Summary Total					163.55
	8201 C CENTRAL AVE NE	S. SWEDEEN- FIRE BOOTS	PV	86377	001	09101	5/3/2017	197611	129.95
	SPRING LAKE PARK MN 55432			Summary Total					129.95
		N. STOLP MISC.	PV	86378	001	09101	5/3/2017	197612	256.95
				Summary Total					256.95
				Payment Amount					550.45
115723	AVOLVE SOFTWARE CORP	EXP P. SCHATZMAN-BUILD DESIGN	PV	86446	001	09101	5/10/2017	3890	889.82
	AVOLVE SOFTWARE CORP			Summary Total					889.82
	4835 E CACTUS ROAD SUITE 420			Payment Amount					889.82
	SCOTTSDALE AZ 85254			Payment Amount					889.82
104915	BLUE LINE COLLISION CENTER	WORK ON 678	PV	86447	001	09101	5/11/2017	17865	1,270.67
	BLUE LINE COLLISION CENTER	WORK ON 678	PV	86447	002	09101	5/11/2017	17865	1,864.80
	6260 HIGHWAY 10			Summary Total					3,135.47
	ANOKA MN 55303			Payment Amount					3,135.47
100086	BLUE VELVET INC	PD WASHES MAY 2017	PV	86332	001	09101	5/5/2017	050517	299.50

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
	BLUE VELVET INC								299.50
	14101 ST FRANCIS BLVD	FIRE DEPT WASHES MAY 2017	PV	86333	001	09101	5/9/2017	MAY 2017	119.80
	RAMSEY MN 55303								Summary Total 119.80
									Payment Amount 419.30
100096	BRYAN ROCK PRODUCTS INC	RED BALL DIAMOND AGG.	PV	86379	001	09101	4/30/2017	21022	681.24
	BRYAN ROCK PRODUCTS INC PO BOX 215 SHAKOPEE MN 55379								Summary Total 681.24
									Payment Amount 681.24
112019	CENTRAL HYDRAULICS INC	DUST CAPS/PLUGS AND COUPLERS	PV	86448	001	09101	5/10/2017	0047160	103.20
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374	DUST CAPS/PLUGS	PV	86449	001	09101	5/9/2017	0047146	Summary Total 103.20 33.36
									Summary Total 33.36 Payment Amount 136.56
106670	CENTRAL POWER DISTRIBUTORS INC	TRIMMER LINE	PV	86380	001	09101	5/5/2017	659568	36.93
	CENTRAL POWER DISTRIBUTORS INC 3801 THURSTON AVENUE ANOKA MN 55303								Summary Total 36.93
									Payment Amount 36.93
100125	COUNTRYSIDE PRINTING INC	MAY/JUNE 2017 RAM RESIDENT	PV	86359	001	09101	4/26/2017	34648	6,195.00
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW SUITE 113 RAMSEY MN 55303	SPRING RECYCLE POSTCARDS	PV	86381	001	09604	4/11/2017	34626	Summary Total 6,195.00 730.00
									Summary Total 730.00 Payment Amount 6,925.00
100134	CUTTER SALES INC	TAPER BEARING/SEAL	PV	86382	001	09101	5/1/2017	116378	14.48
	CUTTER SALES INC 8844 ZEALAND AVENUE	BLOW GUN/HIGH FLOW	PV	86383	001	09101	5/1/2017	116377	Summary Total 14.48 35.84

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Pay Through Date 12/31/2017

Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
	NORTH	NOZZLE							
	BROOKLYN PARK MN 55445								35.84
									50.32
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	MAR/APR 17 COPIER CONTRACT	PV	86387	001	09101	4/22/2017	INV144267	297.61
	DEFINITIVE TECHNOLOGY SOLUTIONS INC								297.61
	9401 JAMES AVENUE SOUTH SUITE 120								
	BLOOMINGTON MN 55431								297.61
100144	DEHN OIL COMPANY	BULK OIL	PV	86384	001	09101	5/8/2017	25101773	273.78
	DEHN OIL COMPANY								273.78
	6735 141ST AVENUE NW	DIESEL FUEL	PV	86385	001	09101	5/8/2017	53081	1,547.88
	RAMSEY MN 55303								1,547.88
		DIESEL FUEL	PV	86386	001	09101	5/8/2017	53082	758.50
									758.50
									2,580.16
101185	DO ALL PRINTING COM INC	DECALS- FIRE DEPT.	PV	86336	001	09101	5/1/2017	35546	110.00
	DO ALL PRINTING COM INC								110.00
	6360 HIGHWAY 10 NW	BUILDING SAFETY BANNER	PV	86450	001	09101	4/24/2017	35493	309.00
	RAMSEY MN 55303								309.00
									419.00
100158	ECM PUBLISHERS INC	AD IN MAP	PV	86388	001	09230	4/30/2017	485587	295.00
	ECM PUBLISHERS INC								295.00
	4095 COON RAPIDS BLVD	RE:TROTT BROOK ADD.	PV	86451	001	09804	4/21/2017	482599	161.25
	COON RAPIDS MN 55433								161.25
		PH- RIVERSTONE	PV	86452	001	09804	4/21/2017	482600	129.00
									129.00
									585.25
100163	ELECTRIC SIGN AND LIGHTING INC	REPAIR LIGHTS-RAMP/PARK LOT	PV	86337	001	09240	4/26/2017	19487	1,634.07

CITY OF RAMSEY  
Create Payment Control Groups

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Pay Through Date 12/31/2017

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
Summary Total					1,634.07
Payment Amount					1,634.07
104267	ELITE SANITATION	PV 86338 001 09101	4/26/2017	23934	156.00
Summary Total					156.00
	ELITE SANITATION	PV 86389 001 09604	5/7/2017	23938	92.00
Summary Total					92.00
Payment Amount					248.00
103621	ELK RIVER, CITY OF	PV 86334 001 09400	4/20/2017	201704195397	167,091.41
Summary Total					167,091.41
Payment Amount					167,091.41
107099	FASTENAL	PV 86390 001 09101	5/3/2017	MNTC8152352	1.97
Summary Total					1.97
	FASTENAL COMPANY	PV 86391 001 09101	5/2/2017	MNTC8152273	6.00
Summary Total					6.00
Payment Amount					7.97
100143	FERGUSON WATERWORKS #	PV 86339 001 09101	4/25/2017	0237154	784.58
Summary Total					784.58
	FERGUSON WATERWORKS 2516	PV 86453 001 09602	5/9/2017	0239258	95.00
Summary Total					95.00
	CHICAGO IL 60680-2817	PV 86454 001 09601	5/9/2017	0239248	1,501.03
Summary Total					1,501.03
Payment Amount					2,380.61
112421	FIRST SCRIBE	PV 86392 001 09101	5/1/2017	2473233	200.00
Summary Total					200.00
Payment Amount					200.00

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CITY OF RAMSEY  
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Originator JLIPSKI  
Payment Instrument Check Payment  
Pay Through Date 12/31/2017

Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
104268	FRONTIER PRECISION INC	TOTAL STATION ANNUAL MAINT	PV	86340	001	09101	5/1/2017	160291	1,750.00
	FRONTIER PRECISION INC 2020 FRONTIER DRIVE BISMARCK ND 58504								Summary Total 1,750.00
									Payment Amount 1,750.00
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	86341	001	09101	5/3/2017	6006465081	21.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	86341	002	09101	5/3/2017	6006465081	5.00
	P O BOX 842385	UNIFORM CLEANING	PV	86341	003	09101	5/3/2017	6006465081	25.04
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	86341	004	09101	5/3/2017	6006465081	25.04
									Summary Total 76.08
		UNIFORM CLEANING	PV	86455	001	09101	5/10/2017	6006476207	21.00
		UNIFORM CLEANING	PV	86455	002	09101	5/10/2017	6006476207	5.00
		UNIFORM CLEANING	PV	86455	003	09101	5/10/2017	6006476207	26.21
		UNIFORM CLEANING	PV	86455	004	09101	5/10/2017	6006476207	26.21
									Summary Total 78.42
									Payment Amount 154.50
100200	GOPHER STATE ONE CALL INC	206 TICKETS	PV	86342	001	09601	4/30/2017	7040661	92.70
	GOPHER STATE ONE CALL	206 TICKETS	PV	86342	002	09601	4/30/2017	7040661	92.70
	7223 PARKWAY DRIVE	206 TICKETS	PV	86342	003	09601	4/30/2017	7040661	92.70
	SUITE 210								
	HANOVER MD 21076-1317								Summary Total 278.10
									Payment Amount 278.10
100211	HAWKINS INC	CHEMICALS	PV	86456	001	09601	5/5/2017	4069949	1,336.00
	HAWKINS INC								Summary Total 1,336.00
	P O BOX 860263	CHEMICALS	PV	86457	001	09602	5/8/2017	4071447	960.70
	MINNEAPOLIS MN 55486-0263								Summary Total 960.70
									Payment Amount 2,296.70
110386	HEALTH PARTNERS	PRE EMPL-A. PIPENHAUGEN	PV	86393	001	09101	5/1/2017	050117	157.00
	HEALTH PARTNERS								Summary Total 157.00
	P O BOX 77026								
	MINNEAPOLIS MN 55480-7726								Payment Amount 157.00

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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	Item	Co	Due Date	Invoice Number	Payment Amount
107844	IN TIME SERVICES INC	IN TIME 1 RENEWAL	PV	86394	001	09101	4/30/2017	8595	3,600.00
	IN TIME SERVICES INC							Summary Total	3,600.00
	1465 SLATER ROAD								
	P O BOX 5007								
	FERNDALE WA 98248.5007								
								Payment Amount	3,600.00
112475	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	PV	86464	001	09101	5/10/2017	IN1607771	138.39
	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	PV	86464	002	09101	5/10/2017	IN1607771	33.55
	AB # 1004	OFFICE SUPPLIES	PV	86464	003	09101	5/10/2017	IN1607771	78.08
	P O BOX 249004	OFFICE SUPPLIES	PV	86464	004	09101	5/10/2017	IN1607771	22.76
	APPLE VALLEY MN 55124-9017							Summary Total	272.78
								Payment Amount	272.78
106324	INSPECTRON INC	APRIL 2017 SERVICE	PV	86458	001	09101	5/9/2017	050917	6,900.00
	INSPECTRON INC							Summary Total	6,900.00
	CODE COMPLIANCE INSPECTIONS	MARCH 2017 SERVICE	PV	86459	001	09101	5/9/2017	050917- MARCH 17	8,100.00
	15120 CHIPPENDALE AVE SUITE 202							Summary Total	8,100.00
	ROSEMOUNT MN 55068							Payment Amount	15,000.00
100256	LANO EQUIPMENT INC	OIL/AIR FILTER 690	PV	86395	001	09101	5/5/2017	02-440089	44.30
	LANO EQUIPMENT INC							Summary Total	44.30
	6140 HIGHWAY 10 NW								
	ANOKA MN 55303							Payment Amount	44.30
100259	LEAGUE OF MN CITIES INS TRUST	RE: C. GARDNER	PV	86343	001	09702	5/1/2017	10970	139.12
	LEAGUE OF MN CITIES INS TRUST							Summary Total	139.12
	C/O BERKLEY RISK SERVICES INC								
	P O BOX 581517								
	MINNEAPOLIS MN 55458-1517							Payment Amount	139.12
100266	LOGIS	SHI-WINDOWS	PV	86396	001	09101	3/31/2017	43446	722.26



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CITY OF RAMSEY  
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Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
	1450 WEST COUNTY ROAD C ROSEVILLE MN 55113								
								Payment Amount	43.11
115206	MINNETONKA GAME AND FISH CLUB	GUN RANGE USE 5/4/2017	PV	86346	001	09101	5/8/2017	050817	320.00
	MINNETONKA GAME AND FISH CLUB 1506 FLORIDA AVENUE N GOLDEN VALLEY MN 55427							Summary Total	320.00
								Payment Amount	320.00
113909	MOBILE VEHICLE INTEGRATION	INSTALL MIC/IGNITION SECURITY	PV	86347	001	09101	5/1/2017	1704084	301.25
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330							Summary Total	301.25
								Payment Amount	301.25
115375	MUTT MITT	MUTT MITTS	PV	86348	001	09101	5/1/2017	154235	830.25
	MUTT MITT 12316 WORLD TRADE DRIVE SUITE 102 SAN DIEGO CA 92128							Summary Total	830.25
								Payment Amount	830.25
115167	NET TRANSCRIPTS INC	TRANSCRIPTIONS	PV	86349	001	09101	4/15/2017	0012924-IN	255.16
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014							Summary Total	255.16
								Payment Amount	255.16
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	86401	001	09101	5/2/2017	185805	402.24
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433							Summary Total	402.24
								Payment Amount	402.24
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC SUPPLIES- RAMP	PV	86400	001	09240	5/4/2017	102034	236.49

R04570

CITY OF RAMSEY  
Create Payment Control Groups

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

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
NORTHWEST LIGHTING SYSTEMS CO. 12001 RIVERWOOD DRIVE BURNSVILLE MN 55337		Summary Total			236.49
				Payment Amount	236.49
110480	OPUS 21 MANAGEMENT SOLUTIONS	PV 86461 001 09601	5/9/2017	170437	2,997.44
	OPUS 21 MANAGEMENT SOLUTIONS	PV 86461 002 09601	5/9/2017	170437	2,997.44
	680 COMMERCE DRIVE SUITE 160	PV 86461 003 09601	5/9/2017	170437	2,997.44
	WOODBURY MN 55125	PV 86461 004 09601	5/9/2017	170437	2,997.44
	APRIL 2017 SERVICE	PV 86461 005 09601	5/9/2017	170437	2,997.44
				Summary Total	14,987.20
				Payment Amount	14,987.20
100384	PLAISTED COMPANIES INC	PV 86402 001 09101	4/30/2017	7806	498.75
PLAISTED COMPANIES INC PO BOX 332 11555 - 205TH AVENUE NW ELK RIVER MN 55330		Summary Total			498.75
				Payment Amount	498.75
111488	POPP.COM INC	PV 86403 001 09101	4/30/2017	992410949	110.56
	POPP.COM INC	PV 86403 002 09101	4/30/2017	992410949	38.69
	620 MENDELSSOHN AVENUE NORTH SUITE 101	PV 86403 003 09101	4/30/2017	992410949	33.17
	GOLDEN VALLEY MN 55427	PV 86403 004 09101	4/30/2017	992410949	187.95
	APRIL 2017 SERVICE	PV 86403 005 09101	4/30/2017	992410949	33.17
	APRIL 2017 SERVICE	PV 86403 006 09101	4/30/2017	992410949	93.97
	APRIL 2017 SERVICE	PV 86403 007 09101	4/30/2017	992410949	38.69
	APRIL 2017 SERVICE	PV 86403 008 09101	4/30/2017	992410949	108.23
	APRIL 2017 SERVICE	PV 86403 009 09101	4/30/2017	992410949	86.33
	APRIL 2017 SERVICE	PV 86403 010 09101	4/30/2017	992410949	105.96
	APRIL 2017 SERVICE	PV 86403 011 09101	4/30/2017	992410949	57.52
				Summary Total	894.24
				Payment Amount	894.24
112959	PREMIUM WATERS INC	PV 86404 001 09101	4/30/2017	621331-04-17	29.64
PREMIUM WATERS INC P O BOX 9128		Summary Total			29.64
	FIRE STATION- WATER	PV 86405 001 09101	4/30/2017	621332-04-17	8.00

R04570

CITY OF RAMSEY  
Create Payment Control Groups

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

Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
	MINNEAPOLIS MN 55480-9128								8.00
									37.64
100413	RANDALL GOODRICH AND HAAG PLC	APRIL 17 PROSECUTION BILL	PV	86350	001	09101	5/3/2017	050317	2,872.60
	RANDALL GOODRICH AND HAAG PLC 2140 FOURTH AVENUE NORTH ANOKA MN 55303								2,872.60
114163	RCM SPECIALTIES INC	DRESSER FA2 MOD.	PV	86406	001	09101	4/28/2017	6000	626.25
	RCM SPECIALTIES INC 12090 MARGO AVENUE SOUTH SUITE B HASTINGS MN 55033	EMULSION	PV	86407	001	09101	5/4/2017	6008	1,845.25
									1,845.25
									2,471.50
114535	RED LEAF INC	INDESIGN TEMPLATE COMP PLAN	PV	86462	001	09101	4/28/2017	4600	1,350.00
	RED LEAF INC 3957 YOSEMITE AVENUE S MINNEAPOLIS MN 55416								1,350.00
107880	RICK JOHNSON DEER AND BEAVER INC	DEER CALLS - APRIL 2017	PV	86351	001	09101	5/1/2017	050117	360.00
	RICK JOHNSON DEER AND BEAVER INC 18595 XENOLITH STREET NW BURNS TOWNSHIP MN 55303								360.00
100431	SAFETY KLEEN CORPORATION	RECYCLE OIL	PV	86408	001	09101	4/30/2017	CN04709123	110.97
	SAFETY KLEEN CORPORATION PO BOX 382066 PITTSBURGH PA 15250-8066								110.97
115583	SANDARIN, BARBARA	MAY 2017- 4 YOGA	PV	86352	001	09101	4/14/2017	041417	180.00



R04570

CITY OF RAMSEY  
Create Payment Control Groups

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

Payee		Stub	Document			Due	Invoice	Payment		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount	
	NEW BRIGHTON MN 55112								Payment Amount	170.00
100485	TIMESAVER OFF SITE SECRETARIAL INC	APRIL 2017 MEETINGS	PV	86356	001	09101	4/28/2017	M22886		710.50
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378								Summary Total	710.50
									Payment Amount	710.50
112688	TITAN MACHINERY	LATCH	PV	86413	001	09101	5/8/2017	9309167		7.03
	TITAN MACHINERY 14375 JAMES ROAD ROGERS MN 55374								Summary Total	7.03
									Payment Amount	7.03
112079	TOKLE INSPECTIONS INC	APRIL 2017 SERVICE	PV	86357	001	09101	5/1/2017	050117		2,895.00
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448								Summary Total	2,895.00
									Payment Amount	2,895.00
100495	TWIN CITIES FLAG SOURCE	USA FLAG	PV	86414	001	09101	5/3/2017	30490		44.00
	TWIN CITIES FLAG SOURCE 3240 - 199TH AVENUE NW ANOKA MN 55303								Summary Total	44.00
									Payment Amount	44.00
111742	TWIN CITY WATER CLINIC INC	APRIL 2017 WATER TESTS	PV	86358	001	09601	4/28/2017	9584		170.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343								Summary Total	170.00
									Payment Amount	170.00
105628	WELLS CATERING SERVICE	CC MEAL 5/9/2017	PV	86415	001	09101	5/9/2017	42751		141.08

R04570

CITY OF RAMSEY  
Create Payment Control Groups

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

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
	WELLS CATERING SERVICE							Summary Total	141.08
	7533 SUNWOOD DRIVE SUITE 108								
	RAMSEY MN 55303							Payment Amount	141.08
115719	WOITEL, MATT	TASER CARTRIDGES/ RESV. TRAIN	PV	86416	001	09101	5/10/2017	051017	375.00
	MATT WOITEL							Summary Total	375.00
	325 EAST MAIN STREET								
	ANOKA MN 55303							Payment Amount	375.00
112515	WSB AND ASSOCIATES INC	MARCH 17 SHOVEL READY CERT.	PV	86465	001	09201	5/2/2017	8-01973-120 MAY 17	40,900.50
	WSB AND ASSOCIATES INC							Summary Total	40,900.50
	701 XENIA AVENUE SOUTH SUITE 300								
	MINNEAPOLIS MN 55416							Payment Amount	40,900.50
Total Amount to be Processed									360,200.98
Total Number of Payments to be Processed									72

R04570

CITY OF RAMSEY  
Create Payment Control Groups

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

Payee	Stub	Document	Due	Invoice	Payment					
Number	Name / Mailing Address	Message	Ty	Number	Amount					
			Number	Itm	Co	Date	Number	Amount		
115603	DRC INC	PAY EST 3 OLD MUNI	PV	86466	001	09412	5/17/2017	051717	24,516.55	
		DEMO								
	DRC INC								Summary Total	24,516.55
	4880 CLEAR SPRING ROAD									
	MINNETONKA MN 55345								Payment Amount	24,516.55
									Total Amount to be Processed	24,516.55
									Total Number of Payments to be Processed	1

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-116**

**RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF MAY 4, 2017 THROUGH MAY 17, 2017.**

**WHEREAS**, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of May 4, 2017, through May 17, 2017, in the amount of \$ 758,699.22 and

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

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

- 1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period May 4, 2017, through May 17, 2017, in the amount of \$ 758,699.22.

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Councilmember LeTourneau

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of May, 2017.

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Mayor

ATTEST:

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City Clerk

**CC Regular Session**

4. 7.

**Meeting Date:** 05/23/2017

**By:** Colleen Lasher, Administrative Services

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**Information**

**Title**

Adopt Resolution #17-05-114 to Hire Seasonal Public Works Maintenance Workers

**Purpose/Background:**

The purpose of this case is to request authorization to hire five Seasonal Public Works Maintenance Workers.

Annually the City employs Seasonal Public Works Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works. The process to fill these positions includes an open competitive recruitment, interviews, background checks, pre-employment testing, City Council approval to hire and on-boarding.

At this time, staff selected five qualified seasonal candidates. All candidates have passed the pre-employment screenings and staff recommends hiring the candidates listed below.

**Notification:**

Entry level seasonal pay: First year seasonal employees earn \$10.00 per hour. Each year that seasonal employees return they received a twenty-five cent per hour increase in pay, to a maximum of \$12.00 per hour.

**Observations/Alternatives:**

Option #1 To hire the selected 2017 Seasonal Public Works Maintenance Workers.

Option #2: Not moving ahead with hiring the Seasonal Public Works Maintenance Workers. Staff does not recommend this option due to the inability to meet the highly labor intensive seasonal work demands in the Public Works Department; as well as the much needed support provided by the Interns.

**Funding Source:**

The funding required to fill these positions is included within the approved 2017 budget.

**Recommendation:**

Staff recommends option #1 above, hiring the following 2017 Seasonal Public Works Maintenance Workers:

1. Kylie Bloch a \$10.00 per hour with a start date on or near May 11, 2017.
2. Bradley Beaver and Jacob Vanness at \$10.25 per hour with a start date on or near May 15, 2017.
3. Jacob Marks at \$10.50 per hour with a start date on or near May 17, 2017.
4. Ethan Scheuring at \$10.50 per hour with a start date on or near May 24, 2017.

**Action:**

Motion to adopt resolution #17-05-114 to hire the following employees:

1. Kylie Bloch a \$10.00 per hour with a start date on or near May 11, 2017.
2. Bradley Beaver and Jacob Vanness at \$10.25 per hour with a start date on or near May 15, 2017.
3. Jacob Marks at \$10.50 per hour with a start date on or near May 17, 2017.
4. Ethan Scheuring at \$10.50 per hour with a start date on or near May 24, 2017.

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## Attachments

Resolution 1705114

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### Form Review

**Inbox**

Kurt Ulrich

Patrick Brama

Form Started By: Colleen Lasher

Final Approval Date: 05/18/2017

**Reviewed By**

Jo Thieling

Patrick Brama

**Date**

05/17/2017 11:17 AM

05/18/2017 11:07 AM

Started On: 05/08/2017 03:05 PM

Councilmember      introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-114**

**RESOLUTION TO HIRE SEASONAL PUBLIC WORKS MAINTENANCE WORKERS**

**WHEREAS**, annually the City employs seasonal public works maintenance workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works; and

**WHEREAS**, staff has found a significant benefit to seasonal public works maintenance workers; and

**WHEREAS**, staff selected 5 qualified entry level seasonal candidates; and

**WHEREAS**, all candidates passed the pre-employment screening; and

**WHEREAS**, staff recommends hiring the selected 2017 candidates listed below.

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

Motion to adopt resolution #17-05-114 to hire the following employees:

1. Entry level seasonal employee: Kylie Bloch a \$10.00 per hour with a start date on or near May 11, 2017.
2. Entry level seasonal employees: Returning for the second year: Bradley Beaver and Jacob Vanness at \$10.25 per hour with a start date on or near May 15, 2017.
3. Entry level seasonal employee: Returning for the sixth year: Jacob Marks at \$10.50 per hour with a start date on or near May 17, 2017.
4. Entry level seasonal employee: Returning for the third year: Ethan Scheuring at \$10.50 per hour with a start date on or near May 24, 2017.

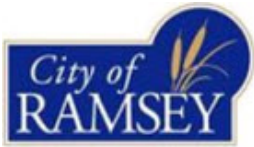
The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof:

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 23<sup>rd</sup> day of May, 2017.



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

## CC Regular Session

4. 8.

**Meeting Date:** 05/23/2017

**By:** Chris Anderson, Community  
Development

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### Information

#### **Title:**

Adopt Resolution #17-05-115 Approving a Beekeeping License for the Property Located at 6768 158th Lane NW (Project #17-122); Case of Lorraine Winsor

#### **Purpose/Background:**

Honeybee populations are declining due, in part, to the growing use of certain herbicides and alterations to native landscapes (along with colony collapse disorder). The continued decline of honeybee populations could have a devastating effect on our food supply. In response to this phenomena, interest in hobby beekeeping has grown over the last several years. The City has recognized this issue and has proactively amended City Code to outline standards related to beekeeping, including the need for a Beekeeping License. The Beekeeping License provides the City an opportunity to notify nearby residents of a request and affords those property owners an opportunity to provide comment on these requests.

Ramsey City Code Section 10-1(f) (Beekeeping) states the following: the number of hives is limited to no more than six (6); no hive shall be in excess of twenty (20) cubic feet; hives shall not be within three (3) feet of any property boundary nor within any drainage and utility easement; and hives shall have a constant supply of water. Maintaining bees on a property requires a Beekeeping License reviewed and approved by City Council. The City has received an application for a Beekeeping License from Lorraine Winsor (the "Applicant"), who desire to maintain one (1) honeybee hive on the property located at 6768 158th Lane NW (the "Subject Property"). The Applicant resides at the property along with the owner of the Subject Property, Bryan Eggers.

#### **Notification:**

A notice of public comment period was mailed to property owners within 350 feet of the Subject Property.

#### **Observations/Alternatives:**

The Applicant desires to maintain one (1) honeybee hive on the Subject Property. The Subject Property is zoned R-1 Residential (Rural Developing) and is approximately 2.16 acres in size. The surrounding properties are also zoned R-1 Residential (Rural Developing) and range in size from just under an acre to just over four (4) acres. County Drainage Ditch 66 runs along the southern boundary of the Subject Property.

Per the Applicant's Site Plan, the beehive would be located near the edge of a wetland in the rear yard, behind a detached garage. The beehive would be approximately ten (10) feet from the side property line of the Subject Property. While within twenty-five (25) feet of a property boundary, the area is wooded and opens up into wetland beyond. There is at least 250 feet to the nearest habitable structure. The tree cover appears to provide a sufficient 'flyway' barrier as required in City Code. The proposed location, number of hives, and size/volume of hives all comply with City Code Section 10-1 (f) (Beekeeping). The Applicants have stated that if this hobby becomes too daunting, that they will coordinate with the University of Minnesota's Bee Squad to have the hive removed from the

Subject Property.

The Applicant has contacted a number of adjacent and nearby property owners about their desire to conduct hobby beekeeping on the Subject Property and have submitted signatures from them as to whether they are supportive of the request and whether they have anyone in the home that are allergic to bee stings. In total, twenty-six (26) adjacent or nearby property owners signed a form approving the Applicant's request, including three (3) that indicated someone in their household was allergic to bee stings.

Alternative 1: Adopt Resolution #17-05-115 approving a Beekeeping License for the Subject Property. The request appears to comply with all standards outlined in City Code Section 10-1(f). The Applicant has provided supporting documentation indicating that adjacent and nearby property owners have no objections to the requested license. Staff supports this alternative.

Alternative 2: Do not adopt Resolution #17-05-115. The request complies with all standards outlined in Ramsey City Code Section 10-1(f) and all of the immediate neighbors have signed a form stating they have no objections to the Beekeeping License request. Thus, Staff does not support this option.

**Funding Source:**

This case is being handled as part of Staff's regular duties.

**Recommendation:**

Staff recommends adopting Resolution #17-05-115 approving a Beekeeping License for Lorraine Winsor on the property generally known as 6768 158th Lane NW.

**Action:**

Motion to adopt Resolution #17-05-115 approving a Beekeeping License for Lorraine Winsor on the property generally know as 6768 158th Lane NW.

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**Attachments**

[Site Location Map](#)

[Site Plan](#)

[Applicant's Narrative](#)

[Signatures of Neighbors Supporting Request](#)

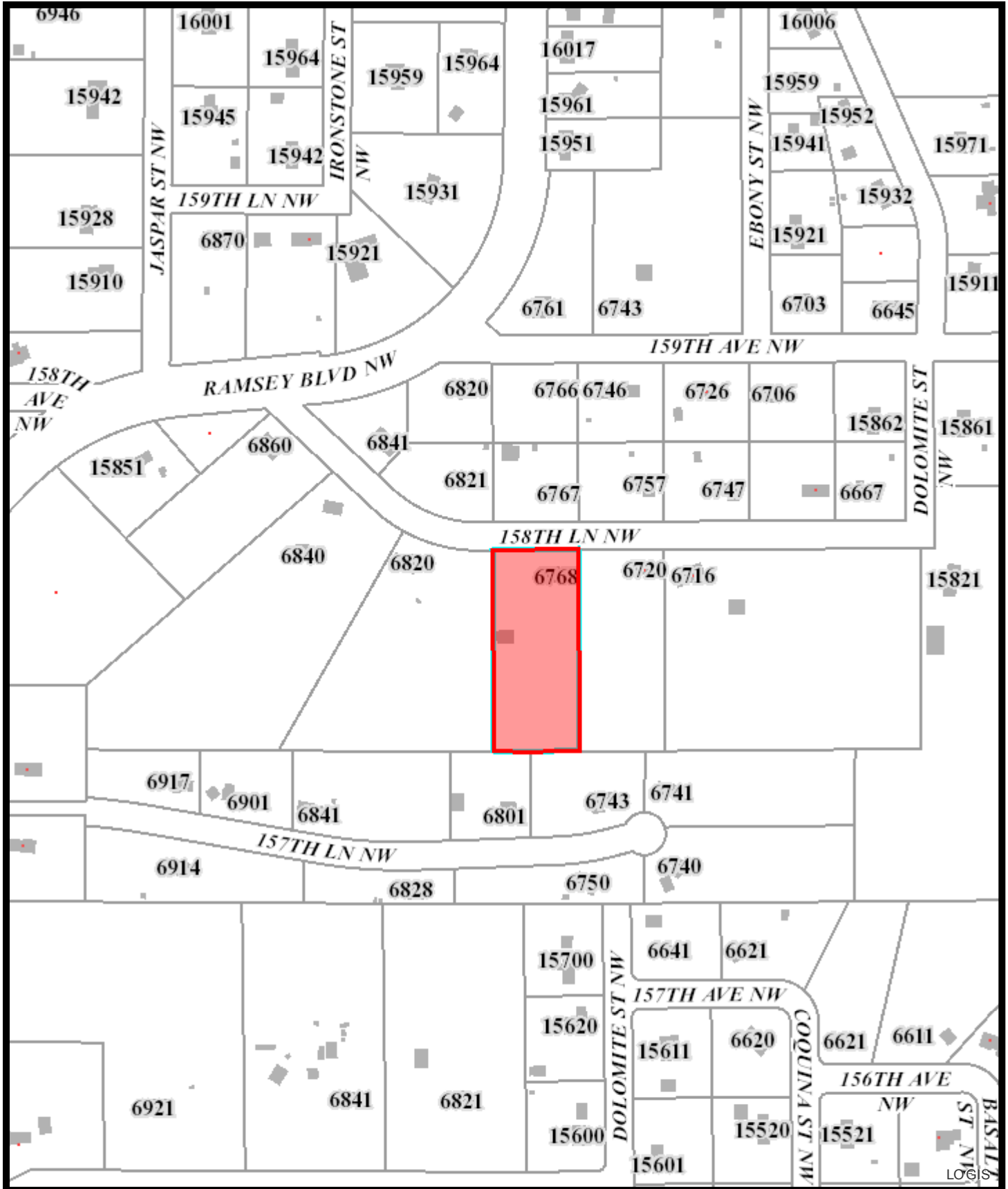
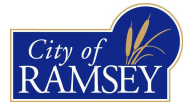
[Resolution #17-05-115](#)

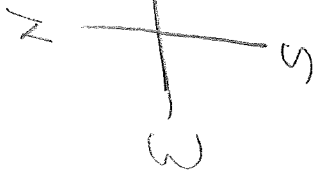
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**Form Review**

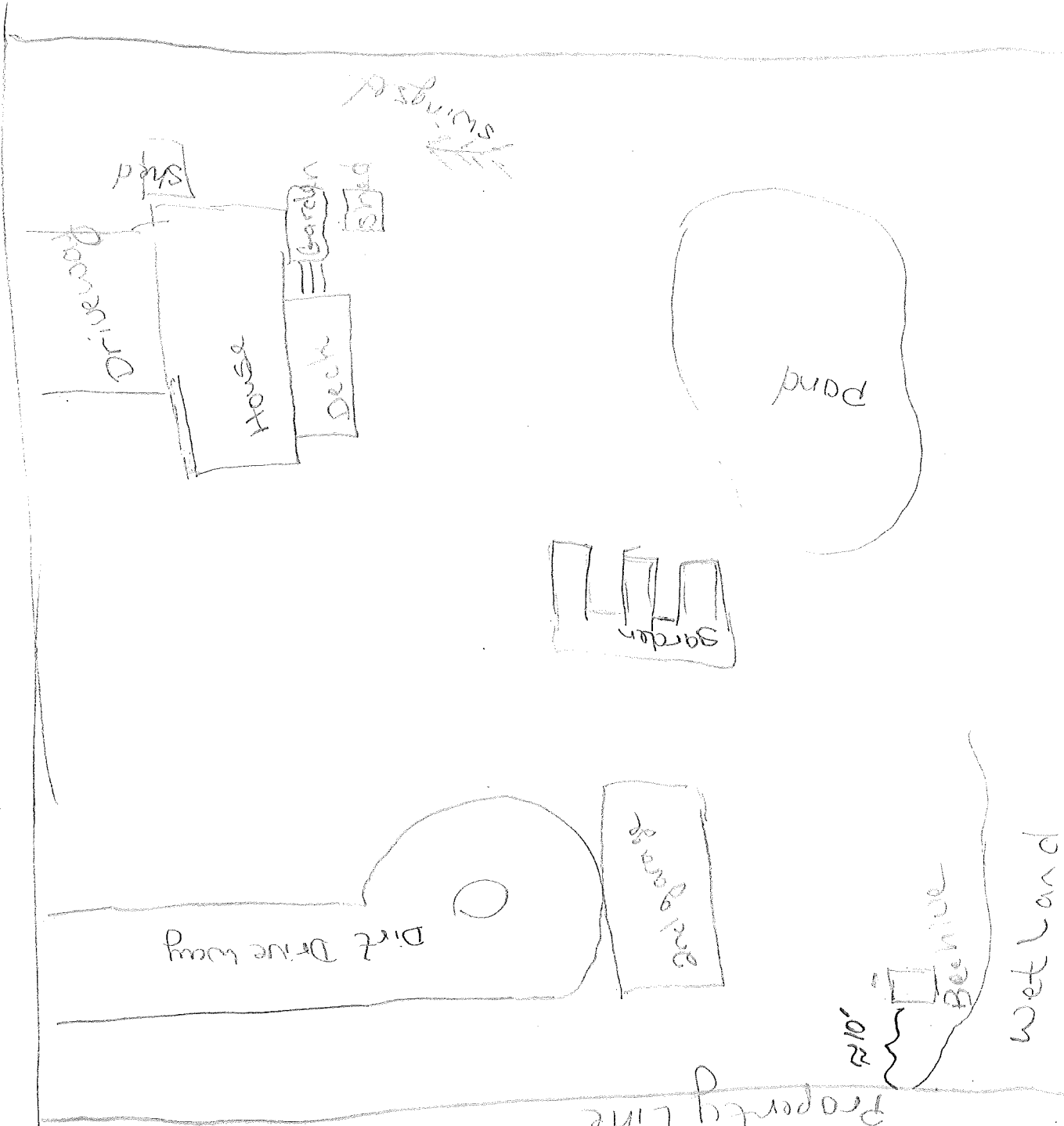
Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	05/18/2017 07:22 AM
Kurt Ulrich	Jo Thieling	05/18/2017 08:27 AM
Patrick Brama	Patrick Brama	05/18/2017 11:13 AM
Form Started By: Chris Anderson		Started On: 05/15/2017 11:51 AM
Final Approval Date: 05/18/2017		

# Site Location Map





158th



Property line

1210'

Wet Land

Driveway

House

Deck

Garden

Shed

Swings

Garden

Pond

Garage

Beehive

Dirt Drive way

**Lorraine Winsor**  
**April 24, 2017**

**Detailed Description of request and site plan**  
**6768 158<sup>th</sup> Lane NW, Ramsey MN 55303**  
**Parcel number 15-32-25-43-0014**

**Impact:**

The environmental impact of introducing bees to my community is minimal. The main objective is to emphasize conservation. Thus, I will do everything in my powers to keep my beehives as environmentally conscious as possible and plan on leaving a small green print while maintaining and the hives. All jars utilized will be made from recyclable glass and use only small amount of electricity during harvesting of the honey that will be used to make homemade jams as well as introducing pollen to different family members that have allergies to pollen. Because three of my family members have hay fever as well as many others have seasonal allergies to pollen. Leading the bees playing a crucial role in pollinating the plants, while creating fresh honey for my family to help overcome their seasonal allergies. Overall, the honey production will be very low environmental impact while benefiting from the pollination brought upon by bees.

**Quality Control**

To ensure quality control, I will be train family members of the safety and have informed neighbors of location and intentions. After I have gone through the U of M Beekeeping course, which would help me gain a full understanding of bees keeping etiquette. All family members will from time to time analyze the health of the bees to ensure healthy, disease free bees are producing honey only under my supervision. Because I want my children to be educated and aware of the importance of the environmental impact that each animal has in the world including bees.

The addition steps of checking for appropriate availability of food and water as well as the clean removal of pests. Once utilizing personal machinery, the machines will be cleaned by daily routine to ensure best quality control. Each of the neighbors on 158<sup>th</sup> lane Northwest as well as 157<sup>th</sup> have been notified of my intentions of beekeeping. Each of the neighbors were asked if they had allergies to bees, and if they approved or objected. Each willing to go and get an epi-pen just in case they came in contact and were accidentally stung by one of the bees.

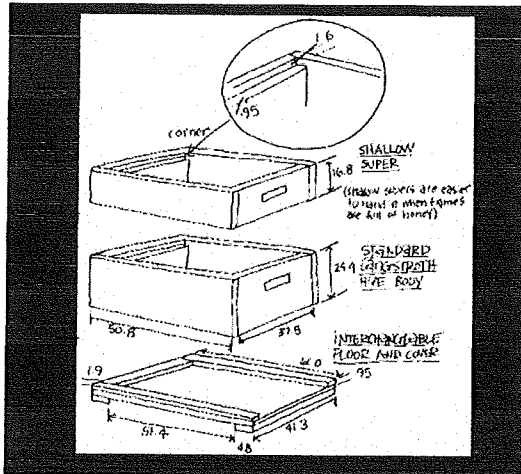
**\*See attached Petition**

**Staffing Requirements**

Since the only staff myself, (Lorraine Winsor) is the only staff and I will not take on additional staff. I am fully capable of dealing with bees, whether conducting a routine check up on a hive,

collecting the honey. If this new beekeeping plan seems overwhelming, I will call the bee squad and they would come and remove my hive for the fee of \$50.

### Plans for Langstroth Beehives



### Bee Hive Supplies

- One 8 frame Langstroth beehive
- Outer cover
- Inner cover
- One shallow super
- One Queen excluder
- One Brood Chamber
- 16 frameless strips
- Entrance reducer
- Top feeder

### Bee Keeping Supplies:






- Urban Beekeeping Book 2<sup>nd</sup> edition
- Honey Apron
- Beekeeper Suit
- Beekeeper Gloves
- Honey Bucket
- Deep Brood Box
- 2 Frame Extractor
- Smoker
- Brush
- Liquid Feed for Bees
- Uncapping Scratcher
- Bee Feeder

Lorraine Winsor  
 April 19th, 2017

## Petitioning the City of Ramsey to allow Bee keeping on the property: 6768 158th Lane NW, Ramsey MN 55303

**Petition summary and background**  
*In accordance with the City of Ramsey, I acknowledge that the Bee Hive(s) operated at the listed address meets all requirements of the Ordinance and that I have notified all property owners of adjoining or diagonally abutting properties including neighbors.*

**Action petitioned for**  
 We, the undersigned, are concerned citizens who urge our leader to act now to permit bee keeping on property: 6768 158th Lane NW Ramsey MN 55303.

Printed Name	Signature	Address	Comments-	Date
Angie Ward		6950 157th MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input checked="" type="checkbox"/> household resident with allergies to bee stings	4/20/17
Cory Decker		4975 157th LN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4/20/17
Bob Spilde		4828 157th LN NW 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4/20/17
Danielle Blaska		6901-157th Ln NW Ramsey	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-20-17
Dee LUDENAN		6720 158th LN NW Ramsey MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4/20/17
			<input type="checkbox"/> approve <input type="checkbox"/> object	

Lorraine Winsor  
 April 19th, 2017

Printed Name	Signature	Address	Comments-	Date
Madeby Rieck	<i>Madeby Rieck</i>	6059 158th Ln NW Ramsey MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4-20-17
Dick Madsen	<i>Dick Madsen</i>	6800 158th Ln NW Ramsey, MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4/20/17
Tan Bomer	<i>Tan Bomer</i>	15739 Ramsey Blvd Ramsey MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input checked="" type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4-20-17
Dave STEENSON	<i>Dave Steenson</i>	6743 157th Lane NW Ramsey, MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4-21-17
Mary Snick	<i>Mary Snick</i>	6917 157th Lane NW Ramsey MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4-21-17
Greg	<i>Greg</i>	5890 158th Ln NW	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4-21-17
Pete MADUE	<i>Pete Madue</i>	15821 Dobson St NW Ramsey MN	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4-21-17
Branda Thomas	<i>Branda Thomas</i>	6167 - 158th Lane NW Ramsey MN	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings <i>stings given to from stings</i>	4-21-17
MIKE KAUS	<i>Mike Kaus</i>	6821 158th Ln. NW Ramsey, MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies <input type="checkbox"/> to bee stings	4-21-17

Lorraine Winsor  
 April 19th, 2017

Printed Name	Signature	Address	Comments-	Date
DAVE BROSTON	<i>Dave Broston</i>	6841-15844 Ln NW Plymouth 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input checked="" type="checkbox"/> household resident with allergies to bee stings <input type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-21-17
<i>Cecilia Fadue</i>	<i>Cecilia Fadue</i>	6716 138th Ln NW Anoka, MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input checked="" type="checkbox"/> household resident with allergies to bee stings	
Robert Sarnood	<i>R. Sarnood</i>	6985 157th Lane NW Ramsey, MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-22-17
Cheryl Noreen	<i>Cheryl Noreen</i>	7000 157 Ln NW Ramsey, MN 55303	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	
Bub McKasick	<i>Bub McKasick</i>	6801-157th Lane NW Ramsey, MN	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4/22/17
MATT LANOU	<i>Matt Lanou</i>	6914 757th Ln NW Ramsey, MN	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-22-17
TERRY STUMP	<i>Terry Stump</i>	6747 158th Ln NW Ramsey, MN	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings <input type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-22-17
			<input type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	

Lorraine Winsor  
 April 19<sup>th</sup>, 2017

Printed Name	Signature	Address	Comments-	Date
LARRY KASTEL	<i>Larry Kastel</i>	6667 158 <sup>th</sup> Ln NW Ramsey, MN.	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings <input type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-25-17
Bruce Reed	<i>Bruce Reed</i>	15851 Ramsey Blvd Ramsey MN	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-25-17
Jan Smith	<i>Jan Smith</i>	6750 157 <sup>th</sup> Lane Ramsey, MN	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-25-17
Violet Lisk	<i>Violet Lisk</i>	7046 - 157 <sup>th</sup> Ln NW Ramsey, MN 55308	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-25-17
Mary Arnold	<i>Mary Arnold</i>	6841-157 <sup>th</sup> Ln NW Ramsey, MN 55308	<input checked="" type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	4-25-17
			<input type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	
			<input type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	
			<input type="checkbox"/> approve <input type="checkbox"/> object <input type="checkbox"/> household resident with allergies to bee stings	

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-115**

**RESOLUTION APPROVING A BEEKEEPING LICENSE ON A RESIDENTIAL PROPERTY GENERALLY KNOWN AS 6768 158<sup>th</sup> LANE NW.**

**WHEREAS**, Lorraine Winsor, hereinafter referred to as the “Licensee” has properly applied to the City of Ramsey (the “City”) for a Beekeeping License on the property generally known as 6768 158<sup>th</sup> Lane NW and legally described as follows:

That part of the Southwest Quarter of the Southeast Quarter and the Southeast Quarter of the Southwest Quarter of Section 15, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at a point on the north line of said Southwest Quarter of Southeast Quarter a distance of 409.70 feet west of the northeast corner thereof, thence south at right angles to the north line of said Southwest Quarter of Southeast Quarter a distance of 468.6 feet, thence west and parallel with the north line of said Southwest Quarter of Southeast Quarter a distance of 800 feet to the point of beginning of land to be described thence continue west and parallel with the north line of said Southwest Quarter of Southeast Quarter and its westerly extension a distance of 200 feet thence south at right angles and to a point distance 355 feet north of the south line of said Section 15 as measured at right angles thereto thence east and parallel with the south line of said Section 15 and to a line drawn southerly from the point of beginning the northerly extension of said line intersecting the north line of said Southwest Quarter of Southeast Quarter at right angles thereto thence north to the point of beginning Subject to an easement for road purpose over the north 33 feet thereof (Subject to easement of record)

(“Subject Property”)

**WHEREAS**, the request appears to meet or exceed all conditions outlined in the Ramsey City Code Section 10-1(f) pertaining to beekeeping; and

**WHEREAS**, the City Council met on May 23, 2017 to review the request for a Beekeeping License.

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

- 1) That a Beekeeping License is hereby granted to **Licensee** to maintain honeybees on the **Subject Property**.
- 2) That the **Licensee** shall comply with all provisions of Ramsey City Code Section 10-1(f).



**CITY OF RAMSEY**

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
City Clerk

STATE OF MINNESOTA )  
 ) SS.  
COUNTY OF \_\_\_\_\_)

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me a Notary Public personally appeared Sarah Strommen and Jo Ann 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 Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

\_\_\_\_\_  
Notary Public

This document drafted by:  
The City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

This document reviewed by:  
Ratwik, Roszak & Maloney  
730 Second Ave. S., Suite 300  
Minneapolis, MN 55402

Meeting Date: 05/23/2017

By: Chris Anderson, Community  
Development

---

**Information**

**Title**

Adopt Resolution #17-05-117 Approving an Easement Encroachment Agreement for a Sport Court at 7496 161st Ave NW

**Purpose/Background:**

The City has received a request for an Easement Encroachment Agreement from Clinton and Monica Seul to allow for a sport court/patio to be partially located within a drainage and utility easement (the "Easement") on the property located at 7496 161st Avenue NW (the "Subject Property"). The sport court/patio would be flush with the ground and would not disrupt the designed drainage pattern for the area.

**Notification:**

Notification is not required.

**Observations/Alternatives:**

The Subject Property is located within the Sweetbay Ridge subdivision. As part of the approved grading plan for the subdivision, the Subject Property, along with the three (3) others on the block, were to be custom graded in an attempt to preserve some of the tree cover in the rear yards. As a result, a larger drainage and utility easement was required along the rear lot lines to ensure proper drainage would occur (all of the rear yards drain east toward Sapphire St, through this Easement). Staff has worked with the owners of the Subject Property to ensure that the surface of the sport court/patio is flush with the existing ground to ensure that drainage could sheet flow across it and continue to the storm sewer system in Sapphire Street.

Staff has worked with the owners of the Subject Property to ensure that the sport court/patio meets the minimum setbacks; however, it still encroaches four (4) feet into the Easement in the rear yard. The owners have modified their plan to reduce the size of the sport court/patio slightly and repositioned the basketball hoop/post so that it is outside the Easement. The Engineering Department has reviewed the request and has noted that as long as it remains flush with the existing grade, the Easement can still function as designed and would have no objection to the encroachment.

**Funding Source:**

This case is being handled as part of Staff's regular duties. Should the Easement Encroachment Agreement be approved, the property owners would be responsible for the cost of recording the Agreement.

**Recommendation:**

Staff recommends approval of the Easement Encroachment Agreement.

**Action:**

Motion to adopt Resolution #17-05-117 approving an Easement Encroachment Agreement for the property at 7496 161st Ave NW.

Site Location Map

Site Plan

Encroachment Agreement

Resolution #17-05-117

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### Form Review

**Inbox**

Bruce Westby

Tim Gladhill

Kurt Ulrich

Patrick Brama

Form Started By: Chris Anderson

Final Approval Date: 05/18/2017

**Reviewed By**

Bruce Westby

Tim Gladhill

Jo Thieling

Patrick Brama

**Date**

05/17/2017 01:28 PM

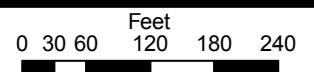
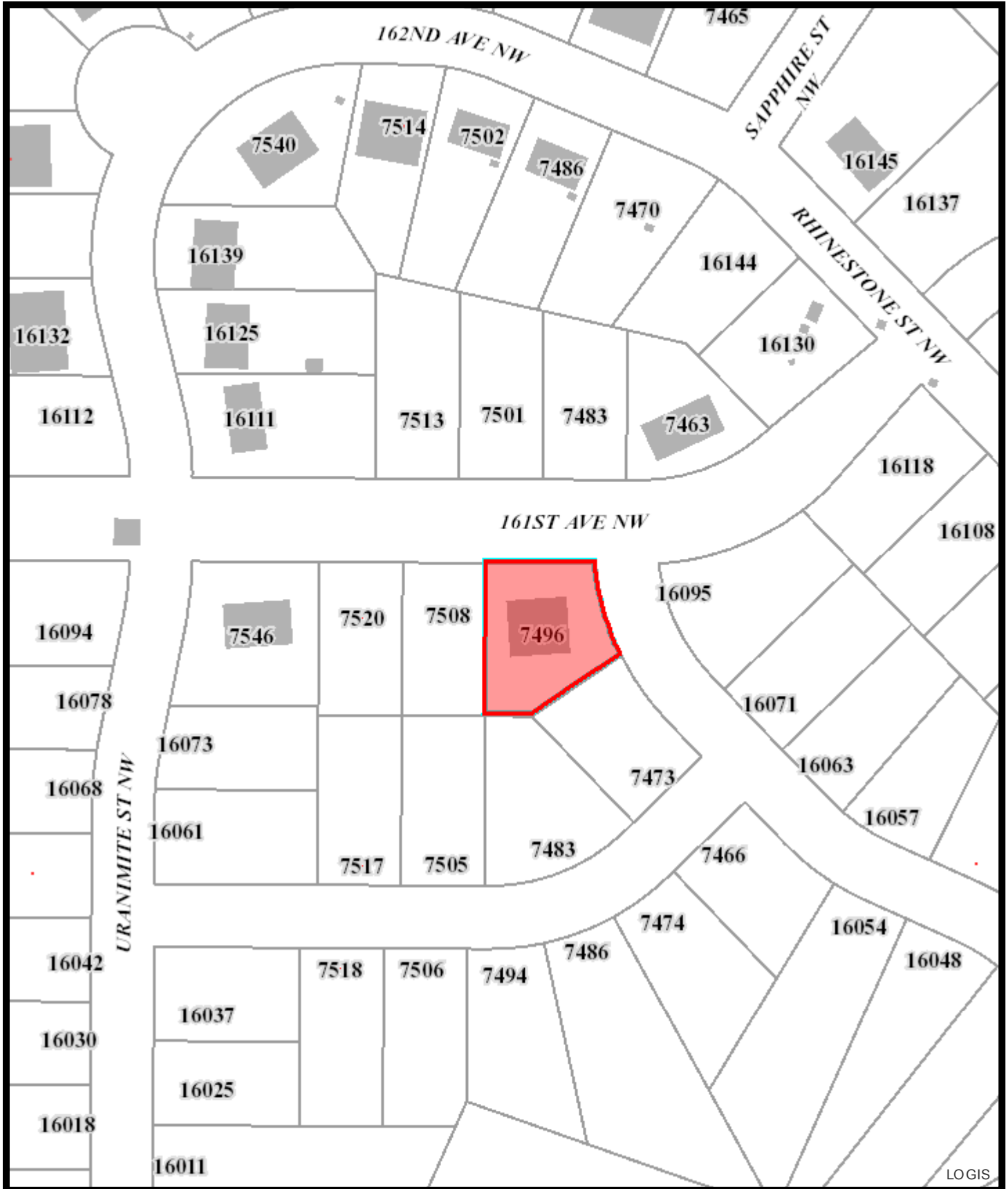
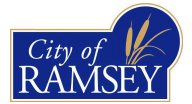
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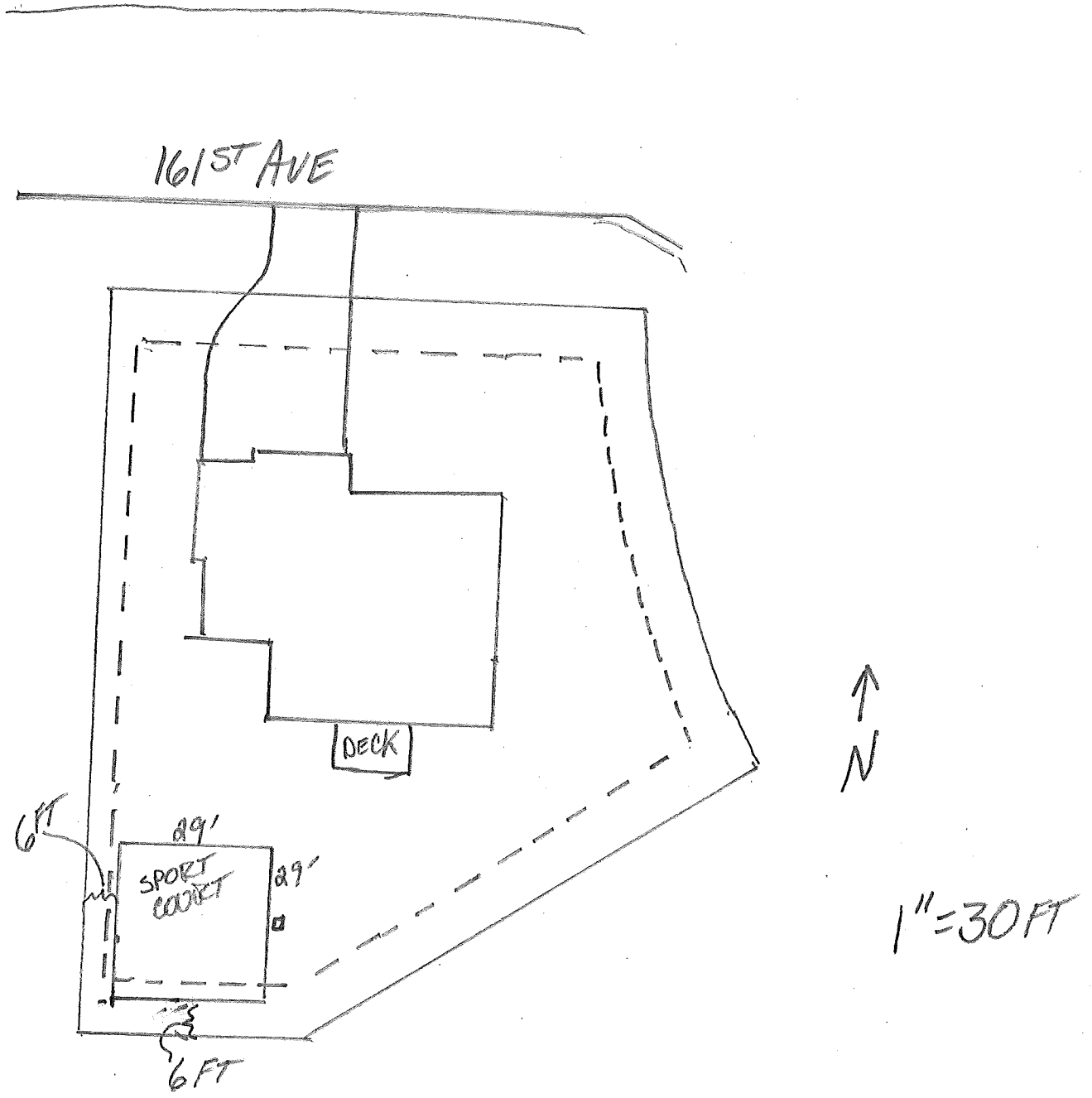
05/18/2017 08:27 AM

05/18/2017 11:15 AM

Started On: 05/15/2017 05:52 PM

# Site Location Map





--- = D/O EASEMENT

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**ENCROACHMENT AGREEMENT**

**THIS AGREEMENT** (“Agreement”) is made this 23<sup>rd</sup> day of May, 2017, by and between the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota (“City”), and **Clinton and Monica Seul**, husband and wife, and their successors and assigns (“Landowner”).

**RECITALS:**

**WHEREAS**, Landowner is the fee owner of the real property located at 7496 161<sup>st</sup> Ave NW, Ramsey, Minnesota, and legally described as follows:

Lot 4, Block 4 SWEETBAY RIDGE

(“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 “SWEETBAY RIDGE” 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 twenty-nine foot by twenty-nine foot (29’ x 29’) sport court pad (the “Pad”) positioned near the southwest 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 Pad over that part of the Easements as shown in Exhibit “A” subject to the terms of this Agreement.

2. Landowner shall not expand the Pad in width, depth, or height unless approved in writing by the City. If the Pad 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 Pad.

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 Pad 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 Pad that has been placed in the Easements. Landowner will promptly comply with said removal request at their expense and will remove the Pad 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 Pad, 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 Pad, 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:** Clinton and Monica Seul  
7496 161<sup>st</sup> Ave 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: \_\_\_\_\_  
Sarah Strommen, Mayor

By: \_\_\_\_\_  
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: \_\_\_\_\_  
Clinton Seul

By: \_\_\_\_\_  
Monica Seul

STATE OF MINNESOTA )  
 )ss.  
COUNTY OF \_\_\_\_\_ )

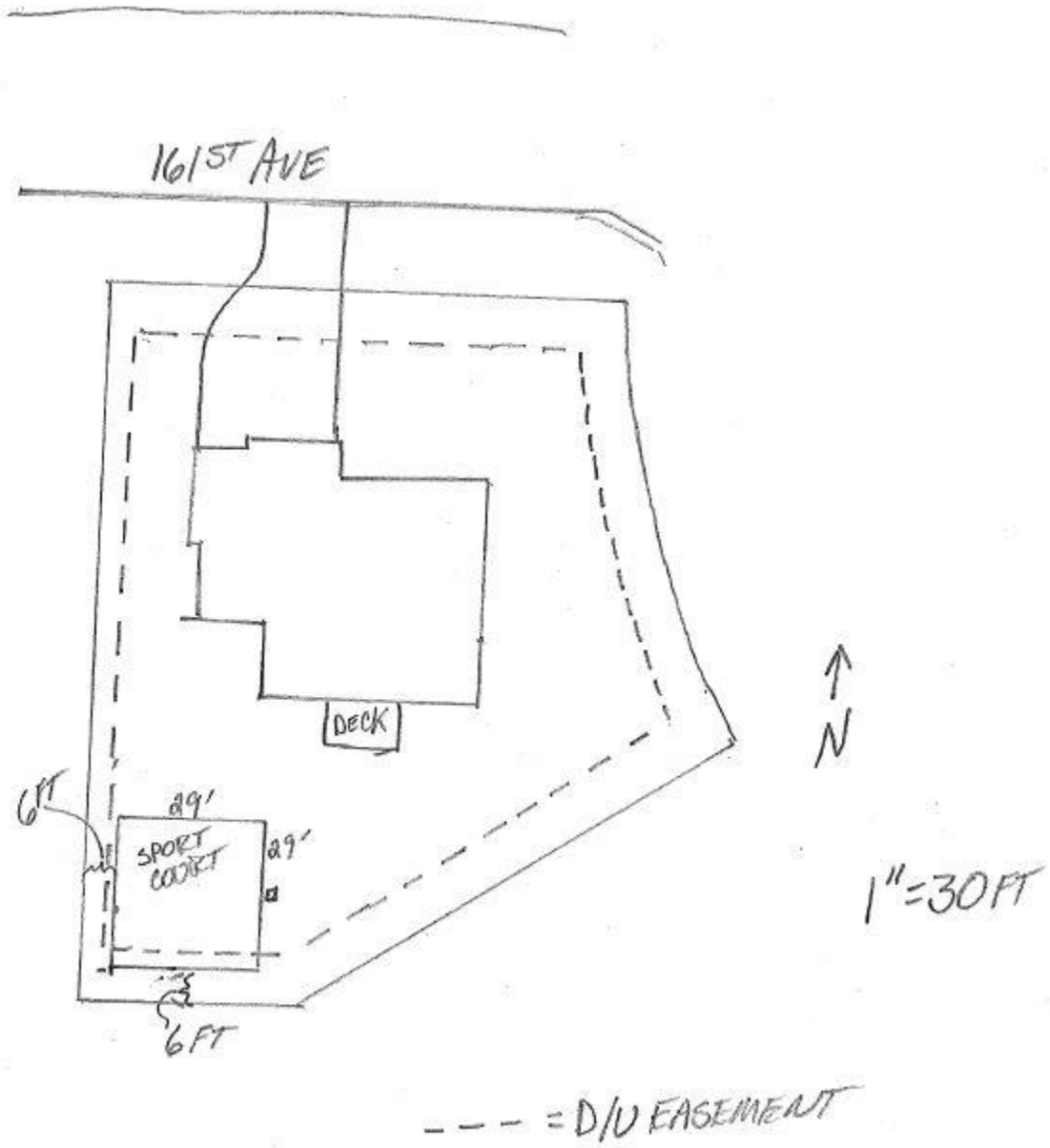
The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2017, by Clinton and Monica Seul.

\_\_\_\_\_  
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 #17-05-117**

**RESOLUTION APPROVING AN ENCROACHMENT AGREEMENT FOR A SPORT COURT TO BE PARTIALLY LOCATED IN A DRAINAGE AND UTILITY EASEMENT ON THE PROPERTY GENERALLY KNOWN AS 7496 161<sup>ST</sup> AVE NW AND DECLARING TERMS OF SAME**

**WHEREAS**, Clinton and Monica Seul, hereinafter referred to as the “Applicant,” have requested an Encroachment Agreement to allow a 29’ x 29’ sport court (the “Sport Court”) to be partially located in a drainage and utility easement (the “Easement”) on the property legally described as follows:

Lot 4 Block 4 SWEETBAY RIDGE

(the “Subject Property”).

**WHEREAS**, the Applicant has applied for a Zoning Permit for the Sport Court; and

**WHEREAS**, Engineering Department has found that the Easement can still function with the encroachment of the Sport Court; and

**WHEREAS**, City Council reviewed the Encroachment Agreement request on May 23, 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 Sport Court 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 23<sup>rd</sup> day of May, 2017.

---

Mayor

**ATTEST:**

---

City Clerk

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

**CC Regular Session**

**4. 10.**

**Meeting Date:** 05/23/2017

**Submitted For:** Bruce Westby, Engineering/Public Works

**By:** MaryJo Warner, Engineering/Public Works

---

**Information**

**Title**

Adopt Resolution #17-05-123 Authorizing Partial Payment to DRC, Inc. for Ramsey Municipal Complex Site Demolition

**Purpose/Background:**

Resolution and Pay Request attached.

**Recommendation:**

The Senior Engineering Technician has inspected the completed work and recommends partial payment to DRC, Inc. for Ramsey Municipal Complex site demolition in the amount of \$24,516.55.

**Action:**

Motion to adopt Resolution #17-05-123 authorizing partial payment to DRC, Inc. for Ramsey Municipal Complex site demolition in the amount of \$24,516.55.

---

**Attachments**

Resolution

Pay Request

---

**Form Review**

**Inbox**

Bruce Westby  
Mary Jo Warner (Originator)  
Bruce Westby  
Patrick Brama  
Kurt Ulrich  
Form Started By: MaryJo Warner  
Final Approval Date: 05/18/2017

**Reviewed By**

Bruce Westby  
MaryJo Warner  
Bruce Westby  
Patrick Brama  
Jo Thieling

**Date**

05/17/2017 03:14 PM  
05/18/2017 10:53 AM  
05/18/2017 01:00 PM  
05/18/2017 01:57 PM  
05/18/2017 02:09 PM  
Started On: 05/17/2017 08:48 AM

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-123**

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

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

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

**WHEREAS**, Change Order #1 covers costs outside the scope of the contract as required to test internal fireproof doors for asbestos and to remove and dispose of four (4) doors that were found to contain asbestos. This work totaled \$1,230 and is included as part of pay request #2.

**WHEREAS**, as of May 23, 2017 \$90,176.95 has been paid to date; and

**WHEREAS**, the Senior Engineering Technician has inspected the completed work and recommends partial payment to DRC, Inc. in the amount of \$24,516.55.

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

- 1) That the City Council hereby authorizes partial payment to DRC, Inc. for Ramsey Municipal Complex Site Demolition in the amount of \$24,516.55.
- 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 May 23, 2017.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23<sup>rd</sup> day of May 2017.

---

Mayor

**ATTEST:**

---

City Clerk

Pay Estimate Summary Sheet  
OLD MUNICIPAL CENTER DEMOLITION

City of Ramsey

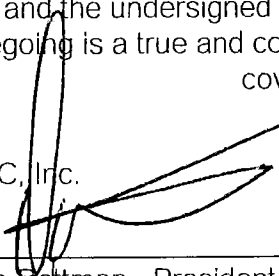
Estimate no 3

CONTRACT	\$	119,500.00
CHANGE ORDER #1	\$	1,230.00
TOTAL CONTRACT	\$	120,730.00
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	120,730.00
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	120,730.00
RETAINED PERCENTAGE 5%	\$	6,036.50
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	114,693.50
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	90,176.95
PAY CONTRACTOR PER ESTIMATE NO. 3	\$	24,516.55

Certificate for Partial Payment

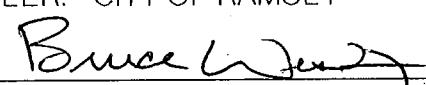
I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on the this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned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

Contractor: DRC, Inc.

By  \_\_\_\_\_  
Dave Reitman, President

Date May 18, 2017

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:  
ENGINEER: CITY OF RAMSEY

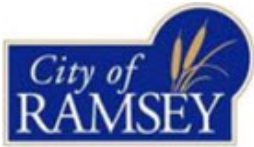
By  \_\_\_\_\_  
Bruce Westby, City Engineer

Date 5/18/17

APPROVED FOR PAYMENT:  
OWNER: City of Ramsey

By  \_\_\_\_\_  
Patrick Brama, Assistant City Administrator

3-18-17  
Date



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

**CC Regular Session**

**4. 11.**

**Meeting Date:** 05/23/2017

**By:** Mark Riverblood, Engineering/Public Works

---

**Information**

**Title:**

Adopt Resolution #17-05-124 Approving Work Plan and Budget for Trailside Pollinator Habitat Restoration at the Lake Itasca Trail

**Purpose/Background:**

In February of 2017, Council adopted Resolution #17-02-047 supporting pollinator initiatives and approving the Mayors for Monarchs Pledge. Additionally the other action items of this Resolution included establishing pollinator habitat on public lands and communicating to the public on the importance of pollinators in general.

**Observations/Alternatives:**

The attached work plan and budget detail a two-phase pollinator establishment along the Lake Itasca Trail, as part of a partnership with the US Fish and Wildlife Service. The first phase would be a small scope plug planting at the Lake Itasca Trailhead—likely with Youth First participants in June. (This would also be the backdrop for the Mayor's for Monarchs pledge signing—another element of which is the 270 student butterfly coloring project being performed by Ramsey Elementary School 4th graders later this month.)

The second phase would be a larger planting on both sides of the Lake Itasca Trail (6+ acres total) later in the Fall of 2017.

**Funding Source:**

Funding would be from the Lawful Gambling Fund in a not-to-exceed amount of \$5,000.

**Recommendation:**

Both the Environmental Policy Board and the Parks and Recreation Commission continue to be supportive of the Mayors for Monarchs program and the EPB's 2017 work plan explicitly calls for *to "...expand pollinator friendly landscapes on public lands through collaboration with the Parks & Recreation Commission, and Improve communications and resources regarding pollinators."*

The EPB reviewed the work plan and budget this case would approve at their regular meeting on May 15, 2017.

**Action:**

Motion to adopt Resolution ##17-05-124 Approving the Work Plan and Budget for Trailside Pollinator Habitat Restoration at the Lake Itasca Trail

---

## Attachments

2017 Work Plan/Budget

EPB 2017 work plan

Ramsey Elementary project

Resolution #17-05-124

Mayors for Monarchs Pledge

Pollinator Framework Document

Res 17 02 047

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## Form Review

### Inbox

Patrick Brama

Kurt Ulrich

Mark Riverblood (Originator)

Patrick Brama

Mark Riverblood (Originator)

Form Started By: Mark Riverblood

Final Approval Date: 05/19/2017

### Reviewed By

Jo Thieling

Jo Thieling

Mark Riverblood

Kathy Schmitz

Mark Riverblood

### Date

05/18/2017 04:37 PM

05/18/2017 04:38 PM

05/18/2017 05:01 PM

05/18/2017 05:02 PM

05/19/2017 11:05 AM

Started On: 05/16/2017 02:28 PM



# Lake Itasca City Park

## Monarch Trail Action Plan



Prepared for:

The City of Ramsey, MN

*Prepared by:*

*John Riens*

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*434 Great Oak Drive  
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*Ph: 320-253-4682*

*May 2017*

## Background

This document was assembled by the Minnesota Private Lands Office (MNPLO) to guide the restoration and management of the Monarch Trail located on Lake Itasca City Park. This project came into existence as a result of the Mayor of Ramsey signing the Mayors for Monarchs Pledge and expressing a desire for the city to do more to help the iconic species. Through partnerships with the MNPLO and city park staff the trail was designated as an area to provide a native pollinator planting to help the species and other native pollinators while providing education and outreach opportunities to local residents. To accomplish this effort this plan was developed to assist in making this restoration a successful effort. The area to be converted is currently a fallow field and has a history of agricultural production. The tasks provided below are the efforts made by the aforementioned partners to most appropriately convert the existing condition of the area to the desired outcome of a native prairie.

## Project Tasks and Timelines

<b>Number</b>	<b>Task</b>	<b>Completed by:</b>	<b>Party</b>
1	Order/Reserve Plant Plugs for Ceremony	5/12/2017	USFWS
2	Stake/Flag Restoration Area	5/19/2017	City
3	Remove Unwanted Trees in Buffer Area	5/26/2017	City
4	Herbicide Application to Restoration Area	5/26/2017	City
5	Mow Restoration Area	5/31/2017	City
6	Sign Landowner Agreement	5/31/2017	City
7	Purchase Native Seed	6/2/2017	USFWS
8	Trail Designation Ceremony	6/2/2017	City/USFWS
9	Disc Restoration Area	6/7/2017	City
10	Plant Seed on Restoration Area	6/9/2017	USFWS/City
11	Maintenance Mow of Restoration Area	6/15/2018	City

Figure 1



# Ramsey Park Monarch Trail



0 55 110 220 330 440 Feet

— Trail  
(2,000 Feet)

□ Pollinator Buffer  
(6.5 Acres)

Produced by:  
USFWS MNPLD  
434 Great Oak Drive  
Waltz Park, MN 55387  
(320) 253-4682  
Current through 2017

Figure 2



# Ramsey Park Un-Wanted Tree Removal



0 62.5 125 250 375 500 Feet

— Trail  
(2,000 Feet)

□ Red Cedar and Prickly Ash Removal  
(22.5 Acres)

Produced by:  
USFWS MNPLD  
434 Great Oak Drive  
Waite Park, MN 56387  
(320) 253-4682  
Current through 2017

## Project Task Descriptions

### Task 1: Order/Reserve Plant Plugs for Ceremony

In order to ensure that adequate and appropriate native plant plugs will be available for the trail designation ceremony the Minnesota Private Lands Office (MNPLO) will be selecting and ordering the plugs by 05/12/2017. The plugs will be reserved and delivered on site for the ceremony on 06/2/2017 by the MNPLO. An estimated 288 plugs will be purchased by MNPLO at the rate of \$1.10 per plug. The list of anticipated species to be selected for the planting are listed below and are dependent on availability.

<b>Grasses</b>	
<b>Common</b>	<b>Scientific</b>
Prairie Brome	<i>Bromus kalmii</i>
Little bluestem	<i>Andropogon scoparius</i>
Sideoats grama	<i>Bouteloua curtipendula</i>
Blue grama	<i>Bouteloua gracilis</i>
Canada wildrye	<i>Elymus canadensis</i>
Green needlegrass	<i>Stipa viridula</i>
Prairie Junegrass	<i>Koeleria macrantha</i>
Indian grass	<i>Sorghastrum nutans</i>
Prairie dropseed	<i>Sporobolus heterolepis</i>
<b>Forbs</b>	
<b>Common Name</b>	<b>Scientific Name</b>
Anise hyssop	<i>Agastache foeniculum</i>
Wild garlic	<i>Allium canadense</i>
Lead plant	<i>Amorpha canescens</i>
Common milkweed	<i>Asclepias syriaca</i>
Butterfly Milkweed	<i>Asclepias tuberosa</i>
Smooth Blue Aster	<i>Aster laevis</i>
Canada milkvetch	<i>Astragalus canadensis</i>
White Wild Indigo	<i>Baptisia alba</i>
New Jersey tea	<i>Ceanothus americanus</i>
Partridge pea	<i>Chamaecrista fasciculata</i>
Stiff tickseed	<i>Coreopsis palmata</i>
White prairie clover	<i>Dalea candida</i>
Purple prairie clover	<i>Dalea purpurea</i>
Showy tick trefoil	<i>Desmodium canadense</i>
Narrow Leaf Purple Coneflower	<i>Echinacea angustifolia</i>
Rattlesnake master	<i>Eryngium yuccifolium</i>
Sawtooth sunflower	<i>Helianthus grosseserratus</i>
Maximilian's sunflower	<i>Helianthus maximiliani</i>
Stiff sunflower	<i>Helianthus pauciflorus</i>
Common ox-eye	<i>Heliopsis helianthoides</i>
Meadow blazingstar	<i>Liatris ligulistylis</i>
Wild Lupine	<i>Lupinus perennis</i>
Wild bergamot	<i>Monarda fistulosa</i>
Spotted beebalm	<i>Monarda Punctata</i>
Slender beardtongue	<i>Penstemon gracilis</i>
Large-flowered beardtounge	<i>Penstemon grandiflorus</i>
Prairie coneflower	<i>Ratibida columnifera</i>
Black-eyed Susan	<i>Rudbeckia hirta</i>
Gray goldenrod	<i>Solidago nemoralis</i>
Stiff goldenrod	<i>Solidago rigida</i>
Ohio Spiderwort	<i>Tradescantia ohiensis</i>
Hoary vervain	<i>Verbena stricta</i>
Golden Alexanders	<i>Zizia aurea</i>

## **Task 2: Stake/Flag Restoration Area**

To provide visualization for the ceremony and provide a work area for the restoration the boundary of the restoration area will be staked and flagged by the City of Ramsey park staff. This will be accomplished no later than 5/19/2017. In general the boundary of the restoration is approximately 100 feet from the paved trail edge except where designated. Please refer to Figure 1 for the above stated outline. A GIS shapefile can be made available for the City of Ramsey upon request. The estimated cost of this task is approximately \$300.00.

## **Task 3: Remove Unwanted Trees in Buffer Area**

In order to ensure a protected investment of the restoration and provide sustainability to the habitat the City of Ramsey or contracted individuals will be conducting a tree removal effort of Eastern Red Cedar (*Juniperus virginiana*) and Prickly Ash (*Zanthoxylum americanum*). In general this removal zone will be approximately 300 feet from the paved trail edge except where designated. Please refer to Figure 2 for the removal area. A GIS shapefile can be made available for the City of Ramsey upon request. The City of Ramsey will use a combination of mechanical and chemical treatments to properly remove the above targeted species. Species are to be removed by 5/26/2017. The estimated cost of this task is approximately \$2,000.00

## **Task 4: Herbicide Application to Restoration Area**

To prepare the restoration area for a planting effort the site must first have a herbicide application applied to it. This is necessary in order to eliminate any competitive non-desired species before planting. The city of Ramsey or contracted individuals will be applying a glyphosate based product to the targeted area designated in Figure 1. This herbicide application is due to be applied by 5/26/2017. The estimated cost of this task is approximately \$1,200.

## **Task 5: Mow Restoration Area**

Following a minimum of 5 days of the herbicide application a mowing of the restoration area will be conducted by the City of Ramsey or contracted individuals. This is necessary in order to prepare the restoration area for disking. This task is to be accomplished no later than 5/31/2017. The estimated cost of this task is approximately \$200.00.

## **Task 6: Sign Landowner Agreement**

During this process and following the scheduled city board meeting it is imperative that the Landowner Agreement which is attached in a separate document is signed, dated, and returned with associated documents to MNPLO staff for processing. The agreement is necessary in order to purchase the seed for the restoration planting. The agreement must be returned no later than 5/31/2017 by close of business day. The details of the agreement are labeled in the agreement itself. Do not hesitate to contact the MNPLO staff for further details.

## Task 7: Purchase Native Seed

Following the receipt of the Landowner Agreement and Associated documents the MNPLO will be selecting and ordering the appropriate native seeds by 6/2/2017. The seeds will be reserved and delivered on site for the day of the planting on 6/9/2017 by the MNPLO. An estimated \$650.00 an acre will be used to purchase the appropriate amount of seed for the 6.5 acres with the addition of seed oats for a nursery crop. The total anticipated investment by the MNPLO will be \$4,225.00 and is dependent on seed availability. Listed below is a list of potential species to be selected.

Grasses	
Common	Scientific
Prairie Brome	<i>Bromus kalmii</i>
Little bluestem	<i>Andropogon scoparius</i>
Sideoats grama	<i>Bouteloua curtipendula</i>
Blue grama	<i>Bouteloua gracilis</i>
Canada wildrye	<i>Elymus canadensis</i>
Green needlegrass	<i>Stipa viridula</i>
Prairie Junegrass	<i>Koeleria macrantha</i>
Indian grass	<i>Sorghastrum nutans</i>
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Forbs	
Common Name	Scientific Name
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Smooth Blue Aster	<i>Aster laevis</i>
Canada milkvetch	<i>Astragalus canadensis</i>
White Wild Indigo	<i>Baptisia alba</i>
New Jersey tea	<i>Ceanothus americanus</i>
Partridge pea	<i>Chamaecrista fasciculata</i>
Stiff tickseed	<i>Coreopsis palmata</i>
White prairie clover	<i>Dalea candida</i>
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Wild Lupine	<i>Lupinus perennis</i>
Wild bergamot	<i>Monarda fistulosa</i>
Spotted beebalm	<i>Monarda Punctata</i>
Slender beardtongue	<i>Penstemon gracilis</i>
Large-flowered beardtounge	<i>Penstemon grandiflorus</i>
Prairie coneflower	<i>Ratibida columnifera</i>
Black-eyed Susan	<i>Rudbeckia hirta</i>
Gray goldenrod	<i>Solidago nemoralis</i>
Stiff goldenrod	<i>Solidago rigida</i>
Ohio Spiderwort	<i>Tradescantia ohioensis</i>
Hoary vervain	<i>Verbena stricta</i>
Golden Alexanders	<i>Zizia aurea</i>

## **Task 8: Trail Designation Ceremony**

On 6/2/2017 the City of Ramsey, MNPLO, and associated partners will be participating in a designation ceremony for the Monarch Trail. All events to be included are yet to be determined. However, there will be an educational native plug planting exercise conducted with local youth volunteers. Other activities/events to be conducted will be communicated once finalized.

## **Task 9: Disc Restoration Area**

Following the ceremony a disking of the restoration area will be conducted by the City of Ramsey or contracted individuals. This is necessary in order to prepare the restoration zone for seeding. A chisel plow and disking may be necessary in order to properly prepare the site. Please contact MNPLO for further guidance as to what will be expected for this preparation. This task is due to be accomplished no later than 6/7/2017. The estimated cost of this task is approximately \$350.00.

## **Task 10: Plant Seed on Restoration Area**

After disking and appropriate settlement the restoration area will be seeded with the aforementioned mix of diverse native seeds. The MNPLO in cooperation with staff from the Crane Meadows National Wildlife Refuge will be conducting the planting with a Trillion Seeder on 6/9/2017 if weather permits. The estimated cost to the MNPLO for this task is approximately \$250.00

## **Task 11: Maintenance Mow of the Restoration Area**

In 2018, it is anticipated that a maintenance mowing will be required to limit the proliferation of any unwanted plants over the restoration area. This will be conducted by the City of Ramsey or contracted individuals. This task is due to be accomplished no later than 5/31/2017 and would be preferred much earlier as to not disrupt any nesting bird species. This mowing may or may not be needed. It is advised that the City of Ramsey contact the MNPLO for guidance prior to accomplishing this task. The estimated cost of this task would be approximately \$200.00.

## Estimated Budget

Object Class Categories <sup>a</sup>	<b>Partners</b>				
	Landowner	USFWS Partners Program	USFWS Other Programs	Other Non-USFWS	Totals
Personnel	\$	\$	\$	\$	\$
Fringe benefits	\$	\$	\$	\$	\$
Travel	\$	\$	\$	\$	\$
Equipment	\$	\$	\$	\$	\$
Supplies	\$50.00	\$4,541.80	\$	\$	\$4591.80
Contractual	\$3,550.00	\$	\$	\$	\$3,550.00
Other - In-Kind	\$1,650.00	\$250.00	\$	\$	\$2,000.00
Other	\$	\$	\$	\$	\$
<b>Totals</b>	<b>\$5,250.00</b>	<b>\$4,791.80</b>	\$	\$	<b>\$10,041.80</b>

<sup>a</sup> The total cost-share by the Cooperator, Service and Landowner must remain the same, however allocations by category may be redistributed upon prior approval by the Service

Any work to be completed may be modified with the mutual agreement of the aforementioned parties.

### **Budget Narrative:**

#### Supplies:

Prairie Plugs - \$316.80 (USFWS)  
 Prairie Seed - \$4,225.00 (USFWS)  
 Stakes/Flagging - \$50.00 (City of Ramsey)

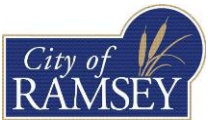
#### Services:

Staking/Flagging - \$250.00 (City of Ramsey) "In-Kind"  
 Tree/Shrub Removal - \$2,000.00 (City of Ramsey)  
 Herbicide Application - \$1,200.00 (City of Ramsey)  
 Site Preparation Mowing - \$200.00 (City of Ramsey) "In-Kind"  
 Site Preparation Disking - \$350.00 (City of Ramsey)  
 Prairie Planting - \$250.00 (MNPLO) "In-Kind"

#### Maintenance

Maintenance Mow – \$200.00 (City of Ramsey) "In-Kind"  
 Anticipated Additional Maintenance throughout the Contract - \$1,000.00 (City of Ramsey) "In-Kind"

**Total Project Cost: \$10,041.80**

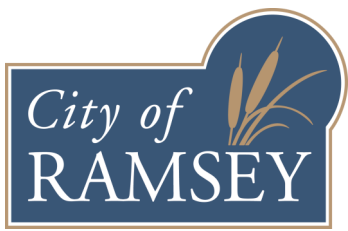


## Environmental Policy Board Work Plan 2017 – 2019

### STATEMENT OF PURPOSE

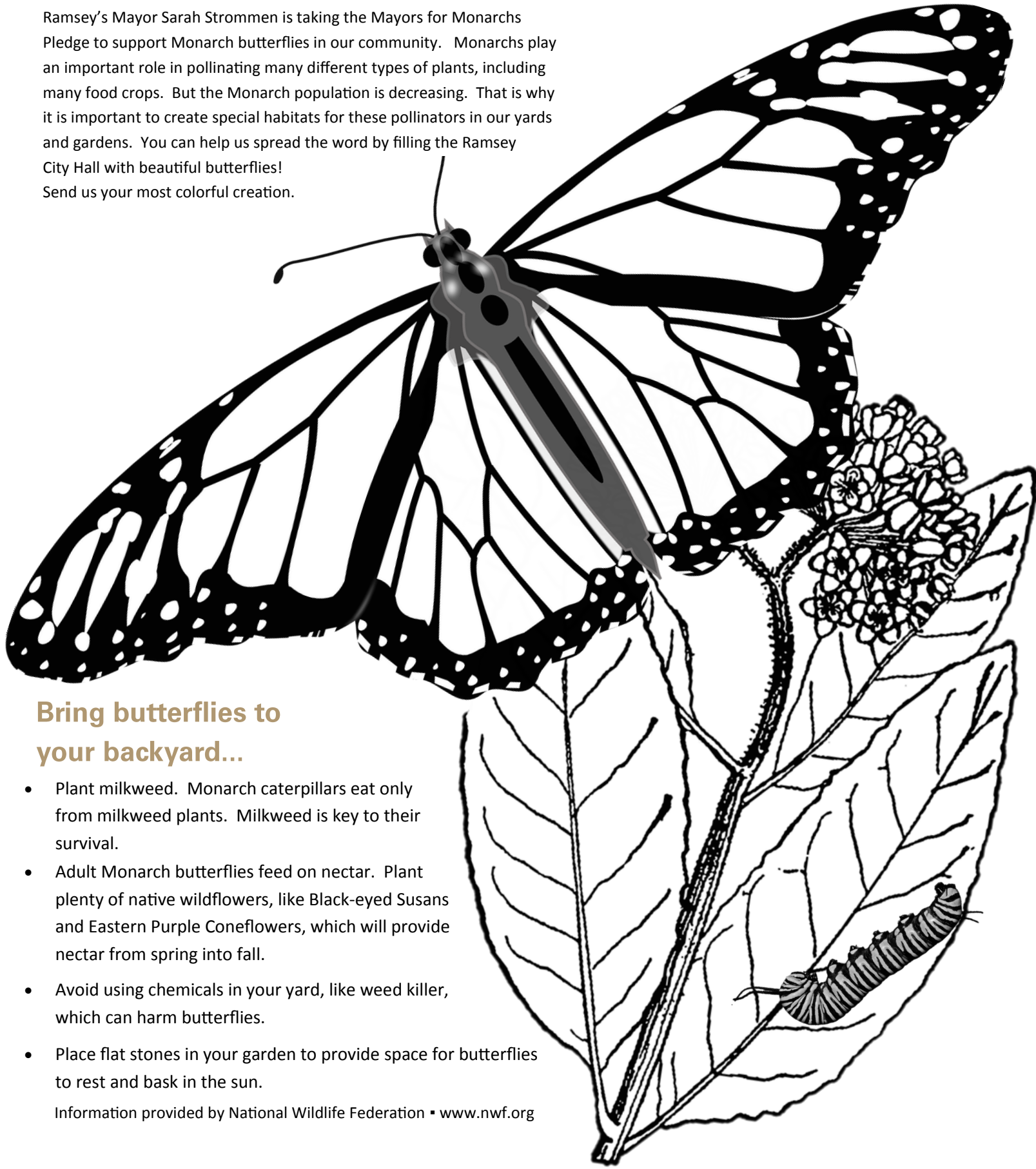
*The Environmental Policy Board (EPB) will promote environmental awareness and conservation practice by citizens by advising the City Council on policy issues, review of new development proposals, communication and education. Through careful review, the EPB will present multiple perspectives, ideas, and new technologies that promote both discovery and accountability.*

Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources required	Additional Tools required	Responsible Party	Key Outcome Indicators/Metrics
<b>Enhance Protection of Natural Resources</b>	Community Development/ Parks	EPB 1.1 – Ensure sustainability of food supply and food web by promoting pollinator friendly practices and initiatives.	2017	2018	0.25 FTE	TBD	Anderson/ Riverblood	<ul style="list-style-type: none"> <li>• Create polices to maintain and expand pollinator friendly landscapes on public lands through collaboration with the Parks &amp; Recreation Commission</li> <li>• Improve communications and resources regarding pollinators to residents and businesses</li> </ul>
	Community Development	EPB 1.2 – Protect water quality of Mississippi River from additional sediment loading due to shoreline erosion	2017	2019	0.25 FTE	TBD	Anderson	<ul style="list-style-type: none"> <li>• Identify impacted properties owners interested in participating in bank stabilization projects</li> <li>• Identify applicable grant programs as source of funding for projects</li> </ul>
	Community Development/ Public Works	EPB 1.3 – Extend the longevity of drinking water supply by reducing demand on groundwater	2017	2018	0.25 FTE	TBD	Anderson	<ul style="list-style-type: none"> <li>• Develop incentives and or programs to promote water conservation throughout community</li> <li>• Develop resources and establish means to distribute the information to the general public</li> </ul>
	Community Development	EPB 1.4 – Reduce amount of material entering waste stream and explore more reuse options	2017	2017	0.25 FTE	None	Anderson	<ul style="list-style-type: none"> <li>• Implement an organics recycling pilot program to divert largest component of trash (organics) to reusable product (compost)</li> <li>• Improve communications and resources regarding composting to residents and businesses</li> </ul>



## Mayors for Monarchs

Ramsey's Mayor Sarah Strommen is taking the Mayors for Monarchs Pledge to support Monarch butterflies in our community. Monarchs play an important role in pollinating many different types of plants, including many food crops. But the Monarch population is decreasing. That is why it is important to create special habitats for these pollinators in our yards and gardens. You can help us spread the word by filling the Ramsey City Hall with beautiful butterflies! Send us your most colorful creation.



### Bring butterflies to your backyard...

- Plant milkweed. Monarch caterpillars eat only from milkweed plants. Milkweed is key to their survival.
- Adult Monarch butterflies feed on nectar. Plant plenty of native wildflowers, like Black-eyed Susans and Eastern Purple Coneflowers, which will provide nectar from spring into fall.
- Avoid using chemicals in your yard, like weed killer, which can harm butterflies.
- Place flat stones in your garden to provide space for butterflies to rest and bask in the sun.

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-124**

**RESOLUTION APPROVING WORK PLAN AND BUDGET FOR A TRAILSIDE POLLINATOR HABITAT RESTORATION AT THE LAKE ITASCA TRAIL**

**WHEREAS**, the City of Ramsey is dedicated to promoting and maintaining a healthy urban and natural environment today and in the future; and

**WHEREAS**, pollinating insects, such as bees, butterflies, moths, flies, and others are integral to a healthy ecosystem and to a wide diversity of essential foods, including fruits, nuts, and vegetables; and

**WHEREAS**, many pollinators, including native bees and the iconic monarch butterfly, are threatened by the loss of natural flowering habitat, pesticide use, pathogens, and parasites; and

**WHEREAS**, the North American monarch population has declined by more than 90% over the past two decades; and

**WHEREAS**, Ramsey can play a critical role in helping protect pollinators by actions including providing pollinator habitat in public parks, along roadways and/or in median strips, at community gardens and municipal buildings; and

**WHEREAS**, restoring pollinator habitat will contribute to a clean environment, one of the Strategic Imperatives of Ramsey's Strategic Plan; and

**WHEREAS**, a stipulated use of the Lawful Gambling Fund is for recreation and community facilities and services as recommended by the Park and Recreation Commission; and

**WHEREAS**, the Environmental Policy Board and the Parks and Recreation Commission continue to be supportive of the Mayors for Monarchs program, and the EPB's 2017 work plan explicitly calls for the expansion of pollinator friendly landscapes on public lands through collaboration with the Parks & Recreation Commission, as well as to improve communications and resources regarding pollinators; and

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

- 1) That the Ramsey City Council hereby continues to support the Mayors for Monarchs program.

- 2) That the Ramsey City Council hereby supports an approximate 6 acre native landscape renovation along the Lake Itasca Trail, that may be referred to as the Monarch Trail.
- 3) That the Ramsey City Council hereby approves a not-to-exceed amount of \$5,000 from the Lawful Gambling Fund for the restoration project this Resolution approves.

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:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23<sup>rd</sup> day of May, 2017.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk



## **Mayors' Monarch Pledge**

The monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans.

We, the undersigned Mayors and local government chief executives, are deeply concerned about the decline of the monarch butterfly population. Twenty years ago, more than one billion Eastern monarch butterflies migrated to Mexico. In the winter of 2014, only 60 million made the trip. The North American monarch population has declined by more than 90 percent in the past two decades. Monarch scientists attribute the decline to degradation and loss of summer breeding habitat in the U.S., and loss of winter habitat in Mexico. Western populations of monarch butterflies that overwinter in California are also in decline.

Cities, towns and counties have a critical role to play to help save the monarch butterfly. Municipalities in particular can provide habitat at public parks, median strips, community gardens and municipal buildings that serve as community hubs such as recreation centers and libraries. Schools, homes and businesses can all provide essential habitat for monarchs too. Simple changes in landscaping ordinances or school policies can make a big difference for the monarch. Educating citizens about how and where to grow milkweed is also a key piece of the puzzle. Creating habitat and educating citizens will benefit other pollinators that need healthy habitat as well.

When Mayors speak up and take a stand, citizens notice. Therefore, we hereby commit to help restore habitat for the monarch and encourage our citizens to do the same, so that these magnificent butterflies will once again flourish across the continent.

Sign the pledge at [www.nwf.org/mayorsmonarchpledge](http://www.nwf.org/mayorsmonarchpledge)

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## Pollinator species in decline

Pollinator species contribute significantly to seed and food production in flowering plants. Bees are among the most recognizable pollinator species, but other insects like monarch butterflies, moths, and animal species such as bats and birds contribute to flowering plant pollination as well. Three-quarters of the world's flowering plants rely on pollinator species for reproduction<sup>1</sup>. The health and economic value of pollinator species cannot be understated: almost one-third of the human diet depends upon animal-pollinated plants, and the economic value of the honeybee to the U.S. agricultural industry has been measured at \$18.9 billion annually<sup>2</sup>.

Pollinator populations across the nation and around the world are now in a measureable decline. There are a number of causes that have been identified as contributing factors in the decline of pollinator populations, including parasites and infections, extreme weather patterns, harmful pesticides and insecticides, and loss of native habitat for pollinators either due to land conversion or changing climate. Pesticides containing neonicotinoid compounds in particular are shown to induce disorientation or death in certain insect species. In August 2016, Governor Mark Dayton issued an executive order<sup>3</sup> outlining significant restrictions on the use of neonicotinoid pesticides in Minnesota and underscoring the importance of pollinator species to the environmental and economic health of the state.

## Pollinator programs for cities

Local governments can play a role in reducing pollinator decline by actively protecting or promoting pollinator habitat and reducing the use of toxic compounds that are shown to harm pollinator species. There are a number of existing pollinator initiatives and local advocacy groups that have been formed to encourage city government action. A summary of some of these key initiatives is included here. The City of Ramsey is not currently involved in any existing pollinator protection programs or initiatives, but may consider aligning with one or more of these programs as part of any action to support pollinator protection.

### Mayors' Monarch Pledge

This National Wildlife Federation initiative specifically targets protections for monarch butterflies, a pollinator species whose population has declined ninety percent (90%) over the past two decades. The Pledge involves (1) a mayoral pledge commitment to protect monarch habitat and encourage citizen action, (2) a follow up from the City outlining at least three (3) specific actions that will be taken to protect monarchs, (3) taking action and (4) reporting on progress on a quarterly basis.

### Humming for Bees

This Minnesota non-profit, volunteer-led effort that describes themselves as “dedicated to contributing to a sustainable future for bees and other pollinators” has partnered with local City Councils to pass “Bee Safe” resolutions. They assisted the City of Shorewood in developing the first bee-friendly city policy in the state, comprising a commitment to refrain from neonicotinoid use as well as planting clover on city

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<sup>1</sup> <http://www.mda.state.mn.us/protecting/bmps/pollinators/morepollinators.aspx>

<sup>2</sup> <http://www.pollinator.org/Resources/NAS%20NRC%20selected%20quotes.pdf>

<sup>3</sup> [https://mn.gov/governor/assets/2016\\_08\\_25\\_EO\\_16-07\\_tcm1055-253931.pdf](https://mn.gov/governor/assets/2016_08_25_EO_16-07_tcm1055-253931.pdf)

property. The non-profit provides resources on their website for both cities and private citizens interested in taking action on pollinator protection.

### Pollinate Minnesota

Started in 2015, Pollinate MN is a self-described advocacy group that offers a [comprehensive toolkit](#) for cities that are considering passing a pollinator-friendly resolution. The toolkit offers suggestions on what local government actions are the most effective and how to construct and augment policies that will work to enhance pollinator health and success.

### Pollinator Friendly Alliance

Although this Stillwater-based organization largely targets citizen advocacy for pollinators, they have been involved in a number of pollinator demonstration projects or gardens in the metro area and support cities in their efforts to become pollinator friendly.

## Existing pollinator efforts in Ramsey

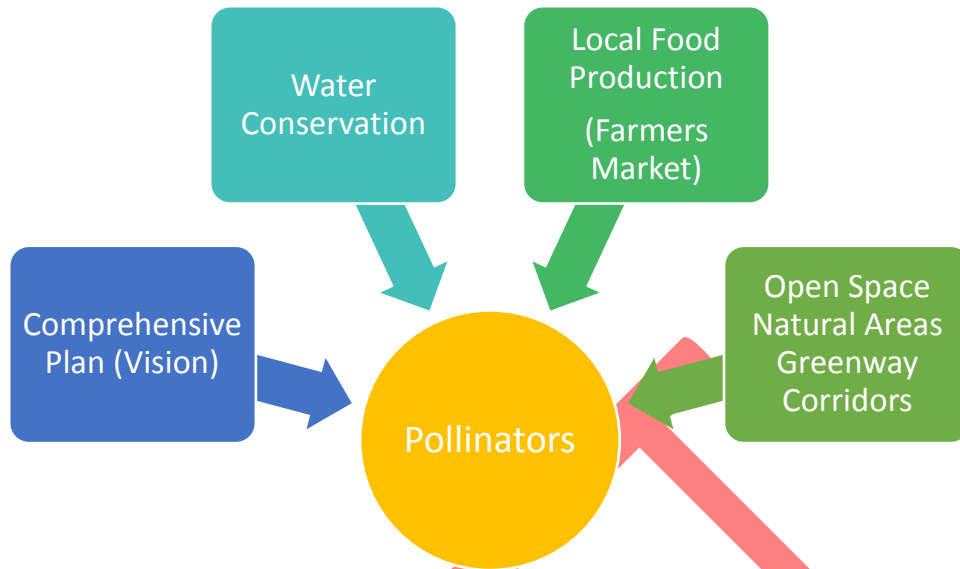
While the City of Ramsey has not made a formal commitment to protect pollinator species, it has certainly engaged in actions intended to directly support pollinators and their habitat. The City completed a Natural Resources Inventory in 2007 that incorporates both extent and quality of natural landscapes in the community, providing a baseline awareness of environmentally important areas and locations that may be ideal candidates for protection efforts to retain natural habitats critical for pollinators. Importantly, city staff has confirmed that that the City does not actively use neonicotinoid pesticides to manage insects in its parks or public facilities.

In 2016, the City approved a collaborative project to create a native prairie landscape along the Trott Brook Trail Connector. The project is primarily focused on bringing milkweed and liatris plantings, both food sources for monarch butterflies, to the area. The City has also supported efforts to bring native plantings to Ramsey Elementary School for their 4<sup>th</sup> grade classes to plant and maintain to expand a monarch friendly landscape.

Ramsey's City Code does include pollinator-friendly provisions. Native plantings are specifically differentiated from noxious weeds or nuisance vegetation definitions. Prairie vegetation is excluded from the plant height restrictions under the public nuisance section of code, and yards are permitted to include native plantings and/or establishment of native prairie. Ramsey provides information on the benefits from establishing prairie cover on its website. The City has also evolved its policy toward beekeeping from outright restriction, to conditional use, which carried a significant fee, to a beekeeping license with a reduced fee amount, reducing the barriers to beekeeping in the city.

## Co-benefits of pollinator protection

Should the City of Ramsey elect to support pollinator protection, it will also promote a number of co-benefits ranging from environmental protection to support of the comprehensive plan. There are several ways in which pollinator protections align with existing City goals and initiatives.



### Comprehensive Plan

The City's 2030 Comprehensive Plan acknowledges the importance of Ramsey's natural resources and environments, invoking the need to "respect the balance and connectivity between its unique urban, rural and natural environments" directly in the Plan's vision statement. The Plan also outlines a number of strategies to maintain native vegetation in the community, which provides vital pollinator habitat.

### Water protection

Many practices that promote native landscapes also require less water for vegetative maintenance. Certain native plantings also provide greater storm water filtration and ecosystem services than typical turf grasses.

### Local food production

A healthy pollinator population is required for flowering plant and food production, from small private gardens to large agricultural-scale crops. The City of Ramsey has a successful and growing farmers market and local foods movement. Supporting pollinator protections will also support farmers and gardeners who are providing locally-produced foods and goods to the community.

### Open spaces and natural areas

Based on citizen surveys over the years, the natural environment and open space has been consistently identified as important to the community. Seeking opportunities to preserve natural areas seems to not only be consistent with the survey results, but would also provide protection for critical pollinator habitat. These open spaces and natural areas not only benefit wildlife, but also contribute to water quality, by slowing runoff and filtering sediment and pollutants before discharging into a water body and groundwater recharge, as the slower runoff results in greater infiltration.

### Future pollinator action: What can Ramsey do?

Actions at the city level can have a significant impact, given that local governments are given wide latitude to regulate land use through zoning and other ordinances. As public landowners, cities can also

impact environmental outcomes considerably by implementing policies and practices that promote pollinators on their own properties. Local governments can also promote public education and awareness of the importance of protecting pollinators and their habitats by providing access to resources and examples of pollinator-positive actions to members of the community. The level of action a city could take can range from providing public resources (more passive) to conversion of park land into native habitat (more active).

There are a number of actions the City of Ramsey could take to formalize a commitment to protecting pollinator species. The following summarizes possible directions the City of Ramsey could take to actively promote pollinator protection. Most proposed actions could occur at little to no additional cost to the City.

### Pass a Pollinator-Friendly Resolution

Ramsey could elect to join the fifteen (15) Minnesota cities that have passed pollinator resolutions intended to express support for pollinator protection and commit to pollinator-friendly practices. Example resolution items include elimination of neonicotinoid pesticides on publicly managed lands, piloting innovative pest management programs, incorporating native plantings in public spaces, and encouraging citizen stewardship and education.

### Participate in Mayors' Monarch pledge

Taking the pledge requires following through on at least three (3) actions designed to protect monarch butterflies over the course of one year, and documenting progress toward those efforts.

### Partner with a local advocacy group

Humming for Bees, Pollinate Minnesota, and Pollinator Friendly Alliance all provide resources for cities interested in supporting pollinator species including assistance in developing effective city resolution language.

### Actively support public awareness & education

The City can support pollinator protection efforts by providing resources and links to community members who are interested in incorporating pollinator-friendly practices on their properties. With the permission of the landowners, the City could showcase exemplary properties that exhibit pollinator-friendly landscapes and practices as a demonstration opportunity to educate the community. There is a wealth of existing information regarding pollinators and native landscapes to support pollinators. Rather than 'recreating the wheel', the City could develop a webpage that serves as a repository of this information that is readily accessible by residents and businesses.

### Promote Citizen Science efforts

Across the country, interested individuals and groups are engaging in observational studies and documentation of pollinator locations, behaviors, and habitats and are contributing to a large citizen-driven dataset tracking pollinator activity. The City should encourage and support citizen science efforts as they relate to pollinators and work to connect interested residents to the appropriate resources. This could be incorporated into the public awareness and education element as part of a webpage and can link to another entity such as [Journey North](#) that tracks citizen sightings of monarchs and milkweed.

### Continue progressive reduction in beekeeping barriers

As restrictive hurdles at the city level towards beekeeping continue to be minimized, more residents may elect to promote pollinators by maintaining bee colonies on their own properties.

### Make certain that City's vegetative stock does not derive from harmful pesticide use

Although the City does not use neonicotinoids directly in its parks or public facilities, it can take an extra step by researching whether its plantings come from a stock that is treated with the pesticides that have been proven harmful to pollinator species. If so, the City could look for alternative plant materials that have not been 'pretreated' with neonicotinoid and other systemic insecticides.

### Continue to partner with local entities to support native plantings

The City can commit to aid in supporting, funding or facilitating projects that incorporate prairie or native plantings.

### Consider conversion of underutilized park land to native plantings

The City can consider doing an inventory of existing, underutilized park and recreation land to discover where conversion to native or low-impact plantings may be appropriate.

DRAFT

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

**RESOLUTION #17-02-047**

**RESOLUTION TO SUPPORT POLLINATOR INITIATIVES IN THE CITY OF RAMSEY AND TO AUTHORIZE THE MAYOR TO TAKE THE MAYORS FOR MONARCHS PLEDGE ON BEHALF OF THE CITY**

**WHEREAS**, the City of Ramsey is dedicated to promoting and maintaining a healthy urban and natural environment today and in the future; and

**WHEREAS**, pollinating insects, such as bees, butterflies, moths, flies, and others are integral to a healthy ecosystem and to a wide diversity of essential foods, including fruits, nuts, and vegetables; and

**WHEREAS**, many pollinators, including native bees and the iconic monarch butterfly, are threatened by the loss of natural flowering habitat, pesticide use, pathogens, and parasites; and

**WHEREAS**, the North American monarch population has declined by more than 90% over the past two decades; and

**WHEREAS**, cities, towns, and counties can play a critical role in helping protect pollinators by multiple actions including providing pollinator habitat in public parks, along roadways and/or in median strips, at community gardens and municipal buildings; and

**WHEREAS**, residents and businesses of the City of Ramsey can also make a difference by planting native milkweed and nectar plants to provide habitat and food for monarchs and other pollinators in locations where people live, work, learn and play; and

**WHEREAS**, restoring pollinator habitat will contribute to a clean environment, one of the Strategic Imperatives of Ramsey's Strategic Plan; and

**WHEREAS**, the City of Ramsey has recently completed a sustainable landscape project that incorporated native milkweed into the planting plan and worked with Ramsey Elementary School to assist with a pollinator friendly planting project on their campus; and

**WHEREAS**, the City of Ramsey has taken steps to eliminate barriers for residents and businesses to establish landscapes with native grasses and wildflowers to create new pollinator habitat and to promote water conservation; and

**WHEREAS**, the City of Ramsey has amended its ordinances providing a more streamlined process for homeowners desiring to undertake hobby beekeeping on the properties; and

**WHEREAS**, the use of pesticides for control of harmful pests sometimes has unintended consequences against beneficial insects such as bees and butterflies, including monarchs, and the insect predators, which are often pollinators as well; and

**WHEREAS**, there has been increased scrutiny specifically on the link between a class of pesticides commonly used that contain neonicotinoids and a decline in pollinators;

**WHEREAS**, the City of Ramsey is aware of the concerns associated with the use of neonicotinoids and is consciously working to ensure they are not used on public lands; and

**WHEREAS**, the City of Ramsey wants to do its part in restoring the population of pollinators in general and the monarch butterfly in particular.

**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 supports the Mayors for Monarchs program and supports the Mayor in taking the Mayors for Monarchs Pledge.
- 2) That the Ramsey City Council hereby supports pollinator friendly initiatives on public lands such as eliminating the use of neonicotinoid products; sourcing plant material and trees from nurseries that do not use neonicotinoids or other pesticides proven to be harmful to pollinators; and over-seeding unused or little used turf areas in parks with more pollinator beneficial plants such as clover.
- 3) That the Ramsey City Council hereby supports efforts to communicate to the public the importance of protecting pollinators and to encourage property owners, both residential and commercial, to be more conscious of pollinator stewardship practices on their properties.

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

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

and the following voted against the same:

None

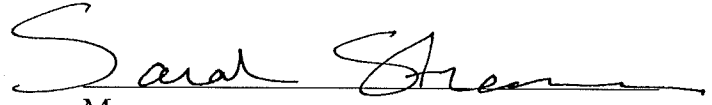
and the following abstained:

None

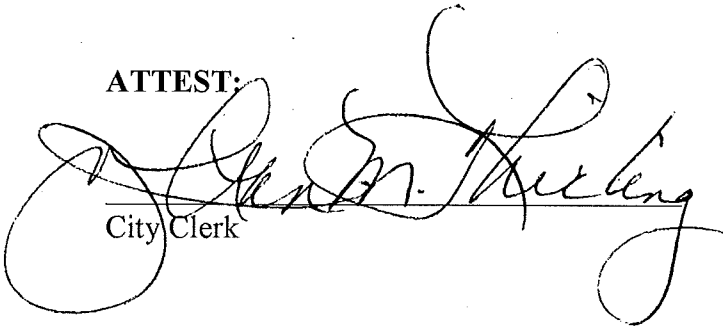
and the following were absent:

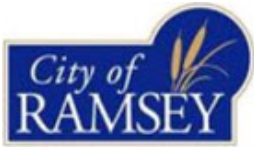
None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14<sup>th</sup> day of February, 2017.

  
Mayor

**ATTEST:**

  
City Clerk



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

## CC Regular Session

7. 1.

Meeting Date: 05/23/2017

By: Mark Riverblood, Engineering/Public Works

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### Information

#### Title:

Park Dedication Obligations and Credit for the Development Agreement for the Riverstone Addition

#### Purpose/Background:

For the last several months, the specifics of Park Dedication (land, cash or improvements to the proposed mini-park) for the proposed Riverstone Subdivision has been discussed between Capstone Homes and the City. There is strong consensus on providing credit for the land needed for the greenway trail and the associated improvements. There remains to be clear consensus on aspects of Capstone's proposed mini-park, commonly known as Outlot C.

Due to no agreement on the matter of Outlot C, Staff brought the matter to the Council work session on April 25th, 2017 in light of the long-standing policy "*...to favor larger, accessible neighborhood and community public parks with quality amenities and improvements, and provide trail connections between them, over smaller, pocket parks with few to no 'destination' improvements.*" This discussion was intended to address whether the City should consider full, partial, or no Park Dedication credit for Outlot C proposed by the Developer. (Please see case 2.2 of the April 25th work session for additional information). The outcome of the above work session topic was to address the policy itself. This occurred as part of a joint meeting between Council and the Park and Recreation Commission meeting on May 9th, 2017.

The aforementioned joint meeting and policy review was conducted using examples of past precedent relating to Planned Unit Developments and private park spaces. Additionally, Outlot C was the subject of much discussion on whether it was necessary (as a park—public or private), and if so, to what degree might Park Dedication credit be offered. The consensus reached was "*to create an interim exception [to the policy] that would allow for negotiations on this development case for a trail system and trail wayside park area that would be accessible and inviting.*"

Following the joint meeting, Staff prepared alternatives for Park Dedication relating to Outlot C which was the subject of considerable discussion at the Park and Recreation Commission meeting on May 11th, 2017. These alternatives are now synthesized as the 3 alternatives relating to Outlot C below. (Please see the draft May 11th meeting minutes for important details from the Commission's discussion.)

**Note: Following Council direction on which alternative should be the basis for crafting the Park Dedication for the Riverstone Subdivision, Staff and Capstone Homes will come into agreement on the remaining details within a draft Development Agreement. This Development Agreement will be appurtenant to the Preliminary Plat that the Park and Recreation Commission will recommend at their regular meeting on June 9th, 2017. (City Council is anticipated to consider the Preliminary Plat on June 13th, 2017.)**

#### Observations/Alternatives:

**The alternatives below relate to the Park Dedication consideration for Outlot C.** Outlot D will be developed as a landscaped and irrigated park-like area for the residents of the Riverstone Subdivision—the Developer is NOT requesting park Dedication for Outlot D. Additionally, the Development Agreement will provide full credit for the 14' foot greenway trail easement and the associated construction costs.

**Alternative 1. Outlot C — Not Credit Eligible**

Matches Existing Parks and Trail Plan and Park Development Policy — Staff can continue to support this alternative, as it is believed that Capstone *may* develop the mini-park without Park Dedication credit, thus serving their development, and accordingly not impact the City’s General Fund budget operational cost for park maintenance. However, if the mini-park is owned by the homeowners association, the public may be excluded. There can be a tangible benefit to a ‘recreational node’ near the future Lake Itasca Greenway.

*(The Park and Recreation Commission generally supports this alternative)*

**Alternative 2. Outlot C — Primarily Credit Eligible**

This is the May 11, 2017 Staff Recommendation—provided the mini-park development ‘unique’(nature-based play) and ancillary to greenway trail (either contiguous, or effective and safe pedestrian crossing of adjoining street). No land credit for the mini-park area is calculated under this alternative, as the Developer is requesting the mini-park and deviation from the Park Plan and Park Development Policy. The land dedication for the mini-park (approximately one acre), is thoroughly consistent with the requirements of Planned Unit Development (PUD), which is the land use mechanism under which the Riverstone Subdivision is to be developed.

<b>Outlot C 'park'</b>	<b>Park Ded. credit</b>
<u>Nature Based Playground</u>	\$100,000
Landscaping, irrigation (with H <sup>2</sup> O feature for play area)	\$100,000
Pavilion	\$50,000
Parking (parallel to street)	\$4,620
On-street pedestrian safety treatments (50% Park Ded. 50% Developer)	\$5,000
Benches (4)	\$7,680
Drinking fountain and mister w pet attachment	\$8,000
Water and sewer services/stubs (Developer expense)	
Sidewalk(s) parallel to street (Developer expense)	
<b>Total not-to-exceed Park Dedication credit amount</b>	<b>\$275,300</b>

Max Credit = \$275,300 (if other improvements are desired by the developer E.g. monument/sign, these shall be at the developers expense).

The Development Agreement (DA) shall specify that the park shall be developed as a Stage I improvement and be substantially complete by August 1st 2018. Additionally, all improvements and specifications shall be pre-approved by the City, with the Developer bearing all costs of bidding, administration, permitting (if any) as well as construction administration. The park construction agreement (specified within the DA) will be a reimbursable project, with the developer paying all cash Park Dedication owed, with the City issuing associated payment for each improvement as they are completed and accepted—for a total not-to-exceed amount of \$275,300.

*(Staff supports this alternative. The Park and Recreation Commission may support this alternative)*

Alternative 3. Outlot C — Full Park Dedication credit consistent with Capstone's April Park Dedication memo (attached).

*(The Park and Recreation Commission does not support this alternative. Staff does not support this alternative)*

**Funding Source:**

This case determines the disposition of Park Dedication as a development fee.

**Recommendation:**

Staff recommends that Alternative 1 or 2 be selected as the framework to fulfill Park Dedication Obligations and Credit for the Development Agreement for the Riverstone Addition

**Action:**

Motion to direct staff to proceed with alternative \_\_\_\_\_ as the framework to fulfill Park Dedication Obligations and Credit for the Development Agreement for the Riverstone Addition

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**Attachments**

May Park Comm minutes

Outlot C location map

DRAFT CCws/joint mtg w P & R

Capstone proposal April 2017

Area Parks Plan (synopsis)

Example Nature Based Play Area

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**Form Review**

**Inbox**

Grant Riemer  
Tim Gladhill  
Mark Riverblood (Originator)  
Patrick Brama  
Kurt Ulrich  
Mark Riverblood (Originator)  
Tim Gladhill  
Patrick Brama  
Form Started By: Mark Riverblood  
Final Approval Date: 05/19/2017

**Reviewed By**

Grant Riemer  
Tim Gladhill  
Mark Riverblood  
Patrick Brama  
Jo Thieling  
Mark Riverblood  
Kathy Schmitz  
Patrick Brama

**Date**

05/18/2017 03:26 PM  
05/18/2017 03:53 PM  
05/18/2017 04:02 PM  
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05/19/2017 09:44 AM  
05/19/2017 10:28 AM  
05/19/2017 10:51 AM  
Started On: 05/17/2017 11:54 AM

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

The Ramsey Park and Recreation Commission conducted a regular meeting on May 11, 2017 at MnDOT Wayside Rest – 9220 Highway 10 NW.

Commission Members Present:      Acting Chair Brandon Sis  
   Commissioner Russell Bayer  
   Commissioner Andrew Fyten  
   Commissioner Jennifer Leistico  
   Commissioner Charles Tchuinkwa (arrived at 6:40 p.m.)  
   Commissioner Jon Trappen

Commission Members Absent:      Chair Shane Bennett (excused)

Also Present:                              Parks & Assistant Public Works Superintendent Mark Riverblood  
   Steve Bona, Capstone Homes

**1.      CALL TO ORDER**

Acting Chair Sis called the Park and Recreation Commission meeting to order at 6:32 p.m.

**2.      CITIZEN INPUT**

Mr. Nathan Barton, a Ramsey resident, stated he came to the meeting regarding the landfill on Alpine. He asked about the feasibility of turning it into a park. He has seen a similar park in Virginia Beach. He was invited by Mr. Riverblood to attend the meeting. He looked at a report from the Minnesota Pollution Control Agency (MPCA) which rates all similar facilities with risk scores. There are 112 landfills on the most recent list. The overall risk score of this area is low compared to others.

Mr. Riverblood noted in the early years, before the landfill was capped a sliding or ski hill was considered. Thereafter, the MPCA took over management of the area as a Superfund Site. There was significant ground water contamination, there is three feet of sand above the membrane, and gases continue to be emitted at the site. MPCA is very concerned about liability and possibly too concerned about liability. It is however, worth pursuing for recreational or passive usage, perhaps even if for a massive wildflower planting. The site has been settling and it may be 50-100 years before the MPCA puts the site into some productive use. He suggested Mr. Barton continue to research the potential for public use and report back to the Commission—Mr. Barton agreed.

### **3. APPROVE AGENDA**

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

Motion carried. Voting Yes: Acting Chair Sis, Commissioners Fyten, Trappen, Bayer, and Leistico. Voting No: None. Absent: Chair Bennett and Commissioner Tchuinkwa.

Commissioner Tchuinkwa arrived at the meeting at 6:40 p.m.

### **4. APPROVE MINUTES**

#### **4.01: Approve Park and Recreation Commission Meeting Minutes**

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

- 1) Park and Recreation Commission Regular Meeting Minutes dated April 13, 2017.

Motion carried. Voting Yes: Acting Chair Sis, Commissioners Trappen, Bayer, Fyten, Leistico and Tchuinkwa. Voting No: None. Absent: Chair Bennett.

### **5. COMMISSION BUSINESS**

#### **5.01 Park Dedication Recommendation for Riverstone – Capstone’s Proposed Subdivision**

Mr. Riverblood reviewed that staff continues to support Park Dedication for the trail corridor which shall become a part of the future Lake Itasca Greenway between the Lake Itasca Community Park and The COR. The calculations are shown in the table provided by Capstone (the numbers have not been verified as yet). The first item, \*Land shall not be identified as a cash amount for this 14’ foot trail easement. If Capstone wishes Park Dedication credit, the acreage shall be credited, and the associated cash balance will be adjusted by the percentage of land the trail easement fulfils.

The options provided are:

1. Outlot C – Not Credit Eligible – Matches Existing Parks and Trail Plan and Park Development Policy – Staff can continue to support this alternative, as it is believed that Capstone will develop the mini-park as proposed without Park Dedication credit, thus serving their development, and accordingly not impact the City’s General Fund budget operational cost for park maintenance. However, if the mini-park is owned by the homeowner’s association, the public may be excluded. There can be a tangible benefit to a “recreational node” alongside the future Lake Itasca Greenway.
  - a. \$0 credit for Outlot C

(Cash Park Dedication credit to be applied for development of the Lake Itasca Park)

- b. O & M impacts begin 2+ years (for Lake Itasca park)
- c. Lake Itasca Park (development initiated in 1-5 years)
  - a. Parking lot (and potential one-leg of round-a-bout)
  - b. Canoe/Kayak kiosk
  - c. Pier with seating at lake (existing CIP project)
  - d. Playground Equipment
  - e. Pavilion
  - f. Athletic Fields (future)
  - g. Other
- d. Splash Pad and Park Improvements in The COR (development 2-5 years)
- e. Lake Itasca Greenway Improvements – east of Puma Street (2-5 years)

Option 2 – Outlot C or Park C – Primarily Credit Eligible – May 11, 2017 Staff Recommendation *provided* the mini-park development “unique” (nature-based play) and ancillary to greenway trail (either contiguous, or effective and safe pedestrian crossing of adjoining street). No land credit for the mini-park area is calculated under this scenario, as the developer is requesting the mini-park and deviation from the Park Plan and Park Development Policy. The land dedication for the mini-park (approximately one acre) is thoroughly consistent with the requirements of Planned Unit Development (PUD), which is the land use mechanism under which Riverstone is to be developed.

<b>Park C or Outlot C</b>	<b>Park Ded.</b>
Nature Based Playground	\$100,000
Landscaping, irrigation (with H <sup>2</sup> O feature for play area)	\$100,000
Pavilion	\$50,000
Parking (parallel to street)	\$4,620
Pedestrian safety treatments (50% Park Ded. 50% developer)	\$5,000
Benches(4)	\$7,680
Drinking fountain and mister w pet attachment	\$8,000
Water and sewer services/stubs (developers expense)	
Sidewalk(s) along Park C (developers expense)	
<b>Total not-to-exceed Park Dedication credit amount</b>	<b>\$275,300</b>

- a. Max Credit - \$275,300 (if other improvements are desired by the development e.g. monument/sign, these shall be at the developer’s expense).

The Development Agreement (DA) shall specify that the park shall be developed as a Stage I improvement and be substantially complete by August 1, 2018. Additionally, all improvements

and specifications shall be pre-approved by the City, with the Developer bearing all costs

of bidding, administration, permitting (if any) as well as construction administration. The park construction agreement (DA) will be a reimbursable project, with the developer paying all cash Park Dedication owed, with the City issuing associated payment for each improvement as they are completed and accepted – for a total not-to-exceed amount of \$275,300,

- b. O & M impacts: Development Agreement specifies homeowner's association provides all mowing services, fertilization and fall or spring leaf pick-up. City forces provide all other maintenance.
- c. Lake Itasca Park (development initiated in 3-10 years)
  - i. Parking lot (and potential one-leg of round-a-bout)
  - ii. Canoe/Kayak kiosk
  - iii. Pier with seating at lake (existing CIP project)

Staff is requesting a recommendation from the Commission either this evening or on June 9, 2017. The Community Park should provide the neighborhood park functions as well as the community park functions. The mini park proposed at Outlot C will be of primary benefit to the Riverstone residents. Staff is recommending Option 2. Mr. Riverblood reviewed the breakdown of the \$275,300 not-to-exceed Park Dedication credit amount.

The differences between the original proposal and Option 2 were reviewed. The lots would be 65 feet wide rather than 80 feet wide.

Mr. Steve Bona reviewed the drawing and provided background information on Capstone Homes, and the proposed Riverstone subdivision. The planning process began many months ago. They are trying to get final plat approval in June-July timeframe and start construction in July. The park would be part of Phase I of the project. The property is zoned R-2 which is meant for the smaller lots. A consultant was used to help plan the development as far as lot sizes, home sizes, pricing, etc. There will be a homeowner's association. These are not standard single family lots. There will be three different project types. Some of the lots are 50 feet wide. Mr. Bona feels there is a need for a park close to the homes. When completed there will be 300 units. The neighborhood was designed with the park in mind. The original proposal made to the City included three greenspace areas/parks. One greenspace was removed from the proposal on the south side of the property. The park will cost \$483,000 to build and the developer was requesting park credit for \$300,000. The developer will provide the improvements to the park area. The pad will cost \$146,000. The credit for the trail was \$182,000. \$867,000 in total improvement costs and the developer is requesting \$483,000 in park credits.

Acting Chair Sis asked what benefit it is for the City to be involved in the mini park (Outlot C).

Mr. Bona stated the trail and mini park cannot be constructed without the credits for Park Dedication from the City. The developer is paying over \$1M to bring in the infrastructure into the property.

Mr. Riverblood asked Mr. Bona to respond to Chair Sis, and say what the benefit of the private open space/park is to the City. Also, he clarified that there is no relationship between bringing in sewer and water, to the Park Dedication issue.

Mr. Bona stated the park cannot be constructed without the street. Residents from outside the neighborhood will be using the park especially when the trail is completed and Lake Itasca is in place.

Acting Chair Sis stated he thought the trail to Lake Itasca would be more of a direct route, similar to what was in the original plan.

Mr. Riverblood stated with regard to the development the trail it is somewhat out of alignment. This was a concession made. Mr. Riverblood disagrees when the developer says there cannot be a park without a street or utilities—the street and utilities will still be built without respect what occurs with Outlot C.

Commissioner Trappen is concerned with the HOA.

Mr. Bona stated the park would be City property and maintained by the HOA.

Commissioner Trappen does not believe people outside the community will go into the park if they do not live in the area.

Mr. Bona stated the park is one acre and to maintain it is not substantial and will be maintained by the HOA.

Acting Chair Sis stated he would be in favor of Option 1 and the City take the Park Dedication and use it for larger parks.

Mr. Bona stated the park cannot be built if no credits are received.

Mr. Riverblood pointed out there was more than one precedent prior that constructed private parks without Park Dedication credit, and clarified that the developer's statement that 'no development this size has ever been in Ramsey' is not entirely accurate. The 1,200 acre North Fork PUD has many green space areas and a fully developed private park and maintains it.

Commissioner Leistico stated a compromise would be to have the park along the edge of the plat [along Puma] and this plan does not show a direct path to the park. It is an indirect path and not an inviting thoroughfare, and no access for wildlife.

Mr. Riverblood stated City Staff supports either Option presented. Another sketch plan was received for 151 units near Lake Itasca, on the east side of Puma Street, and when platted would provide even more justification for aligning the Capstone Park Dedication monies towards the Community Park.

Commissioner Trappen believes there is some middle ground.

Mr. Riverblood explained Option 1 and noted that option does not credit Park Dedication for what the developer is proposing for Outlot C. This matches existing Parks and Trail Plan and Park Development Policy. Option 2 would allow for a \$275,300 Park Dedication credit.

Mr. Bona stated one caveat with respect to Option 2 would be the “nature based” playground—if it costed more than \$100,000, they would insist on more credit. They do not know the cost for a nature based playground. Mr. Riverblood clarified Option 2 includes the items listed as a not-to-exceed amount with no caveat.

Commissioner Trappen asked if the plan is set in stone.

Mr. Bona said it is for the most part but if agreement cannot be met, the park will be removed and single-family lots being in its place.

Commissioner Trappen asked if the ponds could be relocated and the path be relocated which would make more sense. He believes the children need a place to play.

Acting Chair Sis suggested an Option 3 where the developer would come back with a revised proposal creating more of a corridor passageway, and shifting the street to allow the mini park to be adjacent to the trail.

Mr. Bona asked how wide the trail needs to be and Acting Chair Sis stated a more direct route would appear wider.

Mr. Riverblood stated 35 feet of greenspace along the trail would be appropriate for this location.

Mr. Bona stated there is a lot of information on the small piece of paper containing the drawing—the trail corridor is wider than it appears.

Commissioner Trappen would like to see a greenway plan more realistic as to what was seen originally.

Mr. Bona stated the pond can be reviewed. The pond will be quite deep because material will need to be removed to fill in the property. The wetlands will not be affected. Mr. Bona stated if the pond was made smaller, material would need to be brought onto the site and that is expensive. If basements are to be on the homes the site needs to be raised.

Commissioner Tchuinkwa asked what is wrong with Option 1.

Mr. Bona stated the developer can't give Park Dedication funds AND build a park on the site.

Acting Chair Sis asked if the park could be just greenspace.

Mr. Bona stated the park is equivalent to 4 home lots. The owner of the company will build 4 homes if there is not the park.

Commissioner Trappen stated if the plan could be altered pursuant to the Commission's suggestions he would be supportive.

Mr. Riverblood stated a special meeting could be held to review, or the June 9 regular Commission meeting precedes the Preliminary Plat approval scheduled for June 13 with the City Council.

Acting Chair Sis stated if an Option 3 is not acceptable he would be in favor of Option 1. The consensus of the Commission was for an Option 3, pursuant to the discussion and suggestions of the Commissioners. Mr. Riverblood stated that, when the City receives Option 3, it will be sent out to the Commission and a special meeting could be scheduled.

Motion by Commissioner Fyten, seconded by Commissioner Trappen, to table consideration to look at an Option 3, including a modified route of the trail as well as the pond features, to locate the mini park and trail to be more inviting to those outside the immediate area and providing some Park Dedication credits as proposed in Option 2.

Motion carried. Voting Yes: Acting Chair Sis, Commissioners Fyten, Trappen, Bayer, Lestico, and Tchuinkwa. Voting No: None. Absent: Chair Bennett.

Mr. Bona noted this is to be an affordable development for the residents and the City's help is needed to make this happen.

#### **5.02: Review Goals and Strategies within Ramsey's Chapter 10 of the Comprehensive Plan**

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to review the Goals and Strategies within the City's existing Comprehensive Plan, relating to parks, trails and open space. The review will be helpful in the context of the update to the Comprehensive Plan (underway now) and also as the Park and Recreation Commission begins the Master Park Plan endeavor.

Mr. Riverblood suggested this be tabled to the June meeting when Chair Bennett will be present

Motion by Commissioner Lestico, seconded by Commissioner Fyten, to table review of goals and strategies within Ramsey's Chapter 10 of the Comprehensive Plan until the June Commission Meeting.

Motion carried. Voting Yes: Acting Chair Sis, Commissioners Lestico, Fyten, Bayer, Tchuinkwa and Trappen. Voting No: None. Absent: Chair Bennett.

## **6. COMMISSION/STAFF INPUT**

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

Update on the Comprehensive Plan – Mr. Riverblood stated there was a Steering Committee meeting on Monday to summarize what was heard from the community. More has been heard on trails and trail connections and pedestrian safety than park development. The Comp Plan Steering Committee will be present at the July 13 concert at The Draw to further interact with the residents.

Update on Master Parks Plan – Mr. Riverblood stated work is beginning on the master parks plan. The Athletic Association will be involved throughout the process for their input.

Rec Programming Report – Programs are continuing to be planned. There were 90 attendees at Movie Night. Commissioner Bayer stated he was there, and heard people were interested in more Movie Night events.

Inspect the Mississippi River Trail (following discussion and adjournment)

## **7. ADJOURNMENT**

Motion by Commissioner Fyten, seconded by Commissioner Bauer, to adjourn the meeting.

Motion carried. Voting Yes: Acting Chair Sis, Commissioners Fyten, Bayer, Lestico, Tchuinkwa and Trappen. Voting No: None. Absent: Chair Bennett.

The Park and Recreation Commission meeting adjourned at 7:45 p.m.

Respectfully submitted,

---

Mark Riverblood  
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe  
*TimeSaver off Site Secretarial, Inc.*



FUTURE  
"COR"  
ACCESS

PUMA STREET N.W

TO LAKE  
ITASCA PARK

ALPINE DRIVE N.W

Outlot C

Outlot D

WETLAND

POND

POND

POND

PLAY AREA

NEIGHBORHOOD  
GREEN AREA

U.S. HIGHWAY 10 / U.S. HIGHWAY 169



LINKS AT NORTHFORK  
GOLF COURSE

LEGEND

- 65' LOT
- 50' VILLA LOT
- 50' LOT



ramsey, mn  
pearson farm

## **2.05: Consider Master Parks Plan Guiding Policy on Balance of Community and Neighborhood Parks and Smaller Pocket/Mini Parks**

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report. He stated that the City often gets requests for new park equipment but there are limited funds. He provided examples of some smaller parks with limited or outdated park equipment and also of larger community parks that are connected to nearby developments through trail corridors. He stated that the policy question for the Council and Commission would be how to spend the park dedication funds, whether smaller parks should continue or whether focus should be given to larger community parks with connectivity to developments. He also provided examples of developments which have paid park dedication funds and also have greenspace areas and smaller parks within their developments that were fully funded and maintained by the developer/association.

Parks Commissioner Trappen stated that he has lived in Ramsey for six years and really enjoys the trails. He stated that rather than building a small park they could build a trail that would reach a larger park and thus would create a better trail system and less park equipment to maintain.

Parks and Assistant Public Works Superintendent Riverblood stated that it is not just the initial cost for a small playground but also the operating costs which include ongoing maintenance and replacement of damaged equipment.

Councilmember Kuzma stated that he would like to know more about Outlot C on the Capstone project, specifically what the developer is proposed to contribute.

Parks and Assistant Public Works Superintendent Riverblood stated that it is a moving target as discussions continue. He noted that the total development costs including land would be around \$300,000. He stated that the total park dedication credit the developer is requesting is \$482,000 which would include those development costs as well as the greenway contribution. He stated that the total for park and trail dedication for all the lots would be \$1,100,000 in today's dollars.

Councilmember Kuzma stated that once built out there will be over 1,000 people living in that development and they will need a park. He stated that he would support the reduction in park dedication.

Councilmember Shryock stated that the long-term policy on parks planning has been community parks and noted that Itasca Park has been on the radar for a long time. She stated that the community parks are used more and differently than the traditional parks that people grew up with. She noted that people often have some play equipment in their yard and therefore the smaller parks are not often used as much. She stated that she also would not want to set precedent for the future.

Councilmember Johns echoed and agreed with the comments from Councilmember Shryock. She stated that the policy as drafted benefits the community as a whole and therefore the dollars

from development should continue to be focused on community parks and trail connection rather than small pocket parks.

Councilmember Williams stated that Snake Park is the only park accessible to her home and the only way she can access the park is by walking ¼ mile along Highway 47. She stated that it is essential that the entire community has access to the facilities without driving. She stated that there are parks without safe crossings to community parks. She stated that while the far north portion of the community is more developed, the rest of the community should not be left out. She stated that it is time as the community grows to review how traffic patterns have changed and identify areas that can bring the community together as there are large portions of the community that are not being served by the resources today.

Parks Commissioner Sis noted that his development did not receive a pocket park and he felt conflicted as he felt he would value a park in his neighborhood. He stated that now that he has joined the Commission he can see the value in focusing efforts on community parks. He stated that he would not let his children walk alone to nearby parks and therefore he can see the benefit in larger community parks with more amenities.

Councilmember Kuzma stated that he understands the big picture but noted that there are two separate issues. He recognized that there is limited funding on the big picture. He noted that the developer is willing to contribute a third of the funds necessary for a park and this is an opportunity to get this small park built. He believed that each opportunity should be reviewed on its own merits.

Mayor Strommen appreciated the separation of the two issues. She noted that sometimes there are things that do not fit into the mold. She noted that this development is on another magnitude because of its size. She stated that she agreed with the comments of Councilmember Williams that people need to have access to parks and she values that. She stated that there is a balance somewhere because there is a value to the large regional parks but there is also need sometimes for smaller parks.

Councilmember Riley stated that he has received a number of emails asking why a park is not being built in the development near the old municipal center. He agreed that this is a much larger development that needs a park. He stated that he would support a reduction in park dedication but perhaps not a dollar to dollar match. He stated that as Ramsey continues to be developed the needs of the City will change, noting that this development is different than any other development in Ramsey.

Parks Commission Chair Bennett stated that this is a different issue because the developer wants this park in their development because it is an amenity. He questioned whether the overall community would have good access to the park within this development. He stated that he won't argue that this would be a great spot for a park but he was unsure that going against the policy would set the City up for the future. He noted that if these parks need to be maintained by the City there would be additional operations costs as well. He stated that if the funds are used in this manner that takes away from addressing issues at other existing parks in the City that serve other neighborhoods.

Councilmember Shryock asked the density of this development compared to other developments that have constructed and maintain their own playgrounds at their own costs.

Mayor Strommen noted that the market has changed since the older plats were approved and therefore the economics should also be considered.

Parks and Assistant Public Works Superintendent Riverblood stated that there are just a few weeks to sort out this issue with the developer and therefore he was hoping for a strong consensus to help guide this. He asked if the City would be responsible for this in terms of park dedication credit or future maintenance. He stated that if the park was going to be park dedication credit funded then perhaps the park should be made more unique. He stated that if the park is on the greenway corridor that could bring other people in from other neighborhoods. He stated that people are not going to travel to reach a neighborhood park that looks just like theirs.

Parks Commission Chair Bennett stated that he has heard over and over the comment that people want the parks to have every amenity and that cannot occur if the City continues to pursue pocket parks. He stated that while this looks great, the City has to be careful to go against its own policy.

Mayor Strommen stated that the policy is important and maybe if there is a unique opportunity, such as a homeowners' association with a dense development, perhaps there is an opportunity to carve something out that would not give dollar to dollar credit towards park dedication but would give credit for unique options.

Parks and Assistant Public Works Superintendent Riverblood stated that perhaps the City could offer half the development costs of the park with park dedication credit and the homeowners association would provide long-term maintenance for a nature based park. He noted that could be an interim policy until the long-term policy is reviewed.

City Administrator Ulrich noted that the City does give credit for trails and if the park area is open and accessible to trail users, perhaps a credit could be negotiated. He stated that bathrooms would be reserved for large community programs.

Parks Commissioner Trappen stated that he lives in a neighborhood where the lots vary in size from one acre to three acres and therefore it could take a lot of space to service a large number of homes compared to this denser development that would serve a lot of people. He stated that perhaps the idea of density could be considered in a long-term policy discussion.

It was the consensus of the Council to create an interim exception that would allow for negotiations on this development case for a trail system and trail wayside park area that would be accessible and inviting.



April 28, 2017

Tim Gladhill  
Community Development Director  
City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

Dear Tim –

As a part of the Riverstone preliminary plat submittal, the following lists the basic details of the park dedication proposal.

A portion of the park dedication fees to be paid by the developer, as a part of each phase of the community, is proposed to be credited back to the developer, in return for park improvements to be made by the developer within Riverstone. We request this proposal be presented to the Planning Commission and City Council for review and further discussion. There are a few points of clarity which are important to note, due to the previous discussions that have taken place with city staff and during the recent Council workshop.

- Riverstone will be unlike any residential neighborhood previously developed in the city of Ramsey, due to the mid-density style homes and the overall size of the community. With this in mind, the park dedication credit will not be setting a precedent. The majority of the lots have an area in range of 6,500 SF as compared to a standard single family lot, in the range of 10,000 SF. With much less yard space in each lot, park land can be easily justified at Riverstone. This neighborhood does not compare to single family neighborhoods with larger lots.
- The future Lake Itasca park will be a great nearby amenity to Riverstone. The concern is the unknown schedule of those park improvements and the distance the park will be away from the majority of homes to be built in Riverstone. From the center of the Riverstone neighborhood, Lake Itasca is approximately ½ mile away (as the crow flies). At this distance, families typically prepare for a walk to the park together, and it will take about 10 minutes to get there. The compact lots and significant size of the Riverstone community will demand park and open space that is a quick walk down the street. With the high number of children anticipated to live at Riverstone, they will want a neighborhood park they can run to close to home. The children can play on the playground or they can run around in the open space. It is anticipated that over 1,000 residents will live in Riverstone, with many being children.
- The city is not being asked to contribute outside funds to this park. The funding will come from the Riverstone community itself, as each phase develops. Upfront funding to build the park will be the responsibility of the developer. The park dedication fees will be credited to the developer until the total amount is reached. The credit is planned to take multiple years.
- The developer's original park credit proposal included park credits to fund the park located on Outlot D. The improvements to Park D are estimated to cost \$203,000. In an effort to meet concerns of city staff and make the proposal more desirable to the city, the developer has since revised the proposal to remove these improvements on

**Capstone Homes, Inc.**

14015 Sunfish Lake Blvd NW, Suite 400  
Ramsey, MN 55303

Office: (763) 427-3090 Fax: (763) 712 -9060

Park D from the park credit request. Instead, the developer will now be responsible to fund all improvement costs for Park D. This area will be privately owned and maintained by the homeowners' association.

- Developer's financial obligations:
  - The total cost to develop the trail and Park C is estimated at \$665,410, of which city park dedication credits will be \$482,910, and the remaining balance of \$182,500 will be funded by the developer.
  - In addition to the cash funds above, the developer will forego revenue from 5 potential homes sales in the area of Park C, totaling \$1,500,000.
  - The offsite financial obligations by the developer for infrastructure on Puma and Bunker Lake Road are substantial, totaling over \$1,000,000. This reduces the ability of the developer to increase project funding.

**PROPOSAL**

Outlot C is proposed to be a public park (owned by the city) with standard park improvements including a playground or play structures, pavilion, and benches. The lawn maintenance of this park is proposed to be completed by the HOA. The estimated capital budget for this park is listed below. This budget includes the cost of the regional trail corridor and neighborhood trail.

<b>PARK C - PUBLIC</b>	
PLAYGROUND	\$ 100,000.00
LANDSCAPING	\$ 100,000.00
LAND, 40,729 SF	\$ 23,375.23
PAVILLION	\$ 50,000.00
SIGN MONUMENT	\$ 15,000.00
PARKING	\$ 4,620.00
BENCHES (4)	\$ 7,680.00
TOTAL	\$ 300,675.23
<b>TRAIL - PUBLIC</b>	
LAND 42,924 SF	\$ 24,634.99
LANDSCAPING	\$ 37,500.00
CONSTRUCTION COST	\$ 83,375.00
RETAINING WALL	\$ 27,125.00
BENCHES (5)	\$ 9,600.00
TOTAL	\$ 182,234.99
<b>GRAND TOTAL PUBLIC PARKS</b>	<b>\$ 482,910.22</b>

Should the city determine it will only provide park credit for the trail corridors and not the park, the developer will be unable to proceed with the park option. The developer's plan would then be modified to add residential lots to the previous park location. If this is the ultimate direction from the city, the developer will continue to move forward with development, without Park C as a feature for the residents of Riverstone.

It is the hope of the developer, that the park proposal is accepted, so the Riverstone neighborhood is created to its maximum potential, to be a model neighborhood in the City of Ramsey for years to come.

# Area Parks Plan Riverstone Addition

Lake Itasca  
Park

Lake Itasca  
Greenway



# Westmoreland Nature Play Area; Portland, Oregon



# Hartley Nature Preschool; Duluth, Minnesota



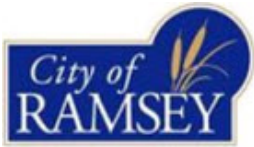
Duluth.com



OutsideInDuluth.com

# Nature Play in Western Australia





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

## CC Regular Session

7.2.

**Meeting Date:** 05/23/2017

**By:** Tim Gladhill, Community Development

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### Information

#### **Title:**

Introduce Ordinance Vacating Roadway Easement for Puma Street Related to Riverstone Addition

#### **Purpose/Background:**

The purpose of this case is to introduce an ordinance vacating a portion of former roadway easement for a section of Puma Street south of Bunker Lake Boulevard. This easement is no longer being used for this purpose, and according to the City Attorney, the City should vacate this easement. The easement previously had a roadway access that terminated at the rail line, and was retained to access a civil defense siren that has since been relocated.

Regarding the Preliminary Plat for Riverstone Addition, the Planning Commission held a Public Hearing for the Preliminary Plat on May 4, 2017 and recommended approval of this plat.

Introducing an ordinance does not obligate the City Council to provide final approval. In order to accommodate Capstone Homes' desired schedule for Riverstone Addition, it will be important to introduce the ordinance this evening.

#### **Notification:**

The City will utilize the introduction phase of the ordinance to call for a Public Hearing at the June 13, 2017 City Council Meeting. Notifications will be sent as required. Staff has also begun to notify potentially impacted utility providers.

#### **Observations/Alternatives:**

##### Purpose of Easement

The purpose of the easement is for road purposes. This road has since been vacated. The roadway easement still exists, and needs to be vacated. The easement in total is 73 feet in width. Capstone's project area is entitled is 33 feet of that total. The adjacent property owned by Hageman Holdings, proposed to be developed by PSD, LLC is 40 feet. The distribution of the easement is based on how it was originally recorded and has been reviewed by the City Attorney.

##### Existing Utilities Co-Locating in Easement

Based on the information provided by Capstone Homes, the only other utility with infrastructure in the easement area is Connexus Energy. Connexus Energy has a three-phase transmission line in the 40 corridor to be vacated to the PSD project area. Capstone Homes has offered to relocate this transmission line to their project area to accommodate additional space for density transitioning.

##### Potential Unresolved Issues in Vacation

Staff does acknowledge that there is potential opposition to the overall easement vacation by PSD, LLC. However, Staff, PSD, and Capstone continue to work on potential solutions that meet the City's obligation to vacate a public easement no longer needed, provide the necessary corridor for the existing Connexus Energy transmission line, and the desire of the two developments to provide adequate density transitioning. At this point, Staff does not believe the City Council should postpone introducing the ordinance, as it is not the final action for approval. Staff believes an appropriate solution can be worked out before the Ordinance is adopted on June 13, 2017 as currently scheduled. Staff notes this topic for transparency purposes.

**Funding Source:**

All costs associated with processing the request are the responsibility of the Applicant.

**Recommendation:**

Staff recommends that the City Council introduce the Ordinance.

Staff acknowledges that opposition from an adjoining property owner exists. Staff will attempt to resolve this issue prior to the June 13, 2017 City Council Meeting where the City Council is scheduled to take action on adopting this Ordinance along with Preliminary Plat approval for Riverstone Addition. Introducing the Ordinance this evening does not obligate the City Council to approve the request.

**Action:**

Motion to introduce Ordinance vacating roadway easement for former Puma Street and direct Staff to attempt to resolve the opposition to vacating the easement prior to considering adopting said Ordinance.

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**Attachments**

Easement Sketch

Ordinance #17-07

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**Form Review**

**Inbox**

Kurt Ulrich

Patrick Brama

Form Started By: Tim Gladhill

Final Approval Date: 05/18/2017

**Reviewed By**

Jo Thieling

Patrick Brama

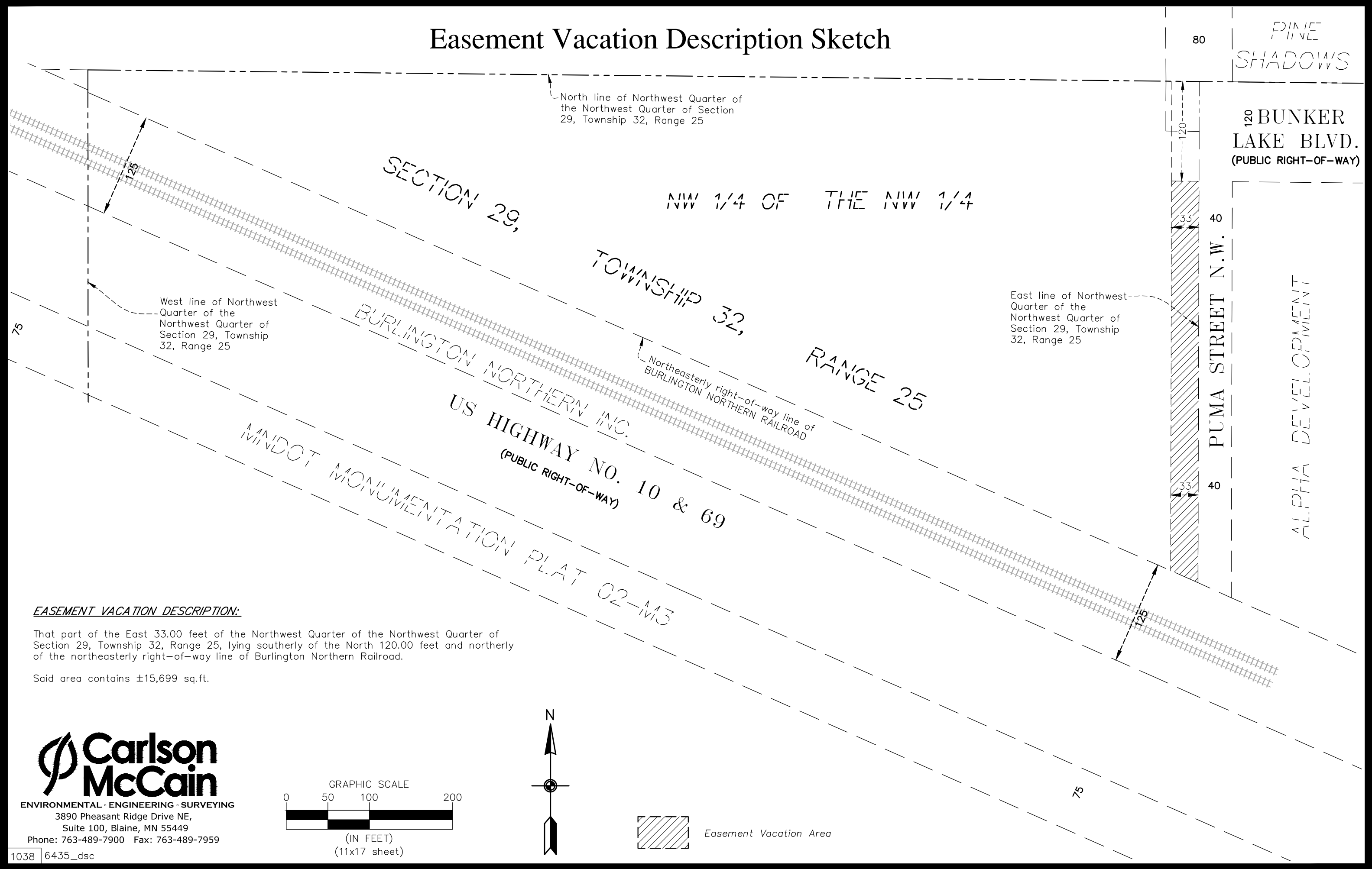
**Date**

05/18/2017 03:22 PM

05/18/2017 03:32 PM

Started On: 05/18/2017 07:24 AM

# Easement Vacation Description Sketch



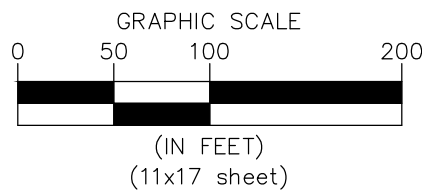
**EASEMENT VACATION DESCRIPTION:**

That part of the East 33.00 feet of the Northwest Quarter of the Northwest Quarter of Section 29, Township 32, Range 25, lying southerly of the North 120.00 feet and northerly of the northeasterly right-of-way line of Burlington Northern Railroad.

Said area contains ±15,699 sq.ft.



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 Suite 100, Blaine, MN 55449  
 Phone: 763-489-7900 Fax: 763-489-7959



Easement Vacation Area

Save Date: 02/14/17 f:\jobs\6421 - 6440\6435 - ramsey site\cad\_c3d\survey\6435\_dsc.dwg

**ORDINANCE #17-07**

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

**AN ORDINANCE VACATING PORTIONS OF ROADWAY EASEMENT FOR PUMA STREET RELATED TO RIVERSTONE ADDITION.**

**SECTION 1. AUTHORITY**

This ordinance is adopted pursuant to and under the authority of the Home Rule Charter of the City of Ramsey, Section 12.06 and Minnesota Statutes 412.851.

**SECTION 2. VACATION**

The following described dedicated road easements as indicated by Exhibit A attached hereto are hereby vacated, to-wit, contingent upon recording of the Plat entitled RIVERSTONE ADDITION:

That part of the East 33.00 feet of the Northwest Quarter of the Northwest Quarter of Section 29, Township 32, Range 25, lying southerly of the North 120.00 feet and northerly of the northeasterly right-of-way line of Burlington Northern Railroad.

Said easement vacation becomes null and void if the Plat entitled RIVERSTONE ADDITION is not recorded.

**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 23<sup>rd</sup> day of May, 2017.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

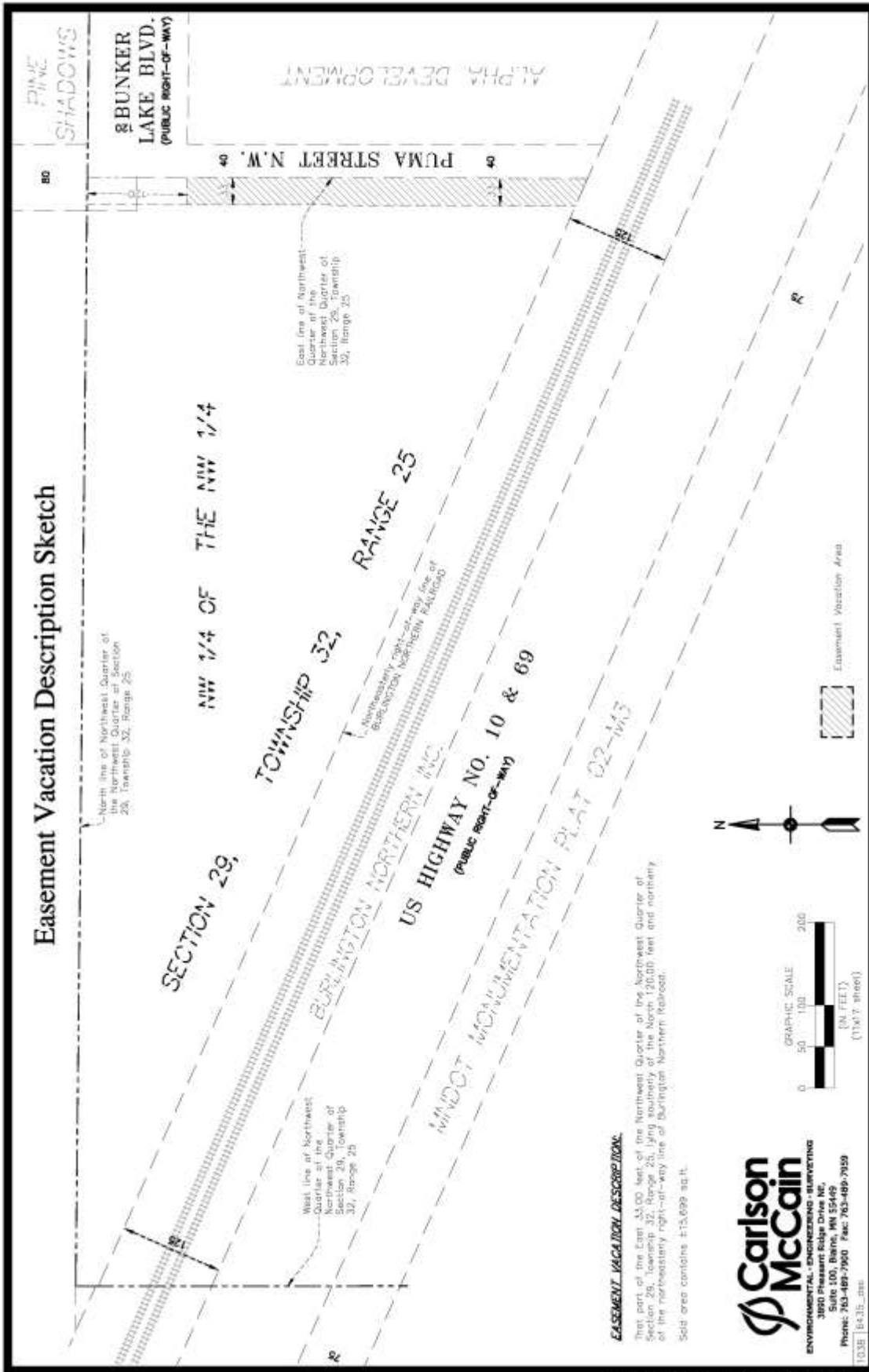
Introduction date:

Posting dates:

Adoption date:

Publication date:  
Effective date:

Exhibit A  
Easement Sketch



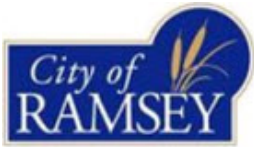
**EASEMENT VACATION DESCRIPTION**

That part of the East 33.00 feet of the Northwest Quarter of the Northwest Quarter of Section 29, Township 32, Range 25, lying southerly of the North 120.00 feet and northerly of the representation right-of-way line of Burlington Northern Railroad.

Said area contains 415,699 sq. ft.

**Carlson  
McCain**  
ENVIRONMENTAL, ENGINEERING & SURVEYING  
3800 Pleasant Ridge Drive NE,  
Suite 100, Blaine, MN 55449  
Phone: 763-489-7900 Fax: 763-489-7959

10/28/14 14.315.dwg



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

**CC Regular Session**

**7.3.**

**Meeting Date:** 05/23/2017

**By:** Bruce Westby, Engineering/Public Works

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**Information**

**Title:**

Adopt Resolution #17-05-118 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-03, 2017 Crackseal and Sealcoat Improvements

**Purpose/Background:**

**Purpose:**

The purpose of this case is to adopt Resolution #17-05-118 approving plans and specifications and authorizing advertisements for bids for Improvement Project #17-03, 2017 Crackseal and Sealcoat Improvements.

**Background:**

As part of the city's long-term Street Maintenance Program, various city streets receive crackseal and sealcoat improvements each year to help maximize the life expectancy of their pavement sections. Cracksealing streets prevents stormwater runoff from seeping through cracks in the pavement and joints between the pavement and concrete curb and gutter and/or utility castings. This reduces future pavement damage due to wet subgrade soils, especially during freeze-thaw cycles. Sealcoating streets protects pavement from the negative effects of stormwater runoff, ultraviolet rays from the sun, and oil-based products deposited on the pavement by vehicles.

Plan sheets for Improvement Project #17-03, 2017 Crackseal and Sealcoat Improvements were prepared in-house and are attached for reference. Plans call for approximately 0.24 miles of City streets to receive crackseal improvements, and approximately 13.41 miles of streets to receive crackseal and sealcoat improvements.

Streets proposed to receive crackseal and sealcoat improvements in 2017 were selected by City staff based on various criteria including their Pavement and Surface Evaluation Rating, their previous maintenance histories, the project scope, and other less tangible criteria.

Plans include a base bid plus 4 alternate bids. This approach was discussed previously with Council. The intent of adding alternate bids is to allow the City to accept a base bid plus some combination of alternate bids such that most or all of the allocated budget for this work can be spent without needing to develop a second crackseal and sealcoat project after the first project is bid, which is inefficient.

All streets colored magenta on the attached plans are included in the base bid, while streets colored orange are included in the 4 alternate bids identified as alternates A through D on their respective plan sheets. Alternate bids are ordered based on the recommendations of staff such that alternate A should be approved first, followed by alternate B, then alternate C, and lastly alternate D.

Staff is not proposing to fog seal any streets this year. Though numerous other cities fog seal over new sealcoat applications due to reported benefits including that the pavement looks newer longer, that the life of the sealcoat application is extended due to reduced loss of rock over time, and that they receive less complaints about the

amount of rock making its way into garages, homes and businesses on tires and the bottoms of shoes, staff in Ramsey have not observed the same benefits. In 2016, fog seal was applied over new sealcoating in Ramsey Meadows 2 nd Addition and the Fire Station 1 parking lot. The intent for doing this in the Fire Station parking lot was to better secure sealcoat rock to prevent rock migration into the Fire Station. However, no appreciable difference in rock migration has been observed in either location. Fog seal was also applied on several streets on a trial basis in 2015 but again no appreciable benefit has been observed to date. It is therefore staff's opinion that the benefits for fog sealing do not outweigh the costs.

Dresser trap rock is proposed to be used instead of granite rock chips due primarily to the increased availability of trap rock and decreased availability of granite rock chips.

**Notification:**

No notifications were required for this case.

**Observations/Alternatives:**

**Observations:**

If Council approves plans and specifications and authorizes advertisements for bids, advertisements for bids will be published in the Anoka Union Herald and in Finance and Commerce on May 26th and June 2nd. Bids will be opened publicly on June 21st, and Council will be asked to accept bids and award a contract for construction on June 27th. Per the project specifications, work may not begin until July 10th, and work must be complete by August 18th.

**Alternatives:**

Alternative #1 - Motion to adopt Resolution #17-05-118 approving plans and specifications and authorizing advertisements for bids for Improvement Project #17-03, 2017 Crackseal and Sealcoat Improvements.

Alternative #2 - Motion to deny adoption of Resolution #17-05-118 at this time.

**Funding Source:**

Attached is a cost estimate for the proposed improvements. Estimated costs for the base bid plus 4 alternates totals \$503,306. This includes 14% indirect costs for administrative, engineering, legal and financing.

A total of \$500,000 was budgeted in 2017 for crackseal and sealcoat improvements, but as previously discussed staff would like to use approximately \$70,000 of this budgeted amount for other purposes. This leaves approximately \$430,000 available for all 2017 Crackseal and Sealcoat Improvements.

Staff anticipates that bids will be favorable and will therefore be equal to or slightly less than staff's estimated costs.

Assessments are not proposed to fund any portion of the 2017 Crackseal and Sealcoat Improvements.

**Recommendation:**

Staff recommends Alternative Action #1.

The Public Works Committee reviewed the proposed 2017 Crackseal and Sealcoat Improvement project on May 16th and recommended City Council approval of plans and specifications.

The Public Works Committee also recommended City Council approval for reserving approximately \$70,000 of the \$500,000 budgeted for 2017 Crackseal and Sealcoat Improvements for two other purposes directly related to street maintenance. First, staff proposes to evaluate pavement sections on street segments proposed to be reconstructed and/or milled and overlaid per the City's 2017 - 2026 Capital Improvement Program. This work was estimated to cost \$35,000 and will be addressed in more detail in a separate case later this evening. Second, Public Works Staff requests that \$35,000 be reserved to fund spray patching operations which are effective in sealing cracks and filling small potholes, and has been well-received by the public. Public Works rented a spray patch machine this spring and has been patching streets for over a month. This work was not budgeted for but is allowing staff to evaluate

whether it may be more cost-effective to rent and operate a spray patch machine versus buying one as is currently identified in the CIP.

**Action:**

Motion to adopt Resolution #17-05-118 approving plans and specifications and authorizing advertisements for bids for Improvement Project #17-03, 2017 Crackseal and Sealcoat Improvements.

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**Attachments**

Resolution 1705118

IP1703 Overall Plan

IP1703 Area A

IP1703 Area B

IP1703 Area C

IP1703 Area D

IP1703 Cost Estimates

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Grant Riemer	Grant Riemer	05/18/2017 08:05 AM
Diana Lund	Diana Lund	05/18/2017 08:55 AM
Patrick Brama	Patrick Brama	05/18/2017 11:21 AM
Kurt Ulrich	Jo Thieling	05/18/2017 11:59 AM
Form Started By: Bruce Westby		Started On: 05/16/2017 07:18 AM
Final Approval Date: 05/18/2017		

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-118**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS FOR IMPROVEMENT PROJECT #17-00, 2017 CRACKSEAL AND SEALCOAT IMPROVEMENTS**

**WHEREAS**, the City of Ramsey adopted a budget for 2017 including \$500,000 to crackseal and sealcoat various public streets as part of the City's annual Street Maintenance Program; and

**WHEREAS**, the City Engineer has prepared plans and specifications for the purpose of advertising for bids for the same improvements.

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

- 1) The City Council hereby approves final plans and specifications as prepared by the City Engineer with reference to Improvement Project #17-00, 2017 Crackseal and Sealcoat Improvements, and authorizes the advertisement of bids for the same 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 23rd day of May, 2017.

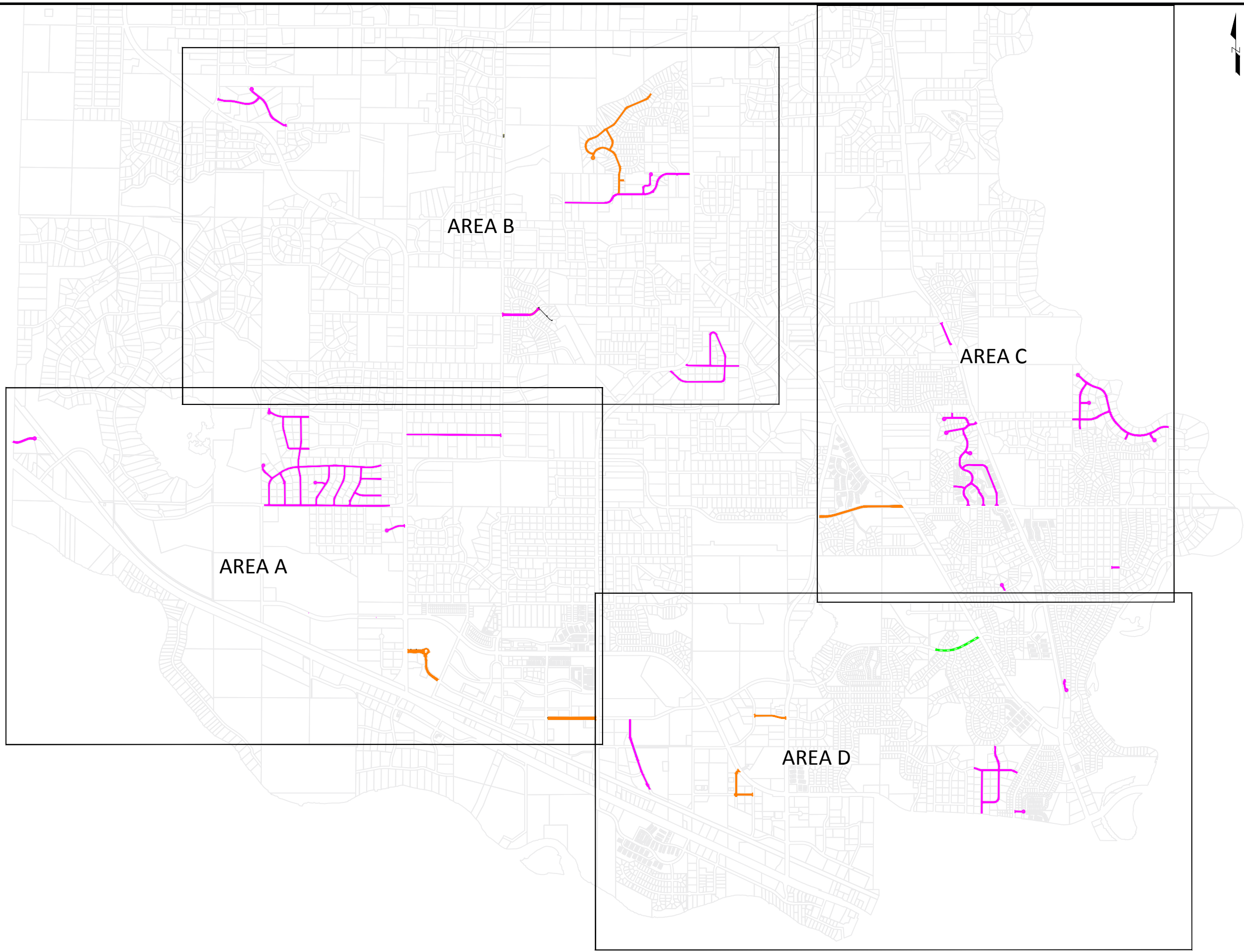
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Mayor

**ATTEST:**

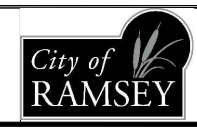
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City Clerk



-  CRACK SEAL AND SEAL COAT
-  CRACK SEAL ONLY
-  CRACK SEAL AND SEAL COAT - ALTERNATIVE AREA

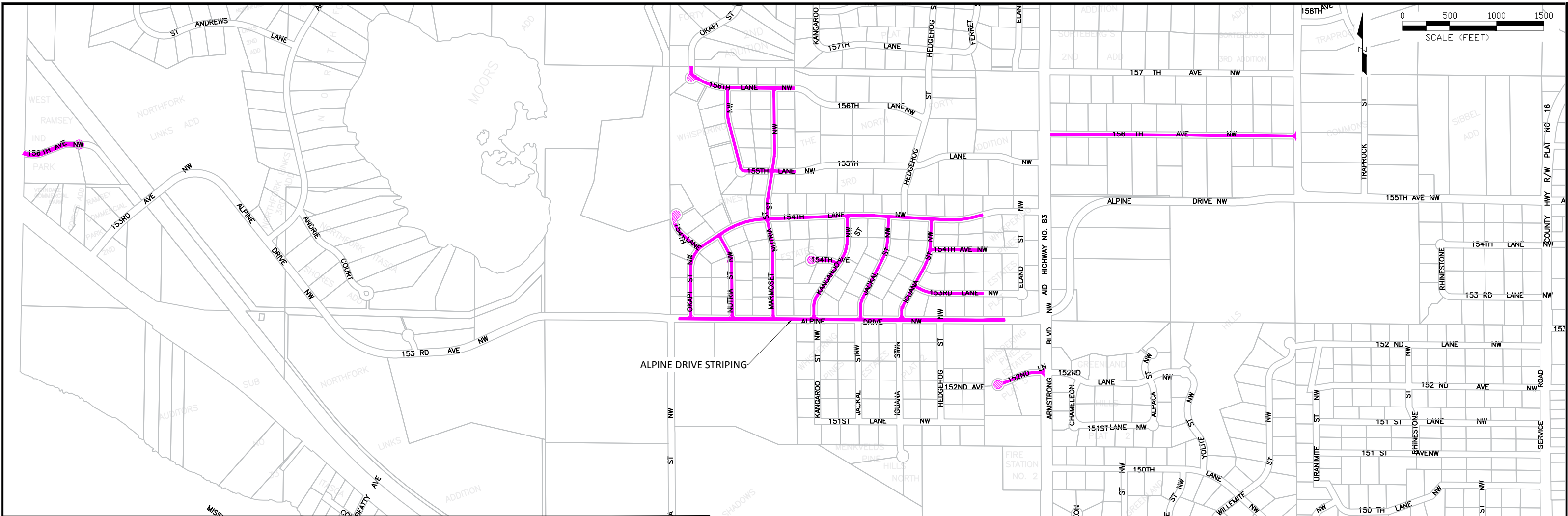
NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL  
CUL-DE-SACS - USE CRS-2P BIT MATERIAL



CITY OF RAMSEY  
7550 SUNWOOD DRIVE  
RAMSEY, MN 55303  
(763) 427-1410 FAX (763) 433-9898

OVERALL MAP

2017 CRACK SEAL AND SEAL COAT PROJECT  
CITY PROJECT NO. 17-03  
CITY OF RAMSEY, MINNESOTA



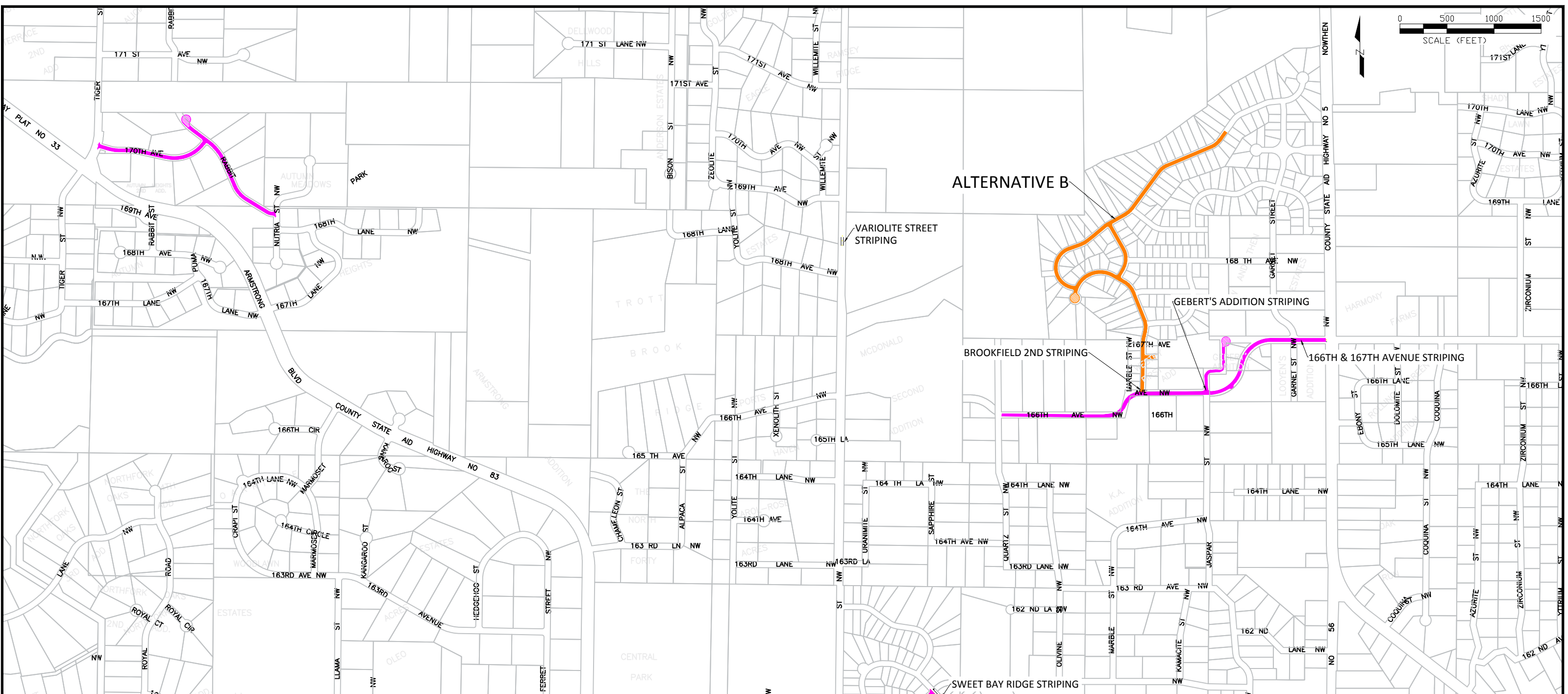
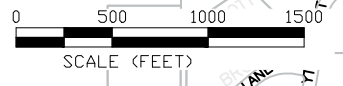
**AREA B STRIPING SUMMARY**

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
MSA	ALPINE DRIVE	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	3461
		4" SOLID LINE WHITE - EPOXY	LF	6415
MSA (ALT A)	SUNWOOD DRIVE - CR 83 TO ZEOLITE ST.	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	380
		4" SOLID LINE YELLOW - EPOXY	LF	2046
		4" SOLID LINE WHITE - EPOXY	LF	1584
		4" BROKEN LINE YELLOW - EPOXY	LF	230
		4" BROKEN LINE WHITE - EPOXY	LF	132
		24" SOLID LINE YELLOW - EPOXY	LF	92
		24" DOTTED LINE WHITE - EPOXY	LF	60
		PVT MSSG (LT TURN ARROW) - EPOXY	EA	2
		PVT MSSG (RT TURN ARROW) - EPOXY	EA	2
		PVT MSSG ("ONLY") - EPOXY	EA	8
MSA (ALT A)	SUNWOOD DRIVE - CR 56 TO RHINESTONE ST	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	1319
		4" SOLID LINE WHITE - EPOXY	LF	2265
		4" BROKEN LINE WHITE - EPOXY	LF	380
		24" SOLID LINE WHITE - EPOXY	LF	35
		PVT MSSG (LT TURN ARROW) - EPOXY	EA	6
		PVT MSSG (RT TURN ARROW) - EPOXY	EA	5
		CROSSWALK MARKING	SF	252



 CRACK SEAL AND SEAL COAT  
 CRACK SEAL ONLY  
 CRACK SEAL AND SEAL COAT - ALTERNATIVE A

NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL  
 CUL-DE-SACS - USE CRS-2P BIT MATERIAL

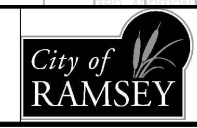


**AREA A STRIPING SUMMARY**

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
BROOKFIELD 2ND (ALT B)	LIMONITE STREET	CROSSWALK MARKING - EPOXY	SF	90
SWEET BAY RIDGE	RHINESTONE STREET	4" SOLID LINE WHITE - EPOXY	LF	525
		PVT MSSG (BIKE SYMBOL)	EA	3
MSA	VARIOLITE STREET	4" BROKEN LINE YELLOW - EPOXY	LF	30
		4" SOLID LINE WHITE - EPOXY	LF	180
MSA	167TH & 166TH AVENUE	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	2545
		4" SOLID LINE WHITE - EPOXY	LF	5125
GEBERT'S ADDTION	JASPAR STREET	CROSSWALK MARKING - EPOXY	SF	90

- CRACK SEAL AND SEAL COAT
- CRACK SEAL ONLY
- CRACK SEAL AND SEAL COAT - ALTERNATIVE B

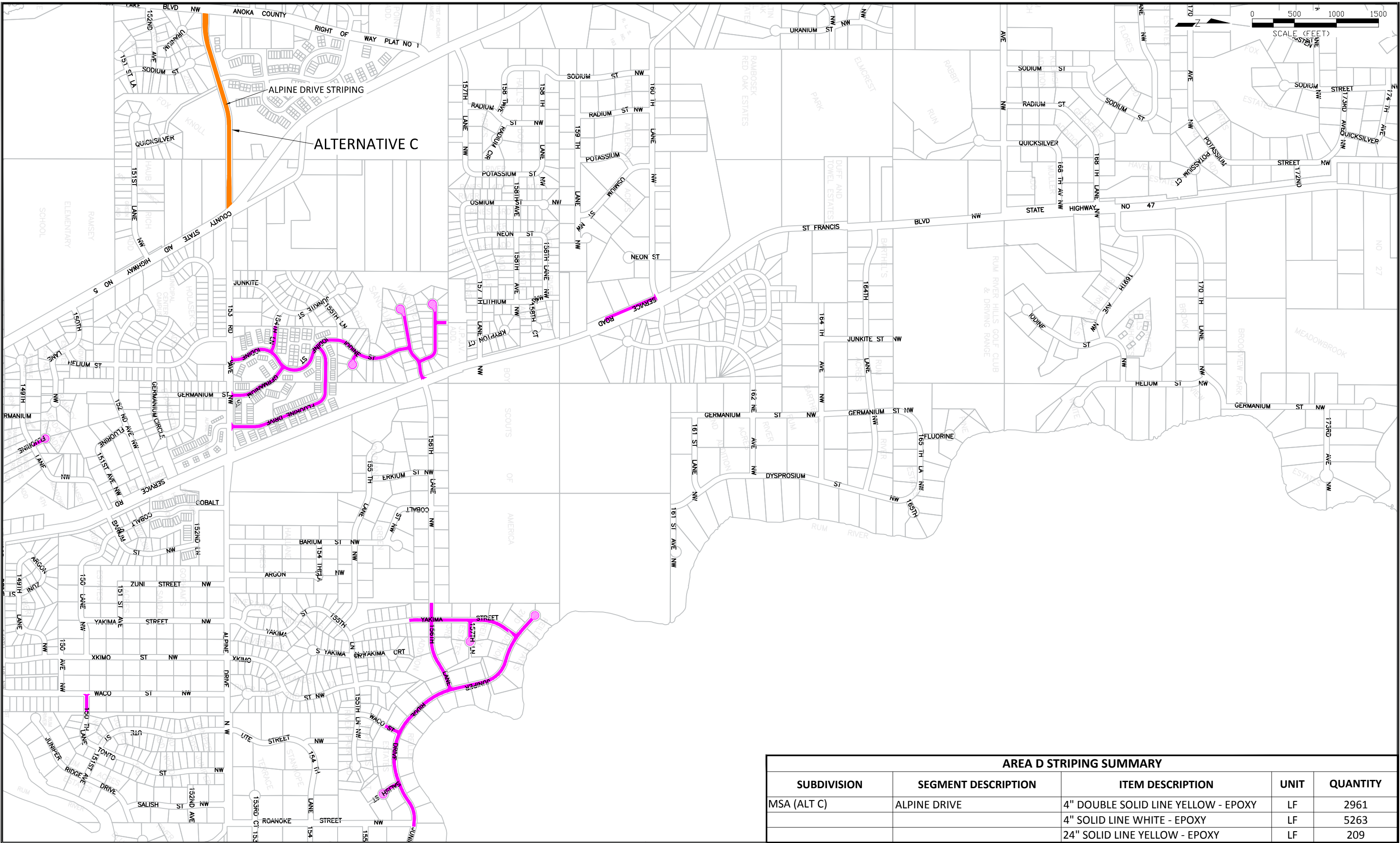
NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL  
 CUL-DE-SACS - USE CRS-2P BIT MATERIAL



CITY OF RAMSEY  
 7550 SUNWOOD DRIVE  
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DETAIL MAP  
 AREA B

2017 CRACK SEAL AND SEAL COAT PROJECT  
 CITY PROJECT NO. 17-03  
 CITY OF RAMSEY, MINNESOTA

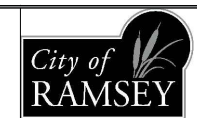


**AREA D STRIPING SUMMARY**

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
MSA (ALT C)	ALPINE DRIVE	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	2961
		4" SOLID LINE WHITE - EPOXY	LF	5263
		24" SOLID LINE YELLOW - EPOXY	LF	209

- CRACK SEAL AND SEAL COAT
- CRACK SEAL ONLY
- CRACK SEAL AND SEAL COAT - ALTERNATIVE C

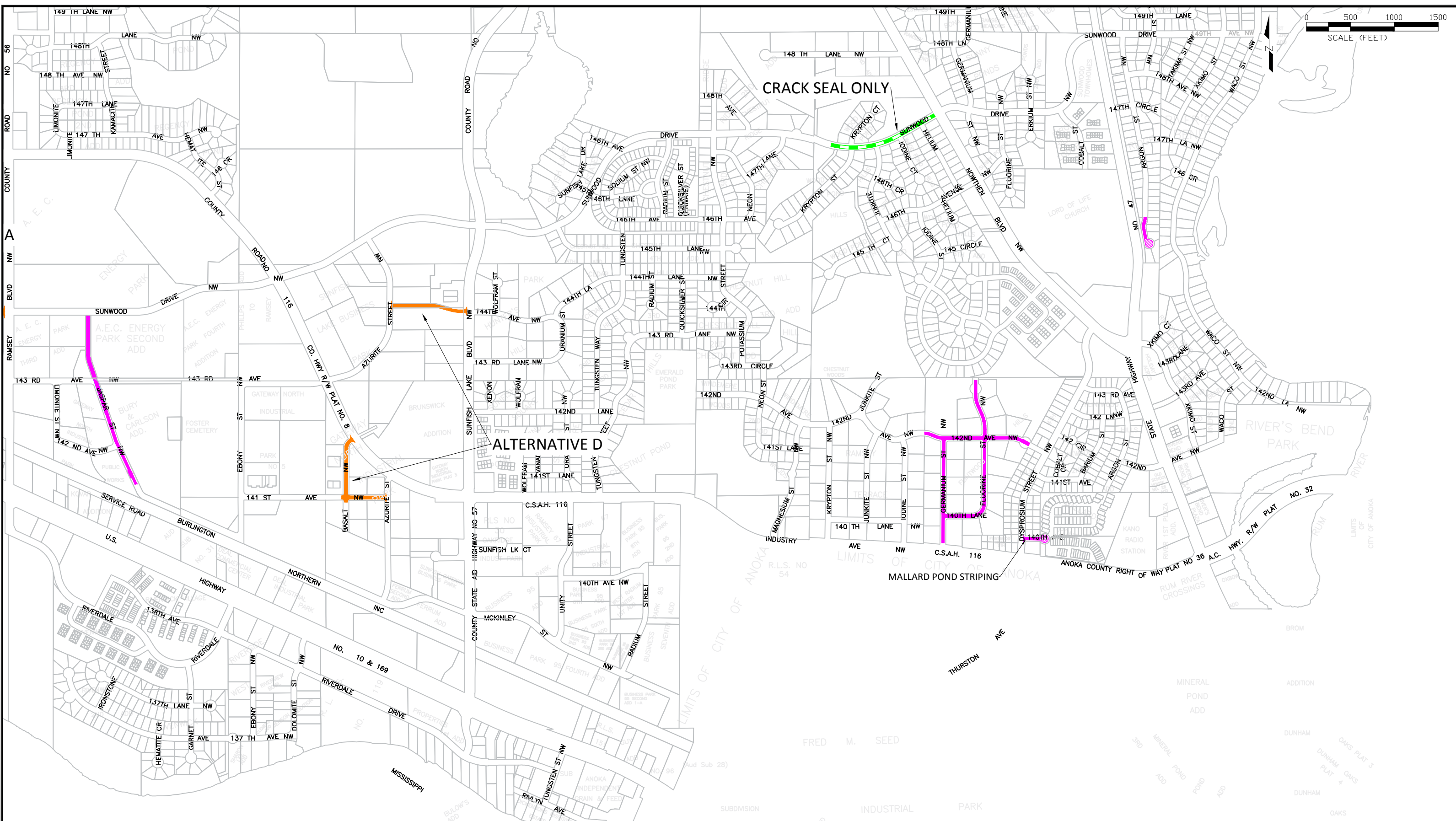
NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL  
 CUL-DE-SACS - USE CRS-2P BIT MATERIAL



CITY OF RAMSEY  
 7550 SUNWOOD DRIVE  
 RAMSEY, MN 55303  
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DETAIL MAP  
 AREA C

2017 CRACK SEAL AND SEAL COAT PROJECT  
 CITY PROJECT NO. 17-03  
 CITY OF RAMSEY, MINNESOTA



**AREA C STRIPING SUMMARY**

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
MALLARD POND	140TH AVENUE	24" SOLID LINE WHITE - EPOXY	LF	14

- CRACK SEAL AND SEAL COAT
- CRACK SEAL ONLY
- CRACK SEAL AND SEAL COAT - ALTERNATIVE D

NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL  
 CUL-DE-SACS - USE CRS-2P BIT MATERIAL



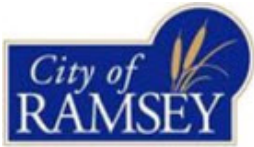
CITY OF RAMSEY  
 7550 SUNWOOD DRIVE  
 RAMSEY, MN 55303  
 (763) 427-1410 FAX (763) 433-9898

DETAIL MAP  
 AREA D

2017 CRACK SEAL AND SEAL COAT PROJECT  
 CITY PROJECT NO. 17-03  
 CITY OF RAMSEY, MINNESOTA

**ENGINEER'S ESTIMATE - ALTERNATIVES  
CITY OF RAMSEY IMPROVEMENT PROJECT 17-03  
CRACK SEAL AND SEAL COAT**

BASE AREA	\$	374,769.71
ALTERNATE A	\$	46,872.63
ALTERNATE B	\$	36,089.67
ALTERNATE C	\$	30,499.91
ALTERNATE D	\$	15,073.83
<b>CRACK SEAL AND SEAL COAT PROJECT</b>		
<b>TOTAL</b>	<b>\$</b>	<b>503,305.76</b>



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

## CC Regular Session

7.4.

**Meeting Date:** 05/23/2017

**By:** Bruce Westby, Engineering/Public Works

---

### Information

#### **Title:**

Adopt Resolution #17-05-119 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension

#### **Purpose/Background:**

##### **Purpose:**

The purpose of this case is to adopt Resolution #17-05-119 approving plans and specifications and authorizing advertisements for bids 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.

The City 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.

Per City Council direction, Staff has prepared plans and specifications for extending 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 a copy of the draft plans for the proposed improvements.

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

**Notification:**

No notifications are required for this case.

**Observations/Alternatives:**

**Observations:**

City Staff prepared plans and specifications for completing the trunk utilities extension improvements in-house. Staff proposes to administer the project and to stake and inspect construction.

Staff will continue to work with all property owners along the west end of Bunker Lake Boulevard 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 due to the utilities extension work was evaluated during development of the plans. The plans include the use of aggregate base as a temporary street surfacing over a small area of the south edge of Bunker Lake Boulevard since the street is proposed to be reconstructed to its permanent

condition in the spring of 2018. The City's aggregate base stockpile on the future Public Works campus site can be used for the temporary aggregate surfacing.

**Alternatives:**

Alternative #1 – Motion to adopt Resolution #17-05-119 approving plans and specifications and authorizing advertisements for bids for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension.

Alternative #2 – Motion to deny adoption of Resolution #17-05-119 at this time.

**Funding Source:**

The Engineer's Estimate based on the attached draft plans is \$425,000, which includes 23% indirect costs.

Bolton & Menk's estimated costs per their future business park study totaled \$333,000, which included 30% contingency and indirect costs.

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 #17-05-119 approving plans and specifications and authorizing advertisements for bids for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension.

---

**Attachments**

Resolution 1705119

IP1709 Plans

---

**Form Review**

**Inbox**

Patrick Brama

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 05/18/2017

**Reviewed By**

Patrick Brama

Jo Thieling

**Date**

05/18/2017 04:02 PM

05/18/2017 04:17 PM

Started On: 05/16/2017 07:16 AM

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-119**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS 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; and

**WHEREAS**, on April 25, 2017 the City Engineer was ordered to prepare plans and specifications for extending public utilities to the west end of Bunker Lake Boulevard.

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

1. The Ramsey City Council hereby approves the final plans and specifications prepared by the City of Ramsey Engineering Department for the making of such improvements, and authorizes the advertisement of bids for the same 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 23<sup>rd</sup> day of May, 2017.

---

Mayor

ATTEST:

---

City Clerk

# CITY OF RAMSEY

## BUNKER LAKE BOULEVARD UTILITIES EXTENSION

### CITY IMPROVEMENT PROJECT NO. 17-09

## GOVERNING SPECIFICATIONS

THE 2016 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

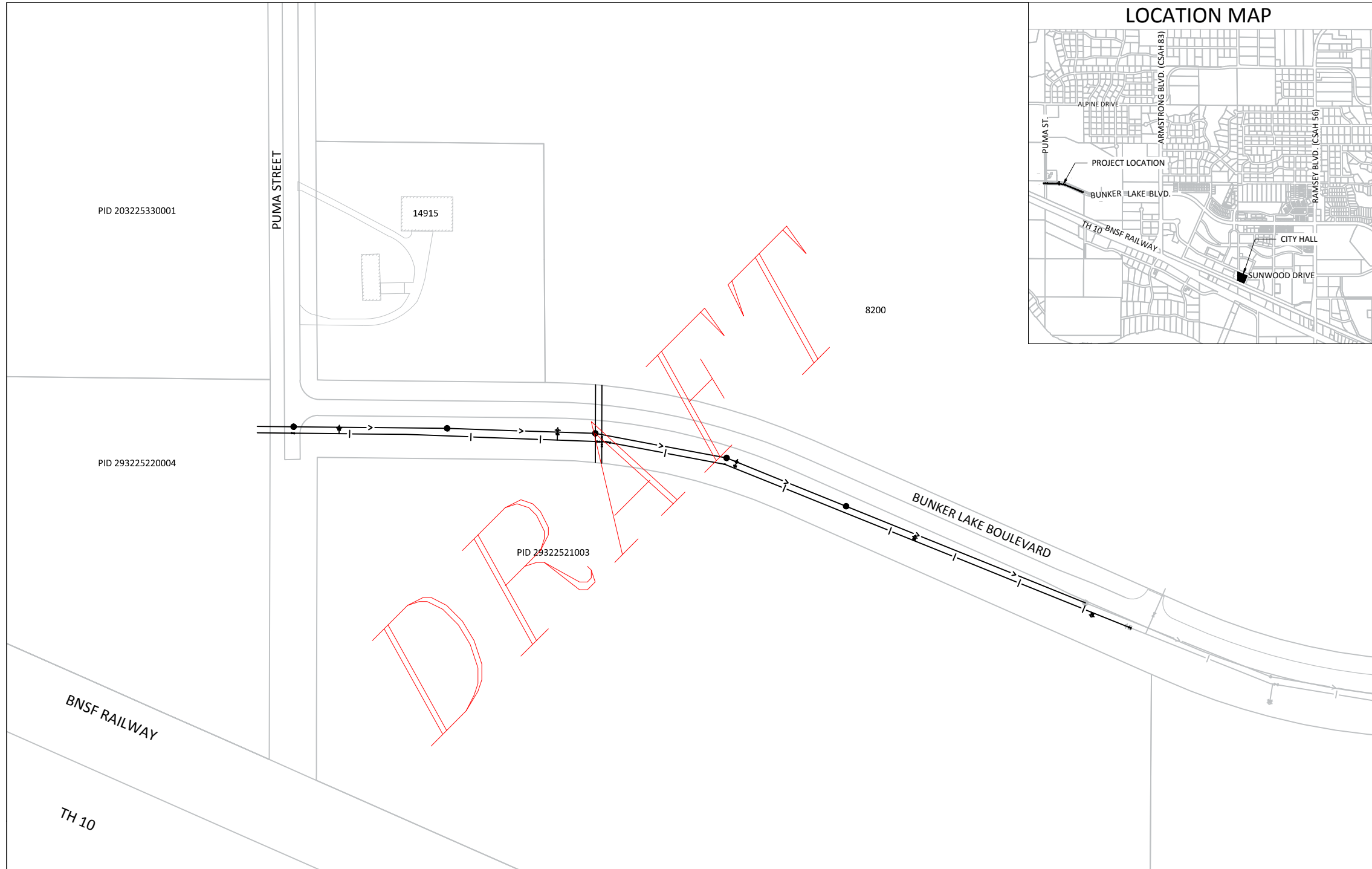
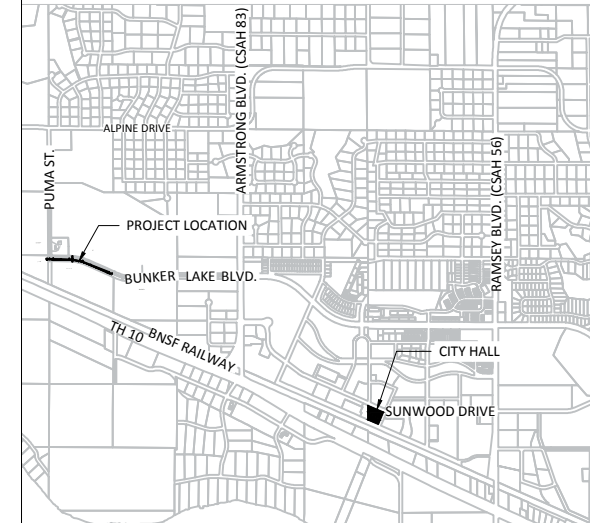
## SHEET INDEX

THIS PLAN CONTAINS 7 SHEETS

### SHEET No. DESCRIPTION

1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3-4	DETAILS
5	EXISTING CONDITIONS AND REMOVALS
6	EROSION CONTROL PLAN AND RESTORATION PLAN
7	SANITARY SEWER & WATERMAIN CONSTRUCTION

## LOCATION MAP



## LEGEND

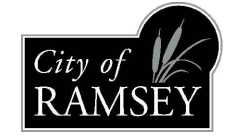
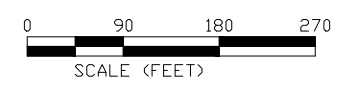
	LIGHT POLE		EASEMENT
	TREE		RIGHT OF WAY
	SHRUB		ELECTRIC
	SIGN		GAS
	VALVE		TELECOMMUNICATIONS
	UTILITY PEDESTAL		STORM SEWER
	HAND HOLE		SANITARY SEWER
	REMOVE TREE		WATERMAIN
	3'X2' CATCH BASIN		SAWCUT PAVEMENT
	MANHOLE		TREE LINE
	INLET PROTECTION		SPLIT RAIL FENCE
	HYDRANT		LANDSCAPING
	VALVE		RETAINING WALL
			5' CONTOUR LINE
			1' CONTOUR LINE
			SILT FENCE
			CONCRETE CURB & GUTTER
			REMOVE BITUMINOUS PAVEMENT
			EROSION CONTROL BLANKET
			CONCRETE PAVEMENT
			BITUMINOUS PAVEMENT
			GRAVEL SURFACE

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

BRUCE R WESTBY, P.E.  
RAMSEY CITY ENGINEER

40116      DATE  
LIC. NO.

DATE	REVISION



CITY OF RAMSEY  
7550 SUNWOOD DRIVE  
RAMSEY, MN 55303  
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002



Call before you dig  
811  
651 454-0002 Metro  
800 252-1166 Outstate  
www.gopherstateonecall.org

May 18, 2017 - 2:48pm  
c:\Engineering\AutoCad Dwg\Projects A-M\Bunker Lake Blvd Utilities Extension - 2017\Plan Drawings\Title Sheet.dwg

**17-09 BUNKER LAKE BOULEVARD UTILITIES EXTENTSION - ESTIMATED QUANTITIES**

PAGE NO.	NOTE	ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY
		2021.501	MOBILIZATION (6%)	LS	1
		2101.501	CLEARING AND GRUBBING	ACRE	0.04
		2104.501	REMOVE WATERMAIN	LF	10
		2104.505	REMOVE BITUMINOUS PAVEMENT	SY	336
		2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	330
		2104.523	SALVAGE GATE VALVE & BOX	EA	1
		2104.523	SALVAGE HYDRANT	EA	1
		2105.501	COMMON EXCAVATION (CV)	CY	500
		2105.522	SELECT GRANULAR BORROW (CV)	CY	3500
		2105.601	UTILITY DEWATERING	LS	1
		2211.503	AGGREGATE BASE CLASS 5 (CV)	CY	404
		2503.511	8" PVC PIPE SEWER (SDR 26)	LF	120
		2503.511	18" PVC PIPE SEWER (SDR 26)	LF	1332
		2503.602	8" PIPE PLUG (SANITARY)	EA	2
		2503.602	18" PIPE PLUG (SANITARY)	EA	1
		2503.602	CONNECT TO EXISTING MANHOLE (SANITARY)	EA	1
		2503.603	CLEAN AND VIDEO TAPE PIPE SEWER (SANITARY)	LF	1350
		2504.602	6" GATE VALVE & BOX	EA	4
		2504.602	8" GATE VALVE & BOX	EA	2
		2504.602	16" GATE VALVE & BOX	EA	4
		2504.602	FURNISH HYDRANT	EA	4
		2504.602	INSTALL HYDRANT	EA	5
		2504.602	CONNECT TO EXISTING WATERMAIN	EA	1
		2504.603	6" WATERMAIN DUCTILE IRON CL 53	LF	45
		2504.603	8" WATERMAIN DUCTILE IRON CL 52	LF	121
		2504.603	16" WATERMAIN DUCTILE IRON CL 52	LF	1406
		2504.608	DUCTILE IRON FITTINGS	LBS	560
		2506.516	CASTING ASSEMBLY (SANITARY)	EA	5
		2506.521	INSTALL CASTING	EA	5
		2506.601	CONSTRUCT SANITARY STRUCTURE DESIGN 48-4007 (0-12')	LF	90
		2563.601	TRAFFIC CONTROL	LS	1
		2573.503	SILT FENCE	LF	500
		2573.530	STORM DRAIN INLET PROTECTION	EA	2
		2573.533	SEDIMENT CONTROL LOG TYPE STRAW	LF	150
		2574.508	FERTILIZER TYPE 3	LBS	276
		2575.502	MNDOT SEED MIXTURE 21-111	LBS	138
		2575.523	EROSION CONTROL BLANKET CATEGORY 3	SY	6696
		2575.605	SEEDING	ACRE	1.38

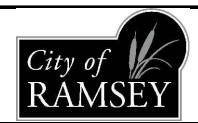
DATE	REVISION

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

BRUCE WESTBY  
Date 5/18/17 Lic. No.  

DESIGNED BY: JJF  
DRAWN BY: JJF  
CHECKED BY: BRW

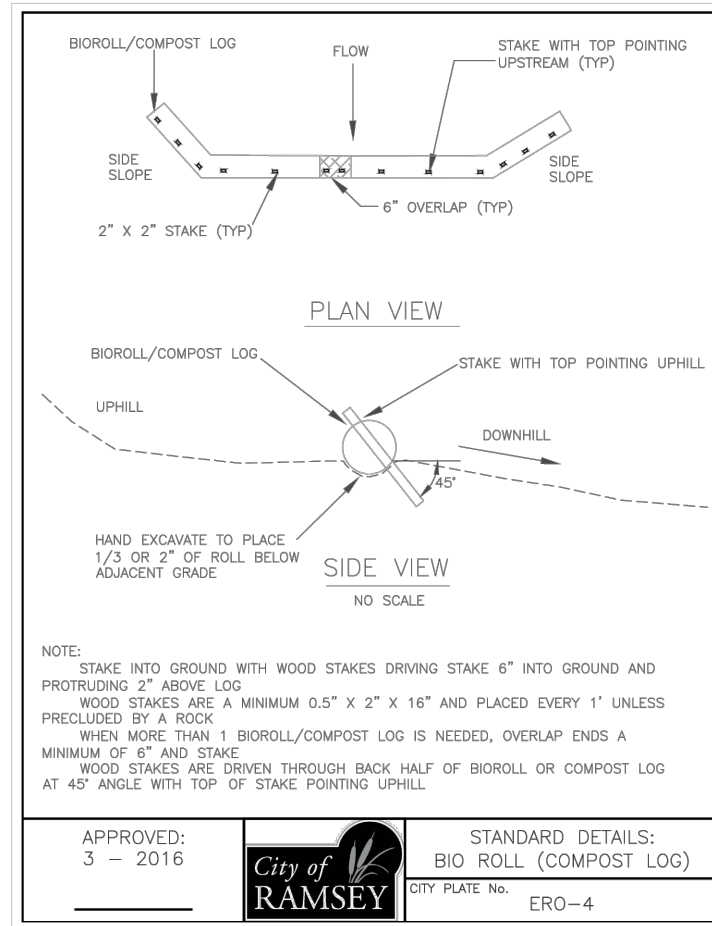
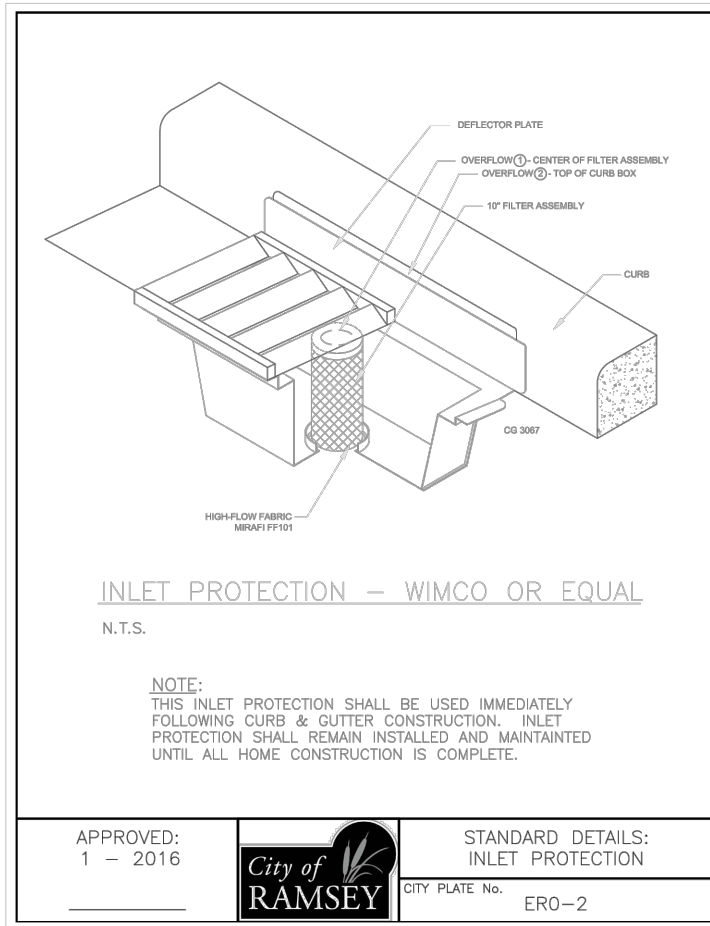
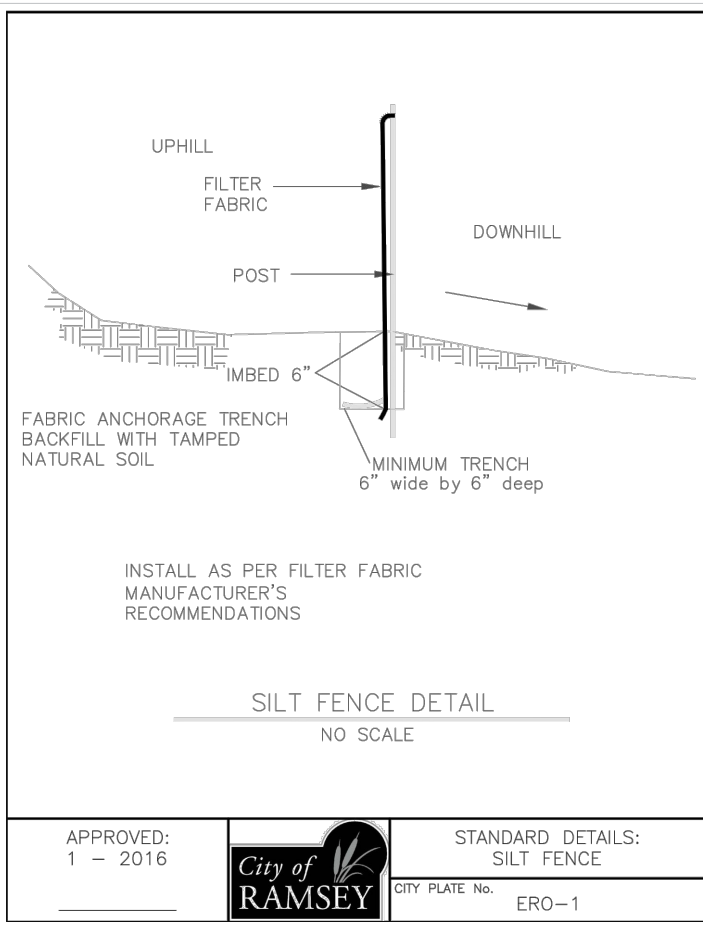
DATE: 5/18/17  
FILE No. 17-09



**CITY OF RAMSEY**  
7550 SUNWOOD DRIVE  
RAMSEY, MN 55303  
(763) 427-1410 FAX (763) 433-9898

**STATEMENT OF ESTIMATED QUANTITIES**

**BUNKER LAKE BLVD. UTILITIES EXTENSION**  
**CITY PROJECT NO. 17-09**  
CITY OF RAMSEY, MINNESOTA

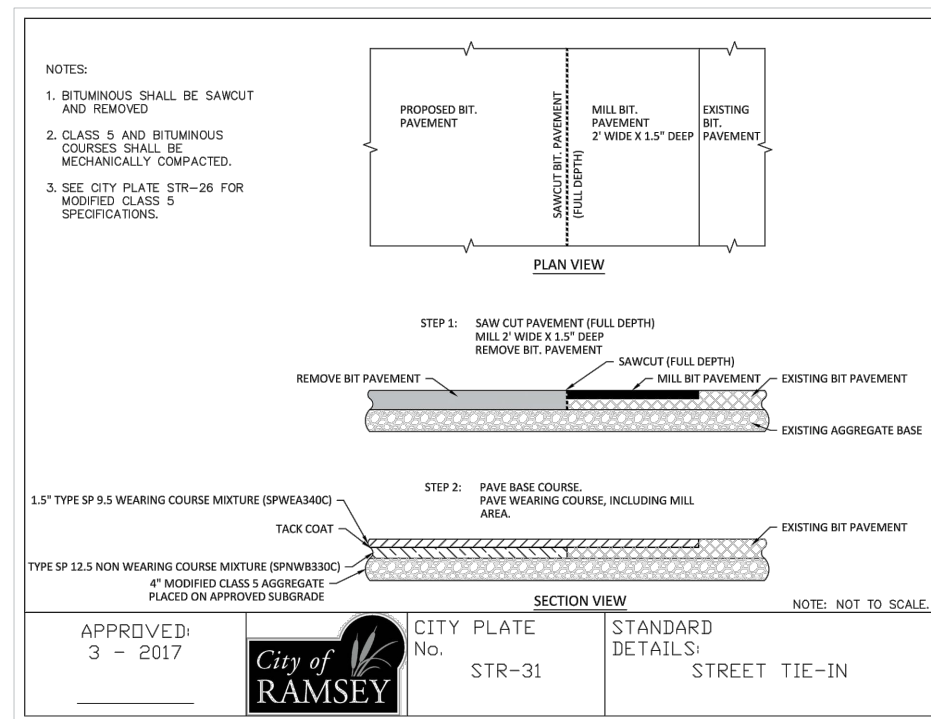


**MNDOT 2016 SPEC**

MNDOT 2016 SPEC TABLE 3877-1 COMMON TOPSOIL BORROW REQUIREMENT		
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



DATE	REVISION
May 18, 2017 - 2:49pm	G:\Engineering\AutoCad Dwg\Projects A-M\Bunker Lake Blvd Utilities Extension - 2017\Plan Drawings\Details.dwg

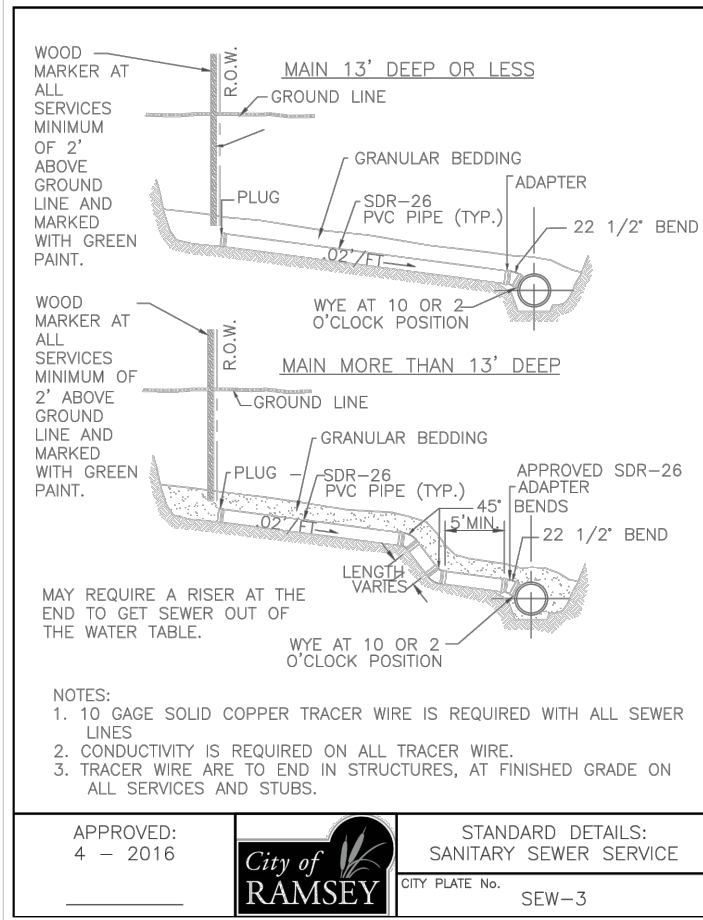
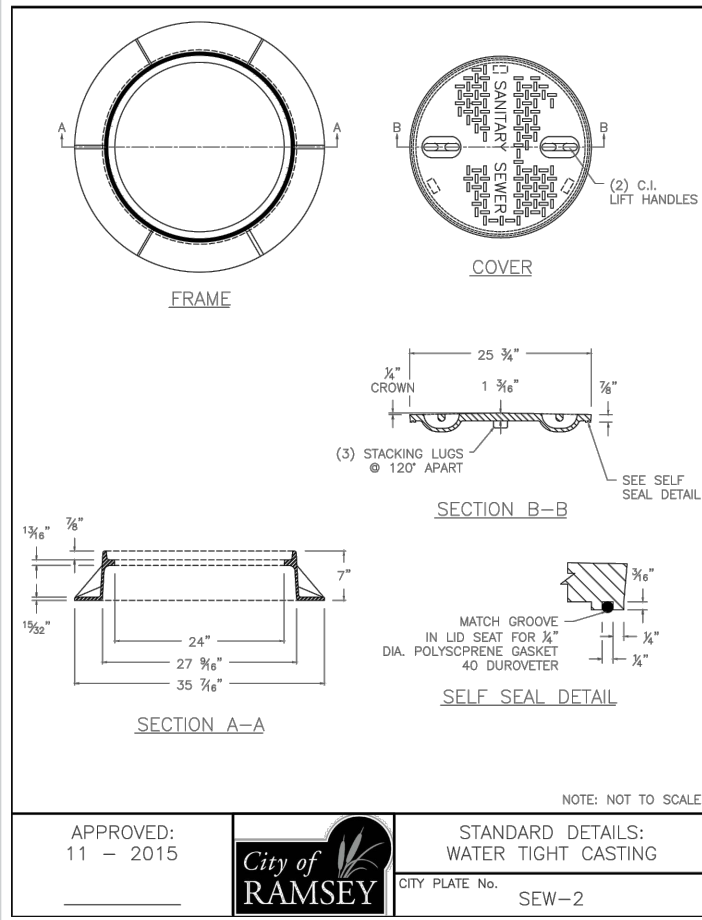
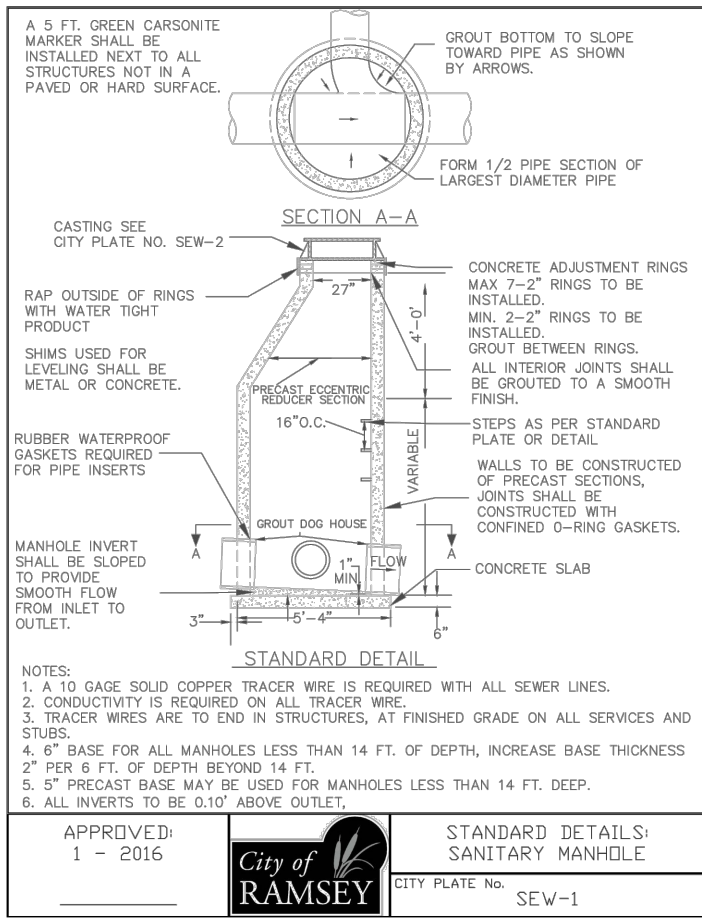
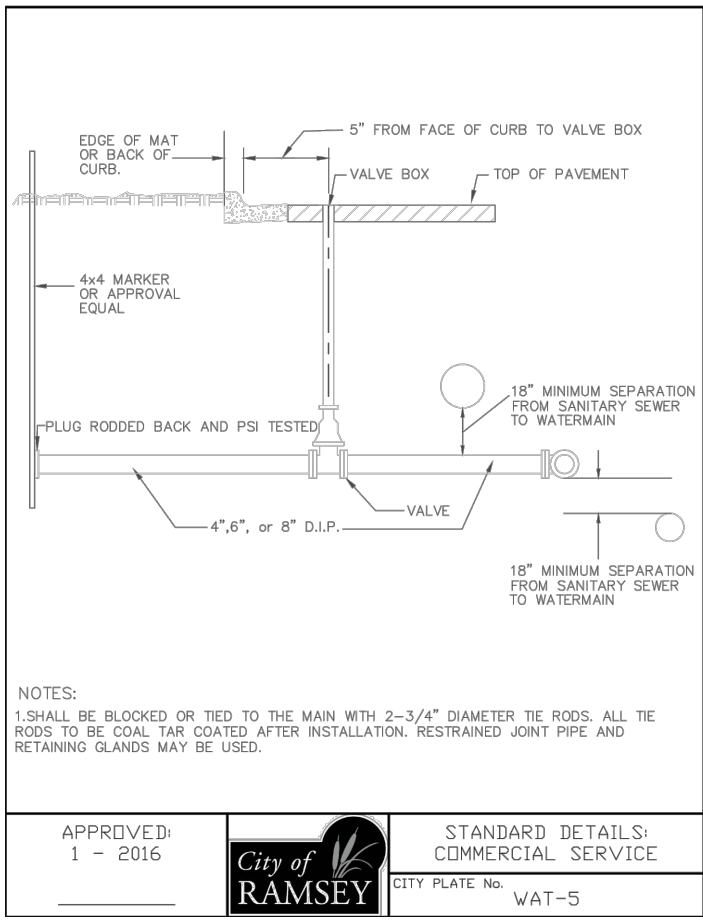
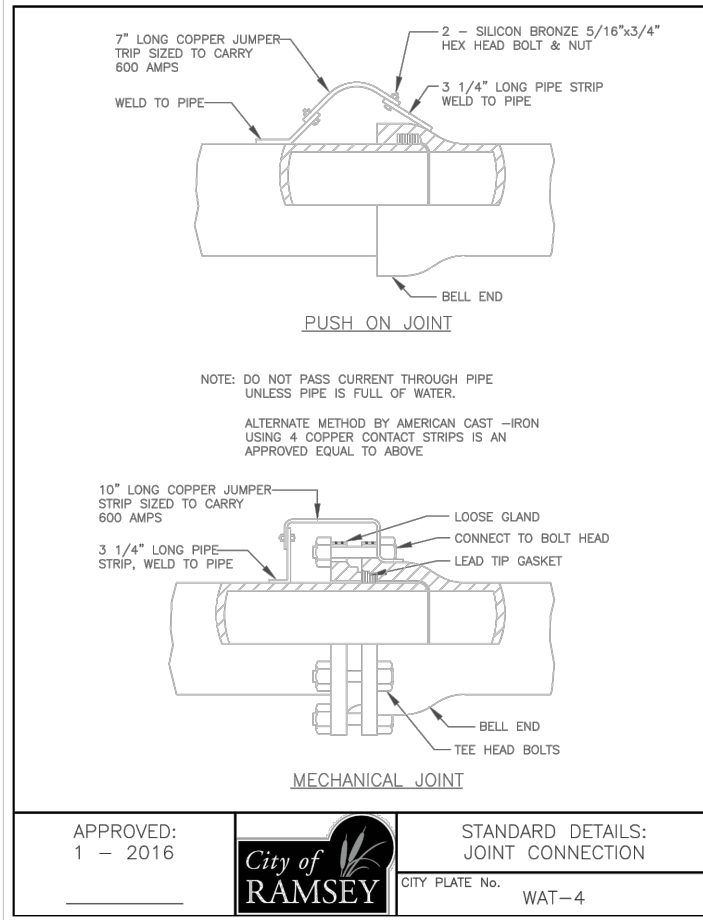
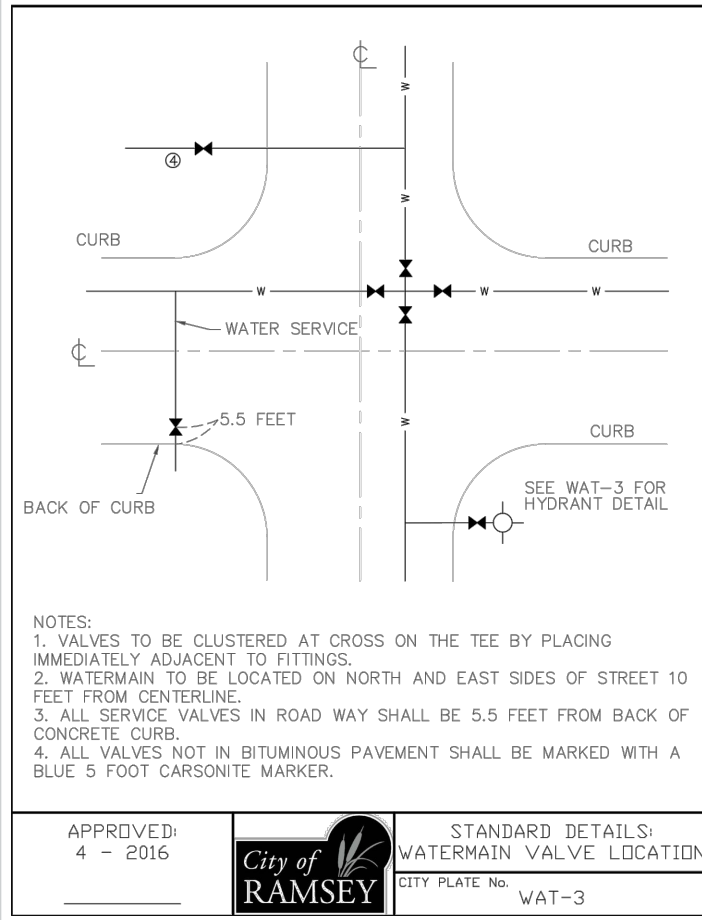
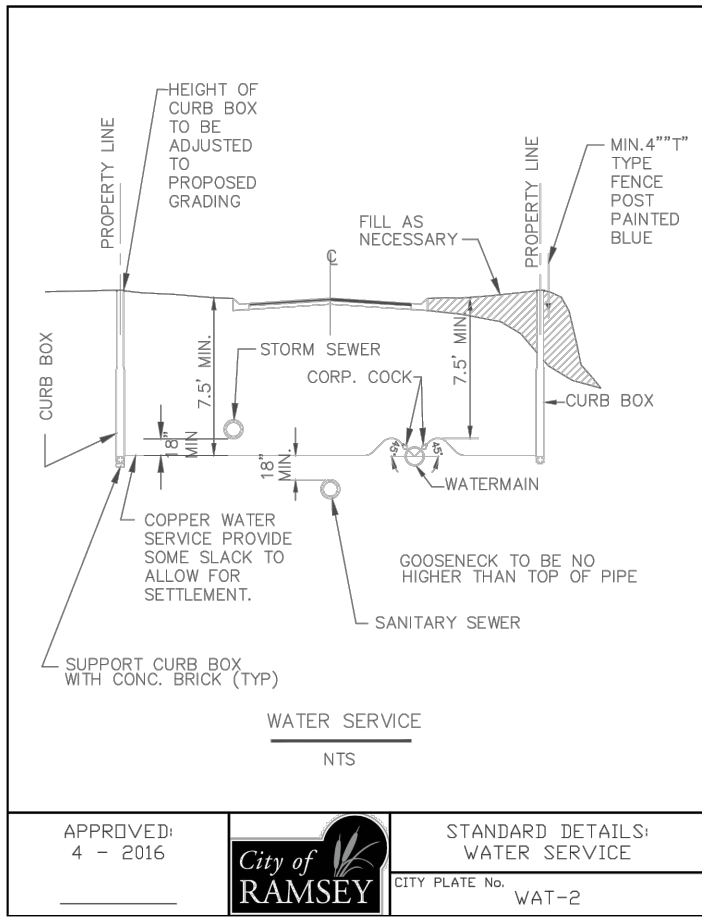
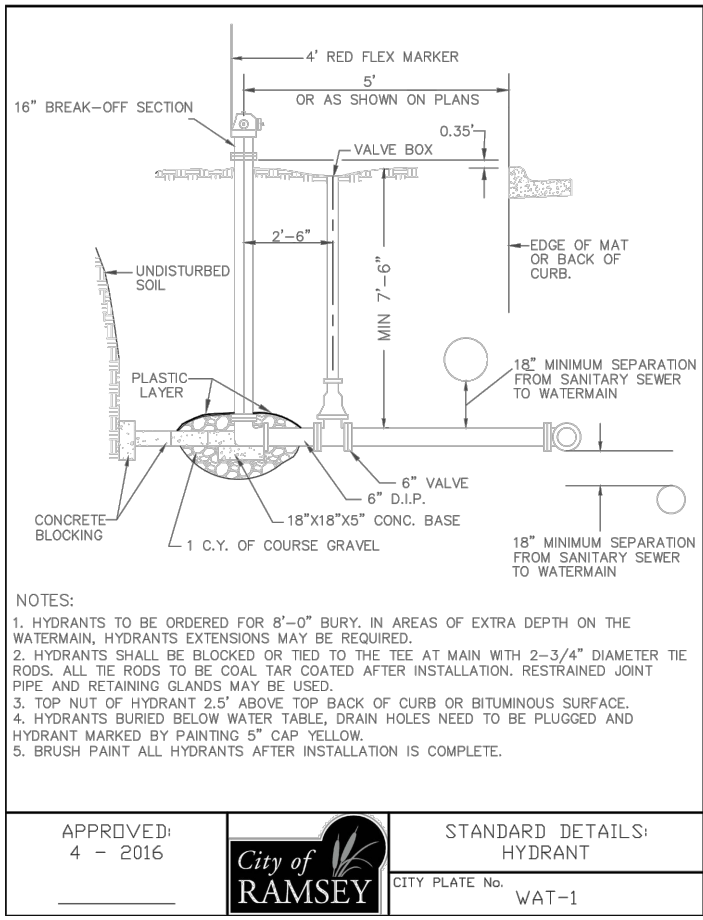
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

DESIGNED BY: JJF  
DRAWN BY: JJF  
CHECKED BY: BRW

DATE: 5/18/17  
FILE No. 17-09

BRUCE WESTBY  
Date 5/18/17 Lic. No. -----

CITY OF RAMSEY  
7550 SUNWOOD DRIVE  
RAMSEY, MN 55303  
(763) 427-1410 FAX (763) 433-9898



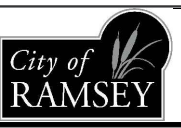
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May 18, 2017 - 2:49pm	G:\Engineering\AutoCad Dwg\Projects A-M\Bunker Lake Blvd Utilities Extension - 2017\Plan Drawings\Details.dwg

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DETAILS

BUNKER LAKE BLVD. UTILITIES EXTENSION  
 CITY PROJECT NO. 17-09  
 CITY OF RAMSEY, MINNESOTA



PUMA STREET

14915

8200

REMOVE BITUMINOUS PAVEMENT  
SAWCUT - FULL DEPTH

REMOVE BITUMINOUS PAVEMENT  
SAWCUT - FULL DEPTH

BUNKER LAKE BOULEVARD

CLEAR AND GRUB TREES  
0.04 ACRES

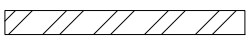











PID 29322521003

REMOVE BITUMINOUS PAVEMENT  
SAWCUT - FULL DEPTH

REMOVE WATERMAIN

SALVAGE HYDRANT  
SALVAGE GATE VALVE & BOX

**LEGEND**

	REMOVE BITUMINOUS PAVEMENT		EXISTING GROUND CONTOUR
	REMOVE WATERMAIN		EXISTING 1' CONTOUR LINE
	SAWCUT PAVEMENT		EXISTING 5' CONTOUR LINE
	CLEAR AND GRUB TREES		OVERHEAD ELECTRIC LINE
	SALVAGE HYDRANT		UNDERGROUND ELECTRIC LINE
	SALVAGE GATE VALVE & BOX		TELECOMMUNICATIONS LINE

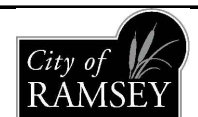
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DATE: 5/18/17  
FILE No. 17-09



CITY OF RAMSEY  
7550 SUNWOOD DRIVE  
RAMSEY, MN 55303  
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS AND REMOVALS

BUNKER LAKE BLVD. UTILITIES EXTENSION  
CITY PROJECT NO. 17-09  
CITY OF RAMSEY, MINNESOTA



PUMA STREET

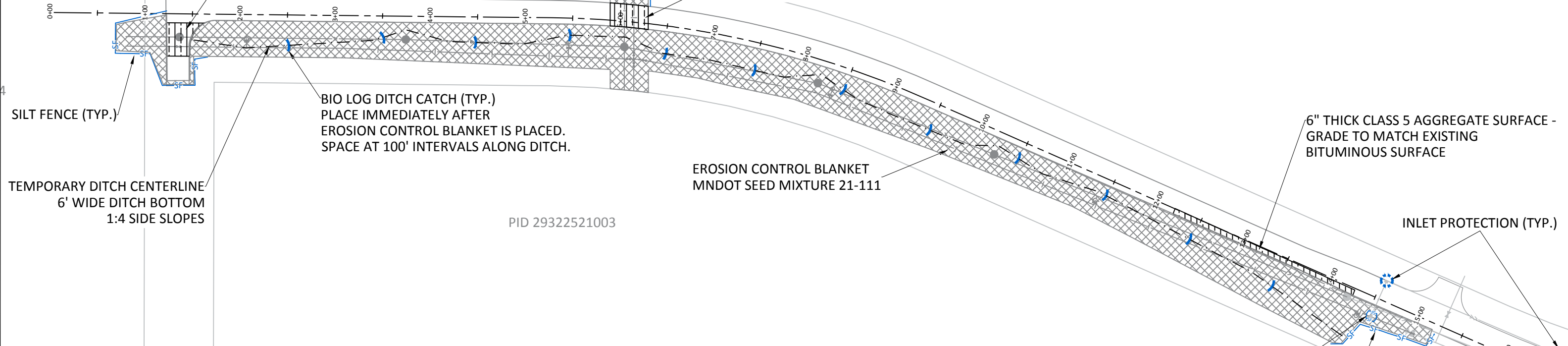
14915

8200

6" THICK CLASS 5 AGGREGATE SURFACE -  
GRADE TO MATCH EXISTING  
BITUMINOUS SURFACE

6" THICK CLASS 5 AGGREGATE SURFACE -  
GRADE TO MATCH EXISTING  
BITUMINOUS SURFACE

BUNKER LAKE BOULEVARD



SILT FENCE (TYP.)

TEMPORARY DITCH CENTERLINE  
6' WIDE DITCH BOTTOM  
1:4 SIDE SLOPES

BIO LOG DITCH CATCH (TYP.)  
PLACE IMMEDIATELY AFTER  
EROSION CONTROL BLANKET IS PLACED.  
SPACE AT 100' INTERVALS ALONG DITCH.

EROSION CONTROL BLANKET  
MNDOT SEED MIXTURE 21-111

6" THICK CLASS 5 AGGREGATE SURFACE -  
GRADE TO MATCH EXISTING  
BITUMINOUS SURFACE

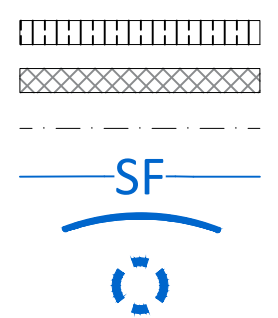
PID 29322521003

INLET PROTECTION (TYP.)

SILT FENCE (TYP.)

SILT FENCE (TYP.)

**LEGEND**



GRAVEL SURFACE

EROSION CONTROL BLANKET

TEMPORARY DITCH CENTERLINE

SILT FENCE

BIO LOG DITCH CATCH

INLET PROTECTION

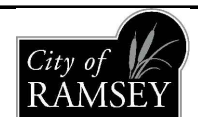
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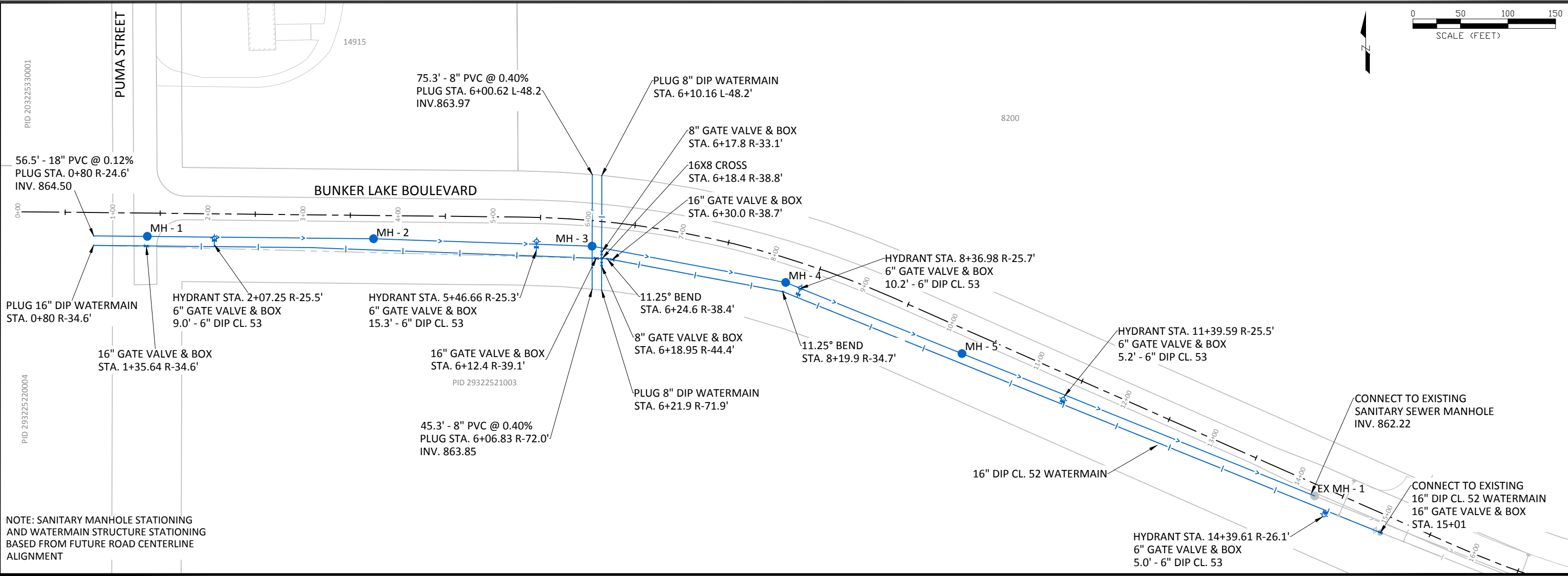
DATE: 5/18/17  
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CITY OF RAMSEY  
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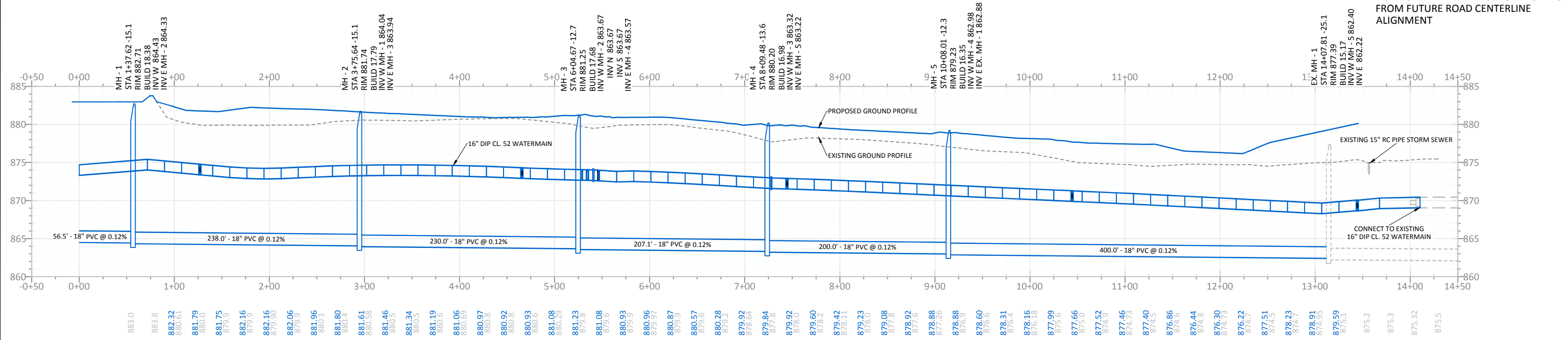
**EROSION CONTROL PLAN AND RESTORATION PLAN**

BUNKER LAKE BLVD. UTILITIES EXTENSION  
CITY PROJECT NO. 17-09  
CITY OF RAMSEY, MINNESOTA



NOTE: SANITARY MANHOLE STATIONING AND WATERMAIN STRUCTURE STATIONING BASED FROM FUTURE ROAD CENTERLINE ALIGNMENT

PROPOSED WATERMAIN ALIGNMENT



NOTE: SANITARY MANHOLE STATIONING FROM FUTURE ROAD CENTERLINE ALIGNMENT

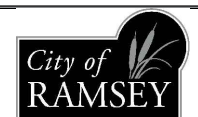
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May 18, 2017 - 2:50pm	G:\Engineering\AutoCad Dwg\Projects A-M\Bunker Lake Blvd Utilities Extension - 2017\Plan Drawings\Water and Sewer Plan.dwg

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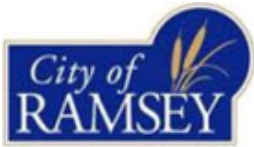
BRUCE WESTBY  
 Date 5/18/17 Lic. No. -----



CITY OF RAMSEY  
 7550 SUNWOOD DRIVE  
 RAMSEY, MN 55303  
 (763) 427-1410 FAX (763) 433-9898

SANITARY SEWER & WATERMAIN CONSTRUCTION

BUNKER LAKE BLVD. UTILITIES EXTENSION  
 CITY PROJECT NO. 17-09  
 CITY OF RAMSEY, MINNESOTA



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

## CC Regular Session

7.5.

**Meeting Date:** 05/23/2017

**By:** Bruce Westby, Engineering/Public Works

---

### Information

#### **Title:**

Adopt Resolution #17-05-120 Authorizing Municipal Agreement Program Funding Application for Highway 10 North Frontage Road Improvements - Ramsey Boulevard to Sunfish Lake Boulevard

#### **Purpose/Background:**

##### **Purpose:**

The purpose of this case is to adopt a resolution authorizing City staff to submit a funding application for up to \$710,000 from the Minnesota Department of Transportation (MnDOT) Metro Municipal Agreement Program. These funds would fund a portion of the costs to construct frontage road improvements north of U.S. Highway 10 and to realign westbound U.S. Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard.

##### **Background:**

In September of 2014, the Cities of Ramsey and Anoka, in partnership with the Minnesota Department of Transportation (MnDOT), the Anoka County Highway Department, and the Metropolitan Council, completed the Highway 10 Access Planning Study (APS). This Study includes an Implementation Plan that identifies 21 proposed improvement projects along the Highway 10 corridor through Anoka and Ramsey that have been prioritized as immediate, short-term, mid-term, or opportunity/development/safety driven projects.

The proposed frontage road improvements north of U.S. Highway 10, including the realignment of westbound U.S. Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard, is prioritized as an immediate need in the Highway 10 Access Planning Study. Attached are two pages from the Study including the proposed improvements layout and implementation plan.

On October 28th, 2014, the City Council adopted the Highway 10 Access Planning Study, thereby supporting the mutual goals and objectives of the various agencies to improving the operations and safety of Highway 10 in balance with local community values.

This improvement project removes twenty (20) private accesses on Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard, resulting in safety, congestion and mobility improvements for traffic on US Highway 10. This improvement project also supports the proper sequencing for other proposed improvements along Highway 10 that are identified in the Highway 10 Access Planning Study, including improvements to the intersections of U.S. Highway 10 & Ramsey Boulevard, and U.S. Highway 10 & Sunfish lake Boulevard.

These improvements provide a critical local system connection along the north side of Highway 10. These improvements are acceptable to most adjacent businesses since they are needed to support other improvements along Highway 10.

City staff is requesting City Council authorization to submit an application for up to \$710,000 in grant funding

from the MnDOT Metro Municipal Agreement Program for the proposed improvements. Applications are due June 7th, 2017. Attached is a copy of the MnDOT Metro Municipal Agreement Program project solicitation letter.

**Notification:**

Notifications are not required for this case.

**Observations/Alternatives:**

**Observations:**

This is the first external funding application proposed for this project. Typically, external funding requests are most successful after other funds have been secured to augment requested funds. The likelihood of MMA funds being awarded for this project are therefore small, but by applying for MMA funds now we will be better positioning next year's application for success. In the meantime, staff will continue to research and apply for other external funding for the proposed improvements.

This is the same program the City received funding from to help extend Riverdale Drive, not once but twice. This proposed project should also rank very high.

**Alternatives:**

Alternative #1 - Adopt Resolution #17-05-120 authorizing City staff to submit a grant fund application for the maximum amount of \$710,000 from the MnDOT Metro Municipal Agreement Program to construct frontage road improvements north of U.S. Highway 10 and to realign westbound U.S. Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard.

Staff supports this alternative.

Alternative #2 - Deny adoption of Resolution #17-05-120 at this time.

Staff does not support this alternative.

**Funding Source:**

The City's 2017 - 2026 Capital Improvement Program identifies estimated project costs for these improvements to be \$12,900,000 based on 2019 construction costs. These improvements should be eligible for grant funding up to \$710,000 through the MnDOT Metro Municipal Agreement Program since the improvements provide a clear benefit to the Trunk Highway system, in addition to the local community.

Other applicable funding sources identified in the Highway 10 Access Planning Study include the Right-of-way Acquisition Loan Fund (RALF), Municipal State Aid System (MSAS) funds, Trunk Highway (TH) funds, and Corridor Investment Management (CIMS) funds. Local Road Improvement Program (LRIP) funds were not identified in the Study but may be eligible. Staff will continue to research and pursue all available external funding opportunities.

Local match funds will be required if the City is successful in obtaining the requested grant funding. Local match funds can be applied to engineering and construction costs, as well as right-of-way acquisition costs. The minimum amount of required local match funds is estimated to be about \$1,200,000 based on funding award requirements of other available funding programs. If awarded, the MMA funds could be applied to the City's local cost share, leaving roughly another \$490,000 in local match costs, which could be pulled from the Public Improvement Revolving Fund. Local match costs will be better defined as staff continues to apply for other external funding. It is important to note that all local cost share requests will require future Council approvals.

City staff will complete as much of the application as possible in-house but the services of Bolton & Menk may be required to assist in the preparation of application materials. Such assistance is estimated to cost less than \$2,500.

**Recommendation:**

City staff recommends adopting Resolution #17-05-120 authorizing City staff to submit an application for \$710,000 in grant funding from the MnDOT Metro Municipal Agreement Program to construct frontage road improvements north of U.S. Highway 10 and to realign westbound U.S. Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard.

**Action:**

Adopt Resolution #17-05-120 authorizing City staff to submit a grant fund application for the maximum amount of \$710,000 from the MnDOT Metro Municipal Agreement Program to construct frontage road improvements north of U.S. Highway 10 and to realign westbound U.S. Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard.

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**Attachments**

[Resolution 1705120](#)

[Hwy10 APS Layout](#)

[Hwy10 APS Implementation Plan](#)

[CIP plan](#)

[MMAP Letter](#)

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**Form Review**

**Inbox**

Diana Lund

Patrick Brama

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 05/18/2017

**Reviewed By**

Diana Lund

Patrick Brama

Jo Thieling

**Date**

05/18/2017 08:59 AM

05/18/2017 11:27 AM

05/18/2017 11:59 AM

Started On: 05/16/2017 07:23 AM

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-120**

**RESOLUTION AUTHORIZING METRO MUNICIPAL AGREEMENT PROGRAM FUNDING APPLICATION FOR HIGHWAY 10 NORTH FRONTAGE ROAD IMPROVEMENTS BETWEEN RAMSEY BOULEVARD AND SUNFISH LAKE BOULEVARD**

**WHEREAS**, the City of Ramsey desires to construct frontage road improvements north of U.S. Highway 10 and to realign westbound U.S. Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard; and

**WHEREAS**, the City of Ramsey's 2017 – 2026 Capital Improvement Program identifies this project for construction in calendar years 2019 – 2020; 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 and the Anoka County Highway Department; and

**WHEREAS**, the City represents that this project provides a clear benefit to the Trunk Highway system, as well as to the local community, allowing the project to receive grant funding through the Minnesota Department of Transportation (MnDOT) Metro Municipal Agreement Program at the maximum available amount of \$710,000; and

**WHEREAS**, the City owns several properties, and is in the process of securing another property, north of U.S. Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard in preparation for this public improvement project; and

**WHEREAS**, the City has the capability to adequately fund its local cost share for this public improvement project in the estimated amount of \$1,200,000; and

**WHEREAS**, the City is pursuing funds from other funding programs to cover all remaining costs for this public improvement project; and

**WHEREAS**, the City agrees to comply with all applicable laws and regulations as stated in the grant agreement; and

**WHEREAS**, the City has the necessary capabilities to adequately develop, implement, manage, and maintain this public improvement project.

**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 authorizes staff to apply for \$710,000 in grant funding from the MnDOT Metro Municipal Agreement Program.

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 23<sup>rd</sup> day of May, 2017.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk



## North Frontage Road

(Ramsey Blvd to Sunfish Lake Blvd)

### Highway 10 Access Planning Study



#### Achieves:

- 20 access points removed from Hwy 10
- Critical local system connection along north side of Hwy 10
- Acceptable to most adjacent businesses
- Supports sequencing for other improvements on Hwy 10

**Priority: Immediate**

**Cost: \$11.6M**

- Continuous Frontage Road for Local Business Access
- Construct Median Barrier
- Realign Westbound Hwy 10

Table 3 – Implementation Plan

Priority	Project	Project Description	Potential Funding	Cost				Comments
				ROW Acquisition	RALF Payback	Construction	Total	
Immediate	Subarea 5	Short term pedestrian improvements   Median barrier with fence   Select trail connections (Verndale to Fair oak - north side and Fair oak to Main - south side)	TH / MA	\$0	\$0	\$390,000	\$390,000	Immediate pedestrian safety improvements targeting key deficiencies   Temporary (throw away)
	5-1-1	Construct Greenhaven Pkwy from Thurston Ave to Main St   New intersection on Thurston Ave (signal or roundabout)   Remove all-way stop on Thurston Ave	MA / TIF / LOCAL / MSAS	\$2,200,000	\$100,000	\$2,700,000	\$5,000,000	Continuous local connection from Thurston to Main on N side of TH 10   Dependent upon ROW acquisition
	5-1-2a	Reduced conflict intersection at Fair oak Ave   Frontage Road from Cutters Grove to Fair oak Ave   Pedestrian overpass near Verndale Avenue	TAP / TH / HSIP / COC / CIMS / CMAQ / LOCAL / MA / MSAS	\$800,000	\$0	\$8,800,000	\$9,600,000	Significant safety and mobility improvements on WB Hwy 10   Provide pedestrian accommodations prior to Fair Oak signal removal
	4-1-2E	North Frontage Rd from Sunfish Lake Blvd to Anoka Tech	MA / LOCAL / MSAS / RALF	\$800,000	\$900,000	\$1,300,000	\$3,000,000	Continuous local connection from Sunfish to Thurston on N side of TH 10   Closes 11 access points on TH 10
	3-1-4 4-1-2W	Realign TH 10 between Ramsey Blvd and Sunfish Lake Blvd   Construct North Frontage Rd	MA / LOCAL / RALF / MSAS / TH / CIMS	\$1,900,000	\$3,000,000	\$6,700,000	\$11,600,000	Continuous local connection from Ramsey to Sunfish on N side of TH 10   Closes 26 access points on TH 10
	3-1-1	South Frontage Rd extension from Traprock St to Ramsey Blvd	MA / LOCAL / MSAS / PRIV	\$300,000	\$0	\$800,000	\$1,100,000	Continuous local connection from Armstrong to Ramsey Blvd on S side of TH 10   Closes 1 access point on TH 10
<b>Subtotal</b>				<b>\$29.6 M</b>				
Short-Term	5-1-3	Extension of south frontage road from Fair oak Ave to Main St   Roundabout at Main St interchange   Removal of TH 10 WBL access at south Fair oak Ave	LOCAL / HSIP / MA / MSAS / TH / CSAH	\$100,000	\$0	\$2,500,000	\$2,600,000	Continuous local connection from Cutters Grove to Main   Needs to be complete prior to improvements at Thurston and TH 10
	4-1-3	Extend Riverdale Dr east of Tungsten   New right in/right out access on TH 10   Remove driveways on eastbound TH 10 between Sunfish Lake Blvd and Tungsten St	MA / LOCAL / MSAS / PRIV / TH	\$800,000	\$0	\$1,500,000	\$2,300,000	Dependent upon ROW acquisition, property owner meeting   Closes 11 access points on TH 10
	4-1-4	Grade separation treatment at Thurston Avenue (westbound flyover, High T, eastbound and westbound flyover, or overpass with RI/RO)   Complete N frontage rd to west	CIMS / COC / HSIP / LOCAL / MA / TED / MSAS / RALF			\$16M - \$26.2M		\$16M for WB Flyover   \$26.2 M for Thurston Overpass
	Subarea 5					<b>Subtotal</b>		<b>\$20.9 - \$31.1 M</b>
Mid-term	Subarea 4	Grade separation treatment at Sunfish Lake Blvd (westbound flyover, High T, eastbound and westbound flyover, or Sunfish Lake Blvd overpass with RI/RO)	STP / CIMS / COC / HSIP / LOCAL / MA / TED / MSAS / RALF / CSAH			\$11M - \$19.2M		\$11 for WB Flyover up to \$19.2 for EB and WB Flyover
	Subarea 3	Grade separation treatment at Ramsey Blvd (westbound flyover, High T, eastbound and westbound flyover, Ramsey Blvd overpass with RI/RO)	STP / CIMS / COC / HSIP / LOCAL / MA / TED / MSAS / RALF / CSAH			\$11.4M - \$23.9M		\$11.4 for WB Flyover up to \$23.9 for High T with Local Overpass with RI/RO
	Subarea 5	Full grade separation conversion at Thurston Ave (if not completed previously)	CIMS / COC / HSIP / LOCAL / MA / TED / MSAS / RALF			\$0 or \$23M - \$26M		EB Flyover or High-T with Local Overpass
<b>Subtotal</b>				<b>\$22.4 - \$69.1 M</b>				
Opportunity / Development / Safety Driven	3-1-3	Purchase right-of-way along north side of TH 10 between Armstrong Blvd and Ramsey Blvd	RALF / TH	\$9,500,000	\$2,000,000	\$0	\$11,500,000	Long term access to properties not viable   Continue to purchase properties as opportunities present themselves
	3-1-2	Veterans Dr extension to Ramsey Blvd	LOCAL / PRIV	\$100,000	\$0	\$500,000	\$600,000	Development driven
	Subarea 4	RR Underpass - Sunfish Lake Boulevard	CIMS / CSAH / CTIB / HSIP / LOCAL / MSAS / RR / STP / TIGER	\$0	\$0	\$14,500,000	\$14,500,000	County working on plan to grade separate all major at-grade BNSF crossings
	Subarea 3	RR Underpass - Ramsey Boulevard	CIMS / CSAH / CTIB / HSIP / LOCAL / MSAS / RR / STP / TIGER	\$0	\$0	\$11,500,000	\$11,500,000	County working on plan to grade separate all major at-grade BNSF crossings
	1-1-1	156th St extension Jarvis St to Alpine St	MA / LOCAL / PRIV	\$0	\$0	\$800,000	\$800,000	Continue to monitor the safety of access on TH 10
	1-1-2	South Frontage Rd extension Edison St to Adams St	MA / LOCAL / PRIV	\$100,000	\$0	\$900,000	\$1,000,000	Continue to monitor the safety of access on TH 10
	1-1-3	RCUT at Alpine Dr with turn lane improvements and South Frontage Rd to Alpine Dr	HSIP / MA / LOCAL / TH / MSAS	\$200,000	\$0	\$1,400,000	\$1,400,000	Continue to monitor the safety of access on TH 10
	1-1-4	RCUT at Bowers Dr with turn lane improvements	HSIP / MA / LOCAL / TH / MSAS	\$0	\$0	\$800,000	\$800,000	Continue to monitor the safety of access on TH 10
	1-1-5	Riverdale Blvd extension to Bowers Dr	MA / LOCAL / PRIV / TED	\$500,000	\$200,000	\$1,300,000	\$2,000,000	Continue to monitor the safety of access on TH 10
	<b>Subtotal</b>				<b>\$44.1 M</b>			

<b>CIMS</b>	Corridor Investment Management Strategy Funds (State)
<b>CMAQ</b>	Congestion Mitigation and Air Quality Funds (Federal)
<b>COC</b>	Corridors of Commerce Funds (State)
<b>CSAH</b>	County State Aid Highway Funds (State)
<b>CTIB</b>	RR Grade Separation benefitting Northstar Corridor
<b>HSIP</b>	Highway Safety Improvement Program Funds (Federal)
<b>LOCAL</b>	Local County or City Funding

<b>LRIP</b>	Local Road Improvement Program Funds (State)
<b>MA</b>	Municipal / Cooperative Agreement Funds (State)
<b>MSAS</b>	Municipal State Aid System Funds (State)
<b>PRIV</b>	Private Funding / Development (Private)
<b>RALF</b>	Right-of-Way Acquisition Loan Fund (State)
<b>RR</b>	Railroad Grade Crossing Safety Funds (Federal)
<b>STP</b>	Surface Transportation Program Funds (Federal)

<b>TAP</b>	Transportation Alternatives Program Funds (Federal)
<b>TED</b>	Transportation / Economic Development (State)
<b>TH</b>	Trunk Highway Funds (State)
<b>TIF</b>	Tax Increment Financing Funds (Local)
<b>TIGER</b>	Transportation Investment Generating Economic Recovery Funds (Federal)
<b>TRLF</b>	Transportation Revolving Loan Fund (Federal)

**TOTAL INVESTMENT**  
(2014 dollars)  
**\$115 - \$160 M**

Project # 16-STR-003  
 Project Name North Hwy 10 Frontage Road-Ramsey to SLB

Department Street Improvements  
 Contact  
 Type Improvement  
 Useful Life 60 Years  
 Category Street Improvement  
 Priority 5-Opportunity/Unfunded/Placeholder  
 Status Active

Total Cost \$12,900,000

**Description**

Construct North Frontage Road to US Highway 10 connecting Ramsey Boulevard and Sunfish Lake Boulevard per the Highway 10 Access Planning Study project implementation plan.

**Justification**

Twenty private access points exist along Highway 10 between Ramsey and Sunfish Lake Boulevards. This project will remove all 20 private accesses, resulting in improved safety, congestion and mobility for traffic on US Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard. Completion of these improvements is also required to support proper sequencing for other proposed improvement projects along Highway 10 per the Highway 10 Access Planning Study

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost			7,000,000	5,900,000							12,900,000
<b>Total</b>			<b>7,000,000</b>	<b>5,900,000</b>							<b>12,900,000</b>

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Grants/Outside Sources			6,355,000	5,900,000							12,255,000
Public Improvement Revolving Fund			645,000								645,000
<b>Total</b>			<b>7,000,000</b>	<b>5,900,000</b>							<b>12,900,000</b>

## Memo

**Date:** April 24, 2017

**To:** METRO DISTRICT COUNTIES and CITIES

**From:** Phillip Bergem  
Metro State Aid

**RE:** MnDOT Fiscal Year (FY) 2019 (7/1/18 - 6/30/19)  
Metro Municipal Agreement Program - Solicitation of Projects

---

MnDOT Metro District will be accepting candidate projects for the FY 2019 Municipal Agreement Program, due by **June 7, 2017**. The proposed budget for FY 2019 is \$3 million. The maximum award available for any individual project is \$710,000 which can include up to 8% for construction engineering. This solicitation letter is also posted on the Metro State Aid website at: [www.dot.state.mn.us/metro/stateaid/2019prog.pdf](http://www.dot.state.mn.us/metro/stateaid/2019prog.pdf)

The Metro District Municipal Agreement Program exists to provide funding for projects that deliver a benefit to both the local community and the trunk highway system. These funds are intended to pay for a portion of the Trunk Highway eligible construction costs of the project. The Right of Way, Utility Relocation, Preliminary Design and Final Design costs are not eligible for funding. What MnDOT can pay for are the eligible Trunk Highway construction costs and up to 8% of the construction engineering costs (for inspection, contract administration, surveying and materials testing as applicable, based on the Trunk Highway eligible costs). Metro District's participation in the projects is based on eligibility as determined in MnDOT's Cost Participation Policy, which in turn is based on Minnesota Statutes. This policy and supporting information can be viewed at the following web addresses:

[http://www.dot.state.mn.us/metro/stateaid/Cost\\_Part\\_Manual-2016.pdf](http://www.dot.state.mn.us/metro/stateaid/Cost_Part_Manual-2016.pdf)

<http://www.dot.state.mn.us/policy/financial/fm011.html>

The purpose of the Metro District Municipal Agreement Program is to address problems on the Trunk Highway system that are of concern to Local Agencies, but are typically not large-scale or critical enough that they are directly selected as projects in the regular MnDOT Road Program. Selected projects must

- Provide a clear benefit to the Trunk Highway system as well as to the local community
- Be developed and administered by the local agency
- Have preliminary design, final design, right-of-way and utility relocation costs (as appropriate) paid for by the Local Agency
- Be designed to MnDOT Trunk Highway standards

A great deal of planning must occur to ensure that the proposed projects are developed into designs that meet the needs and requirements of all involved parties. Preliminary discussions with the appropriate MnDOT Area Manager or Engineer and the Metro Cooperative Agreements Program staff are an essential part of this planning. The *Municipal Agreement Program – Planning and Programming Guide (Red Book)* provides useful information regarding the Municipal Agreement process and submittal requirements. It is posted on the Metro State Aid website, Cooperative Agreement page: <http://www.dot.state.mn.us/metro/stateaid/cooperat.html>. That website also has a link to the *Plan Preparation, Design and Construction Guide (Green Book)* which provides required information needed during the design phase.

Please note that the following schedule has been established to allow Local Agencies whose projects are selected the opportunity to complete surveying, wetland identification or other preliminary design activities before winter sets in, and to allow projects to be let in the proper fiscal year.

The anticipated submittal, evaluation and selection process and schedule is:	<u>Anticipated Dates</u>
<ul style="list-style-type: none"> <li>• The Local Agency prepares the application submittal package. The contents of the application are identified later in Appendix A. <span style="float: right;"><b>Due date: <u>June 7, 2017</u></b></span></li> <li>• MnDOT Metro District Functional Areas review the application packets and provide comments to Cooperative Agreement Program staff. <span style="float: right;">(June 8 - July 11)</span></li> <li>• Cooperative Agreement Program staff compiles comments and send them to Local Agencies. <span style="float: right;">Sent out: July 19, 2017</span></li> <li>• Local agencies have the opportunity to draft a response to MnDOT review comments or to make adjustments to the submittal packets. <span style="float: right;"><b>Returned by: Aug. 8, 2017</b></span></li> <li>• Review packets sent to selection committee. (Selection committee typically consists of four representatives from Metro State Aid Cities, a representative from a Metro County and Metro State Aid staff.)</li> <li>• Committee meets, projects selected and announced soon afterwards. <span style="float: right;">Mid - late Sept., 2017</span></li> </ul>	

Funds for selected projects will become available July 1, 2018. Projects must be let by June 30, 2019.

Attached is a list of what should be included in the proposal packet. Please submit **7 paper copies of each item and either provide an electronic version of the package or a link on a website to an electronic version. Portable Document Format (.pdf) is preferred.**

**Please submit all application packages to me no later than Wednesday, June 7, 2017.** For questions regarding the Municipal Agreement Program, please contact me at 651-234-7776.

We look forward to working with you.



## Appendix A

### Proposal Packet Requirements

The following items need to be included in the submittal package, please submit **7 paper copies of each item and either provide an electronic version of the package or a link on a website to an electronic version. Portable Document Format (.pdf) is preferred.**

The *Municipal Agreement Program – Planning and Programming Guide (Red Book)* provides useful information regarding the Municipal Agreement process and submittal requirements. It is posted on the Metro State Aid website, Cooperative Agreement page: <http://www.dot.state.mn.us/metro/stateaid/cooperat.html>.

1. **Request letter** from the local agency describing the project and requesting funding from the Municipal Agreement Program. The request letter should include:
  - Contact information, name, title, email, phone and address for both the person submitting the application and, if different, the person available to answer any questions about the project
  - Reasons for the project
  - A summary of total proposed costs and requested amount of MnDOT funding
  - The Trunk Highway and local roadway benefit(s)
  - Whether there is an opportunity to advance the work, if it is possible to leverage local and/or private funding, and other information as applicable

This letter will be used as a **project summary** and quick reference during the actual selection process.

2. **A geometric layout or concept sketch** of the proposed project. The more detailed and complete the layout or sketch is, the easier it will be for the review committee to understand the proposed project and related benefits when it comes to ranking proposals. During design, a MnDOT staff approved layout may be required as part of the project development depending on the type and complexity of project. Layout criteria can be found at <http://dotapp7.dot.state.mn.us/edms/download?docId=636152>. Consideration should be given to starting the layout development and approval process prior to project selection due to the time required for review and approval.
3. **A drawing of the existing conditions.** This way the committee can clearly compare the proposed improvements to existing conditions.
4. **Cost estimate.** This should include the total project cost, including estimated design costs, estimated right-of-way costs, the contribution from any partners, and the amount requested from the Municipal Agreement Program.
5. **A signed Local Agency Resolution** stating that the local agency is requesting funding from MnDOT through the Municipal Agreement Program and if funding is provided, the local agency will complete the project. This document must include the appropriate signatures, seals etc. If the project is already part of an approved 5-

year Capital Improvement Plan (CIP) a separate resolution is not necessary. Instead provide a copy of the appropriate pages from the CIP and clearly reference this point in the request letter.

## 6. **Supporting Documentation and Additional Materials**

### **Required Elements**

- a. Indicate if right-of-way is expected to be acquired (temporary and permanent) and if any will be passed along to MnDOT. (All R/W acquired by and for MnDOT requires Environmental Due Diligence (EDD) forms to be completed and evaluated during design.)
- b. Indicate if there will be any excavation below the level of Class 5. (This determines future involvement of the Office of Environmental Stewardship.)
- c. If you are submitting applications for more than one project, please rank them in order of priority. The preference will be considered but the committee reserves the right to select any project from those submitted regardless of stated ranking.

### **Suggested Elements**

While these materials are not required for the application, they may help the selection committee understand your project better and increase the likelihood of project selection. Please note that this information may be needed during the design phase if the project is selected.

- a. Traffic Study (as applicable)
- b. Approved Intersection Control Evaluation (ICE) report or letter if an all-way stop, signal or roundabout is proposed
- c. Environmental studies or documentation if available, such as the following:
  - i. Contaminated Properties/Regulated Waste Screening Checklist
  - ii. Phase 1 and/or 2 Environmental Site Assessment
  - iii. Clearance Letters from pertinent Regulatory Agencies
  - iv. Project Memo, EA, EIS, etc. as applicable or available at time of submittal
- d. Compliance with Metropolitan Council Transportation Policy Plan (TPP), MnDOT/Metro Highway Investment Plan (HIP) or Local Comprehensive Plans as applicable, indicating how the proposal supports community development.

Please note that during design, the review by MnDOT functional areas will be different from reviews you have typically experienced with State Aid plans. Ultimately, plans will need to be developed to MnDOT standards which are different than State Aid standards. There will be more need for coordination with and input from various MnDOT groups. Local Agencies are advised to have staff or consultants experienced with MnDOT Trunk Highway projects directly involved with the plan development. Adequate discussion with MnDOT Area Managers or Cooperative Agreements staff will help to minimize surprises during the application and plan development stages.

For projects that are selected, there are **newer requirements** required during design for all plans with Trunk Highway impacts. Discuss these with your design staff or include in your contract if you are using a consulting firm for design. These requirements are:

- Quality Management Process (QMP) – Designers must have quality management procedures that they use during plan development. It does not have to be the same process that MnDOT uses, but it

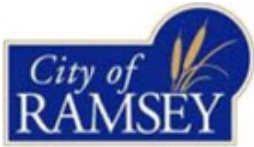
has to follow reasonable quality control guidelines and designers must certify that they are using such a process. A compliance form and more information will be provided during design. Details on MnDOT's process can be found here: <http://www.dot.state.mn.us/design/qmp/index.html>

- Transportation Management Plan (TMP) – Because the project impacts traffic along a Trunk Highway it is now necessary to complete a TMP that is reviewed and approved by Metro Traffic staff. The complexity of the TMP will depend on the complexity of the project and the level of traffic impact. Contact either the Metro Traffic division or Cooperative Agreements Project Manager for more details.
- Electronic as-builts – This now required for certain elements of projects, is an eligible construction cost item and should be included in the Statement of Estimated Quantities and Special Provisions.
- Responsible Contractor provision – This is required by Minnesota Law and Statute for projects over \$50,000.
- Pedestrian facilities - Guidelines for pedestrian and facilities and the influence of the Americans with Disabilities Act (ADA) provisions continue to be refined. Technical Memorandum No. 15-01-T-01 provides some additional design requirements.  
<http://techmemos.dot.state.mn.us/techmemo.aspx>

Municipal Agreement projects have recently been subject to added scrutiny regarding Cost Participation Policy eligibility. If a proposed project is of marginal benefit to the Trunk Highway system, it may be necessary to complete a benefit-cost analysis and have it approved by MnDOT staff in order to secure funding.

**Projects that are selected** will be required to furnish:

- Historical/Archaeological Review Request form
- Information for the Complete Streets form
- Project schedule - Work with the Cooperative Agreements Project Manager to establish a schedule for the project completion. The Project Manager will provide a template that indicates the various review stages and typical time requirements. The template is found here:  
<http://www.dot.state.mn.us/metro/stateaid/coopsched2015.pdf>



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

## CC Regular Session

7. 6.

**Meeting Date:** 05/23/2017

**By:** Bruce Westby, Engineering/Public Works

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### Information

#### **Title:**

Adopt Resolution #17-05-121 Accepting Quotes and Awarding Contract for Improvement Project #17-11, Ground Penetrating Radar Pavement Evaluations - 2018 & 2019 Reconstruction and Overlay Improvements

#### **Purpose/Background:**

##### **Purpose**

The purpose of this case is adopt Resolution #17-05-121 accepting quotes and awarding a contract for Improvement Project #17-11, Ground Penetrating Radar Pavement Evaluations for 2017 - 2026 CIP Reconstruction and Overlay Improvements

##### **Background:**

On more than one occasion staff has proposed pavement maintenance improvements to existing streets based on pavement section information found in plans or by examining spot locations of the existing pavement section, only to learn at a later date that the pavement section was not constructed per plan, or that the pavement section was not consistent throughout. The proposed design must then be revised, which in turn delays projects and impacts project costs, as well as proposed assessment amounts.

This happened most recently in the Rivers Bend development where a mill and overlay project was proposed for 2017. After soil borings and pavement corings were completed, it was discovered that the pavement was too thin to effectively mill and overlay so the street had to be rescheduled for a reconstruction in 2018.

Staff researched available options for evaluating existing pavement section structures and determined that two primary options exist. Staff have typically used soil borings or pavement corings in the past to verify existing pavement sections at numerous locations along street segments. However, a newer technology has emerged in the form of ground penetrating radar. Of these two methods, the ground penetrating radar is significantly cheaper.

Ground penetrating radar has been used primarily to locate items buried underground. However, this technology is now being used to evaluate the existing pavement section design in 1 to 2 foot intervals along the entire street, depending on the speed at which the vehicle the radar unit is attached to is traveling. The radar is strong enough to penetrate the top foot or so of the pavement section, revealing changes in material densities between the bituminous or concrete pavement section, the aggregate base section, and subgrade soils. A minimal number of pavement cores are also extracted to calibrate the readings and to verify the specific pavement and aggregate base materials, as well as the subgrade soils.

The City has never used ground penetrating radar to evaluate existing pavement sections, whereas soil borings and pavement corings have been used extensively for this purpose. However, staff has found that existing pavement sections on older City streets can vary significantly from location to location. Staff therefore proposes to use ground penetrating radar to evaluate existing pavement sections on all streets proposed to be reconstructed or milled and

overlaid per the 2017 - 2026 CIP.

Staff identified two companies that provide ground penetrating radar services for the purpose of evaluating pavement sections; Braun Intertec Corporation and American Engineering Testing, Inc. Requests for Proposals were submitted to both companies on May 5th, and both firms submitted proposals on May 16th. Due to staff's unfamiliarity with this technology the proposals broke costs out into two phases. Phase 1 includes 9.2 miles of streets proposed to be reconstructed and/or milled and overlaid in 2018 and 2019, the last 2 years remaining in the current 5-year Street Reconstruction and Overlay Program bond issue. Phase 2 includes 23.5 miles of streets proposed to be reconstructed and/or milled and overlaid from 2020 to 2024, the next 5 years in the current 10-year CIP.

Quotes received from each firm for the Phase 1 and Phase 2 evaluations are shown below.

<b>Contractor</b>	<b>Phase 1 Quote</b>	<b>Phase 2 Quote</b>	<b>Total Quote</b>
Braun Intertec Corp.	\$7,795	\$10,290	\$18,085
American Engineering Testing, Inc.	\$7,450	\$15,800	\$23,250

Braun Intertec's total quote for both phases is the lowest. Based on the submitted quotes staff recommends proceeding with both phases of pavement evaluations as this will allow the City to most cost-effectively evaluate the existing pavement sections of all streets identified for street reconstruction and mill & overlay improvements in the 2017 – 2026 Capital Improvement Program. This will benefit the City significantly by verifying the existing pavement section designs on all proposed street reconstruction and mill & overlay improvements proposed over the next 10 years.

The Contractor is required to maintain minimum insurance coverages, and all work shall be carried out during normal working hours from 7:00 a.m. to 10:00 p.m., Monday through Saturday, in accordance with City ordinances.

The Contractor shall complete their work by August 11, 2017, which will allow staff to complete Feasibility Reports for all 2018 street reconstruction and mill and overlay projects by September so plans can be prepared and bids can be solicited for this work in a timely manner.

**Notification:**

No notifications are required with this case.

**Observations/Alternatives:**

Alternative #1 - Motion to adopt Resolution #17-05-121 accepting quotes and awarding a contract for Improvement Project #17-11, Ground Penetrating Radar Pavement Evaluations for 2017 - 2026 CIP Reconstruction and Overlay Improvements.

Alternative #2 - Motion denying adoption of Resolution #17-05-121 at this time.

**Funding Source:**

Funding for this work is proposed to come from the \$500,000 budgeted for annual street Crackseal and sealcoat improvements. On May 16th, the Public Works Committee recommended City Council approval of using up to \$35,000 of this budget amount for this purpose.

**Recommendation:**

City staff recommends Alternative #1.

**Action:**

Adopt Resolution #17-05-121 accepting quotes and awarding a contract for Improvement Project #17-11, Ground Penetrating Radar Pavement Evaluations for 2017 - 2026 CIP Reconstruction and Overlay Improvements.

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## Attachments

Resolution 1705121

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### Form Review

**Inbox**

Kurt Ulrich

Patrick Brama

Form Started By: Bruce Westby

Final Approval Date: 05/18/2017

**Reviewed By**

Jo Thieling

Patrick Brama

**Date**

05/18/2017 03:21 PM

05/18/2017 03:28 PM

Started On: 05/16/2017 08:05 AM

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-121**

**RESOLUTION ACCEPTING QUOTES AND AUTHORIZING AWARD OF CONTRACT FOR IMPROVEMENT PROJECT #17-11; GROUND PENETRATING RADAR PAVEMENT EVALUATIONS FOR 2017 – 2026 STREET RECONSTRUCTIN AND OVERLAY IMPROVEMENTS**

**WHEREAS**, City staff proposes to use ground penetrating radar to evaluate existing pavement sections on all streets proposed to be reconstructed or milled and overlaid per the 2017 - 2026 Capital Improvement Program; and

**WHEREAS**, requests for proposals were submitted to two contractors for the purpose of obtaining quotes for completing the proposed services; and

**WHEREAS**, quotes were received from the two contractors on May 16, 2017, and were found to comply with the request for proposals; and

**WHEREAS**, the two quotes received are tabulated below; and

<b>Contractor</b>	<b>Phase 1 Quote</b>	<b>Phase 2 Quote</b>	<b>Total Quote</b>
Braun Intertec Corp.	\$7,795	\$10,290	\$18,085
American Engineering Testing, Inc.	\$7,450	\$15,800	\$23,250

**WHEREAS**, the quote of Braun Intertec Corporation in the amount of \$18,085 for the total quote for said services in accordance with the prepared proposal is the lowest responsible quote and their quote shall be and hereby is accepted.

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

- 1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Braun Intertec Corporation for said services for and on behalf of the City of Ramsey.

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 23<sup>rd</sup> day of May, 2017.

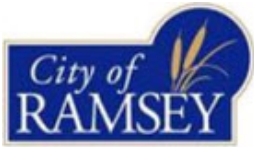
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Mayor

**ATTEST:**

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City Clerk



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

**CC Regular Session**

7.7.

**Meeting Date:** 05/23/2017

**By:** Bruce Westby, Engineering/Public Works

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**Information**

**Title:**

Adopt Resolution #17-05-122 Accepting Quotes and Awarding Contract for Improvement Project #17-12, Soil Borings and Geotechnical Reports - 2018 & 2019 Reconstruction and Overlay Improvements

**Purpose/Background:**

**Purpose**

The purpose of this case is adopt Resolution #17-05-122 accepting quotes and awarding a contract for Improvement Project #17-12, Soil Borings and Geotechnical Reports - 2018 & 2019 Reconstruction and Overlay Improvements.

**Background:**

Approximately 9.2 miles of streets are proposed to be reconstructed and/or milled and overlaid in 2018 and 2019, which are the last 2 years remaining in the current 5-year Street Reconstruction and Overlay Program bond issue. To assist in developing these proposed improvements, and to assist in evaluating ground penetrating radar results addressed in an earlier case, staff submitted Requests for Proposals for completing soil borings and preparing Geotechnical Reports to Braun Intertec Corporation and American Engineering Testing, Inc. on May 5th. Both firms submitted proposals on May 16th.

Quotes received from each firm are shown below.

<b>Contractor</b>	<b>Total Quote</b>
Braun Intertec Corp.	\$9,686
American Engineering Testing, Inc.	\$13,100

Braun Intertec submitted the lowest responsible quote. Based on the submitted quotes, staff recommends awarding a contract to Braun Intertec Corporation.

The Contractor is required to maintain minimum insurance coverages, and all work shall be carried out during normal working hours from 7:00 a.m. to 10:00 p.m., Monday through Saturday, in accordance with City ordinances.

The Contractor shall complete their work by August 11, 2017, which will allow staff to complete Feasibility Reports for all 2018 street reconstruction and mill and overlay projects by September so plans can be prepared and bids can be solicited for this work in a timely manner.

**Notification:**

No notifications are required with this case.

**Observations/Alternatives:**

Alternative #1 - Motion to adopt Resolution #17-05-122 accepting quotes and awarding a contract for Improvement Project #17-12, Soil Borings and Geotechnical Reports - 2018 & 2019 Reconstruction and Overlay Improvements.

Alternative #2 - Motion denying adoption of Resolution #17-05-122 at this time.

**Funding Source:**

Funding for this work is proposed to come from the \$500,000 budgeted for annual street Crackseal and sealcoat improvements. On May 16th, the Public Works Committee recommended City Council approval of using up to \$35,000 of this budget amount for this purpose.

**Recommendation:**

City staff recommends Alternative #1.

**Action:**

Adopt Resolution #17-05-122 accepting quotes and awarding a contract for Improvement Project #17-12, Soil Borings and Geotechnical Reports - 2018 & 2019 Reconstruction and Overlay Improvements.

---

**Attachments**

Resolution 1705122

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**Form Review**

**Inbox**

Patrick Brama

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 05/18/2017

**Reviewed By**

Patrick Brama

Jo Thieling

**Date**

05/18/2017 03:25 PM

05/18/2017 03:33 PM

Started On: 05/16/2017 08:06 AM

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #17-05-122**

**RESOLUTION ACCEPTING QUOTES AND AUTHORIZING AWARD OF CONTRACT FOR IMPROVEMENT PROJECT #17-12; SOIL BORINGS AND GEOTECHNICAL REPORTS FOR 2018 AND 2019 STREET RECONSTRUCTION AND OVERLAY IMPROVEMENTS**

**WHEREAS**, soil borings and Geotechnical Reports are required to accurately evaluate and design all proposed 2018 and 2019 street reconstruction and mill and overlay improvements as identified in the 2017 - 2026 Capital Improvement Program; and

**WHEREAS**, requests for proposals were submitted to two contractors for the purpose of obtaining quotes for completing the proposed services; and

**WHEREAS**, quotes were received from the two contractors on May 16, 2017, and were found to comply with the request for proposals; and

**WHEREAS**, the two quotes received are tabulated below; and

<b>Contractor</b>	<b>Total Quote</b>
Braun Intertec Corp.	\$9,686
American Engineering Testing, Inc.	\$13,100

**WHEREAS**, the quote of Braun Intertec Corporation in the amount of \$9,686 for the total quote for said services in accordance with the prepared proposal is the lowest responsible quote and their quote shall be and hereby is accepted.

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

- 1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Braun Intertec Corporation for said services for and on behalf of the City of Ramsey.

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 23<sup>rd</sup> day of May, 2017.

---

Mayor

**ATTEST:**

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City Clerk