City of Ramsey
Agenda
Regular City Council
Tuesday, October 24, 2017
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

1. Congressional Update

3. Citizen Input

4. Consent Agenda

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

2. Note the Following Boards and Commissions Meeting Minutes:
- Park and Recreation Commission Meeting Minutes Dated August 10, 2017
- Planning Commission Meeting Minutes Dated September 7, 2017
- Economic Development Authority Meeting Minutes Dated September 14, 2017

3. Approve the Following Meeting Minutes:
1. City Council Work Session dated 10/10/2017
2. City Council Regular dated 10/10/2017

4. Approve Rental Licenses

5. Approve Amending Council and Public Works Meeting Schedule for December

6. Adopt Resolution #17-10-275 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 5, 2017 through October 18, 2017

7. Adopt Resolution #17-10-245 Approving the issuance of a Conditional Use Permit to Anoka Ramsey Farm & Garden, located at 7435 Highway 10 (PRoject No. 17-148) to Increase Square Footage of a Ground Sign on a Property in the H-1 Highway 10 Business District and Declaring Terms of Same

8. Adopt Resolution #17-10-265 Authorizing Partial Payment to North Valley, Inc. for IP 17-00, Sunwood Drive Reconstruction

9. Adopt Resolution #17-10-266 Authorizing Partial Payment to North Valley, Inc. for IP 17-01 Alpine Drive Reconstruction

10. Adopt Resolution #17-10-267 Authorizing Partial Payment to Metro Utilities, Inc. for IP 17-09, Bunker Lake Boulevard Utilities Extension.

11. Adopt Resolution #17-10-268 Authorizing Partial Payment to Douglas-Kerr Underground, LLC for IP 16-20 Riverdale Drive Extension Improvements

12. Adopt Resolution #17-10-270 Ordering Feasibility Report for Improvement Project #18-03, 2018 Overlay Improvements

13. Adopt Resolution 17-10-277 to Authorize Hiring a Patrol Officer

5. Approve Agenda

6. Public Hearing

1. PUBLIC HEARING: Introduce Ordinance #17-17 to Vacate Drainage and Utility Easements on Outlot A, Estates of Silver Oaks (Project No. 17-119); Case of Royal Oaks Realty

7. Council Business

1. Adopt Resolution #17-10-274 Accepting Quotes and Awarding Contract for Improvement Project #17-13, Potassium Street Cul-De-Sac Improvements

2. Introduce Ordinance #17-15 Vacating Pedestrian Trail Easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition

3. Adopt Resolution Approving Drainage and Utility Easement Encroachment for Eave Overhangs in the Riverstone Subdivision; Case of Capstone Homes/Riverstone Development, LLC

4. Adopt Resolution #17-10-271 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #18-00, Stanhope Terrace Street Reconstructions

5. Adopt Resolution #17-10-272 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #18-01, North Forty Street Reconstructions

6. Adopt Resolution #17-10-273 Accepting Updated Feasibility Report and Ordering Public Hearing for Improvement Project #17-02, River's Bend Street Reconstructions

7. Introduce Ordinance #17-18 Amending Street Names in the Riverstone Subdivision; Case of Capstone Homes/Riverstone Development, LLC

8. Actions Related to Pearson Place (Project No. 16-31); Case of Development Consulting Services, LLC
1. Adopt Ordinance #17-10 Approving Zoning Amendment
2. Adopt Resolution #17-10-269 Granting Approval of Final Plat and Development Agreement for Pearson Place

9. Preliminary Approvals related to proposed North Fork Meadows subdivision; Case of Paxmar, LLC (Project No. 17-126)

1. Introduce Ordinance #17-16 Approving a Conditional Zoning Amendment to Planned Unit Development
2. Adopt Resolution #17-10-276 Authorizing Conditional Rezoning Agreement

10. Filling Vacancies on Commissions, Committees, and/or Boards Created by Resignation of Councilmember Williams

11. Adopt Resolution #17-10-279 Amending Policy for Donation of Surplus Equipment to a Nonprofit Organization

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 10/24/2017

Information

Title:

Congressional Update

Purpose/Background:

Purpose: To receive the latest Congressional Update

Background: Stacy Morse, District Director, Congressman Emmer's Office, will be at the Council meeting to present a brief Congressional update to the City Council.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:03 PM
Form Started By: Jo Thieling		Started On: 10/19/2017 09:15 AM
Final Approval Date: 10/19/2017		

CC Regular Session **4. 1.**

Meeting Date: 10/24/2017

By: Diana Lund, Finance

Information

Title

Receive September 2017 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Action:

No action required. Informational only.

Attachments

Septemember 2017 General Fund Financial Report - Budget to Actual

September 2017 Enterprise Funds Financial Reports - Budget to Actual

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM
Form Started By: Diana Lund		Started On: 10/17/2017 08:48 AM
Final Approval Date: 10/19/2017		

CITY OF RAMSEY
FINANCIAL STATEMENT

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

GENERAL FUND EXPENDITURES - BY DEPARTMENT -

Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	1,977,847.00	1,268,935.90
Com Dev	806,971.00	618,051.72
Contingency	180,448.00	75,891.55
Council	127,259.00	78,898.48
Finance	477,560.00	479,770.75
Fire	895,212.00	651,165.35
Legal	128,600.00	77,703.11
Police	3,453,477.00	2,424,384.48
Public Works	3,081,385.00	1,896,712.20
Grand Total	**11,128,759.00**	**7,571,513.54**

GENERAL FUND EXPENDITURES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	302,406.00	247,329.66
Debt Service	120,412.00	75,891.55
Other Services & Charges	2,631,607.00	1,346,856.06
Personal Services	7,249,034.00	5,420,770.60
Supplies	825,300.00	484,172.37
Grand Total	**11,128,759.00**	**7,575,020.24**

GENERAL FUND REVENUES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	8,685,635.00	4,482,384.20
Charges for Services	619,462.00	478,075.84
Business Licenses/Permits	49,300.00	38,902.89
Fines and Forfeits	66,000.00	44,872.33
Federal Intergovernmental	7,500.00	-
State Intergovernmental	336,550.00	158,996.32
Interest	100,000.00	-
Local Intergovernmental	8,000.00	-
Miscellaneous	31,000.00	13,103.65
Non-Business Licenses/Permits	462,500.00	450,759.60
Transfers in	762,812.00	258,000.00
Grand Total	**11,128,759.00**	**5,925,094.83**

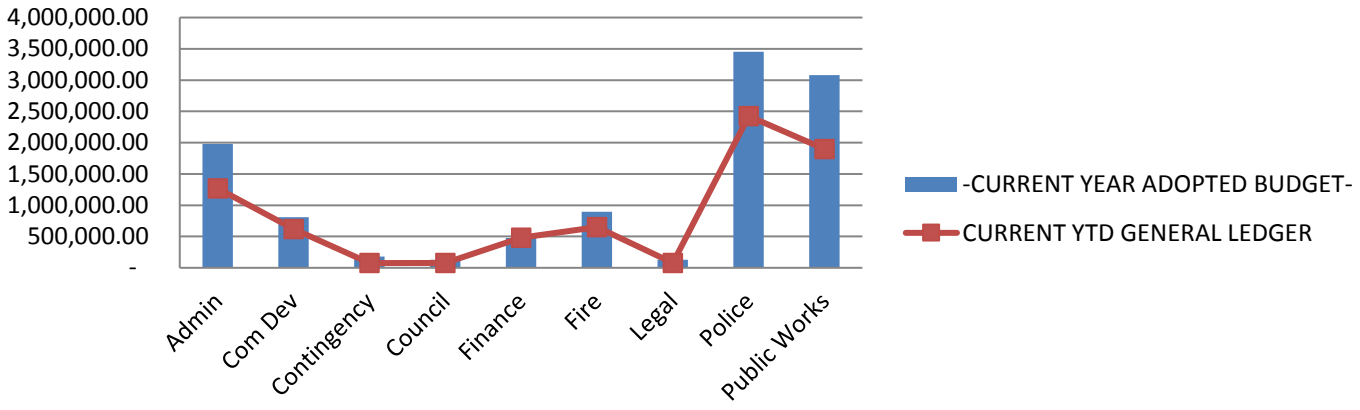
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

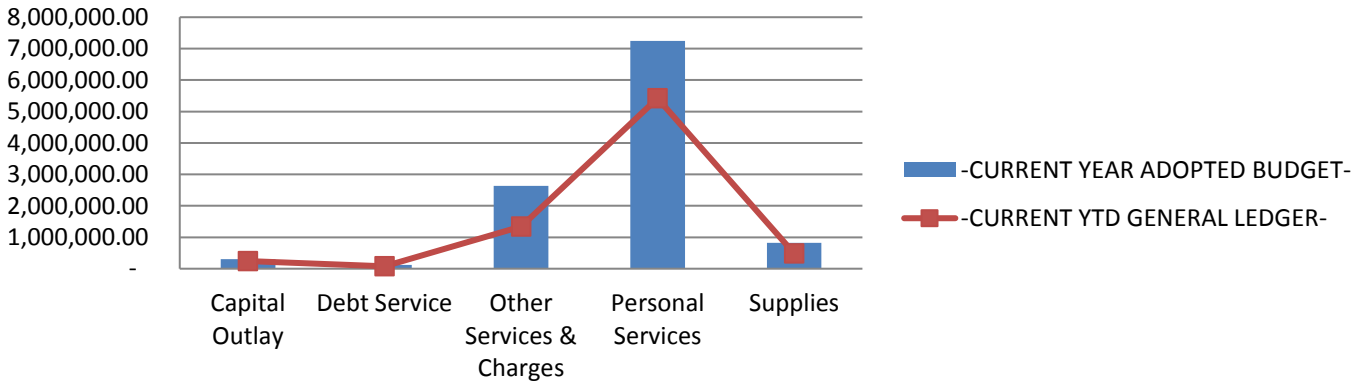
CITY OF RAMSEY
FINANCIAL STATEMENT

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

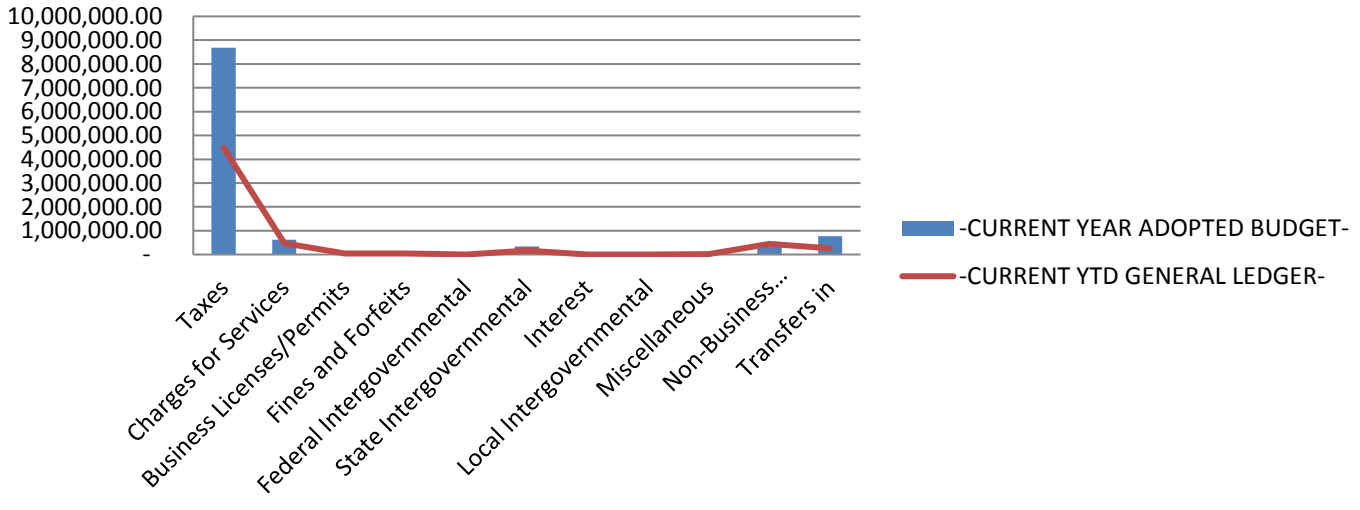
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



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

CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(12,000.00)	(7,042.03)	58.68%
4609	OTHER MISCELLANEOUS REVENUES	62,000.00	64,885.98	104.65%
4651	WATER REVENUE		165.00	0.00%
4652	WATER SALES - RESIDENTIAL	1,098,237.00	652,431.34	59.41%
4653	WATER SALES-COMMERCIAL	859,824.00	314,407.32	36.57%
4654	WATER PENALTIES	37,995.00	21,614.92	56.89%
4655	WATER METER INSTALLATION	10,000.00	14,280.00	142.80%
4656	WATER METERS	25,000.00	33,434.95	133.74%
4657	CONNECTION/RECONNECTION FEES	500.00	100.00	20.00%
4701	INTEREST ON INVESTMENTS	120,000.00	-	0.00%
4702	MISCELLANEOUS INTEREST	-	9,589.83	0.00%
4606	DEVELOPER FEES (WAC)		284,796.00	0.00%
4601	MISCELLANEOUS REVENUE		753.46	0.00%
Grand Total		**2,201,556.00**	**1,389,416.77**	

EXPENSES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	223,557.00	111,075.65	49.69%
6103	FULL TIME-REGULAR-OVERTIME	13,500.00	7,000.72	51.86%
6105	TEMPORARY-WAGES & SALARIES	17,066.00	4,092.22	23.98%
6121	PERA CONTRIBUTIONS	17,779.00	9,440.20	53.10%
6122	FICA/MEDICARE CONTRIBUTIONS	19,574.00	9,983.13	51.00%
6131	GROUP INSURANCE	28,356.00	17,399.25	61.36%
6133	WORKERS COMP INSURANCE PREMIUM	8,914.00	-	0.00%
6208	MISCELLANEOUS OFFICE SUPPLIES	600.00	53.61	8.94%
6223	GASOLINE	3,500.00	1,104.61	31.56%
6225	DIESEL FUEL	4,500.00	2,516.25	55.92%
6229	SHOP MATERIALS	500.00	649.84	129.97%
6231	UNIFORMS & TURN-OUT GEAR	2,800.00	2,646.80	94.53%
6249	MISCELLANEOUS OPERATING SUPPLY	18,000.00	9,137.78	50.77%
6257	OTHER VEHICLE PARTS	7,000.00	1,852.66	26.47%
6273	UTILITY SYSTEM MAINT SUPPLIES	75,000.00	42,348.97	56.47%
6281	SMALL TOOLS & MINOR EQUIPMENT	6,000.00	1,738.08	28.97%
6292	WATER METERS FOR RESALE	40,000.00	33,576.57	83.94%
6315	MISCELLANEOUS PROFESSIONAL SER	190,000.00	12,563.18	6.61%
6322	POSTAGE	1,000.00	2,274.63	227.46%
6323	CELLULAR PHONES	3,000.00	1,889.58	62.99%
6335	TRAINING	1,500.00	965.00	64.33%
6352	GENERAL NOTICE & PUBLIC INFOR	700.00	172.00	24.57%
6361	GENERAL LIABILITY/PROPERTY INS	30,554.00	-	0.00%
6371	ELECTRIC UTILITIES	120,000.00	74,576.20	62.15%
6373	GAS	4,000.00	1,261.31	31.53%
6374	REFUSE/RECYCLING	700.00	395.21	56.46%
6381	BUILDING & STRUCTURE REPAIR	2,000.00	-	0.00%
6439	OTHER MISCELLANEOUS	53,000.00	1,771.61	3.34%
6451	MEMBERSHIP DUES	800.00	-	0.00%
6489	OTHER CONTRACTED SERVICES	72,000.00	8,265.58	11.48%
6722	DEPRECIATION	705,629.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	40,000.00	40,000.00	100.00%
Grand Total		**1,711,529.00**	**398,750.64**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

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

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

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

CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(11,000.00)	(6,627.37)	60.25%
4273	OTHER STATE GRANTS & AIDS		27,180.81	0.00%
4356	SEWER AVAILABILITY CHARGE-ADM	2,000.00	2,360.75	118.04%
4609	OTHER MISCELLANEOUS REVENUES	15,000.00	2,096.47	13.98%
4661	RESIDENTIAL-SEWER CHARGES	1,138,447.00	579,934.13	50.94%
4662	COMMERCIAL-SEWER CHARGES	350,745.00	188,027.03	53.61%
4663	SEWER PENALTIES	40,152.00	22,716.35	56.58%
4701	INTEREST ON INVESTMENTS	70,000.00	-	0.00%
4702	MISCELLANEOUS INTEREST	15,276.00	14,038.55	91.90%
4606	DEVELOPER FEES (WAC)		107,322.00	0.00%
4601	MISCELLANEOUS REVENUE		753.45	0.00%
Grand Total		**1,620,620.00**	**937,802.17**	

EXPENSES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	147,861.00	60,789.19	41.11%
6103	FULL TIME-REGULAR-OVERTIME	-	368.23	0.00%
6105	TEMPORARY-WAGES & SALARIES	-	9,528.79	0.00%
6121	PERA CONTRIBUTIONS	11,090.00	5,337.13	48.13%
6122	FICA/MEDICARE CONTRIBUTIONS	11,404.00	5,555.91	48.72%
6131	GROUP INSURANCE	7,821.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	4,799.00	-	0.00%
6223	GASOLINE	3,500.00	2,182.42	62.35%
6225	DIESEL FUEL	2,500.00	1,930.61	77.22%
6249	MISCELLANEOUS OPERATING SUPPLY	11,500.00	15,580.42	135.48%
6275	OTHER EQUIPMENT PARTS	7,000.00	2,643.26	37.76%
6315	MISCELLANEOUS PROFESSIONAL SER	81,000.00	15,991.00	19.74%
6335	TRAINING	1,500.00	790.00	52.67%
6361	GENERAL LIABILITY/PROPERTY INS	18,540.00	-	0.00%
6371	ELECTRIC UTILITIES	15,000.00	9,926.82	66.18%
6373	GAS	3,000.00	716.01	23.87%
6374	REFUSE/RECYCLING	700.00	395.21	56.46%
6377	SEWER SERVICE CHARGE	755,600.00	629,666.50	83.33%
6489	OTHER CONTRACTED SERVICES	22,000.00	15,217.41	69.17%
6722	DEPRECIATION	498,397.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	34,000.00	34,000.00	100.00%
Grand Total		**1,637,212.00**	**810,618.91**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2016 THROUGH PERIOD ENDING: September 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)	(1,553.65)	62.15%
4681 CHARGES FOR STREET LIGHTS	145,000.00	73,402.38	50.62%
4683 STREET LIGHTING PENALTIES	5,300.00	3,483.55	65.73%
4701 INTEREST ON INVESTMENTS	12,000.00	-	0.00%
4684 PRIORITY STREET LIGHT	45,000.00	25,339.97	56.31%
Grand Total	**204,800.00**	**100,672.25**	

EXPENSES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6315 MISCELLANEOUS PROFESSIONAL SER		25,500.00	0.00%
6371 ELECTRIC UTILITIES	130,000.00	78,016.98	60.01%
6489 OTHER CONTRACTED SERVICES	12,000.00	5,985.61	49.88%
6722 DEPRECIATION	43,800.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	19,000.00	19,000.00	100.00%
Grand Total	**204,800.00**	**128,502.59**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2016 THROUGH PERIOD ENDING: **September 30, 2017**

REVENUES

BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(2,100.00)	(1,875.38)	89.30%
4287	OTHER LOCAL GOVERNMENT GRANTS	66,000.00	42,064.27	63.73%
4609	OTHER MISCELLANEOUS REVENUES	-	487.80	0.00%
4671	RECYCLING CHARGES	302,000.00	152,967.15	50.65%
4672	RECYCLING PENALTIES	8,000.00	5,143.18	64.29%
4701	INTEREST ON INVESTMENTS	2,000.00	-	0.00%
Grand Total		**375,900.00**	**198,787.02**	

EXPENSES

BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	20,288.00	10,026.26	49.42%
6103	FULL TIME-REGULAR-OVERTIME	-	775.86	0.00%
6104	PART TIME-WAGES & SALARIES	7,280.00	-	0.00%
6105	TEMPORARY-WAGES & SALARIES		663.74	0.00%
6121	PERA CONTRIBUTIONS	1,981.00	866.05	43.72%
6122	FICA/MEDICARE CONTRIBUTIONS	2,117.00	821.65	38.81%
6131	GROUP INSURANCE	2,110.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	209.00	-	0.00%
6249	MISCELLANEOUS OPERATING SUPPLY	15,500.00	20,333.54	131.18%
6322	POSTAGE	400.00	229.06	57.27%
6489	OTHER CONTRACTED SERVICES	315,000.00	235,101.21	74.64%
6820	OPERATING TRANSFERS TO OTHER F	11,000.00	11,000.00	100.00%
Grand Total		**375,885.00**	**279,817.37**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2016 THROUGH PERIOD ENDING: **September 30, 2017**

REVENUES

BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(3,500.00)	(2,868.06)	81.94%
4609	OTHER MISCELLANEOUS REVENUES	-	275.00	0.00%
4693	STORM WATER-RESIDENTIAL	474,000.00	237,648.56	50.14%
4694	STORM WATER-COMMERCIAL	465,800.00	233,477.33	50.12%
4695	STORM WATER-PENALTIES	18,102.00	11,665.36	64.44%
4701	INTEREST ON INVESTMENTS	10,000.00	-	0.00%
Grand Total		**964,402.00**	**480,198.19**	

EXPENSES

BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	126,773.00	24,503.82	19.33%
6105	TEMPORARY-WAGES & SALARIES	-	1,538.81	0.00%
6121	PERA CONTRIBUTIONS	9,508.00	1,965.46	20.67%
6122	FICA/MEDICARE CONTRIBUTIONS	9,724.00	1,962.10	20.18%
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	3,093.50	77.34%
6249	MISCELLANEOUS OPERATING SUPPLY	10,000.00	3,825.95	38.26%
6257	OTHER VEHICLE PARTS	8,000.00	5,800.68	72.51%
6315	MISCELLANEOUS PROFESSIONAL SER	60,000.00	4,532.50	7.55%
6361	GENERAL LIABILITY/PROPERTY INS	8,000.00	-	0.00%
6371	ELECTRIC UTILITIES	2,800.00	1,682.99	60.11%
6373	GAS	3,000.00	716.02	23.87%
6374	REFUSE/RECYCLING	700.00	395.19	56.46%
6451	MEMBERSHIP DUES	21,000.00	20,965.00	99.83%
6489	OTHER CONTRACTED SERVICES	20,000.00	29,404.64	147.02%
6722	DEPRECIATION	270,000.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	29,000.00	29,000.00	100.00%
Grand Total		**602,014.00**	**129,386.66**	

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: 10/24/2017

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

- Park and Recreation Commission Meeting Minutes Dated August 10, 2017
- Planning Commission Meeting Minutes Dated September 7, 2017
- Economic Development Authority Meeting Minutes Dated September 14, 2017

Attachments

Park 8 10 17

Planning 9 7 17

EDA 7 14 17

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:07 PM
Form Started By: JoAnn Shaw		Started On: 10/16/2017 03:23 PM
Final Approval Date: 10/19/2017		

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

The Ramsey Park and Recreation Commission conducted a regular meeting on August 10, 2017, at the Lake Itasca Trailhead, 15700 Okapi Street NW, Ramsey, Minnesota.

Commission Members Present:	Chair Shane Bennett Commissioner Russell Bayer Commissioner Jennifer Leistico Commissioner Brandon Sis Commissioner Jon Trappen
Commission Members Absent:	Commissioner Andrew Fyten (excused) Commissioner Charles Tchuinkwa
Also Present:	Parks & Asst. Public Works Superintendent Mark Riverblood Lydia Major, LHB Consultant Bruce Jacobsen, Consultant

INTRODUCTION OF LAKE ITASCA TRAILHEAD

Parks & Assistant Public Works Superintendent Riverblood gave a brief background of the Lake Itasca Trailhead, where the meeting was being held. The Trailhead is within a 1,200-acre conservation development, and the trail corridor was mapped out as part of the original Northfork Planned Unit Development agreement. This conservation area is preserved in perpetuity, which is a great achievement for the City of Ramsey.

Parks & Assistant Public Works Superintendent Riverblood stated there was concern and opposition from residents of the Northfork neighborhood regarding the trail development. After the trail was completed, residents of the neighborhood connected to the trail from the south contacted the City to say how much they enjoyed having it in their neighborhood, and thanked the City for its conception and development.

Parks & Assistant Public Works Superintendent Riverblood stated the area in which the Commission was holding their meeting is also within a 7-acre area that is designated to be developed into a 'Monarch Trail'. Lake Itasca, and adjoin areas is an area of great beauty, surrounded by a forest succession from the wetland, with aspen succession to mature Oaks.

1. CALL TO ORDER

Chair Bennett welcomed the meeting attendees to Lake Itasca Trailhead. He called the Park and Recreation Commission Meeting to order at 6:36 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, Leistico. Voting No: None. Absent: Commissioners Fyten, Tchuinkwa

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

1) Park and Recreation Commission Regular Meeting Minutes dated June 8, 2017.

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

5. COMMISSION BUSINESS

5.01: Follow-Up on Visioning Exercise and Discuss Objectives – Parks Master Plan

Parks & Assistant Public Works Superintendent Riverblood stated the City Council kicked off its Master Parks and Trail Plan visioning exercise at its June Regular Meeting, and reviewed goals and objectives related to Chapter 10 of the Comprehensive Plan. He added the Master Plan exercise and Comprehensive Plan are occurring simultaneously and are very similar, so it makes sense to work on them at the same time. He noted City Staff are seeking consensus from the Park and Recreation Commission on elements of the larger Master Plan exercise. He introduced Bruce Jacobson, a consultant from the University of Minnesota, and invited him to address the Commission.

Mr. Jacobson stated the City of Ramsey's original Master Plan included a well-connected park system that would highlight the character and natural assets of the City's parks and trails. He added, in preparation for the Master Plan exercise, the initial statements in the Master Plan have been expanded and refined for the Commission's consideration, and will end up becoming a front piece for the document, casting the overall vision for the City's Master Parks and Trail Plan.

Mr. Jacobson stated first item for discussion is the Visions and Objectives Statement. He added the concept of maintaining the rural character of the area has come up repeatedly. He noted there will be plenty of time to review and check back in as the plan coalesces over the next few months, and any comments or feedback can be directed to Parks & Assistant Public Works Superintendent Riverblood.

Chair Bennett stated he read through the packet and looked at the slides, and he likes the additions. He added it expands upon several of the key points and has a good feel to it.

Mr. Jacobson stated it is just a beginning but hopefully will end up being something the City can use to give residents a chance to respond to the concepts.

Mr. Jacobson stated the second item for discussion is the key word exercise, and he read many of the words that the Commission had talked about, including safety, inspirational, diversity, playful, fundable, beautiful, connected, nature-full. He added it is not necessary to focus on making the list shorter, but to try to tease out what are the primary concepts and goals that should be inherent in the Parks and Trail system.

Mr. Jacobson stated the third item relates to the concept of taking the one-word ideas and expanding them into objective statements. He added this is the first step in making the Master Plan a cohesive and formal document, and he encourages the creation of a "top ten list". He gave a few examples:
Connected = improved connectivity
Beautiful = promote natural beauty
Natural = preservation of natural resources
Fundable = Cost effective design
Playful – fun and diverse recreational activities
Accessible – ensure that everyone can enjoy
Used – updated programming that people want

Mr. Jacobson stated the challenge is to find a balance within the plan that makes it unique – expressing the goals and objectives that are important to the residents of Ramsey.

Parks & Assistant Public Works Superintendent Riverblood stated goals and objectives are often seen as interchangeable, but there are also specific strategies necessary to achieve them. He added, for instance, the preservation of natural areas is an important goal, but it transcends Parks and Recreation and relates to the overall goals for the City as expressed in the Comprehensive Plan.

Parks & Assistant Public Works Superintendent Riverblood stated, related to the cost-effective category, a Capital Improvement Plan is being developed to include bonding and other financing tools. He stressed the importance of being specific about how to achieve goals and objectives, and how far the City might want to go in terms of Park Dedication and how much it can impact new development.

Lydia Major, LHB Consulting, stated the list of objectives may seem vague, but they are useful for making future decisions about things that are not anticipated.

Mr. Jacobson stressed the importance of keeping in mind that this is a starting point, and a way to tease out the crucial threads that tell a story that is unique to Ramsey, by creating a powerful statement about what the Master Parks and Trail Plan is setting out to accomplish.

Chair Bennett asked whether formal action is required.

Parks & Assistant Public Works Superintendent Riverblood stated the Commission can continue to refine and develop the key points of the Master Plan, and consider ways of reconciling these concepts with the Comprehensive Plan.

5.02: Approve Parks and Recreation Master Plan Survey

Parks & Assistant Public Works Superintendent Riverblood stated Master Plan survey was disseminated for Commissioners to complete and provide comments. The goal is to get feedback related to the survey, and any other comments that the Commissioners might have. He added only three Commissioners took the survey. He stressed the importance of having all seven Commissioners complete the survey.

Ms. Major, who is administering the survey, stated she will be going on vacation on August 21, and she would like to close the survey that day.

Chair Bennett stated the survey was written well, and some of the questions could be expanded, so it forced me to make difficult choices. He added there was a good mix of activities. He noted, on the first page, there no option to select that you have lived in Ramsey for 12 years.

Ms. Major said an internal goal can be set about how many people we want to respond to the survey. She added a good variety of respondents is important, rather than a majority from a specific group who will all have the same responses. She stressed the importance of keeping in mind that it is a statistically invalid survey. She noted the survey is long and very specific, and it would be better if it could be shortened and answers could be more general.

Commissioner Bayer asked whether Item 10 could have a map with parks locations, as some residents might not know where parks are, or what they are called. He added the list of parks is long, and some parks are on it twice.

Chair Bennett requested the addition of an open field, "Other", for residents who might call a park something other than its official name.

Commissioner Sis stated the list of parks does not appear to be in any order.

Commissioner Leistico stated she thinks there is actually two lists, in alphabetical order, back to back.

Ms. Major agreed to consolidate the two lists and remove duplicates. She asked whether any activities or programs should be included.

Chair Bennett stated the survey should instruct residents to pick three activities, which forces them to prioritize.

Commissioner Sis stated he likes the inclusion of geocaching.

Ms. Major stated that is a very cost-effective activity.

Commissioner Sis asked whether trails along roads can be included. He added he was looking for a trail that runs through Brookfield, but it is not listed.

Parks & Assistant Public Works Superintendent Riverblood stated he has not seen the survey, but they could probably be included as a category. He agreed to provide a list of trails data for inclusion on the survey.

Commissioner Sis stated question 28 is difficult, as it is not easy to project what parks and trails amenities will be available in 2028.

Ms. Major stated that question is asked several times in different ways, to tease out where priorities lie, and get people thinking about different things, and providing answers based on personal preference.

Chair Bennett asked that the Commissioners all complete the survey by August 21, 2017. He added no other action is required.

Parks & Assistant Public Works Superintendent Riverblood stated Ms. Major described the survey as not being statistically valid, since anyone can take it. He added a statistically valid City-wide survey is conducted every 2 years, so the timing is very appropriate.

5.03: Discuss Park's Precedent Plan Comparisons

Parks & Assistant Public Works Superintendent Riverblood stated this discussion will help develop the format and content of the Master Plan, as well as the concepts and complexity as it relates to community engagement. Stakeholders and venues will be identified, and the Commission should make sure to ask the right questions of the right people, and get a good cross section of the community.

Parks & Assistant Public Works Superintendent Riverblood stated City Staff will have intercept Boards at Thursday's concert at The Draw. He hopes to reach the demographic groups of older residents as well as young families.

Ms. Major stated the community engagement plan will facilitate ways for the Commission to include residents in the engagement process. She added she will use the plan to record what she has learned from the Commission, and provide results for evaluation. She noted no matter how much the City Council and Commissions engage, how the survey is advertised, how many events and open houses are held, there will be someone who says they didn't know about it. She noted the City can have a record of all the opportunities for public engagement.

Ms. Major continued, regarding engagement targets and tools, she wants to understand who needs to be reached and what needs to be learned, and then tools and schedule can be formalized. She added broad categories of people to engage would include organizations, businesses, and government entities, and specific people within those categories would be residents, participants, and members. She asked the Commissioners who they would like to reach.

Chair Bennett stated sports groups are a good place to start as they are one of the most vocal groups. He added Ramsey's two sports organizations are Northern Lights Soccer Club and Anoka Ramsey Athletic Association. He noted he and Parks & Assistant Public Works Superintendent Riverblood connect with their leadership often.

Parks & Assistant Public Works Superintendent Riverblood stated Police and Fire representatives are included on the list. Police participation is obviously relevant and he interacts with his colleagues in the Police Department regularly. He added he can attend their department meetings, and get their feedback about parks safety and residents' perceptions of safety.

Ms. Major stated it is beneficial to meet with the Police Chief or whoever is in charge of Parks Safety, to ask what they see that can be done differently or any changes they think are necessary.

Commissioner Sis asked whether neighboring communities could be contacted to see what they have in place.

Parks & Assistant Public Works Superintendent Riverblood stated that is usually done at the City Staff level, and the draft Comprehensive Plan is required to be sent to neighboring communities for comment and feedback.

Commissioner Sis asked how to draw people out if they are homebound, to get their opinions, and get feedback from both park users and non-users.

Ms. Major stated that is one of the hardest things to get in any community. Residents with access to a computer can be reached via social media, but those that don't have access to a computer, it is almost impossible. She added sometimes cities can reach them through delivery of meals, or

social services. She noted, however, there is a cost-benefit ratio – obviously their opinion matters, but it can be costly.

Mr. Jacobson stated churches and groceries stores might be a good place to capture them.

Commissioner Bayer stated he does not get responses from residents in certain demographics when he tries to reach out to residents via social media.

Ms. Major stated it is difficult to reach demographics that are relationship-driven. The Commission should determine whether those targets are key to improving how the parks system works, and use techniques and relationships to reach them. She stressed that it is unrealistic to expect to have a full response from them.

Commissioner Trappen stated Homeowner's Associations could be a good resource.

Parks & Assistant Public Works Superintendent Riverblood agreed that is an excellent idea, as there are probably 30 or more Associations in Ramsey.

Ms. Major asked whether there is a Homeowner's Association contact list.

Parks & Assistant Public Works Superintendent Riverblood agreed to provide that to Ms. Major, although some contacts are property managers who are not onsite.

Ms. Major asked about social services providers.

Commissioner Trappen stated church groups might be a resource.

Chair Bennett stated there are a few predominant church communities in Ramsey.

Mr. Jacobson asked whether there are other youth organizations that are not sports-related.

Chair Bennett stated the Lions Club sponsors many community events.

Commissioner Trappen stated there is a local 4H chapter.

Ms. Leistico stated the Girl Scouts are a good place to start, she added she is a troop leader and they have monthly meetings. She added her troop uses Central Park for their meetings, and she offered to be a contact.

Parks & Assistant Public Works Superintendent Riverblood stated troops and their members are often recognized at City meetings. He added Scout Troops will have ideas about what they want from the City's parks that would be different than the responses a church group would provide.

Ms. Major stated sometimes at community events she uses giant rolls of paper and crayons or markers, and have kids draw out what they want to see in parks. She added that brings up a lot of great ideas.

Parks & Assistant Public Works Superintendent Riverblood stated maybe Commissioner Leistico's Troop could be a pilot group, and provide them with a blank map of the City for the Troop to populate with their ideas for future parks amenities.

Ms. Major stated she has Happy Days as an event on the calendar for public interaction. She asked whether there are other local events.

Chair Bennett stated the EDA-sponsored Business Expo was held in April 2017. He added the Police Department holds a safety camp every summer in June for 2nd and 3rd graders that always has great attendance by parents as well as kids.

Commissioner Trappen stated health clubs might be considered.

Chair Bennett stated the challenge is to find residents who have limited mobility. He asked whether Coborn's grocery store is a possibility, or Acapulco Restaurant.

Ms. Major stated restaurants are not generally successful, but libraries work the best.

Parks & Assistant Public Works Superintendent Riverblood stated City Hall lobby would be a good location for a booth, near the License Bureau, where residents often wait for appointments. He added it could be set up for 4-5 weeks.

Commissioner Sis stated pamphlets could be placed in "little free libraries" throughout the City.

Commissioner Leistico stated the two schools have back-to-school open houses, where there will be a lot of residents.

Ms. Major stated it is difficult to get into classrooms and cafeterias.

Chair Bennett stated Ramsey Elementary has a Family Night that is basically a school picnic, and they might be a little more flexible with allowing an information booth.

Commissioner Sis stated day care providers are a good resource.

Ms. Major asked how they could be reached.

Parks & Assistant Public Works Superintendent Riverblood stated there is a local Moms Group that would be a good group to connect with, as well as the City's "Adopt-a-Spot" program.

Ms. Major stated it would be helpful to have the Commissioners act as Ambassadors for this initiative, to create more awareness. She added residents respond more when they feel they have a personal connection.

Parks & Assistant Public Works Superintendent Riverblood stated the Commissioners can get the survey out to everyone they know. He added the more responses the survey has, the more credibility the data will hold. He noted it would be disappointing to invest in the process and survey preparation and analysis, but not get adequate responses. He expressed concern that that would be waste of resources.

Commissioner Sis stated another good idea is to reach out to real estate agents in the area, who have an interest in finding out what potential residents want to see in the community.

Ms. Major stated she will provide the precedent plans by email with links, so the Commissioners can begin to make some judgments about their preference. She requested that the Commissioners respond to five different plans, so she can create a template for review next month.

Chair Bennett stated he went through the plans, and he felt some of them were too long. He added one plan was only 18 pages, but it was too fluffy, and he appreciates a good mixture of visual graphics. He noted he felt that in general many of them expressed the same points, although one plan felt more personal and unique, and he liked the terminology that was used. He thinks that was the Apple Valley document.

Parks & Assistant Public Works Superintendent Riverblood stated some elements of the plan require an executive summary or syllabus, so it is not necessary to read the whole narrative.

5.04: Review Concept Plan for 175-Unit Market Rate Apartment in The COR: Case of Inland Group

Parks & Assistant Public Works Superintendent Riverblood stated four development concepts are being presented for consideration for a 4-5 story apartment building. He added Concept Plan C includes 1st floor indoor parking, and that is the developer's preferred option. He noted the preferred concept plan is favorable as it will increase available parking on Sunwood Drive and within the COR corridor, and opens access to municipal areas.

Parks & Assistant Public Works Superintendent Riverblood requested that the Commissioners review the proposed concepts and contact him to provide feedback or if they have any questions. He added he hopes to have a consensus from the Park and Recreation Commission on this issue. He noted City Staff intends to reach out to Ramsey's Boards and Commissions early in the process to obtain comments and feedback.

Chair Bennett stated he does not think it would be ideal to have the proposed athletic center close to Anytime Fitness on Sunwood Drive. He added it might not be a problem, but it is something to consider.

Parks & Assistant Public Works Superintendent Riverblood referred to a Dutch word meaning "shared use", that describes mechanical barriers that can be lowered across roadways to create open public spaces for outdoor events.

Chair Bennett stated he really likes the idea of a brew pub with direct pedestrian access to the municipal plaza.

5.05: Recommend 2017 Parks Capital Improvement Project(s) – Priority Trail Connections

1. Trott Brook Boardwalk Project

Parks & Assistant Public Works Superintendent Riverblood stated a boardwalk trail segment proposed for the Trott Brook Trail system is a recurring Capital Improvement issue. He added City Staff has sought State funding for this project for two years, but requests have been denied as the Trott Brook Trail does not provide a connection to the Regional trail system. He noted the proposed project includes boardwalk, two areas of blacktop at either end of the boardwalk, and a parking area for trail users. Parks & Assistant Public Works Superintendent Riverblood stated City Staff advises that the Park and Trails Commission recommend the Trott Brook Boardwalk project to the City Council for their consideration and approval at a project cost not to exceed $300,000.

2. Neighborhood Trail Link

Parks & Assistant Public Works Superintendent Riverblood stated City Staff is requesting consideration of a trail link at the northwest corner of the COR between 149th Lane and 149th Avenue. The trail will provide pedestrian access for the neighborhood to the amenities at the COR as well as making a connection for residents of both areas.

City Staff would draft a letter to be sent to residents of the COR and the benefitting neighborhood providing details and a map depicting the proposed trail connection.

Commissioner Sis asked whether City Staff have determined if there is a need for the trail connection, and if it will be used by residents.

Parks & Assistant Public Works Superintendent Riverblood stated it is difficult to accurately predict how much the trail will be used. He added the trail connection will improve connectivity within the community, which is an imperative that has been identified in the City's Strategic Plan. He noted connecting the two neighborhoods seems like a worthwhile return on investment.

Chair Bennett stated the trail connection will also provide pedestrian access to public spaces in the COR for residents who would otherwise have to drive there.

Commissioner Bayer asked for clarification regarding the letter received by City Staff from the Minnesota Department of Natural Resources. He asked if City Staff have re-applied for funding for the project.

Parks & Assistant Public Works Superintendent Riverblood stated funding for these types of projects is usually granted to communities that have more opportunities for ensuring regional trail connectivity.

Motion by Commissioner Bayer, seconded by Commissioner Leistico, to forward the following recommendations to the City Council:

1. Recommend City Council approval of the Trott Brook Boardwalk Trail Project at a cost not to exceed $300,000.
2. Recommend that the City Council direct City Staff to issue notification to benefitting neighborhoods of a potential trail connection at the northwest corner of the COR.

Further discussion: Chair Bennett asked whether the use of funding for the Trott Brook Boardwalk trail project will reduce available funding for future projects. Parks & Assistant Public Works Superintendent Riverblood stated funding requirements for future projects are difficult to estimate. He added this expenditure should be viewed as a positive step toward regional trail connectivity and the benefits it will bring to the whole community, rather than a potential cause for lack of funding for future projects.

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

6. COMMISSION/STAFF INPUT

6.01: Mayors for Monarchs Pledge

Parks & Assistant Public Works Superintendent Riverblood stated the City of Ramsey has pledged its commitment to the National Wildlife Federation's Mayors for Monarchs initiative, in which cities and communities take steps to restore habitat for monarch butterflies and pollinators, and provide information for residents about the Monarch butterfly. The location for the project is the Lake Itasca Trailhead, where this meeting is taking place. The project plans include wildflower and native plant restoration, made possible by a funding grant of approximately $5,000 from the Minnesota Fish and Wildlife division of the Department of Natural Resources.

6.02: Commission Representation at Happy Days

Parks & Assistant Public Works Superintendent Riverblood stated the City of Ramsey's festival, Happy Days, will be held Saturday, September 9, 2017. He added Happy Days will be a great opportunity for the Park and Recreation Commissioners to interact with residents and get feedback and comments on what aspects of parks and trails are important to them.

Chair Bennett stated he would send out an email request to the Commissioners to come up with a schedule of coverage for Happy Days. He added he and Vice-Chair Logan represented the Commission at last year's Happy Days celebration and it was a lot of fun.

Commissioner Sis asked whether the Commissioners would need to be there all day.

Chair Bennett stated everything is wrapped up by early afternoon, and Commissioners could plan on taking a shift during a 3-4 hour time frame. He reiterated that he would send out the details.

6.03: Ballfields 3-4 at Alpine Park

Parks & Assistant Public Works Superintendent Riverblood stated the Park and Recreation Commission recommended the renovation of Ballfields 3 and 4 at Alpine Park. City Staff has met with construction companies, and they have indicated that the necessary renovations can be completed for less than $44,000, which will provide leftover funds for the replacement of the storage shed on site. Approval can be recommended to the City Council if the Commission has no objections.

7. ADJOURNMENT

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

Motion carried.

The Park and Recreation Commission meeting adjourned at 8:00 p.m.

Respectfully submitted,



_____

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Mary Mullen
TimeSaver Off Site Secretarial, Inc.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, September 7, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Cindy Nosan Commissioner Patrick Surma Commissioner Gary VanScoy
Members Absent:	Commissioner Ralph Brauer
Also Present:	Community Development Director Timothy Gladhill Community Development Intern Alec Henderson

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

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

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated July 6, 2017

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to approve the following minutes as presented: Planning Commission Meeting Minutes dated July 6, 2017.

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

4.01.2: Planning Commission Meeting Minutes Dated August 3, 2017

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to approve the following minutes as presented: Planning Commission Meeting Minutes dated August 3, 2017.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider a Request for a Conditional Use Permit for a Two-Story Accessory Building (Project No. 17-107); Case of Raymond & Linda Bonifas.

Public Hearing

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

Presentation

Community Development Director Gladhill presented the staff report stating the Applicant is requesting a Conditional Use Permit (CUP) for the construction of a two-story accessory building at 6451 170th Lane NW. Minnesota State Building Code classifies the storage space located in the attic space of the proposed accessory building due to the height from floor to ceiling. Staff provided further comment on the request and recommended approval of the CUP.

Citizen Input

Ray Bonifas, 6451 170th Lane NW, requested the Commission support the project and thought it would be an improvement to the neighborhood.

This evening the attached letters were received from a neighbor stressing their support of the request.

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

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

Chairperson Bauer closed the public hearing closed at 7:06 p.m.

Commission Business

Commissioner VanScoy asked if the recitals were a change to the City approval process.

Community Development Director Gladhill commented on the City's new approval process noting the recitals had taken the place of Findings of Fact.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #17-09-209 approving a Conditional Use Permit contingent upon the terms of the Conditional Use Permit and Zoning Code.

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

5.02: Public Hearing: Consider Multiple Actions Related to a Request to Install and Maintain a Ground-Mounted Solar Energy System on the Property legally described as Lot 3, Block 1 River Crossing Addition (Project No. 17-135); Case of Connexus Energy.

1. **Appeal for issuance of a Development Permit on an officially mapped parcel.**
2. **Zoning Amendment to include Solar Energy Systems as a Principal Use with the issuance of a Conditional Use Permit in the Public/Quasi-Public District.**
3. **Zoning Amendment to Rezone a Property from R-2 Residential to Public/Quasi Public.**
4. **Conditional Use Permit to Install and Maintain a Solar Energy System.**

Public Hearing

Chairperson Bauer called the public hearing to order at 7:08 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating Connexus Energy has applied for a Zoning Amendment and a Conditional Use Permit to construct a new solar garden on the property legally described as Lot 3, Block 1 River Crossing Addition (the "Subject Property"). The system would have the capability of producing 3.5 megawatts (MW) with ground mounted solar photovoltaic panels and would include 6 MW of battery energy storage. This is one of three (3) sites within Anoka County that Connexus Energy is developing to produce solar energy.

Community Development Director Gladhill reported the Subject Property is owned by Anoka County and would be leased by Connexus Energy. When the City contemplated solar energy systems several years ago, the Zoning Code was amended to consider ground or building mounted solar energy systems as a permitted accessory use in any zoning district. However, it did not account for, or address, the possibility of a solar energy system being the principal use of a property, as would be the case with Connexus' proposal.

Community Development Director Gladhill explained both the current zoning standards for solar energy systems and the information submitted by Connexus are attached for reference. The final

design plans are in the process of being prepared by the solar developer (based on site work being conducted now) but are not complete at this time. They have stated that they do not anticipate any major changes from the initial proposed layout and the Site Plan would still be subject to review and approval by the City. Staff stated the Environmental Policy Board recommended approval of the Zoning Amendments and Conditional Use Permit. City Staff also supports the recommended approvals as well as the appeal for the issuance of a development permit within an officially mapped area.

Citizen Input

Chairperson Bauer asked if the City had any zoning districts where solar energy systems were addressed.

Community Development Director Gladhill explained this was addressed within the City's employment districts. He did not anticipate the City would see another request of this size in a residential district.

Commissioner VanScoy questioned what the zoning was for the surrounding property.

Community Development Director Gladhill indicated the long-term goal of the City was to have the surrounding property be zoned R-2 Residential. He provided further comment on the City's Zoning Map.

Commissioner Anderson inquired if the City had any idea when the surrounding parcels will develop.

Community Development Director Gladhill explained one owner was considering development and the other had no plans. He anticipated that these parcels could not develop for another 10 to 20 years. He discussed how utilities were lacking in this area of the City.

Commissioner Nosan asked if there was any other solar farm in Minnesota located in a residential area.

Community Development Director Gladhill stated there were a variety of solar farms located in the State of Minnesota. He encouraged Connexus Energy to speak to this, but he reiterated that the requested solar farm would be installed prior to any residential housing.

Mike Bash, Connexus Energy Vice President and CFO, introduced himself to the Commission. He stated Connexus Energy was owned by its members and these members were looking for greener energy options. With solar energy expenses on the decline, Connexus was considering more renewable energy projects. He commented on other sites that were being considered for a solar farm, one being in Blaine and the other in St. Francis. He provided further information on his discussions with Anoka County on the proposed renewable energy project. He noted the solar farm would generate enough energy for 605 homes and estimated the solar farm would be in place for 25 years. He reported the solar farm would be planted with pollinator friendly plants. He discussed the location of other solar farms in the metro area.

Commissioner Anderson commented he was concerned about the glare coming from the solar farm.

Mr. Bash spoke to the small amount of glare that would be emitted by the solar panels. He explained numerous solar panels were located at airports and this was not a safety concern for arriving airplanes. He stated he has not noticed a glare coming from the existing solar farm in the past three years. He described how the solar farm would be landscaped to assist with reducing any glare issues.

Commissioner Anderson questioned if there have been any reports of scorched landscape or plants that were adjacent to solar farms.

Mr. Bash stated he was not aware of any instances in the entire country.

Commissioner VanScoy asked how many other sites Connexus has considered for the proposed solar farm.

Mr. Bash commented Connexus had considered a total of three other sites.

Commissioner Gengler inquired if the solar power projections were for a day, week, month or year.

Mr. Bash stated the projections were for a year.

Commissioner Surma asked if energy rates will begin to decline if more renewable energy sources are pursued.

Mr. Bash explained the cheapest energy source was wind. He commented on how the storage of solar energy would assist in slightly lowering overall energy prices.

Jan Groth, 15240 Kangaroo Street, commented on how crops were being affected by climate change.

Chairperson Bauer explained that climate change and solar farms were two totally different issues.

Jeff Nobbe, 8390 Highway 10, questioned why the City was considering changing the zoning of land for a 25-year time period. He believed this was taking away from potential future development and would change the landscape of the community. He did not anticipate the visitors on the bike trail would enjoy viewing the solar farm. He also feared how his property value would be adversely impacted by the proposed solar farm.

Jeff Pengro, 8390 Highway 10, asked if it was a tax benefit to have another solar farm in the City.

Community Development Director Gladhill commented on the tax rate for the 19-acre project site and noted Connexus Energy does pay property taxes.

Mr. Pengro believed the City would benefit more by placing homes in this area of the community than another solar farm.

Further discussion ensued regarding property values and tax rates.

Mr. Nobbe encouraged Connexus Energy to purchase their own parcel for the proposed solar farm as he did not want the value of his business to be reduced.

Dave Nathe, 14453 Llama Street, stated he has been farming this ground since 1971. He discussed the changes he has seen in the City over the years and noted the County purchased this land in two separate parcels for a river crossing. He believed that property values would be reduced as residential home buyers would not want to live adjacent to a solar farm. He feared that he would not be able to subdivide or develop his land. He encouraged Connexus Energy to pursue another location and for the Commission to not offer their support for the solar energy system.

Al Pearson, 14821 Bowers Drive, stated he had the same concerns as the others that have spoken against the solar farm. He questioned how much grading would occur on the site and stated he did not believe the solar farm would be a good fit. He explained he did not support tying up this property when opportunities for development could occur. He commented on the City's tax base and encouraged the City to consider the benefits of development versus a solar farm.

Mr. Bash commented on the personal property taxes that were paid by Connexus Energy. He explained no grading would occur on the site.

Community Development Director Gladhill stated this item could be brought back if the Commission has concerns with the economic development of this area.

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

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

Chairperson Bauer closed the public hearing closed at 8:14 p.m.

Commission Business

Commissioner Surma stated he would like to see the proposed solar farm placed on the Connexus Energy property along Sunwood Drive.

Commissioner Anderson questioned the size of this lot.

Community Development Director Gladhill reported the Connexus Energy lot was 17.5 acres in size.

Commissioner Nosan understood that solar energy was important. She explained she did have concerns about placing a solar farm in an area completely surrounded by residentially zoned parcels. She thanked the neighbors for voicing their concerns. She believed the Commission needed additional information on this request prior to moving forward and stated she would like to hear from the EDA.

Community Development Director Gladhill stated it may make sense to step back and work through the request in further detail, noting the Commission could postpone action on the solar farm to October.

Chairperson Bauer believed this was a reasonable course of action. He asked if postponement of the item would complicate matters for Connexus Energy.

Mr. Bash stated he would rather see the item postponed than denied. He explained he appreciated the questions that were being raised by the Commission and stated he could assist in researching answers with staff.

Motion by Commissioner Nosan, seconded by Commissioner VanScoy, to table action on the Connexus Energy solar farm to the October 12, 2017 Planning Commission meeting.

Further discussion

Commissioner VanScoy stated he fully supported solar power in Ramsey but indicated he was looking forward to hearing further from the EDA on this matter.

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

5.03: Public Hearing: Consider Resolution $17-09-217 Granting a Variance to Front Yard Setback for Parking Lots and Resolution #17-09-218 Granting a Conditional Use Permit for Motor Vehicle Sales at 7103 Highway 10 NW (Project No. 17-140); Case of Motors on 10.

Public Hearing

Chairperson Bauer called the public hearing to order at 8:21 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the applicant is requesting a Variance and Conditional Use Permit. The request for Conditional Use Permit will allow the expansion of a parking lot to facilitate motor vehicle sales. For enforcement and review purposes, the City made motor vehicle sales a Conditional Use Permit in 2009. The request, overall, seems reasonable.

Community Development Director Gladhill reported the expansion shall require an easement with

the City for use of City-owned property for portions of the proposed stormwater improvements. The proposed expansion is deficient in front yard setbacks for parking lots. If the Planning Commission so desires, approval shall require the issuance of a Variance. The parcel is odd-shaped, and the building is screened from view from Highway 10. The City has had enforcement difficulties with past users of this parcel, using the unimproved area for display of vehicles for sale in violation of City Code. Expansion of the parking lot would improve the condition of the property and reduce the amount of enforcement action necessary on the parcel.

Community Development Director Gladhill stated staff recommends approval of the Conditional Use Permit to allow the expansion of the parking lot. The Planning Commission must decide if the request to variance to the 20 feet front yard setback (parking lot) is a reasonable request. The Applicant has stated that the built environment surrounding the parcel (the adjacent parcel to the west is lawful, non-conforming and does not have the 20-foot setback), that the request is reasonable. The Planning Commission is making the final decision on the request for Variance; it is not a recommendation to the City Council.

Citizen Input

Commissioner Anderson stated he visited the site today and understood a great deal of money had been spent to improve the site. He explained he supported the proposed request.

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

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

Chairperson Bauer closed the public hearing closed at 8:25 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to adopt Resolution #17-09-217 granting a Variance to Front Yard Setbacks for Parking Lots.

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

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #17-09-218 granting a Conditional Use Permit for Motor Vehicle Sales, contingent upon compliance with the Staff Review Letter.

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

6. COMMISSION BUSINESS

6.01: Receive Update on Proposed Plat Known as Northfork Meadows located Near Puma Street and Alpine Drive; Case of Paxmar (Project No. 17-126).

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to receive an update and provide general policy direction prior to the Developer (Paxmar) submitting a Preliminary Plat for official review. The City Council previously reviewed this case on June 27. Direction at that time was to host a public engagement workshop. The City Council noted two (2) topics to focus on:

1. Density Transitioning
2. Reliability/Consistency of the Comprehensive Plan

Community Development Director Gladhill reported the original concept has undergone Sketch Plan Review with the Planning Commission. The Planning Commission outlined a number of concerns indicated in the attached minutes from June 13. The City then held a public workshop on August 3, 2017. The City Council discussed next steps for review of this project on August 22nd. Concept #1 as outlined below was presented to the City Council. Subsequent to that discussion, the Developer provided a second concept to consider at this time (all 65-foot-wide, detached single-family lots, no detached townhomes). Staff provided a more detailed presentation of the requested and requested feedback from the Commission.

Commission Business

Chairperson Bauer summarized the comments made by the Planning Commission at a previous meeting. He asked if Paxmar would be willing to consider another parcel for their project to eliminate the need for a rezoning.

Kent Roessler, Paxmar Development, commented on the proposed development and stated all plans were preliminary in nature. He reported one parcel would be geared toward empty-nester villas. He noted the other parcel would be 132 units. He explained the proposed lot width (65 feet) was necessary in order to make this development economically possible. He understood there were a lot other parcels in the City that would accommodate 80-foot lots. He anticipated this parcel would have to sit and wait it out, if the Commission did not support the proposed lot width. He described how his proposed development would assisting in raising property values for surrounding property owners. He understood that this was only a sketch plan and noted he appreciated any feedback from the Commission.

Val Kruger, 15210 Kangaroo Street, stated she and her husband live just east to the proposed development and have lived there for the past 43 years. She expressed concern with the proposed amendment to the Comprehensive Plan. She did not support there being no buffer between her rurally zoned home and the proposed medium density subdivision. She commented that 93% of her neighbors have supported a petition that opposes the proposed project. She recommended the City uphold the Comprehensive Plan and current zoning for this site (low density residential). She

feared the proposed development was lacking green space and would greatly increase traffic in her neighborhood.

Chairperson Bauer questioned how many lots would be within the development if the project was low-density residential.

Mr. Roessler stated the project was originally 150+ lots and was scaled down to 132 lots. However, after hearing from the neighbors this project was reduced even further to 101 lots. He explained the project did not work financially with 80 foot lots as this would only yield 70 to 80 lots.

Leslie Clark, 15150 Kangaroo Street, asked if Paxmar would be willing to keep the 80-foot property width for the homes that will abut the existing neighborhood. She explained she did not have a large number of trees in her rear yard and was hoping she wouldn't have to look into a wall of homes.

Jan Groth, 15240 Kangaroo Street, commented the second proposal seemed a fit better given the size of the adjacent lots. She understood that the field would be built on at some point in the future, but stated the parcel was not zoned for 65-foot lots.

Community Development Director Gladhill understood PUD requirements and density transition were issues that still needed to be addressed by the City.

Commissioner Anderson questioned if the developer would consider having 80-foot lots adjacent to the existing homes.

Mr. Roessler stated on the east side of the development he could support having 80-foot lots if this would gain him neighborhood support. It was noted this would reduce the project by three lots.

Ms. Clark explained she opposed the development having townhome units on small lots. She stated her biggest concern was the need for a buffer or transition area between the new development and existing homes.

Ms. Kruger agreed a buffer between the two neighborhoods was key.

Commissioner VanScoy asked if any of the diagrams presented this evening met the Council's requests.

Community Development Director Gladhill stated the Council has not seen the most recent scenario with the wider and deeper lots.

Commissioner VanScoy stated he could not support a PUD at this time as he was not understanding the benefits to the City from the proposed project.

Mr. Roessler explained the benefits were the neighborhood would have covenants that would ensure high quality homes and building materials. In addition, he could dictate which homes got

built on which lots, while also requiring additional landscaping along the east property line. He commented on how he could work with the City on Puma Street.

Community Development Director Gladhill anticipated the City could continue to work with the applicant to refine the PUD further.

Mr. Roesser stated he was willing to compromise to have 80 foot lots along the east property line and would be willing to have additional screening in order to create a buffer.

Commissioner VanScoy encouraged staff to speak further with the applicant regarding the 80 foot lots along the east property lone, along with a potential buffer.

Commissioner Nosan stated she was originally against this development, but was pleased how all parties were coming together to improve the buffer and spacing of the houses along the east property line.

Community Development Director Gladhill asked if the Commission was willing to support a Comprehensive Plan Amendment for the proposed project.

Commissioner VanScoy stated he would have difficulty supporting a Comprehensive Plan Amendment.

Chairperson Bauer thanked everyone for their input and he looked forward to all parties continuing to work to reach a compromise for this development.

6.02: Discussion Topic: Event Centers in Residential Areas (Ag Areas/Farms).

Presentation

Community Development Intern Henderson presented the staff report stating the purpose of this case is to get feedback from the Planning Commission on the topic of Event Centers in residential/agricultural areas, a request/inquiry that is becoming more frequent. Several cities in Minnesota have allowed accessory buildings to be used as event facilities via Conditional Use Permits and/or Interim Use Permits. Examples of events that may be held in such a structure include weddings and/or auctions (note these are just examples, other events may be offered too). Staff requested feedback on this matter.

Commission Business

Chairperson Bauer supported the City being proactive as he understood farm weddings were becoming increasingly more popular.

Commissioner Anderson stated his biggest concern was safety and to ensure buildings were properly inspected.

Commissioner VanScoy asked how an interim use permit would apply.

Community Development Director Gladhill explained the City could use either an interim use permit or conditional use permit for these uses.

6.03: Discussion Topic: Temporary Health Care Dwellings Units and Tiny Homes.

Presentation

Community Development Intern Henderson presented the Staff Report explaining the State passed legislation last session allowing Temporary Health Care Dwellings on single family residential lots. The City opted out as permitted by State Statute. However, the City Council wanted to revisit this topic and potentially develop the City's own set of standards to address them. The goal of this case is to open a discussion on how Ramsey should tackle Temporary Health Care Dwellings. This may also be an opportune time to evaluate the viability of Tiny Homes in Ramsey as well. Staff provided further comment on these uses and requested feedback from the Commission.

Commission Business

Chairperson Bauer understood temporary health care units and tiny homes were typically on wheels. He believed this issue needed to be looked into further. He stated he also wanted to better understand how the City would define "temporary".

Commissioner Nosan discussed the differences between having a tiny home on a City sized lot versus acreage. She commented that tiny homes could grow in popularity in the coming years. She supported the Commission looking into the City's requirements in further detail.

Commissioner VanScoy stated he would like to find a way to make tiny homes work in Ramsey, on a temporary basis.

Community Development Director Gladhill stated staff would bring this issue back to the Commission at a future meeting for further discussion.

7. COMPREHENSIVE PLAN UPDATE ITEMS

Community Development Director Gladhill provided the Commission with an update on the Comprehensive Plan.

8. COMMISSION / STAFF INPUT

8.01: Receive Staff Update

The Staff Update was noted.

8.02: Zoning Bulletins

Zoning Bulletins were noted.

9. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 9:50 p.m.

Respectfully submitted,

_____

Tim Gladhill
Community Development Director

ATTEST:

_____

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, September 14, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Jim Steffen Member Brian Burandt Member Glen Hardin Member Chris Riley Member Wayne Skaff
Members Absent:	Member Phillip Brunt Member Kristine Williams
Also Present:	Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator Tim Gladhill, Development Services Manager Kurt Ulrich, City Administrator Councilmember John LeTourneau City Planner Chris Anderson

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated August 10, 2017

Motion by Member Riley, seconded by Member Skaff, to approve the August 10, 2017, minutes as presented.

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

4. EDA BUSINESS

4.01: Review Status of Request to Install and Maintain a Ground Mounted Solar Energy System on the Property Legally Described as Lot 3, Block 1, River Crossing Addition (Project No. 17-135); Case of Connexus Energy

1. **Appeal for Issuance of a Development Permit on an Officially Mapped Parcel**
2. **Zoning Amendment to Include Solar Energy Systems as a Principal Use with the Issuance of a Conditional Use Permit in the Public/Quasi-Public District**
3. **Zoning Amendment to Rezone a Property from R-2 Residential to Public/Quasi-Public**
4. **Conditional Use Permit to Install and Maintain a Solar Energy System**

Community Development Director Gladhill presented the staff report.

Economic Dev. Mgr./Assistant City Administrator Brama provided background information on the existing solar farm and bee habitat on the Connexus property. He stated that staff had a discussion with Connexus Energy about their desire to expand their solar farm on their outlot in mid 2016. He noted that the Connexus outlot would be a great fit for economic development and therefore staff suggested Connexus also consider other available properties as part of their process. He stated that as Connexus investigated other available sites, they landed on a site owned by Anoka County. He reviewed the economic development opportunity cost, explaining that generally, businesses pay twice the amount of taxes that residential properties pay. He reviewed the opportunity loss that would occur if the solar farm were not allowed on the Anoka County site. He explained, Connexus told staff that if the Anoka County site is not allowed, Connexus would move onto another community rather than pursuing a solar farm on the Connexus outlot.

Community Development Director Gladhill reviewed some of the challenges that the Planning Commission will consider when this item is returned for their discussion.

Councilmember LeTourneau stated that he found the tax base information helpful. He asked if the Anoka County site is also subject to a two percent tax rate.

Economic Dev. Mgr./Assistant City Administrator explained that the use determines the tax classification rate, not local zoning districts.

Chairperson Steffen noted that Anoka County owns that land and therefore is not a tax paying entity.

Community Development Director Gladhill stated that currently Anoka County leases the property, which is being used for agricultural purposes, so there are taxes being paid on the property. He noted that Connexus is a tax paying entity as well. He believed that there would most likely be tax credits because this is an alternative energy use.

Member Riley asked if it would make more sense to hold the parcel for commercial industrial use or suggest that the solar garden go on the Connexus outlot. He stated that he believes that the Connexus outlot would be better used for commercial industrial use and not a solar farm.

Member Burandt stated that he has been working on this project for well over one year and provided additional information on the tax credits that would be available. He stated that the membership of Connexus wants the renewable energy to increase as long as that does not increase the cost of membership. He stated that they are looking at doing three sites within Anoka County, which would be the largest renewable energy project in the country. He stated that when Ramsey stated that they did not want Connexus to use their outlot for the project, they began to look for alternative sites and the Anoka County site came forward. He noted that this would be the showcase property with solar plus storage. He provided additional information on the other sites that will be constructed in Saint Francis and Blaine, noting that they are contracting with local government units to lease the land rather than purchasing land. He noted that in order to be eligible for the tax credits, the properties need to be constructed and operational by a deadline. He stated that the Connexus Board has already made the decision not to use the Connexus outlot in Ramsey, and therefore that is no longer an option.

Chairperson Steffen asked how long Connexus has owned the outlot.

Member Burandt stated that Connexus has owned the outlot since 1997.

Chairperson Steffen asked why the land is being held for so long.

Member Burandt stated that they use the property for lineman training and would be open to selling the property to the right tenant. He confirmed that Connexus would be open to working with City staff to market the property to the right tenant.

Member Hardin asked if there is a corridor outlined for a bridge.

Community Development Director Gladhill stated that a bridge is not shown on the Highway 10 plan, but noted that a connection could be made at Armstrong, although there is not an official map showing that connection. He stated that the areas of impact would still affect the same property owners, although the location would be shifted.

City Administrator Ulrich stated that he agrees with the Anoka County owned location proposed over the Connexus outlot. He stated that this would take an agricultural property and put it into use and would provide a showcase for conservation as well. He stated that the high-profile pollinator plantings would also be a good fit for the corridor and the community partnership the City has had with Connexus over the years.

Chairperson Steffen agreed that the Connexus outlot is a prime commercial property that he would much rather preserve.

Member Skaff also agreed that the Connexus outlot would be valuable for commercial use.

Member Burandt stated that Connexus has spent more on property taxes for the outlot over the years than it is worth and therefore they do not plan to let it stay vacant.

Councilmember LeTourneau agreed that the Connexus outlot would be better used for commercial industrial use. He stated that staff directed Connexus to look at other parcels for their solar farm for that reason and that the Connexus Board also supports that use.

Motion by Member Skaff, seconded by Member Hardin, to recommend to City Council that the existing Connexus outlot property be reserved for future commercial industrial use.

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

4.02: Inland Group Purchase Agreement

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

Chairperson Steffen asked if staff believes that this is the best fit for this site.

Economic Dev. Mgr./Assistant City Administrator Brama stated that the staff reviewed this preliminarily and liked having this project in the correct zoning district and capitalizing on the park improvements. Staff did not have a preferred site.

Community Development Director Gladhill stated that from a land use and Planning Commission perspective, Concept C would be the preferred site. He noted that comments from the City Council have been incorporated to provide the Main Street look along Sunwood Drive.

Member Riley asked if the City is being smart drawing the boundaries and selling to the right lines to ensure that they are not creating unsellable land.

Economic Dev. Mgr./Assistant City Administrator Brama stated that staff spent some time with a designer laying out this concept to ensure the depth of the commercial building site and parking are realistic rather than simply lines on a map. He agreed that it is an odd shaped lot that will have challenges, but the parcel would be market relevant. He stated that before this moves onto City Council he will reach out to developers to ensure that this parcel would work in the market.

Member Riley asked if this park concept fits with the plans the City had.

Community Development Director Gladhill stated that the Parks Superintendent has seen the plans and agreed that this would fit with the plans for the park in the municipal square. He stated that the idea is to create this greenway corridor up to the Itasca Trail and The Draw. He stated that this would be another great example of how the residential properties work well with the City activities, noting that residents that live in the apartments within The COR are often seen on their patios watching the concert series at The Draw and the Happy Days parade.

Chair Steffen asked if it would be appropriate for the developer to share the cost in the Bolton & Menk work order.

Economic Dev. Mgr./Assistant City Administrator Brama confirmed that the developer is open to a cost-share.

Chairperson Steffen agreed that this would be a great project and good fit for The COR.

Motion by Chairperson Steffen, seconded by Member Burandt, to recommend to City Council to approve the attached purchase agreement with CAP Acquisitions LLC for roughly 4.2 acres of City owned land.

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

Motion by Chairperson Steffen, seconded by Member Skaff, to recommend to City Council to authorize the Bolton & Menk work order, with a cost-share from the developer.

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

4.03: 2018 EDA Workplan

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

Member Hardin asked for more information on the proforma and asked if RFPs would be sent out.

Economic Dev. Mgr./Assistant City Administrator Brama stated that it would depend upon the scope of what is being done. He noted that some of the work orders are very specialized and have a lower cost, therefore the City could go with a preferred consultant that has experience with The COR. He noted that the more costly projects would go through the RFP process. He noted that the entire package may be put out to bid, allowing consultants to bid on the projects they desire. He stated that staff would come back to the EDA for further direction.

Chairperson Steffen noted that this item will move forward to a joint worksession with the City Council on September 26th.

Member Riley stated that he is excited to get the two groups together for discussion.

Motion by Chairperson Steffen, seconded by Member Hardin, to approve the 2018 EDA Work Plan.

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

4.04: 2018 EDA Budget

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

Chairperson Steffen asked if the EDA is on budget currently.

Economic Dev. Mgr./Assistant City Administrator Brama stated that the EDA is on budget. He noted that the professional services budget is running dry because of the large number of projects in 2017 but felt comfortable with the budget as proposed for 2018.

Member Hardin asked if there are sufficient funds in the miscellaneous professional services fund to cover the remaining shovel ready sites.

Economic Dev. Mgr./Assistant City Administrator Brama confirmed that there would be adequate funds in the TIF 1 account.

Motion by Member Skaff, seconded by Member Hardin, to recommend to City Council to approve the 2018 EDA budget and levy as presented.

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

4.05: Resolution #17-09-232 Requesting Use of the Anoka County HRA Fund: Case of the City of Ramsey's New Business Park

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

Member Hardin asked if these would be existing funds or whether this would be a levy increase for Anoka County.

Economic Dev. Mgr./Assistant City Administrator Brama confirmed that this would be a request for existing dollars and would not be an increase in the levy.

Motion by Member Burandt, seconded by Member Skaff, to recommend that the City Council adopt Resolution #17-09-232 Requesting the Anoka County Housing and Redevelopment Authority (ACHRA) allocate $1,750,000 for infrastructure costs associates with the City of Ramsey's new business park development.

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

5. MEMBER / STAFF UPDATE

The EDA reviewed the Staff Update. He noted that EDA Member Phillip Brunt has submitted his resignation of his position on the EDA. He stated that the term on that seat would expire in March 2020, and therefore the City has started the application process for anyone that may be

interested. He noted that the application period expires on September 29th and noted that interested parties are encouraged to apply.

Member Riley asked if the City would consider reaching out to someone with real estate experience for the vacant position.

Economic Dev. Mgr./Assistant City Administrator Brama stated that while staff would not directly recruit, EDA Members could recruit members. He stated that all EDA members may not have to be Ramsey residents, as local business representatives could possibly become members as well.

City Administrator Ulrich noted that if the EDA Members are aware of someone that may be a good fit, they could pass that referral to staff and staff could reach out.

Economic Dev. Mgr./Assistant City Administrator Brama stated that Sharp and Associates walked away from their Purchase Agreement and provided an update. He stated that the group expects to come back within the next six months but staff is going to put real estate signs up for the property. He provided an update on Stonebrook Academy. He continued to review the staff update.

City Administrator Ulrich provided an update on upcoming activities.

Economic Dev. Mgr./Assistant City Administrator Brama identified potential sites that could potentially be a fit for the Amazon headquarters. Staff intended to investigate further and pitch something.

6. ADJOURNMENT

The regular meeting of the Economic Development Authority adjourned at 8:52 a.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Patrick Brama
Econ. Dev. Mgr/Assistant City Administrator

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 3.**

Meeting Date: 10/24/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 10/10/2017
2. City Council Regular dated 10/10/2017

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 10/10/2017
2. City Council Regular dated 10/10/2017

Attachments

CCWS Mts

CCMts

Form Review

Form Started By: Jo Thieling Started On: 10/18/2017 10:27 AM

Final Approval Date: 10/18/2017

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

The Ramsey City Council conducted a bus tour of the City of Ramsey with representatives of the Metropolitan Council, in lieu of a regular Work Session. The tour began at 5:30 p.m., from the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Sarah Strommen Councilmember Jill Johns Councilmember Mark Kuzma Councilmember John LeTourneau Councilmember Melody Shryock Councilmember Chris Riley
Also Present:	Metropolitan Council Chair Alene Tchourumoff Councilmember District 9 Edward Reynoso Councilmember District 10 Marie McCarthy Community Relations Director Jennifer O'Rourke Community Relations Specialist Zoe Mullendore Local Planning Assistance Sector Representative Eric Wojchik Charter Commissioner Mark Barrows Charter Commissioner Josh Fuhreck Economic Development Authority Glen Hardin Economic Development Authority Wayne Skaff Park and Recreation Commissioner Russell Bayer Park and Recreation Commissioner Jon Trappen Planning Commissioner Cheri Gengler Planning Commissioner Cindy Nosan Planning Commissioner Patrick Surma Planning Commissioner Gary Van Scoy Elwyn Tinklenberg, The Tinklenberg Group
Press:	Eric Hagen, ABC Newspapers Dave Washburn, QCTV
City Staff:	City Administrator Kurt Ulrich Asst. City Administrator/Economic Development Manager Patrick Brama Community Development Director Tim Gladhill City Engineer Bruce Westby Public Works Superintendent Grant Riemer Parks and Asst. Public Works Superintendent Mark Riverblood City Clerk Jo Thieling

Background: The Metropolitan Council staff reached out to City of Ramsey staff to arrange a Ramsey City tour. Metropolitan Councilmembers have done a number of local government tours over the past year and have greatly enjoyed the opportunity to learn more about the specific wins/challenges of each city in the Metro. The Metropolitan Council would like the opportunity to learn more about the City of Ramsey's future goals and see how they might be a helpful partner.

WELCOME: City of Ramsey Mayor Sarah Strommen
INTRODUCTION: City of Ramsey Administrator Kurt Ulrich

LOCATION:

1) **The COR – 5:30 – 5:50**
   - Ramsey Municipal Center and Northstar Raid Station – narrated by Kurt Ulrich
   - Parking Ramp – narrated by Kurt Ulrich
   - Mississippi Skyway Connection – narrated by Mark Riverblood
   - (Drive-Through) Center Street – narrated by Tim Gladhill
   - Draw Amphitheater – narrated by Mark Riverblood
   - COR Development – narrated by Tim Gladhill

2) **(Drive-Through) Existing Business Park – 5:50 – 5:55 –** narrated by Patrick Brama

3) **(Stop) Highway 10 – Sunfish Express Property – 6:00 – 6:10**
   - Greater Minnesota Gateway – narrated by Bruce Westby
   - Highway 10 Access Planning Study – narrated by Bruce Westby and Tim Gladhill
   - Sunfish Lake Boulevard Rail Crossing and Interchange – narrated by Bruce Westby
   - RALF program – narrated by Patrick Brama

4) **(Drive-Through) highway 10 – 6:10 – 6:15**
   - Mississippi West Regional Park/Boat Landing – narrated by Mark Riverblood
   - Riverdale Drive/Frontage Road System – narrated by Bruce Westby
   - Mississippi River Trail/Skyway Connection Point – narrated by Mark Riverblood
   - Armstrong Boulevard Interchange – narrated by Bruce Westby

5) **(Stop) Rural/Urban balance – 6:20 – 6:35**
   - City Trail System Overview – narrated by Mark Riverblood
   - Monarch Trail Project – narrated by Mark Riverblood

6) **(Stop) New Residential Development and Business Park – 6:40 – 6:50 –** narrated by Tim Gladhill and Patrick Brama

7) **(Stop) Back to Municipal Center at The COR – 6:55**
   - Closing Remarks

The bus tour concluded at 6:55 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Jo Thieling, City Clerk

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, October 10, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
City Clerk Jo Ann Thieling
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Planning Intern Alec Henderson
Asst. City Administrator/Economic Development Manager Patrick Brama

1. CALL TO ORDER

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

2. PRESENTATION

2.01: Presentation by Metropolitan Council

Mayor Strommen stated that prior to the regular meeting tonight, the Council met with City staff and representatives from the Metropolitan Council to tour some of the development sites within Ramsey. She then provided the opportunity for the guests from the Met Council to introduce themselves.

Metropolitan Council Chair Alene Tchourumoff thanked Mayor Strommen for the opportunity to be with the Council tonight and tour the City. She stated that she has been touring the seven-county metro region in the past 11 weeks since she became the Chair of the Met Council. She stated that she found it helpful to see some of the features within Ramsey and the development sites and priorities. She provided background information on her career and experience with rail

transit in the Governor's office. She stated that she also worked as the Planning Director for Hennepin County prior to joining the Governor's office. She also provided a summary of her experience in the private sector before transitioning into public employment. She stated that her background provides her with a lot of different aspects of planning that she brings with her which helps her to think about how the built environment and infrastructure provide economic development opportunities. She stated that tonight she noticed the importance of partnerships within the City and that she believes that the only way things will be successful is if that is done together; leveraging the strengths of each other. She noted the two other members of the Met Council and the staff members that were present tonight for the tour.

2.02: Proclaim October as Community Planning Month

Mayor Strommen stated that October is community planning month and noted that Community Development Director Gladhill will provide a brief update. She noted that a proclamation resolution is on the consent agenda tonight for formal adoption.

Community Development Director Gladhill provided background information on national community planning month. He reviewed the Ramsey land use planning spectrum which includes long range planning, current planning, and zoning administration. He stated that the City puts emphasis on public engagement in both planning and implementation, noting that several hundred have participated in person, online, and over the telephone to provide their input. He stated that the City has partnered with the University of Minnesota's resilient communities program to assist with the Comprehensive Plan and Strategic Plan processes. He stated that the City has been working on The COR vision plan for the past two years to balance the long-term vision of the City with the market. He stated that the next community workshop is scheduled for October 26th at 5:30 p.m. at City Hall. He stated that the City has been very successful in the housing portion of the plan for The COR and somewhat successful in the office portion. He noted that the retail element has struggled behind because of the changing retail market right now. He stated that staff feels that the other elements of The COR which have been successful will help to bring in that retail market, noting that the City continues to aggressively market for that element. He noted that a number of topics are included in the agenda tonight in different stages of review. He stated that the City has been the busiest that it has been in more than 15 years in terms of development, and with half the number of staff that the City previously had. He stated that there have been proactive steps to better serve the residents in terms of zoning administration. He stated that the rental housing program was developed with input from both landlords and tenants. He stated that the electronic building permit system has been a success and helps to make the process more efficient, noting that the plan review timeframe has been cut in half. He thanked Planning Intern Henderson, noting that this is his last week with the City, and advised that he has done a great job in his time with the City. He hoped that the City would have the ability to partner with him on other opportunities in the future. He also thanked the members of the Boards and Commissions that donate their time to contribute to the City and the planning process.

City Administrator Ulrich recognized Community Development Gladhill for his contribution to the City and to the other groups that he contributes to as well as his leadership abilities.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

City Administrator Ulrich requested to strike Item 4.9 from the Consent Agenda, noting that it will appear on a future agenda.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to approve the following items on the Consent Agenda as revised, removing Item 4.09:

4.01: Receive Cash and Investments for Period Ending September 30, 2017
4.02: Approve the following Meeting Minutes:
1) City Council Work Session dated September 26, 2017
2) City Council Regular dated September 26, 2017
4.03: Approve Licenses:

Temporary On-Sale Liquor
Church of St. Katharine Drexel/7101 143rd Ave NW, Suite G
Transient Merchant License
Filfillah Mediterranean/4301 Central Ave NE/14911 Ramsey Blvd NW

4:04: Approve Rental Licenses
4.05: Approve Request to Declare Surplus Property
4.06: Adopt Resolution #17-10-250 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 21, 2017 through October 4, 2017
4.07: Adopt Resolution #17-10-246 Accepting Pedestrian and Bicycle Trail Easement on a portion of Lot 5, Block 2, Estates of Silber Oaks 2nd Addition (Project #17-119); Case of Royal Oaks Realty, Inc.
4.08: Adopt Resolution #17-10-248 Accepting New Drainage and Utility Easements Associated with an Administrative Subdivision for Lots 7 & 8, Block 1 Windsorwood (Project No. 17-147); Case of Raymond Silhanek and Leslie Reed-Silhanek
~~4.09: Adopt Resolution #17-10-251 Vacating Pedestrian Trail Easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition~~
4.10: Adopt Resolution #17-10-255 Accepting Quotes and Awarding Contract to Repair Stormwater Pond Erosion at 7550 Highway 10 NW
4.11: Adopt Resolution #17-10-258 Proclaiming October as National Community Planning Month
4.12: Adopt Resolution #17-10-262 to Amend the City's Personnel Policy
4.13: Report from the Public Works Committee Meeting dated September 19, 2017:
1) Consider Recommendation to City Council Regarding Connexus Energy's Special Assessment for Sunwood Drive Reconstruction – *The Committee agrees that the assessment policy must be fair and added the consultant will provide a valuation, and the Committee will make a recommendation to the City Council*

2) Improving Pedestrian Crosswalk Visibility in The COR – *Ratify the recommendation of the Public Works Committee to approve the purchase and installation of "in street pedestrian marking signs"*
3) Consider Recommendation for City Council to Order Feasibility – *Ratify the recommendation of the Public Works Committee to order a Feasibility Report for the 2018 Overlay Improvements, City Improvement Project #18-03*
4) Review Feedback and Next Steps for Comprehensive Plan Update Transportation Chapter – *No action taken*

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adopting Resolution #17-10-252 Adopting Assessment Roll Certifying Sunwood Drive Reconstruction Assessments, Improvement Project #17-00

Presentation

City Engineer Westby reviewed the staff report and recommendation to adopt resolution #17-10-252 adopting the final assessment roll certifying Sunwood Drive Reconstruction assessments for 2018 payable tax year, Improvement Project #17-00.

Public Hearing

Mayor Strommen called the public hearing to order at 7:29 p.m.

Citizen Input

There was none.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to close the public hearing.

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

The public hearing was closed at 7:30 p.m.

Council Business

Councilmember Kuzma stated that the road turned out nice and he was pleased to see the coating on the curbs as he believed that improved the overall aesthetic of the project.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to Adopt Resolution #17-10-252 Adopting Assessment Roll Certifying Sunwood Drive Reconstruction Assessments for 2018 Payable Tax Year; Improvement Project #17-00.

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

7. COUNCIL BUSINESS

7.01: Consider Adopting Zoning Amendment Related to a Subdivision known as Lavern Estates (Project No. 17-137); Case of Joshua Peterson

Planning Intern Henderson reviewed the staff report and recommendation from the Planning Commission that voiced general support of the Minor Plat at the August 3, 2017 meeting and recommended approval of the Comprehensive Plan and Zoning amendments. He stated that the City Council also voiced general support for the Minor Plat and approved the Final Plat, Development Agreement and authorized staff to submit a Comprehensive Plan Amendment and supporting materials to the Metropolitan Council on September 12, 2017.

Mayor Strommen noted than often zoning amendments are requesting to increase density, while this request is the opposite. She stated that while the property is currently zoned MUSA, it would be years before those services reached this area.

Planning Intern Henderson stated that included in the case are petitions from the surrounding properties that would also like to remain rural and not join the MUSA area. He agreed that it would be many, many years before the MUSA infrastructure reached this area.

Motion by Councilmember Riley, seconded by Councilmember Shryock, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #17-11 Amending Section 117-90 "Map" of Chapter 117 of the City Code of Ramsey, Minnesota.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

7.02: Consider Adopting Resolution Granting Final Plat and Development Agreement for Davis Addition; Case of Green Valley Greenhouse

Community Development Director Gladhill reviewed the staff report and recommendation to approve the Plat, contingent on the assumptions noted in the report.

Councilmember LeTourneau stated that he supports this action and noted the great partner that Green Valley Greenhouse has been in the community for many years.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to Adopt Resolution #17-10-257 Granting Final Plat and Development Agreement Approval of Davis Addition, contingent upon review by the City Attorney.

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

7.03: Consider Adopting Resolution #17-10-260 Approving Development Agreement for COR Stone Brook Academy; Case of MK Johnson Properties, LLC

Community Development Director Gladhill reviewed the staff report and recommendation to approve the Development Agreement.

Councilmember Riley stated that he would assume that these provisions have been reviewed with the applicant.

Community Development Director Gladhill confirmed that this has been presented to the developer and there have been no objections.

Mayor Strommen asked when the cross-access easements would come into play.

Community Development Director Gladhill noted that would be recorded with the Final Plat.

Motion by Councilmember Riley, seconded by Councilmember Johns, to Adopt Resolution #17-10-260 Granting Development Agreement Approval of COR Stone Brook Academy, contingent upon review by the City Attorney.

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

7.04: Consider Adopting Resolution #17-10-256 Approving Development Agreements for Bunker Lake Industrial Park; Case of PSD, LLC

Community Development Director Gladhill reviewed the staff report and recommendation to approve of the Development Agreements.

Councilmember Riley asked if the developer would like an opportunity to speak about the project.

Jim Deal, PSD, stated that there is a lot of action in Ramsey and PSD is receiving a lot of inquiries for development, which is exciting. He stated that the biggest challenge in Ramsey is transportation and hopes that remains a priority for not only the City but also the Metropolitan Council. He appreciated the cooperation of staff which has allowed PSD to keep the project schedule on pace. He stated that the City must have adequate staff in place in order to keep up with the development opportunities that continue to come and urged the City to keep an eye on the future in terms of being able to support development.

Matt Kuker stated that they are very excited and advised that the mass grading is primarily completed. He stated that Adrenaline Sports is very excited and continues to gather new contracts with other sports groups. He stated that staff has been great in attempting to help the project remain on schedule. He stated that the project will be visible from Highway 10 and they are excited for the project to continue to move forward.

Mayor Strommen stated that this project is very exciting. She noted that earlier on the tour tonight a Met Council representative noted the high level of development compared to previous tours he has participated in.

Mr. Kuker noted that during the mass grading they attempted to prepare a third site for the future as well.

Councilmember LeTourneau stated that it is very exciting to have a project like this in the community, noting that this is a project that will help put the City on the map. He acknowledged the staff and developer for the ability to work together to meet the timeline for the project. He stated that as this continues to move forward, he would like to see it as a high priority in order for this to move forward on schedule. He stated that if there is anything the Council can do to supply the necessary resources, staff should come to the Council.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to Adopt Resolution #17-10-256 Granting Development Agreement Approval of Bunker Lake Industrial Park, Release from Development Agreement for Alpha Development, and Release from Assessment Agreement.

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

7.05: Approve Development Agreement for Greenway Terrace (Project 16-84); Case of AEON, LLC

Community Development Director Gladhill reviewed the staff report and recommendation to adopt the resolution approving the Development Agreement for Greenway Terrace.

Councilmember LeTourneau stated that this is another step along the way in gaining more interest from retailers.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to Adopt Resolution #17-10-259 Approving a Development Agreement for Greenway Terrace.

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

7.06: Considering Authorization to Distribute The COR Interim Development Plan for Public Comment

Community Development Director Gladhill reviewed the staff report and recommendation to authorize the document for public comment.

Councilmember Shryock stated that she is very excited for the public to provide input and comment. She asked for more information on the public input process.

Community Development Director Gladhill noted that the typical avenues would be used to gather input including an upcoming community workshop, the use of social media, uploading the information to the City website, one on one meetings with stakeholders and property owners, and residents can also reach out to the planning team and staff.

Councilmember Shryock asked if this information would be included in the *Ramsey Resident*.

Community Development Director Gladhill noted that the November/December issue has already been sent to print but noted that upcoming public input opportunities will be included in the next issues of the *Ramsey Resident*.

Councilmember Riley asked for additional information on language used in the vision statement of the document.

Community Development Director Gladhill provided examples of architectural elements that are associated with the language used in the vision statement. He provided examples of function as well, such as accommodating sidewalks and the collaboration between public and private uses.

Councilmember Riley referenced the downtown area of the document, which includes three different opinions from different bodies and asked what will happen with that.

Community Development Director Gladhill noted that the document was left technical in attempt to work with developers. He noted that the message can be better packaged when presented to the general public. He stated that it deals with reducing the amount of surface parking in order to maximize the amount of developable area. He stated that staff will take feedback and examples. He stated that it will also be helpful to gather input from other communities regarding floor area ration. He stated that the feedback will come back to the Council to make the final decision.

Mayor Strommen stated that she could not tell the difference in percentages for floor area ratio either and suggested using visual examples to gather input on the technical standard.

Community Development Director Gladhill noted that he recently experienced a three-dimensional experience in modeling, which helps to provide a visual example to the ratios.

Motion by Councilmember Johns, seconded by Councilmember Shryock, to authorize distribution of The COR Interim Development Plan for public comment.

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

7.07: Consider Adopting Resolution #17-09-232 (*changed to #17-10*-232) Requesting the use of the Anoka County HRA Fund; Case of City of Ramsey's New Business Park

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and noted that this case is administrative in nature. He stated that the City has reviewed multiple cases and has made multiple actions supporting this request. He noted that now that the overall project is moving forward (Capstone, PSD, etc.), staff would like to make a formal request to the ACHRA. He noted that the design for the remaining Bunker/Puma work will occur over the winter and construction is anticipated for spring/summer 2018. He stated that staff would like to complete this step before awarding a contract for the road construction. He noted that the EDA reviewed this case and recommended unanimous approval of the proposed resolution as the group felt that this action is consistent with the previous EDA/Council direction for the overall project.

Councilmember Kuzma asked the portion that Ramsey would be responsible for.

Asst. City Administrator/Economic Development Manager Brama explained that this is simply a request for ACHRA funds. He noted that there are additional funds that would be used to fund the complete project and this would be a portion of the funding. He noted that this case is not authorizing any funds to be spent.

Councilmember Kuzma stated that these funds are from the Ramsey taxes paid to the County as the City no longer has its own HRA.

Councilmember Riley stated that it appears that this is the funding for Phase I of the Puma infrastructure. He asked if there is a plan for the funding of Phase II.

Asst. City Administrator/Economic Development Manager confirmed that this would fund Phase I of the project. He stated that this project would cover about two thirds of the required infrastructure. He noted that this infrastructure cost-share was negotiated with City participation because of the benefit the business park will bring to the community. He stated that Phase II would include residential development, which would have a different funding and may or may not include City participation.

Councilmember Riley agreed that it is important to use the funds for economic development.

Asst. City Administrator/Economic Development Manager Brama stated that the ACHRA funds collects about $300,000 per year and therefore there will be funds available for use in the future. He noted that assessments will also be collected over the next few years which will also provide additional economic development opportunities.

Mayor Strommen stated that the residents have paid dollars into the fund for particularly this type of use, which will provide a return to the community. She believed that this is an appropriate and important use for the dollars.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #17-09-232 *(changed to #17-10-232)* Requesting the Anoka County Housing and Redevelopment Authority (ACHRA) Allocate $1,750,000 for Infrastructure Costs Associated with the City of Ramsey's New Business Park Development. (The resolution number is subject to change by staff) ***(This resolution number was changed to #17-10-232.)***

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

7.08: Consider Adopting Resolution #17-10-254 Accepting Bids and Awarding Contract for Improvement Project #17-10, Puma Street Utility Extensions

City Engineer Westby reviewed the staff report and recommendation to adopt resolution #17-10-254 accepting bids and awarding a construction contract for Improvement Project #17-10, Puma Street Utility Extensions, to Douglas-Kerr Underground, LLC of Mora, Minnesota in the amount of $727,667.07. He noted that this option will support current and future development opportunities in this area of the City.

Councilmember Riley asked for additional information on the costs the City would incur for the request of the additional parcel.

City Engineer Westby stated that there is not currently a plat for that development and was unsure that the developer would be open to that. He stated that the thought was that the additional activity would allow for expansion of the lift station. He stated that there have not been discussions with the developer to share in the cost, other than at the time of development.

Councilmember Riley asked how much additional the City would be spending for the additional depth.

City Engineer Westby stated that the lift station was bid on a lump sum basis. He estimated that it would be about one fifth of the cost, or approximately $30,000.

Mayor Strommen asked if that would be typical of the City process, to add costs at the request of a specific property owner, and not ask for the cost to be repaid.

City Engineer Westby stated that at the time of development the trunk fees would be paid which would reimburse those costs.

City Administrator Ulrich noted that the infrastructure improvements need to be made downstream in order to make it possible for upstream properties to be developed. He stated that is the purpose of the trunk fees. He noted that it is common that the City would not enter into an agreement with a property owner prior to a development request.

Councilmember Riley stated that Capstone is helping to fund this and asked if the developers are being treated differently.

City Engineer Westby stated that the City is not asking Capstone to pay for the additional depth. He stated that Capstone is the main driver for the utilities at this time. He noted that because the developer is asking for the additional depth, it would be more cost-efficient to bundle that with this project rather than digging the road back up to make future improvements.

Asst. City Administrator/Economic Development Manager Brama provided additional information on the difference between the Capstone utilities and the trunk infrastructure. He stated that Capstone is simply paying trunk fees and not paying direct for the trunk infrastructure, in the same manner the future developer will.

Motion by Councilmember Johns, seconded by Councilmember LeTourneau, to Adopt Resolution #17-10-254 Accepting Bids and Awarding Contract for Improvement Project #17-10, Puma Street Utility Extensions.

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

7.09: Consider Awarding Contract for Demolition of Former Sunfish Lake Gas Station

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and recommendation from Hakanson Anderson to award the contract to Sauter & Sons. He noted that the Hakanson Anderson memorandum also includes a quote tabulation.

Motion by Councilmember Shryock, seconded by Councilmember Riley, to execute a contract with Sauter & sons and to approve the project budget, for the demolition and site clean-up of 6401 Highway 10; subject to review and approval of the City Attorney.

Further discussion: Councilmember LeTourneau asked when the demolition would occur. Asst. City Administrator/Economic Development Manager Brama provided an update on the timeline noting that demolition should take place in November.

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

7.10: Consider Adopting Resolution #17-10-247 Accepting Resignation of Councilmember at Large, Declaring a Vacancy in the Office of Councilmember at Large and Calling for a Special Election to Fill the Vacancy

City Clerk Thieling reviewed the staff report and recommendation to adopt resolution #17-10-247 to proceed with the special election process.

Councilmember Shryock referenced a date in the resolution and noted that the date should be changed from 2017 to 2018.

Councilmember Johns asked and received confirmation on the special election date.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to Adopt Resolution #17-10-247 Accepting the Resignation of a Councilmember at Large, Declaring a Vacancy in the Office of Councilmember at Large and Calling for a Special Election to Fill the Vacancy.

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

7.11: Consider Adopting Resolution #17-10-261 in Support for the City of Anoka Funding Application for Trunk Highway 10 Improvements at Thurston Avenue and Fairoak Avenue

City Administrator Ulrich reviewed the staff report and recommendation to adopt the resolution of support for the City of Anoka to continue pursuing funding for Fairoak and Thurston Avenues.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to Adopt Resolution #17-10-261 in Support for City of Anoka Funding Applications for Trunk Highway 10 Improvements at Thurston Avenue and Fairoak Avenue.

Further discussion: Councilmember Riley stated that supporting Anoka also helps the Ramsey residents because a lot of people sitting in the traffic in Anoka are Ramsey residents.

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

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Staff Update on Potassium Street Cul-de-sac Improvements, Improvement Project #17-13

City Engineer Westby provided an update on the Potassium Street cul-de-sac improvements and negotiation processes with the applicable property owners. He stated that staff intends to bring a case forward for Council approval at the next meeting.

Councilmember Riley asked if the City received any bids or quotes.

City Engineer Westby stated that the City previously received two bids which expired because the City did not act. He stated that the City resubmitted for bids and did not receive any bids. He noted that staff could ask the bidders directly for quotes.

Councilmember Shryock asked if this would be a reasonable timeline.

City Engineer Westby stated that the work would include common excavation and aggregate surfacing with dormant seeding and blanketing, which would take about two weeks. He noted that because pavement is not being used, the temperature would not be a factor.

Councilmember Kuzma stated that he is happy to see an amicable solution arising.

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock stated that October is breast cancer awareness month and urged residents to check available resources and get mammograms.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:58 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 4.**

Meeting Date: 10/24/2017

By: JoAnn Shaw, Community Development

Information

Title

Approve Rental Licenses

Purpose/Background:

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

Background: Detached Single-Family Homes and Attached Single-Family Homes (townhomes, duplexes, etc.) are required to obtain a license (registration), but are not subject to inspections (unless the City has sufficient evidence of a violation of City Code).

Multi-Family Units (apartments, condos, etc.) will continue to be subject to the license and inspection program as required today, but the inspection frequency will be reduced.

New license application requests are attached for Council approval.

Recommendation:

Staff recommends approval of license applications.

Action:

Motion to approve rental license applications.

Attachments

Rental Licenses

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:07 PM
Form Started By: JoAnn Shaw		Started On: 10/16/2017 03:43 PM
Final Approval Date: 10/19/2017		

Report Name: Rental License - License Types
Council Dates: 10/24/2017 to 10/24/2017
Status: Active, Inactive
License Type(s): Rental, Rental-Type I-3 Year, Rental-Type II-2 Year, Rental-Type III-1 Year, Rental-Type IV-6 Months, Rental-Type IV-Pending

City of Ramsey
Rental License - License Types

Company	Location	Complex	Exp. Date	Council Date	Statu
Rental					
Anthony Halvorson	6121 144th La NW		10/24/2020	10/24/2017	A
Matthew Tjosaas	5694 154th Ct NW		10/24/2020	10/24/2017	A
Zachary Lancaster	15398 Germanium St NW		10/24/2020	10/24/2017	A
Bernie Volesky	14401 Iodine St NW #17		10/24/2020	10/24/2017	A
Ron Hinshaw	16855 St Francis Blvd NW		10/24/2020	10/24/2017	A
Gary L Grad	15439 Tungsten Way NW		10/24/2020	10/24/2017	A

Rental License Count: 6

Total Licenses: 6

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

CC Regular Session **4. 5.**

Meeting Date: 10/24/2017

By: Jo Thieling, Administrative Services

Information

Title:

Approve Amending Council and Public Works Meeting Schedule for December

Purpose/Background:

Purpose: To cancel the second Council meeting and the Public Works Committee meeting for December due to the holidays.

Background: Council typically cancels the second Council meeting in December due to the holidays. The second meeting this year would fall on December 26, 2017. Council usually cancels the Public Works Committee meeting as well, which falls on Tuesday, December 19.

If Council is not in agreement with the cancelations recommended by staff and would like to vote for something different, this case may be pulled from the Consent Agenda for discussion.

Notification:

All meeting changes will be noticed with the Official Posting of the Meeting Schedule on the Posting Board in the lobby of the Municipal Center, as well as on the City's website.

Recommendation:

Staff recommends canceling the Council meeting originally scheduled for Tuesday, December 26, and the Public Works Committee meeting, originally scheduled for December 19, for 2017.

Action:

Motion to cancel the Public Works Committee meeting for December and the second City Council meeting originally scheduled for December 26, 2017.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM

Form Started By: Jo Thieling Started On: 10/17/2017 02:22 PM

Final Approval Date: 10/19/2017

CC Regular Session **4. 6.**

Meeting Date: 10/24/2017

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #17-10-275 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 5, 2017 through October 18, 2017

Action:

Motion to Adopt Resolution #17-10-275 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 5, 2017 through October 18, 2017.

Attachments

Bills List 10-24-17

Resolution 10/24/2017

Form Review

Inbox	Reviewed By	Date
Diana Lund	Kathy Schmitz	10/19/2017 09:21 AM
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM
Form Started By: Jackie Lipski		Started On: 10/18/2017 01:28 PM
Final Approval Date: 10/19/2017		

RAMSEY CITY COUNCIL MEETING

10/24/2017

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 10/5/17-10/18/17	430,223.33
Accounts Payable 10/5/17-10/18/17	149,102.24
Payroll 10/6/17	140,934.45
Pay Estimates- Projects	304,104.28

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,024,364.30**

		APPROVED PREV. MTG	2017 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:			
	NET PAYROLL TOTAL	$ 168,200.45	$ 3,083,408.93
-	CORRECTION TO PAYROLL		
	PREPAIDS	202,442.41	5,975,874.88
-	PREPAID ADJUSTMENTS		
	WIRE TRANSFERS FOR DEBT SERVICE	6,307.50	1,154,731.26
-	CORRECTION TO D.S.		
	ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
-	BILLS LIST SUBMITTED	204,918.86	4,538,965.52
	ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)		1,838,176.35
-	CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED		**$ 581,869.22**	**$ 16,591,156.94**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104001	10/5/2017		115956 21 INVESTMENTS						
		345.05	UB REFUND 15421 RADIUM ST		88536	100217	9601.4651		WATER REVENUE
		345.05							
104002	10/5/2017		115957 ADAMS, WAYNE						
		9.56	UB REFUND 5335 180TH AVE NW		88537	100217	9601.4651		WATER REVENUE
		9.56							
104003	10/5/2017		113045 ANCONA TITLE AND ESCROW						
		186.94	UB REFUND 7620 171ST AVE NW		88538	100217	9601.4651		WATER REVENUE
		29.30	UB REFUND 13912 GARNET TER NW		88539	100217A	9601.4651		WATER REVENUE
		216.24							
104004	10/5/2017		113554 ANOKA RAMSEY COMMUNITY COLLEGE						
		100.00	DEP REF COST CENTER 600900		88540	100417	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
104005	10/5/2017		115553 ATTORNEYS TITLE GROUP LLC						
		60.66	UB REFUND 7116 170TH TRL NW		88541	100217	9601.4651		WATER REVENUE
		60.66							
104006	10/5/2017		115958 BERG, MARK AND SHANNON						
		42.51	UB REFUND 15290 ONEIDA ST NW		88542	100417	9601.4651		WATER REVENUE
		42.51							
104007	10/5/2017		100086 BLUE VELVET INC						
		299.50	AUG 17- PD UNLIMITED WASHES		88543	092817	0211.6249		MISCELLANEOUS OPERA
		299.50							
104008	10/5/2017		111326 BURNET TITLE						
		31.25	UB REFUND 14761 COBALT ST #15		88544	100217	9601.4651		WATER REVENUE
		146.57	UB REFUND 5284 143RD AVE		88545	100217A	9601.4651		WATER REVENUE
		332.67	UB REFUND 17027 GARNET ST		88546	100217B	9601.4651		WATER REVENUE
		510.49							
104009	10/5/2017		100297 CENTERPOINT ENERGY						
		57.80	MISC PW ACCTS		88547	8000014064-2 SEPT 17	0452.6373		GAS
		34.47	MISC PW ACCTS		88547	8000014064-2 SEPT 17	0311.6373		GAS
		11.49	MISC PW ACCTS		88547	8000014064-2 SEPT 17	9601.6373		GAS
		11.49	MISC PW ACCTS		88547	8000014064-2 SEPT 17	9602.6373		GAS
		11.48	MISC PW ACCTS		88547	8000014064-2 SEPT 17	9605.6373		GAS
		126.73							
104010	10/5/2017		110734 CITY OF RAMSEY						
		140.00	ACCT 706940851		88548	100317	9601.4651		WATER REVENUE
		25.00	ACCT 725797		88548	100317	9601.4651		WATER REVENUE
		30.34	ACCT 722400		88548	100317	9601.4651		WATER REVENUE
		195.34							
104011	10/5/2017		100116 CONNEXUS ENERGY						
		674.01	16300 ST FRANCIS BLVD-IRRIG		88549	444931-267449	0452.6371		ELECTRIC UTILITIES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
104011	10/5/2017		100116 CONNEXUS ENERGY						
						SEPT17			
		674.01							
104012	10/5/2017		113757 DOMOGALLA, KRAIG						
		8.44	UB REFUND 5435 144TH WAY #16		88550	100217	9601.4651		WATER REVENUE
		8.44							
104013	10/5/2017		100870 EDINA REALTY TITLE						
		102.81	UB REFUND 14788 XKIMO ST NW		88551	100217	9601.4651		WATER REVENUE
		102.81							
104014	10/5/2017		115035 EXECUTIVE TITLE NORTHWEST LLC						
		75.00	UB REFUND 15721 ANDRIE ST NW		88553	100217	9601.4651		WATER REVENUE
		75.00							
104015	10/5/2017		111356 EXECUTIVE TITLE OF MN						
		83.73	UB REFUND 13989 IRONSTONE TER		88552	100217	9601.4651		WATER REVENUE
		83.73							
104016	10/5/2017		100179 FIRE FIGHTERS RELIEF ASSN						
		157,357.41	2017 FIRE STATE AID/CITY CONTI		88554	092817	9101.4273		OTHER STATE GRANTS &
		14,613.00	2017 FIRE STATE AID/CITY CONTI		88554	092817	0220.6104		PART TIME-WAGES & SAI
		3,708.00	2017 FIRE STATE AID/CITY CONTI		88554	092817	9101.4327		SPECIAL FIRE PROTECTI
		175,678.41							
104017	10/5/2017		111674 FIRST AMERICAN TITLE						
		118.16	UB REFUND 15376 VANADIUM ST		88555	100217	9601.4651		WATER REVENUE
		118.16							
104018	10/5/2017		115393 GLOBAL CLOSING AND TITLE SERVICES						
		241.37	UB REFUND 5333 142ND CIR		88556	100217	9601.4651		WATER REVENUE
		241.37							
104019	10/5/2017		114431 HINNENKAMP, JAKE						
		19.75	REIMB FOR TRAINING LUNCHES		88557	092717	0211.6331		TRAVEL & LODGING
		19.75							
104020	10/5/2017		113561 HOME TITLE INC						
		354.20	UB REFUND 14645 ARGON ST NW		88558	100217	9601.4651		WATER REVENUE
		375.32	UB REFUND 14250 DYSPOSIUM ST		88559	100217A	9601.4651		WATER REVENUE
		421.65	UB REFUND 5170 146TH CIR NW		88560	100217B	9601.4651		WATER REVENUE
		1,151.17							
104021	10/5/2017		115959 HOSCH, HELEN						
		23.90	UB REFUND 15035 RAMSEY BLVD		88562	100217	9601.4651		WATER REVENUE
		23.90							
104022	10/5/2017		112475 INNOVATIVE OFFICE SOLUTIONS						
		113.80	MISC OFFICE SUPPLIES		88563	IN1741054	0211.6208		MISCELLANEOUS OFFICI
		99.35	MISC OFFICE SUPPLIES		88564	IN1732167	0130.6208		MISCELLANEOUS OFFICI
		92.76	MISC OFFICE SUPPLIES		88564	IN1732167	0452.6208		MISCELLANEOUS OFFICI
		305.91							
104023	10/5/2017		113464 LAND TITLE						
		397.09	UB REF 6459 144TH AVE STE A		88565	100217	9601.4651		WATER REVENUE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
104023	10/5/2017		113464 LAND TITLE						
		32.91	UB REFUND 7371 147TH LANE NW		88566	100217A	9601.4651		WATER REVENUE
		430.00							
104024	10/5/2017		115960 LANGE, TODD						
		23.90	UB REFUND 16548 ZIRCONIUM ST		88567	100217	9601.4651		WATER REVENUE
		23.90							
104025	10/5/2017		115328 LENNAR						
		8.59	UB REFUND 7514 159TH AVE NW		88568	100217	9601.4651		WATER REVENUE
		8.59							
104026	10/5/2017		111865 LIBERTY TITLE INC						
		62.91	UB REFUND 7330 BUNKER LK BLVD		88569	100217	9601.4651		WATER REVENUE
		112.57	UB REFUND 15378 RADIUM ST		88570	100217A	9601.4651		WATER REVENUE
		141.60	UB REFUND 5637 154TH LANE NW		88571	100217C	9601.4651		WATER REVENUE
		233.52	UB REFUND 6452 RIVERDALE DR NW		88572	100217D	9601.4651		WATER REVENUE
		432.22	UB REFUND 14200 XENON ST # 4		88573	100217E	9601.4651		WATER REVENUE
		233.31	UB REFUND 15557 SODIUM WAY		88574	100217F	9601.4651		WATER REVENUE
		1,216.13							
104027	10/5/2017		115334 MINNESOTA TITLE LLC						
		132.91	UB REFUND 7006 139TH AVE NW		88576	100217	9601.4651		WATER REVENUE
		132.91							
104028	10/5/2017		115975 MISSISSIPPI RIVER CITIES AND TOWNS INT						
		3,000.00	CITY MEMBERSHIP 2017-2018		88577	092717	0111.6451		MEMBERSHIP DUES
		3,000.00							
104029	10/5/2017		115961 MITCHELL, JOE						
		297.58	UB REFUND 15250 SODIUM ST NW		88578	100217	9601.4651		WATER REVENUE
		297.58							
104030	10/5/2017		111618 MN POLLUTION CONTROL AGENCY						
		40.00	RENEWAL-JEFF ERICKSON		88575	100217	9602.6335		TRAINING
		40.00							
104031	10/5/2017		115449 MODERN TITLE						
		194.73	UB REFUND 7218 167TH TER NW		88579	100217	9601.4651		WATER REVENUE
		279.24	UB REFUND 4971 143RD AVE NW		88580	100217A	9601.4651		WATER REVENUE
		473.97							
104032	10/5/2017		100351 NCPERS MINNESOTA						
		336.00	OCT 2017 LIFE INS		88581	70481017	9101.2170		DENTAL/DISABILITY/LIFE
		336.00							
104033	10/5/2017		110547 NORTHWEST LIGHTING SYSTEMS CO.						
		124.30	RAMP MISC BULBS		88582	103255	9240.6315		MISCELLANEOUS PROFE
		124.30							
104034	10/5/2017		115962 OSTENDORF JR, TIMOTHY						
		73.04	UB REFUND 16099 IODINE ST NW		88583	100217	9601.4651		WATER REVENUE
		73.04							
104035	10/5/2017		115963 PARTNERS TITLE						
		80.25	UB REFUND 14651 QUARTZ WAY		88584	100217	9601.4651		WATER REVENUE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104035	10/5/2017		115963 PARTNERS TITLE						Continued.
		225.58	UB REFUND 15424 SODIUM ST NW		88585	100217A	9601.4651		WATER REVENUE
		305.83							
104036	10/5/2017		111488 POPP.COM INC						
		119.45	AUG 2017 SERVICES		88586	992434980	0130.6321		TELEPHONE
		27.15	AUG 2017 SERVICES		88586	992434980	0153.6321		TELEPHONE
		32.58	AUG 2017 SERVICES		88586	992434980	0191.6321		TELEPHONE
		184.60	AUG 2017 SERVICES		88586	992434980	0211.6321		TELEPHONE
		32.58	AUG 2017 SERVICES		88586	992434980	0240.6321		TELEPHONE
		92.30	AUG 2017 SERVICES		88586	992434980	0301.6321		TELEPHONE
		42.38	AUG 2017 SERVICES		88586	992434980	0220.6321		TELEPHONE
		108.22	AUG 2017 SERVICES		88586	992434980	0220.6321		TELEPHONE
		86.25	AUG 2017 SERVICES		88586	992434980	0311.6321		TELEPHONE
		105.96	AUG 2017 SERVICES		88586	992434980	9240.6321		TELEPHONE
		57.50	AUG 2017 SERVICES		88586	992434980	9410.6315	00041012	MISCELLANEOUS PROFE
		888.97							
104037	10/5/2017		106418 PURMORT HOMES INC						
		1,500.00	REFUND ERO ESC 7810 148TH LN		88587	100217	9804.6433	00115708	REFUNDS
		1,500.00							
104038	10/5/2017		114260 REI PROPERTY MANAGEMENT						
		8.47	UB REFUND 14661 COBALT ST #35		88588	100217	9601.4651		WATER REVENUE
		8.47							
104039	10/5/2017		115583 SANDARIN, BARBARA						
		180.00	SEPT 17 YOGA CLASSES		88589	100317	0452.6249		MISCELLANEOUS OPER/
		180.00							
104040	10/5/2017		115964 SOMMER, MARINA						
		44.72	UB REFUND 15233 GERMANIUM CIR		88591	100217	9601.4651		WATER REVENUE
		44.72							
104041	10/5/2017		114607 STEWART TITLE OF MINNESOTA						
		78.39	UB REFUND 14651 HEMATITE ST		88590	100217	9601.4651		WATER REVENUE
		78.39							
104042	10/5/2017		114172 TITLE GROUP INC						
		22.24	UB REFUND 6520 167TH AVE NW		88592	100217	9601.4651		WATER REVENUE
		22.24							
104043	10/5/2017		115456 TITLE SMART						
		97.51	UB REFUND 15492 TUNGSTEN ST		88595	100217	9601.4651		WATER REVENUE
		97.51							
104044	10/5/2017		114606 TITLE SMART INC						
		287.77	UB REFUND 15236 GERMANIUM CIR		88594	100217	9601.4651		WATER REVENUE
		287.77							
104045	10/5/2017		114866 TITLE SMART INC						
		32.09	UB REFUND 14700 COBALT #12		88593	100217	9601.4651		WATER REVENUE
		32.09							
104046	10/5/2017		113610 TRADEMARK TITLE						
		102.36	UB REFUND 14660 COBALT # 24		88596	100217	9601.4651		WATER REVENUE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104046	10/5/2017		113610 TRADEMARK TITLE						Continued.
		102.36							
104047	10/5/2017		100510 VERIZON WIRELESS						
		13.01	AUG/SEPT 17 SERVICE		88597	9792431166	0301.6323		CELLULAR PHONES
		13.01	AUG/SEPT 17 SERVICE		88597	9792431166	9601.6323		CELLULAR PHONES
		308.11	AUG/SEPT 17 SERVICE		88598	9792525173	0220.6323		CELLULAR PHONES
		334.13							
104113	10/12/2017		100012 ACE SOLID WASTE INC						
		25,458.50	OCT 17 RECYCLE CONTRACT		88648	3171625	9604.6489		OTHER CONTRACTED SE
		185.86	OCT 17 MISC ACCTS.		88649	3171641	0194.6374		REFUSE/RECYCLING
		345.25	OCT 17 MISC ACCTS.		88649	3171641	0311.6374		REFUSE/RECYCLING
		424.80	OCT 17 MISC ACCTS.		88649	3171641	0452.6374		REFUSE/RECYCLING
		119.58	OCT 17 MISC ACCTS.		88649	3171641	9604.6249		MISCELLANEOUS OPERA
		26,533.99							
104114	10/12/2017		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 16781 KAMACITE		88650	100917	9804.6433	00115437	REFUNDS
		5,000.00	REF LAND ESC 16781 KAMACITE		88651	101217A	9252.1155.1		MANUAL-ACCOUNTS REC
		6,500.00							
104115	10/12/2017		100404 CENTURYLINK						
		65.35	SEPT 2017 SERVICES		88681	763 422-1452 795 SEPT 17	0452.6321		TELEPHONE
		65.35							
104116	10/12/2017		110734 CITY OF RAMSEY						
		400.00	# 722311		88652	101117	9601.4651		WATER REVENUE
		650.00	# 720344		88652	101117	9601.4651		WATER REVENUE
		622.00	# 640142287		88652	101117	9601.4651		WATER REVENUE
		1,672.00							
104117	10/12/2017		100116 CONNEXUS ENERGY						
		85.00	SIRENS		88653	759126-303095 SEPT 17	0250.6371		ELECTRIC UTILITIES
		85.00							
104118	10/12/2017		100167 CORNERSTONE FORD						
		550.31	AIR BAG LIGHT 404		88654	16188792/1	0194.6388		OTHER VEHICLE REPAIR
		550.31							
104119	10/12/2017		115224 CUSTOM CHOICE INC						
		102.00	CANCEL PERMIT RA035901		88655	100517	9101.4205		BUILDING PERMIT
		1.00	CANCEL PERMIT RA035901		88655	100517	9101.2081		SURCHARGES-PERMITS
		103.00							
104120	10/12/2017		108702 D R HORTON						
		1,500.00	REF ERO ESC 7317 E RAMSEY PKWY		88662	101217	9804.6433	00115472	REFUNDS
		1,500.00	REF ERO ESC 7319 E RAMSEY PKWY		88663	101217A	9804.6433	00115471	REFUNDS
		1,500.00	REF ERO ESC 14604 PERIDOT		88664	101217B	9804.6433	00115598	REFUNDS
		4,500.00							
104121	10/12/2017		100144 DEHN OIL COMPANY						
		1,273.95	DIESEL FUEL		88656	54133	0311.6225		DIESEL FUEL
		975.00	DIESEL FUEL		88657	54132	0311.6225		DIESEL FUEL

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
104121	10/12/2017		100144 DEHN OIL COMPANY						
		789.95	DIESEL FUEL		88658	53408	0311.6225		DIESEL FUEL
		647.50	DIESEL FUEL		88659	53407	0311.6225		DIESEL FUEL
		950.00	DIESEL FUEL		88660	54371	0311.6225		DIESEL FUEL
		662.65	DIESEL FUEL		88661	54372	0311.6225		DIESEL FUEL
		5,299.05							
104122	10/12/2017		113270 GPRS						
		50.00	ANNUAL SEMINAR-C. NELSON		88665	101117	0153.6335		TRAINING
		50.00							
104123	10/12/2017		104670 KURAK, TOM						
		40.00	REFUND PERMIT- RA035829		88666	100617	9101.4214		ELECTRICAL INSPECTIOI
		1.00	REFUND PERMIT- RA035829		88666	100617	9101.2081		SURCHARGES-PERMITS
		41.00							
104124	10/12/2017		115980 MEGEARS, KATE						
		100.00	REFUND BIKE LOCKER DEPOSIT		88667	100617	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
104125	10/12/2017		100291 MET COUNCIL SAC						
		39,760.00	SAC CHARGES SEPT 2017		88668	100617	9602.2083		SAC CHARGES
		397.60-	SAC CHARGES SEPT 2017		88668	100617	9602.4356		SEWER AVAILABILITY CH
		39,362.40							
104126	10/12/2017		107484 MN DEPARTMENT OF HEALTH						
		150.00	PLAN REVIEW-PUMA ST UTILITY		88669	101217	9437.6530	00201710	IMPROVEMENTS OTHER
		150.00							
104127	10/12/2017		100602 MN POLLUTION CONTROL AGENCY						
		620.00	SAN SEWER EXT- PUMA STREET		88670	101217	9437.6530	00201710	IMPROVEMENTS OTHER
		620.00							
104128	10/12/2017		115978 PRIDE ELECTRIC INC						
		15.00	CANCEL PERMIT RA035741		88671	100417	9101.4214		ELECTRICAL INSPECTIOI
		1.00	CANCEL PERMIT RA035741		88671	100417	9101.2081		SURCHARGES-PERMITS
		16.00							
104129	10/12/2017		115972 ROBINSON, SCOTT						
		1,223.00	NOV/DEC 2017 ADS		88672	100417	9101.4609		OTHER MISCELLANEOUS
		1,223.00							
104130	10/12/2017		110889 SUSA						
		150.00	SCHOOL- NELSON/ERICKSON		88673	100617	9601.6335		TRAINING
		150.00							
104131	10/12/2017		114151 TASC (FEES)						
		378.25	SEPT 2017 VEBA/REBA FEES		88674	IN1116832	0130.6315		MISCELLANEOUS PROFE
		378.25							
104132	10/12/2017		108616 UNCLAIMED PROPERTY UNIT						
		20,500.00	2017 UNCLAIMED PROPERTY		88675	101017	9252.1155.1		MANUAL-ACCOUNTS RE(
		53.03	2017 UNCLAIMED PROPERTY		88675	101017	9601.4651		WATER REVENUE
		20,553.03							
104133	10/12/2017		115979 WEIL, BECKIE						

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									Continued.
104133	10/12/2017		115979 WEIL, BECKIE						
		100.00	REF DAM DEP- DRAW AMPH.		88676	100917	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
104134	10/12/2017		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		24.95	7650 SUNWOOD DR NW		88677	150-1681-4280 SEPT 17	9240.6315		MISCELLANEOUS PROFE
		24.95	7550 SUNWOOD DR NW		88678	150-1681-6340 SEPT 17	0194.6489		OTHER CONTRACTED SE
		27.95	6701 HWY 10- YOUTH FIRST		88679	150-1687-1105 SEPT 17	9410.6315	00041012	MISCELLANEOUS PROFE
		27.95	7550 SUNWOOD DR- POLICE		88680	150-1682-6501 SEPT 17	0211.6489		OTHER CONTRACTED SE
		105.80							
104135	10/13/2017		100391 POSTMASTER						
		1,705.11	POSTAGE- COMP PLAN POSTCARDS		88682	101217	0191.6322		POSTAGE
		1,705.11							
90436108	10/6/2017		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		17,367.04			88530	1004171515014	9101.2174		PERA-EMPLOYEE
		23,001.45			88531	1004171515015	9101.2183		PERA-EMPLOYER
		40,368.49							
90842688	10/6/2017		100601 MN DEPT OF REV WH						
		10,214.94			88532	1004171515016	9101.2172		STATE WITHHOLDING
		10,214.94							
90985697	10/6/2017		101306 IRS						
		25,504.13			88533	1004171515017	9101.2171		FEDERAL WITHHOLDING
		11,851.55			88534	1004171515018	9101.2173		FICA & MEDICARE-EMPL(
		11,851.55			88535	1004171515019	9101.2182		FICA & MEDICARE-EMPL(
		49,207.23							
99100617	10/6/2017		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		3,096.56			88523	10041715150110	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,096.56							
99101217	10/12/2017		100629 MN DEPT OF REV SALES TX						
		62.70	Sept Sales Tax		88561	09302017	9101.4305		RENTAL FEES
		4.63	Sept Sales Tax		88561	09302017	9101.4328		ACCIDENT REPORTS
		2.85	Sept Sales Tax		88561	09302017	9101.4308		SALES OF MAPS & PUBLI
		.07	Sept Sales Tax		88561	09302017	9101.4609		OTHER MISCELLANEOUS
		316.98	Sept Sales Tax		88561	09302017	9601.2082		SALES/USE TAX PAYABLE
		2.67	Sept Sales Tax		88561	09302017	9601.2082		SALES/USE TAX PAYABLE
		.10	Sept Sales Tax		88561	09302017	9601.2085		ANOKA COUNTY TRANSI
		390.00							
99101317	10/13/2017		108768 COMDATA NETWORK INC						
		89.00	AAA CLUB/INSUR		88683	SEPT17 COMDATA PCARD	0280.6471		BOOKS & PAMPHLETS
		20.06	AMAZON MKTPLACE PMTS		88683	SEPT17 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		39.00	AMAZON MKTPLACE PMTS		88683	SEPT17 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		33.04	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA	0211.6331		TRAVEL & LODGING

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99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		34.13	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		42.55	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		10.00	ETSY.COM - CABINNUMBER		88683	SEPT17 COMDATA PCARD	0211.6204		STATIONERY, ENVELOPE
		28.75	SQ *HANS' BAKERY, L		88683	SEPT17 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		55.10	TLO TRANSUNION		88683	SEPT17 COMDATA PCARD	0211.6315		MISCELLANEOUS PROFE
		127.95	WEATHERTECH DIRECT LLC		88683	SEPT17 COMDATA PCARD	0211.6550		MOTOR VEHICLES
		25.00	BCA TRAINING EDUCATION		88683	SEPT17 COMDATA PCARD	0211.6335		TRAINING
		75.00	BCA TRAINING EDUCATION		88683	SEPT17 COMDATA PCARD	0211.6335		TRAINING
		43.97	BROWNELLS INC		88683	SEPT17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		390.00	DOLAN CONSULTING GROUP		88683	SEPT17 COMDATA PCARD	0280.6335		TRAINING
		2.97	THE HOME DEPOT		88683	SEPT17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		8.97	THE HOME DEPOT		88683	SEPT17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		16.97	THE HOME DEPOT		88683	SEPT17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		11.68	AMAZON MKTPLACE PMTS		88683	SEPT17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		21.99	AMAZON MKTPLACE PMTS		88683	SEPT17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		11.99	AMAZON MKTPLACE PMTS		88683	SEPT17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		11.84	AMAZON.COM		88683	SEPT17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		22.49	AMAZON.COM		88683	SEPT17 COMDATA PCARD	0452.6489		OTHER CONTRACTED SE
		385.89	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0452.6489		OTHER CONTRACTED SE
		7.50	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0452.6489		OTHER CONTRACTED SE
		25.98	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0452.6489		OTHER CONTRACTED SE
		829.99	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		9.99	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		4.99	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		499.99	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		1.99	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		20.49	WWW.NEWEGGBUSINESS.COM		88683	SEPT17 COMDATA	0192.6281		SMALL TOOLS & MINOR E

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99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
						PCARD			
		1.79	FEDEXOFFICE		88683	SEPT17 COMDATA PCARD	0191.6322		POSTAGE
		.10	FEDEXOFFICE		88683	SEPT17 COMDATA PCARD	0191.6322		POSTAGE
		2.45	FEDEXOFFICE		88683	SEPT17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		9.90	FEDEXOFFICE		88683	SEPT17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		9.90	FEDEXOFFICE		88683	SEPT17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		9.90	FEDEXOFFICE		88683	SEPT17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		1.85	FEDEXOFFICE		88683	SEPT17 COMDATA PCARD	0191.6249		MISCELLANEOUS OPERA
		11.98	SHAKE SHACK 1186		88683	SEPT17 COMDATA PCARD	0191.6331		TRAVEL & LODGING
		7.00	U OF M PARKING		88683	SEPT17 COMDATA PCARD	0191.6331		TRAVEL & LODGING
		360.00	SMK*SURVEYMONKEY.COM		88683	SEPT17 COMDATA PCARD	0130.6315		MISCELLANEOUS PROFE
		66.61	SUBWAY		88683	SEPT17 COMDATA PCARD	0130.6335		TRAINING
		49.98	THE HOME DEPOT		88683	SEPT17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA
		168.68	AMAZON MKTPLACE PMTS		88683	SEPT17 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA
		50.00	HOLIDAY STNSTORE		88683	SEPT17 COMDATA PCARD	0452.6223		GASOLINE
		16.09	NUMBER 4 AMERICAN BAR		88683	SEPT17 COMDATA PCARD	0452.6331		TRAVEL & LODGING
		325.00	EZREGISTER		88683	SEPT17 COMDATA PCARD	0220.6335		TRAINING
		451.71	POSITIVE PROMOTIONS IN		88683	SEPT17 COMDATA PCARD	0220.6249		MISCELLANEOUS OPERA
		1,719.71	SPECTRUM COMMUNICATION		88683	SEPT17 COMDATA PCARD	0220.6550		MOTOR VEHICLES
		47.26	WAL-MART #3209		88683	SEPT17 COMDATA PCARD	0220.6249		MISCELLANEOUS OPERA
		148.23	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA PCARD	0211.6249		MISCELLANEOUS OPERA
		56.83	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA PCARD	0211.6249		MISCELLANEOUS OPERA
		36.73	JAMBO DELI		88683	SEPT17 COMDATA PCARD	0130.6331		TRAVEL & LODGING
		100.00	MINNESOTA ASSOCIATION		88683	SEPT17 COMDATA PCARD	0130.6335		TRAINING
		9.00	IP JACKSON RAMP		88683	SEPT17 COMDATA PCARD	0301.6331		TRAVEL & LODGING
		2.00	U OF M PARKING		88683	SEPT17 COMDATA PCARD	0301.6331		TRAVEL & LODGING
		3.00	U OF M PARKING		88683	SEPT17 COMDATA PCARD	0301.6331		TRAVEL & LODGING
		50.00	ACAPULCO MEXICAN RESTA		88683	SEPT17 COMDATA	0296.6249		MISCELLANEOUS OPERA

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99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
						PCARD			
		59.97	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA PCARD	0296.6249		MISCELLANEOUS OPERA
		15.25	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA PCARD	0296.6249		MISCELLANEOUS OPERA
		70.50	DOMINO'S 7360		88683	SEPT17 COMDATA PCARD	0296.6249		MISCELLANEOUS OPERA
		134.98	SUBWAY		88683	SEPT17 COMDATA PCARD	0296.6249		MISCELLANEOUS OPERA
		32.71	COBORN'S SUPERSTORE		88683	SEPT17 COMDATA PCARD	9604.6249		MISCELLANEOUS OPERA
		34.92	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		75.28	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		73.76	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		21.30	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		31.60	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		70.00	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		55.00	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		31.47	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		25.73	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		52.99	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		52.63	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		64.03	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		33.46	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		40.07	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		36.63	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		54.96	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		39.68	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		19.31	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		14.73	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		24.40	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		7.79	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		28.87	BILL'S SUPERETTE		88684	SEPT17 COMDATA	0220.6223		GASOLINE

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99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
						FUEL			
		16.78	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		37.54	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		62.84	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		23.94	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		35.92	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		58.41	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		49.63	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		51.52	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		59.59	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		20.80	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		28.71	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		30.52	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6225		DIESEL FUEL
		31.68	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		75.00	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		58.70	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		104.00	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		75.00	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		90.18	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		75.12	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		36.88	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		56.44	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		68.41	CASEYS GEN STORE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		25.08	CASEYS GEN STORE		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		64.23	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		64.36	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		32.37	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0240.6223		GASOLINE
		36.31	CASEYS RAMSEY		88684	SEPT17 COMDATA	0240.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		31.85	CASEYS RAMSEY		88684	FUEL SEPT17 COMDATA FUEL	0240.6223		GASOLINE
		30.17	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0240.6223		GASOLINE
		28.60	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0240.6223		GASOLINE
		61.60	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		31.90	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0240.6223		GASOLINE
		54.46	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		30.01	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		30.01	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		53.63	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		55.21	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		59.48	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		60.40	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		65.39	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		46.78	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		41.49	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		47.56	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		32.46	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		60.01	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		77.88	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		48.11	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		48.32	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		54.29	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		37.19	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		53.25	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		33.72	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		51.40	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		35.02	HOLIDAY STNSTORE		88684	SEPT17 COMDATA	0191.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		39.35	LITTLE DUKES RAMSEY		88684	FUEL SEPT17 COMDATA FUEL	0191.6223		GASOLINE
		32.77	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0452.6223		GASOLINE
		27.52	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		14.41	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		51.35	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0194.6223		GASOLINE
		38.28	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0194.6223		GASOLINE
		47.42	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0194.6223		GASOLINE
		43.64	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		24.38	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		40.05	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		72.06	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		60.36	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		22.02	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		24.89	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		10.90	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		2.00	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		32.10	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0220.6223		GASOLINE
		83.89	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		104.58	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		64.94	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0311.6223		GASOLINE
		55.44	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		48.85	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		53.44	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0301.6223		GASOLINE
		52.35	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		33.54	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		46.30	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		26.80	BILL'S SUPERETTE		88684	SEPT17 COMDATA	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		13.77	BILL'S SUPERETTE		88684	FUEL SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		44.33	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		50.25	CASEYS GEN STORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		35.13	CASEYS GEN STORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		25.68	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		37.59	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		11.17	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		28.85	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		19.38	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		37.87	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		11.43	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		28.83	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		30.18	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		27.77	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		11.92	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		30.04	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		31.95	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		17.89	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		27.22	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		16.63	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		40.67	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		12.88	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		22.88	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		35.48	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.61	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		34.92	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		15.32	CASEYS RAMSEY		88684	SEPT17 COMDATA	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
						FUEL			
		28.29	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		39.35	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		26.01	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		51.31	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		30.96	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		37.12	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		35.40	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		37.20	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		32.74	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		29.21	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		21.30	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		14.81	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		33.35	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.80	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.28	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		18.59	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		22.18	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		38.37	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		33.45	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		13.81	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		27.23	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		45.11	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		44.12	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		47.14	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		67.01	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		67.01	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		52.04	CASEYS RAMSEY		88684	SEPT17 COMDATA	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		22.84	CASEYS RAMSEY		88684	FUEL SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.06	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		20.23	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		36.19	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		36.25	GULF OIL		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		26.78	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		27.15	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		32.47	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		25.00	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		17.00	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		30.45	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		47.21	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		17.36	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		28.57	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		26.86	KWIK TRIP		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		19.02	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		34.16	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.14	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		19.77	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		41.45	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		57.24	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		31.41	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		13.91	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		45.85	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		41.66	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		24.32	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		25.26	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		12.29	LITTLE DUKES RAMSEY		88684	FUEL SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		21.73	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		19.75	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		24.97	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		17.30	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		18.07	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		26.99	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		27.04	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		37.38	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		21.68	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		19.43	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		29.45	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		24.63	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		18.60	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		29.70	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		38.99	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		24.99	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		47.10	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.06	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		39.67	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		46.88	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		15.31	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		25.61	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		24.76	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		32.87	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		36.44	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		25.05	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		12.59	LITTLE DUKES RAMSEY		88684	FUEL SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.10	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		30.52	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		15.44	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		20.79	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		12.32	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		11.32	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		46.57	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		41.08	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		25.25	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		43.15	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		41.76	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		47.54	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		63.21	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		26.82	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		37.01	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		35.79	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		39.33	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		25.54	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		47.59	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		35.66	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		23.23	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		39.59	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		31.79	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		29.99	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		30.87	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		32.46	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99101317	10/13/2017		108768 COMDATA NETWORK INC						Continued.
		28.65	LITTLE DUKES RAMSEY		88684	FUEL SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		34.30	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		46.42	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		37.87	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		26.40	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		35.10	MARATHON PETRO		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		46.10	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		52.59	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		48.23	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		41.30	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		22.66	SUPERAMERICA		88684	SEPT17 COMDATA FUEL	0211.6223		GASOLINE
		33.63	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	9601.6223		GASOLINE
		51.18	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	9601.6223		GASOLINE
		57.10	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	9602.6223		GASOLINE
		45.00	BILL'S SUPERETTE		88684	SEPT17 COMDATA FUEL	9602.6223		GASOLINE
		72.01	CASEYS RAMSEY		88684	SEPT17 COMDATA FUEL	9602.6223		GASOLINE
		74.60	HOLIDAY STNSTORE		88684	SEPT17 COMDATA FUEL	9602.6223		GASOLINE
		64.44	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	9602.6223		GASOLINE
		76.14	LITTLE DUKES RAMSEY		88684	SEPT17 COMDATA FUEL	9602.6223		GASOLINE
		16,562.97							
99101717	10/17/2017		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		62.00	SEPTEMBER 17 PURCHASE		88738	092817	0452.6249		MISCELLANEOUS OPER/
		62.00							
99484302	10/6/2017		100223 ICMA RETIREMENT TRUST 457						
		1,895.33			88522	1004171515011	9101.2175		DEFERRED COMPENSAT
		1,895.33							
99735800	10/6/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		6,920.00			88525	10041715150112	9101.2175		DEFERRED COMPENSAT
		6,920.00							
99736948	10/6/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,214.88			88526	10041715150113	9101.2176		LIFE/HEALTH-EMPLOYEE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
99736948	10/6/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,214.88							
		430,223.33	Grand Total						

Payment Instrument Totals

Checks	300,290.93
EFT Payments	129,932.40
Total Payments	430,223.33

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110402	ADVANCE AUTO PARTS	SEPT 2017 PURCHASES	PV	88689	001	09101	9/30/2017	093017	34.93
	ADVANCE AUTO PARTS	SEPT 2017 PURCHASES	PV	88689	002	09101	9/30/2017	093017	26.33
	AAP FINANCIAL SERVICES	SEPT 2017 PURCHASES	PV	88689	003	09101	9/30/2017	093017	45.98
	P O BOX 742063	SEPT 2017 PURCHASES	PV	88689	004	09101	9/30/2017	093017	509.43
	ATLANTA GA 30374-2063				Summary Total				616.67
					Payment Amount				616.67
100017	AIRGAS USA, LLC	MISC GASES	PV	88599	001	09101	9/30/2017	9947807564	28.00
	AIRGAS USA LLC				Summary Total				28.00
	P O BOX 802576								
	CHICAGO IL 60680-2576				Payment Amount				28.00
108461	AMEM	MEMBERSHIP DUES 2017-2018	PV	88604	001	09101	10/5/2017	100517	130.00
	AMEM				Summary Total				130.00
	8716 ARBOR STREET								
	DULUTH MN 55808				Payment Amount				130.00
100028	ANDOVER WHEEL AND FRAME INC	EXHAUST REPAIR 406	PV	88690	001	09101	10/6/2017	10154	118.68
	ANDOVER WHEEL AND FRAME INC	EXHAUST REPAIR 406	PV	88690	002	09101	10/6/2017	10154	73.14
	13476 HANSON BLVD				Summary Total				191.82
	ANDOVER MN 55304				Payment Amount				191.82
100029	ANOKA AREA CHAMBER OF COMMERCE	ANNUAL MEMBERSHIP	PV	88692	001	09101	10/5/2017	019904	410.00
	ANOKA AREA CHAMBER OF COMMERCE				Summary Total				410.00
	12 BRIDGE SQUARE								
	ANOKA MN 55303				Payment Amount				410.00
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	APX CHARGER	PV	88600	001	09101	9/11/2017	2017084	112.50
	ANOKA COUNTY CENTRAL COMMUNICATIONS				Summary Total				112.50
	325 EAST MAIN STREET	STATE ACCESS JULY-SEPT 17	PV	88743	001	09101	10/6/2017	2017-058	900.00

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	ANOKA MN 55303					Summary Total			900.00
						Payment Amount			1,012.50
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	RECORDING FEES	PV	88767	001	09804	10/2/2017	534 OCT 2017	46.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION	RECORDING FEES	PV	88767	002	09804	10/2/2017	534 OCT 2017	46.00
	2100 - 3RD AVENUE	RECORDING FEES	PV	88767	003	09804	10/2/2017	534 OCT 2017	46.00
	ANOKA MN 55303					Summary Total			138.00
						Payment Amount			138.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	NOV 17 BROADBAND	PV	88691	001	09101	10/2/2017	B171002M	604.50
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303					Summary Total			604.50
						Payment Amount			604.50
100052	ANOKA POLICE DEPARTMENT	SEPT 17 ANIMAL CONTAINMENT	PV	88693	001	09101	10/6/2017	100617	425.00
	ANOKA POLICE DEPARTMENT 275 HARRISON STREET ANOKA MN 55303					Summary Total			425.00
						Payment Amount			425.00
113508	APPRIZE TECHNOLOGY SOLUTIONS	ELECTRONIC ENROLL 2017	PV	88601	001	09101	10/1/2017	14969	1,520.00
	APPRIZE TECHNOLOGY SOLUTIONS 10405 6TH AVENUE NORTH SUITE 100 PLYMOUTH MN 55441					Summary Total			1,520.00
						Payment Amount			1,520.00
100063	ASPEN MILLS	EAR PIECE-A. PIPENHAGEN	PV	88602	001	09101	9/21/2017	204221	49.95
	ASPEN MILLS					Summary Total			49.95
	8201 C CENTRAL AVE NE	MAG HOLDER- J. BAGNE	PV	88603	001	09101	9/25/2017	204335	46.95
	SPRING LAKE PARK MN 55432					Summary Total			46.95
		CURTIS- UNIFORM MISC	PV	88694	001	09101	9/27/2017	204542	170.65
						Summary Total			170.65

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				Payment Amount					267.55
115924	AUDIOQUIP INC	RE: MET COUNCIL CITY TOUR	PV	88695	001	09101	10/10/2017	61949	390.00
	AUDIOQUIP INC 782 TRANSFER ROAD ST PAUL MN 55114			Summary Total					390.00
				Payment Amount					390.00
106346	BAUER BUILT INCORPORATED	TIRE REPAIR 634	PV	88696	001	09101	10/10/2017	940047217	240.75
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR BLAINE MN 55449			Summary Total					240.75
				Payment Amount					240.75
100086	BLUE VELVET INC	PD UNLIMITED WASHES OCT 17	PV	88697	001	09101	10/2/2017	100217 PD	299.50
	BLUE VELVET INC 14101 ST FRANCIS BLVD RAMSEY MN 55303			Summary Total					299.50
				Payment Amount					299.50
114740	BOND TRUST SERVICES CORPORATION	AGENT FEE	PV	88744	001	09349	10/4/2017	37941	100.00
	BOND TRUST SERVICES CORPORATION			Summary Total					100.00
	ATTEN: ACCOUNTS RECEIVABLE	AGENT FEE	PV	88745	001	09350	10/4/2017	37939	450.00
	3060 CENTRE POINTE DRIVE SUITE 110			Summary Total					450.00
	ROSEVILLE MN 55113-1105	AGENT FEE	PV	88746	001	09351	10/4/2017	37940	450.00
				Summary Total					450.00
				Payment Amount					1,000.00
100306	BUREAU OF CRIMINAL APPREHENSION	CJDN ACCESS JULY/SEPT 17	PV	88722	001	09101	9/30/2017	00000437696	390.00
	BUREAU OF CRIMINAL APPREHENSION MNJIS SECTION- ATTEN: KIM LACEK 1430 MARYLAND AVENUE EAST ST PAUL MN 55106			Summary Total					390.00
				Payment Amount					

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									390.00
110537	CARRIER CORPORATION	WORK ON CHILLER	PV	88605	001	09101	9/26/2017	B002593769	265.00
	CARRIER CORPORATION P O BOX 93844 CHICAGO IL 60673-3844							Summary Total	265.00
								Payment Amount	265.00
112019	CENTRAL HYDRAULICS INC	MISC PARTS	PV	88698	001	09101	10/6/2017	0049666	53.85
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374							Summary Total	53.85
								Payment Amount	53.85
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	88606	001	09101	9/30/2017	170930	75.70
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480							Summary Total	75.70
								Payment Amount	75.70
111471	COMMERCIAL PARTNERS TITLE	53526 PROPERTY 51	PV	88747	001	09201	10/13/2017	47605	805.00
	COMMERCIAL PARTNERS TITLE 200 SOUTH SIXTH STREET SUITE 1300 MINNEAPOLIS MN 55402							Summary Total	805.00
								Payment Amount	805.00
100112	COMMISSIONER OF TRANSPORTATION	AUG 17 CONCRETE INSPECT	PV	88699	001	09435	9/20/2017	P00008440	139.92
	COMMISSIONER OF TRANSPORTATION	AUG 17 CONCRETE INSPECT	PV	88699	002	09435	9/20/2017	P00008440	139.92
								Summary Total	279.84
								Payment Amount	279.84
100167	CORNERSTONE FORD	WORK ON 557	PV	88700	001	09101	10/2/2017	16193611/1	732.98
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304							Summary Total	732.98

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	ELK RIVER MN 55330								
								Payment Amount	732.98
100125	COUNTRYSIDE PRINTING INC	FUEL USAGE PADS	PV	88701	001	09101	10/2/2017	34908	54.00
	COUNTRYSIDE PRINTING							Summary Total	54.00
	6250 BUNKER LAKE BLVD NW								
	SUITE 113								
	RAMSEY MN 55303								
								Payment Amount	54.00
100127	CROW RIVER FARM EQUIPMENT COMPANY	MISC SUPPLIES	PV	88750	001	09101	10/11/2017	186193	27.06
	CROW RIVER FARM EQUIPMENT COMPANY							Summary Total	27.06
	17685 - 53RD STREET NE								
	ROGERS MN 55374								
								Payment Amount	27.06
111818	DEANO'S COLLISION SPECIALISTS INC	373 MUD FENDERS	PV	88702	001	09101	10/2/2017	48396	54.20
	DEANO'S COLLISION SPECIALISTS INC							Summary Total	54.20
	11063 173RD AVENUE								
	ELK RIVER MN 55330								
								Payment Amount	54.20
100144	DEHN OIL COMPANY	DIESEL FUEL	PV	88607	001	09101	9/21/2017	54554	987.00
	DEHN OIL COMPANY							Summary Total	987.00
	6735 141ST AVENUE NW	DIESEL	PV	88608	001	09101	9/21/2017	54555	834.75
	RAMSEY MN 55303							Summary Total	834.75
		DIESEL FUEL	PV	88703	001	09101	10/11/2017	49175	1,075.00
								Summary Total	1,075.00
		DIESEL FUEL	PV	88704	001	09101	10/11/2017	49176	730.50
								Summary Total	730.50
								Payment Amount	3,627.25
108454	DIXON, JERAD	TRAINING LUNCHES SEPT 17	PV	88748	001	09101	10/17/2017	101717	49.64
	JERAD DIXON							Summary Total	49.64
								Payment Amount	49.64

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101185	DO ALL PRINTING COM INC	DITCH MOWING MAPS	PV	88609	001	09101	10/3/2017	37199	36.00
	DO ALL PRINTING COM INC 6360 HIGHWAY 10 NW RAMSEY MN 55303				Summary Total				36.00
					Payment Amount				36.00
100158	ECM PUBLISHERS INC	AD PD RESERVES	PV	88610	001	09101	9/30/2017	533730	170.50
	ECM PUBLISHERS INC				Summary Total				170.50
	4095 COON RAPIDS BLVD	PH ANOKA RAMSEY FARM/GARDEN	PV	88705	001	09804	9/29/2017	533340	129.00
	COON RAPIDS MN 55433				Summary Total				129.00
		PH KAAS	PV	88706	001	09804	9/29/2017	533341	69.88
					Summary Total				69.88
		PH NORTHFORK MEADOWS	PV	88707	001	09804	9/29/2017	533342	69.88
					Summary Total				69.88
					Payment Amount				439.26
106624	EHLERS AND ASSOCIATES, INC	SEPT 17 GENERAL TIF	PV	88751	001	09230	10/10/2017	75026	1,320.00
	EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105				Summary Total				1,320.00
					Payment Amount				1,320.00
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	WORK ON 372	PV	88611	001	09101	10/2/2017	AW091117-5C	486.50
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC				Summary Total				486.50
	2755 GENEVA AVE N	WORK ON 372	PV	88612	001	09101	9/19/2017	AW091117-5A	681.75
	OAKDALE MN 55128				Summary Total				681.75
		BUILD SQ 377	PV	88749	001	09101	10/12/2017	AW091117-6B	304.50
					Summary Total				304.50
					Payment Amount				1,472.75
113991	EMERGENCY RESPONSE SOLUTIONS	GAS MONITOR CALIB.	PV	88613	001	09101	9/7/2017	9380	300.00
	EMERGENCY RESPONSE SOLUTIONS				Summary Total				300.00

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	4817 VIKING BLVD SUITE 102	XCELL SENSOR	PV	88708	001	09101	9/29/2017	9501	299.00
	EAST BETHEL MN 55092						Summary Total		299.00
							Payment Amount		599.00
112323	EULL'S MANUFACTURING CO.INC.	MORTAR MIX	PV	88709	001	09605	9/18/2017	035469	217.60
	EULL'S MANUFACTURING CO.INC. 3187 LABEAUX AVENUE NE ST. MICHAEL MN 55376						Summary Total		217.60
							Payment Amount		217.60
115231	EVERGREEN RECYCLING	FALL RECYCLING	PV	88773	001	09604	10/11/2017	2100	1,209.00
	EVERGREEN RECYCLING 8505 540TH STREET RUSH CITY MN 55069						Summary Total		1,209.00
							Payment Amount		1,209.00
104205	EXPRESS SIGNS INC	SIGN- FIRE OPEN HOUSE	PV	88710	001	09101	10/10/2017	INV-2530	145.00
	EXPRESS SIGNS INC PO BOX 475 ANOKA MN 55303						Summary Total		145.00
							Payment Amount		145.00
113321	FACTORY MOTOR PARTS CO	FILTERS-INVENTORY	PV	88752	001	09101	10/12/2017	6-1486117	49.44
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107						Summary Total		49.44
							Payment Amount		49.44
107099	FASTENAL	MISC PARTS	PV	88711	001	09601	10/5/2017	MNTC8157585	5.72
	FASTENAL COMPANY P O BOX 1286 WINONA MN 55987						Summary Total		5.72
							Payment Amount		5.72

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112421	FIRST SCRIBE	ROWAY WEB OCT 2017	PV	88614	001	09101	10/1/2017	2474748	200.00
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305					Summary Total			200.00
						Payment Amount			200.00
110388	FRATTALLONE'S ACE HARDWARE STORES	FASTENERS/MISC	PV	88615	001	09101	10/6/2017	030766/J	5.99
	FRATTALLONE'S ACE HARDWARE STORES 1203 COUNTY ROAD E WEST ARDEN HILLS MN 55112-3738					Summary Total			5.99
						Payment Amount			5.99
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	88616	001	09101	10/4/2017	6006708348	21.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	88616	002	09101	10/4/2017	6006708348	5.00
	P O BOX 842385	UNIFORM CLEANING	PV	88616	003	09101	10/4/2017	6006708348	25.34
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	88616	004	09101	10/4/2017	6006708348	25.34
						Summary Total			76.68
		FD MATS	PV	88712	001	09101	10/4/2017	6006708350	13.20
						Summary Total			13.20
		UNIFORM CLEANING	PV	88713	001	09101	10/11/2017	6006719369	21.00
		UNIFORM CLEANING	PV	88713	002	09101	10/11/2017	6006719369	5.00
		UNIFORM CLEANING	PV	88713	003	09101	10/11/2017	6006719369	29.51
		UNIFORM CLEANING	PV	88713	004	09101	10/11/2017	6006719369	29.51
						Summary Total			85.02
						Payment Amount			174.90
111473	GFOA	D. LUND 17/18 MEMBERSHIP	PV	88714	001	09101	9/26/2017	0123003 2017/2018	190.00
	GFOA 203 N LASALLE STREET SUITE 2700 CHICAGO IL 60601-1216					Summary Total			190.00
						Payment Amount			190.00
100200	GOPHER STATE ONE CALL INC	234 TICKETS SEPT 2017	PV	88617	001	09601	9/30/2017	7090665	105.30
	GOPHER STATE ONE CALL	234 TICKETS SEPT 2017	PV	88617	002	09601	9/30/2017	7090665	105.30
	7223 PARKWAY DRIVE SUITE 210	234 TICKETS SEPT 2017	PV	88617	003	09601	9/30/2017	7090665	105.30
	HANOVER MD 21076-1317					Summary Total			315.90

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				Payment Amount					315.90
100650	GRAINGER	MISC BUILDING SUPPLIES	PV	88618	001	09101	10/3/2017	9572828110	13.86
				Summary Total					13.86
	GRAINGER INC DEPT. 806511127 PALATINE IL 60038-0001	FILTERS	PV	88715	001	09101	10/5/2017	9575169520	30.49
				Summary Total					30.49
		CREAM CANISTERS	PV	88716	001	09101	10/10/2017	9580196963	56.25
				Summary Total					56.25
				Payment Amount					100.60
100211	HAWKINS INC	CHEMICALS	PV	88619	001	09601	9/25/2017	4156003	6,967.94
				Summary Total					6,967.94
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263								
				Payment Amount					6,967.94
106324	INSPECTRON INC	SEPT 17 SERVICES	PV	88768	001	09101	10/9/2017	100917	6,975.00
				Summary Total					6,975.00
	INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 202 ROSEMOUNT MN 55068								
				Payment Amount					6,975.00
100256	LANO EQUIPMENT INC	TURN SIGNAL LIGHT	PV	88717	001	09101	10/11/2017	02-482377	43.63
				Summary Total					43.63
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303								
				Payment Amount					43.63
100259	LEAGUE OF MN CITIES INS TRUST	RE: C. HASSEL	PV	88620	001	09702	10/1/2017	11501	143.34
				Summary Total					143.34
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517								
				Payment Amount					143.34
100270	MACQUEEN EQUIPMENT INC	ASSY-PROX MISC	PV	88718	001	09605	10/12/2017	P09066	149.24

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	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106			Summary Total					149.24
				Payment Amount					149.24
100271	MAIN MOTORS	MISC PARTS- PD	PV	88719	001	09101	10/4/2017	328472	116.74
	MAIN MOTORS 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					116.74
				Payment Amount					116.74
100284	MENARDS ELK RIVER	BATTERIES	PV	88621	001	09101	9/26/2017	41851	51.96
	MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077			Summary Total					51.96
		MISC SUPPLIES	PV	88622	001	09601	9/27/2017	41905	79.43
				Summary Total					79.43
		MISC SUPPLIES	PV	88720	001	09101	9/28/2017	42013	108.01
				Summary Total					108.01
		MISC SUPPLIES	PV	88721	001	09101	10/2/2017	42256	81.14
				Summary Total					81.14
				Payment Amount					320.54
100285	MET COUNCIL ENVIRONMENTAL SRV	NOV 2017 WASTE WATER	PV	88625	001	09602	10/5/2017	0001072861	62,966.65
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					62,966.65
				Payment Amount					62,966.65
108208	METRO PRODUCTS INC	NITRILE GLOVES	PV	88623	001	09101	10/4/2017	129657	109.50
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					109.50
				Payment Amount					109.50
100289	METRO SALES INC	COPIER CONTRACT OCT 2017	PV	88624	001	09101	10/3/2017	INV904510	2,174.77
	METRO SALES INC	COPIER CONTRACT OCT 2017	PV	88624	002	09101	10/3/2017	INV904510	649.61

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	1620 EAST 78TH STEET MINNEAPOLIS MN 55423			Summary Total					2,824.38
				Payment Amount					2,824.38
101164	MILLER CHEVROLET	WORK ON 332	PV	88626	001	09101	9/29/2017	CTCS585558	760.00
	MILLER CHEVROLET	WORK ON 332	PV	88626	002	09101	9/29/2017	CTCS585558	434.00
	21150 JOHN MILLESS DR P O BOX 130			Summary Total					1,194.00
	ROGERS MN 55374	WORK ON 331	PV	88754	001	09101	10/10/2017	CVCS586072	527.19
		WORK ON 331	PV	88754	002	09101	10/10/2017	CVCS586072	467.85
				Summary Total					995.04
		WORK ON 342	PV	88755	001	09101	10/12/2017	CVCS586274	504.00
		WORK ON 342	PV	88755	002	09101	10/12/2017	CVCS586274	285.99
				Summary Total					789.99
				Payment Amount					2,979.03
101268	MN COUNTY ATTORNEYS ASSOCIATION	FORFEITURE FORMS PD	PV	88723	001	09101	10/6/2017	200003338	66.00
	MINNESOTA COUNTY ATTORNEYS ASSOCIATION 100 EMPIRE DRIVE SUITE 200 ST PAUL MN 55103			Summary Total					66.00
				Payment Amount					66.00
113909	MOBILE VEHICLE INTEGRATION	PORT. RADIO CHARGERS (6 SQ)	PV	88627	001	09101	10/3/2017	1710185	382.50
	MOBILE VEHICLE INTEGRATION	PORT. RADIO CHARGERS (6 SQ)	PV	88627	002	09101	10/3/2017	1710185	15.00
	835 XENIA AVENUE NW			Summary Total					397.50
	ELK RIVER MN 55330	REPL. BATTERY ISOLATOR-323/41	PV	88628	001	09101	10/4/2017	1710186	127.50
				Summary Total					127.50
				Payment Amount					525.00
100345	NAPA AUTO PARTS ELK RIVER	WIPER BLADES	PV	88629	001	09101	9/18/2017	927903	21.98
	NAPA AUTO PARTS ELK RIVER			Summary Total					21.98
	17137 YALE STREET NW	AIR FILTER 644	PV	88724	001	09101	10/2/2017	929782	21.16
	P O BOX 1041			Summary Total					21.16
	ELK RIVER MN 55330	AIR FILTER 579/INVENTORY	PV	88725	001	09101	10/2/2017	929771	39.04
				Summary Total					39.04

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		GARAGE SUPPLIES- PD	PV	88726	001	09101	10/5/2017	930421	25.98
							Summary Total		25.98
							Payment Amount		108.16
115167	NET TRANSCRIPTS INC	TRANSCRIPTION	PV	88727	001	09101	9/15/2017	0015057	284.55
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014						Summary Total		284.55
							Payment Amount		284.55
100360	NORTH STAR TOWING INC	SEPT 17 TOWS PD	PV	88728	001	09101	10/1/2017	100117	325.00
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303						Summary Total		325.00
							Payment Amount		325.00
115071	NORTHLAND OCCUPATIONAL HEALTH	SERVICE 9-20-17	PV	88753	001	09101	10/9/2017	1367	50.00
	NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303						Summary Total		50.00
							Payment Amount		50.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC LIGHTING SUPPLIES	PV	88630	001	09101	9/29/2017	103883	126.85
	NORTHWEST LIGHTING SYSTEMS CO.						Summary Total		126.85
	12001 RIVERWOOD DRIVE	42W TRIPLE TUBE	PV	88729	001	09101	10/5/2017	104010	35.80
	BURNSVILLE MN 55337						Summary Total		35.80
							Payment Amount		162.65
110480	OPUS 21 MANAGEMENT SOLUTIONS	AUGUST 2017 BILLING	PV	88631	001	09601	9/25/2017	170865	217.87
	OPUS 21 MANAGEMENT SOLUTIONS	AUGUST 2017 BILLING	PV	88631	002	09601	9/25/2017	170865	217.87
	680 COMMERCE DRIVE SUITE 160	AUGUST 2017 BILLING	PV	88631	003	09601	9/25/2017	170865	217.87
	WOODBURY MN 55125	AUGUST 2017 BILLING	PV	88631	004	09601	9/25/2017	170865	217.86
		AUGUST 2017 BILLING	PV	88631	005	09601	9/25/2017	170865	217.86
							Summary Total		1,089.33

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		JULY 2017 SERVICES	PV	88632	001	09601	8/12/2017	170757	2,549.02
		JULY 2017 SERVICES	PV	88632	002	09601	8/12/2017	170757	2,549.02
		JULY 2017 SERVICES	PV	88632	003	09601	8/12/2017	170757	2,549.02
		JULY 2017 SERVICES	PV	88632	004	09601	8/12/2017	170757	2,549.02
		JULY 2017 SERVICES	PV	88632	005	09601	8/12/2017	170757	2,549.03
				Summary Total					12,745.11
				Payment Amount					13,834.44
108066	PACT CHARTER SCHOOL	GYM RENTAL-ZUMBA CLASSES	PV	88756	001	09101	10/17/2017	101717	85.00
	PACT CHARTER SCHOOL 7250 EAST RAMSEY PARKWAY RAMSEY MN 55303			Summary Total					85.00
				Payment Amount					85.00
112824	PARKPLACE STUDIO	RAMSEY MARKETING PHOTOS	PV	88633	001	09101	10/2/2017	100217	1,375.00
	PARKPLACE STUDIO	RAMSEY MARKETING PHOTOS	PV	88633	002	09101	10/2/2017	100217	1,375.00
	6093 146TH LANE NW			Summary Total					2,750.00
	RAMSEY MN 55303	PD PHOTOS	PV	88634	001	09101	9/28/2017	092817	2,369.00
				Summary Total					2,369.00
				Payment Amount					5,119.00
114134	PHASOR ELECTRIC COMPANY	REPLACE PED SIGNS	PV	88635	001	09101	9/29/2017	045554	151.50
	PHASOR ELECTRIC COMPANY 2160 108TH LANE NE BLAINE MN 55449			Summary Total					151.50
				Payment Amount					151.50
111488	POPP.COM INC	SEPT 17 BILLING	PV	88757	001	09101	9/30/2017	992440947	117.41
	POPP.COM INC	SEPT 17 BILLING	PV	88757	002	09101	9/30/2017	992440947	26.68
	620 MENDELSSOHN AVENUE	SEPT 17 BILLING	PV	88757	003	09101	9/30/2017	992440947	32.02
	NORTH SUITE 101 GOLDEN VALLEY MN 55427	SEPT 17 BILLING	PV	88757	004	09101	9/30/2017	992440947	181.45
		SEPT 17 BILLING	PV	88757	005	09101	9/30/2017	992440947	32.02
		SEPT 17 BILLING	PV	88757	006	09101	9/30/2017	992440947	90.73
		SEPT 17 BILLING	PV	88757	007	09101	9/30/2017	992440947	37.36
		SEPT 17 BILLING	PV	88757	008	09101	9/30/2017	992440947	108.22
		SEPT 17 BILLING	PV	88757	009	09101	9/30/2017	992440947	86.29
		SEPT 17 BILLING	PV	88757	010	09101	9/30/2017	992440947	105.96

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		SEPT 17 BILLING	PV	88757	011	09101	9/30/2017	992440947	57.50
						Summary Total			875.64
						Payment Amount			875.64
112959	PREMIUM WATERS INC	FD BOTTLED WATER	PV	88730	001	09101	9/30/2017	621331-09-17	38.19
	PREMIUM WATERS INC					Summary Total			38.19
	P O BOX 9128	FD BOTTLED WATER	PV	88731	001	09101	9/30/2017	621332-09-17	72.84
	MINNEAPOLIS MN 55480-9128					Summary Total			72.84
						Payment Amount			111.03
100413	RANDALL GOODRICH AND HAAG PLC	SEPT 17 PROSECUTION	PV	88636	001	09101	10/5/2017	100517	2,878.85
	RANDALL GOODRICH AND HAAG PLC 2140 FOURTH AVENUE NORTH ANOKA MN 55303					Summary Total			2,878.85
						Payment Amount			2,878.85
107880	RICK JOHNSON DEER AND BEAVER INC	SEPT 2017	PV	88637	001	09101	10/1/2017	2017 OCT	90.00
	RICK JOHNSON DEER AND BEAVER INC 18595 XENOLITH STREET NW BURNS TOWNSHIP MN 55303					Summary Total			90.00
						Payment Amount			90.00
100431	SAFETY KLEEN CORPORATION	RECYCLE PARTS WASHER	PV	88639	001	09101	9/30/2017	CN05596587	110.97
	SAFETY KLEEN CORPORATION PO BOX 382066 PITTSBURGH PA 15250-8066					Summary Total			110.97
						Payment Amount			110.97
115583	SANDARIN, BARBARA	OCT 17 YOGA CLASSES	PV	88640	001	09101	9/28/2017	092817	425.00
	BARBARA SANDARIN 1824 113TH LANE NW COON RAPIDS MN 55433					Summary Total			425.00
						Payment Amount			425.00
100854	ST PAUL, CITY OF	ASPHALT	PV	88642	001	09101	10/3/2017	IN00024856	56.15

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	CITY OF ST PAUL 15 W KELLOGG BLVD 700 CITY HALL ST PAUL MN 55102					Summary Total			56.15
						Payment Amount			56.15
100469	STREICHER'S POLICE EQUIPMENT	HOLSTERS/MISC	PV	88758	001	09101	10/10/2017	I1283333	136.97
	STREICHER'S POLICE EQUIPMENT 10911 WEST HWY 55 MINNEAPOLIS MN 55441					Summary Total			136.97
						Payment Amount			136.97
115352	SURFACE PRO LLC	REPAIR/PAINT TENNIS COURTS	PV	88641	001	09810	9/29/2017	1772	2,871.00
	SURFACE PRO LLC 3731 THURSTON AVENUE SUITE 103 ANOKA MN 55303					Summary Total			2,871.00
						Payment Amount			2,871.00
100485	TIMESAVER OFF SITE SECRETARIAL INC	SEPT 17 MTGS	PV	88643	001	09101	9/28/2017	M23246	447.00
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378					Summary Total			447.00
						Payment Amount			447.00
112688	TITAN MACHINERY	MISC PARTS	PV	88732	001	09101	10/9/2017	9995836	409.65
	TITAN MACHINERY 14375 JAMES ROAD ROGERS MN 55374					Summary Total			409.65
						Payment Amount			409.65
112079	TOKLE INSPECTIONS INC	SEPT 17 SERVICES	PV	88644	001	09101	10/9/2017	100917	3,747.37
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448					Summary Total			3,747.37
						Payment Amount			3,747.37

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Pay Through Date 12/31/2017

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
108110	TRI COUNTY LAW ENFORCEMENT ASSOCIATION	ANNUAL DUES- 2017	PV	88645	001	09101	9/15/2017	091517	75.00
	TRI COUNTY LAW ENFORCEMENT ASSOCIATION C/O LEGAL FOR GOOD 5354 PARKDALE DRIVE SUITE 103 ST LOUIS PARK MN 55416			Summary Total					75.00
				Payment Amount					75.00
111742	TWIN CITY WATER CLINIC INC	SEPT 17 WATER TESTS	PV	88646	001	09601	9/29/2017	10499	200.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343			Summary Total					200.00
				Payment Amount					200.00
115971	ULTIMATE PLAYGROUNDS INC	SPICA 1- IN GROUND	PV	88647	001	09101	9/28/2017	7635	1,526.00
	ULTIMATE PLAYGROUNDS INC 14033 COMMERCE AVE NE SUITE 300-364 PRIOR LAKE MN 55372			Summary Total					1,526.00
				Payment Amount					1,526.00
105628	WELLS CATERING SERVICE	CC MEAL 10/10/2017	PV	88733	001	09101	10/10/2017	43322	171.00
	WELLS CATERING SERVICE			Summary Total					171.00
	7533 SUNWOOD DRIVE SUITE 108	CC MEAL 09/12/2017	PV	88734	001	09101	9/12/2017	43193	81.23
	RAMSEY MN 55303			Summary Total					81.23
				Payment Amount					252.23
114525	WENBERG, NICHOLE	APMP FALL CONF	PV	88759	001	09101	10/13/2017	101317	30.00
	NICHOLE WENBERG			Summary Total					30.00
				Payment Amount					30.00
100539	WRIGHT TIRE SERVICE INC	2 TIRES 406	PV	88735	001	09101	10/6/2017	52320	151.90
	WRIGHT TIRE SERVICE INC			Summary Total					151.90
	710 WEST MAIN STREET	PD TIRE INVENTORY	PV	88736	001	09101	9/26/2017	51969	3,369.58

R04570

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ANOKA MN 55303			Summary Total					3,369.58
		4 TIRES FOR 401	PV	88760	001	09101	10/13/2017	52563	403.64
				Summary Total					403.64
				Payment Amount					3,925.12
112515	WSB AND ASSOCIATES INC	GREENWAY TER AUG 17	PV	88769	001	09804	9/29/2017	3 SEPT 17	273.00
	WSB AND ASSOCIATES INC			Summary Total					273.00
	701 XENIA AVENUE SOUTH SUITE 300	2017 RAM CODE ENFOR AUG 17	PV	88770	001	09101	9/29/2017	8 SEPT 17	1,008.00
	MINNEAPOLIS MN 55416			Summary Total					1,008.00
		BONIFAS AUG 2017	PV	88771	001	09804	9/29/2017	2 SEPT 17	168.00
				Summary Total					168.00
		2017 GEN PLAN AUG 2017	PV	88772	001	09804	9/29/2017	8 SEPT17	64.00
		2017 GEN PLAN AUG 2017	PV	88772	002	09804	9/29/2017	8 SEPT17	767.00
		2017 GEN PLAN AUG 2017	PV	88772	003	09804	9/29/2017	8 SEPT17	63.00
		2017 GEN PLAN AUG 2017	PV	88772	004	09804	9/29/2017	8 SEPT17	4,114.00
				Summary Total					5,008.00
				Payment Amount					6,457.00
				Total Amount to be Processed					149,102.24
				Total Number of Payments to be Processed					84

CITY OF RAMSEY
Create Payment Control Groups

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Version	LOGIS004V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2017	

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
111093	DOUGLAS KERR UNDERGROUND LLC	PAY EST 1 RIVERDALE EXT IMPROV	PV	88737	001	09402	10/16/2017	101617	96,979.09
	DOUGLAS KERR UNDERGROUND LLC P O BOX 85 MORA MN 55051						Summary Total		96,979.09
							Payment Amount		96,979.09
111096	METRO UTILITIES INC	PAY EST 2 BUNKER UTILITIES EXT	PV	88686	001	09601	10/10/2017	101017	16,776.63
	METRO UTILITIES INC	PAY EST 2 BUNKER UTILITIES EXT	PV	88686	002	09601	10/10/2017	101017	10,799.97
	9656 161ST AVENUE NW ELK RIVER MN 55447						Summary Total		27,576.60
							Payment Amount		27,576.60
101234	NORTH VALLEY, INC	PAY EST 2 SUNWOOD DR	PV	88687	001	09435	10/11/2017	101117	103,659.37
	NORTH VALLEY, INC						Summary Total		103,659.37
	20015 IGUANA STREET NW	PAY EST 2 ALPINE DRIVE RECON	PV	88688	001	09435	10/12/2017	101217	75,889.22
	NOWTHEN MN 55330						Summary Total		75,889.22
							Payment Amount		179,548.59
							Total Amount to be Processed		304,104.28
							Total Number of Payments to be Processed		3

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-275

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF OCTOBER 5, 2017 THROUGH OCTOBER 18, 2017.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of October 5, 2017, through October 18, 2017, in the amount of $1,024,364.30 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 October 5, 2017, through October 18, 2017, in the amount of $1,024,364.30.

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 24th day of October, 2017.

_____

Mayor

ATTEST:

City Clerk

CC Regular Session **4. 7.**

Meeting Date: 10/24/2017

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #17-10-245 Approving the issuance of a Conditional Use Permit to Anoka Ramsey Farm & Garden, located at 7435 Highway 10 (PRoject No. 17-148) to Increase Square Footage of a Ground Sign on a Property in the H-1 Highway 10 Business District and Declaring Terms of Same

Purpose/Background:

The City has received an application from Tom Tidrick (the "Applicant") on behalf of Anoka-Ramsey Farm & Garden requesting a Conditional Use Permit (CUP) to exceed sign size restrictions for a ground sign on the parcel located at 7435 Highway 10 (the "Subject Property").

The Applicant applied for a sign permit to add an LED dynamic sign panel to the existing ground sign. Since this sign does not meet the City's definition of a temporary sign and exceeds maximum size for a permanent sign in the H-1 Highway 10 Business District, Staff finds that processing a Conditional Use Permit ensures equitable enforcement of sign regulations for parcels located in the H-1 District and removes any uncertainty on how this sign should be classified.

Notification:

In accordance with State statute, Staff attempted to notify property owners within 350 feet of the Subject Property of the public hearing via Standard US Mail. The Public Hearing was also noticed in the Anoka County Union Herald, the City's official newsletter.

Observations/Alternatives:

The Subject Property has frontage along US Highway 10. As with all sign regulations in the City, there is built in flexibility within the Sign Ordinance to address deviations through the use of the Conditional Use Permit (CUP) process. As proposed, the aggregate square footage of the ground would exceed 100 square feet as permitted in City Code.

The proposed sign is one (1) LED permanent sign panel in the H-1 Highway Business District. The sign would be affixed to the existing ground sign located near the south boundary of the Subject Property. The proposed sign is fifty (50) inches by ninety-seven (97) inches for a total of approximately thirty-four (34) square feet. The total size of the ground sign, including the proposed LED signboard, would be 128 square feet. The City does have record of approving the current ground sign. The existing reader board will be removed prior to the LED sign being installed.

The City has previously approved conditional use permit applications relating to requests to exceed square footage of signs. Staff feels this is a reasonable request that will also reduce the potential for unauthorized temporary signs to be displayed on the Subject Property. The Building Division has reviewed the existing footing information and has determined that no modifications would be necessary to accommodate the additional signage.

The Planning Commission held a Public Hearing on the request on October 12, 2017 and there were no written or verbal comments received.

Alternatives

Alternative 1: Motion to adopt Resolution #17-10-245 approving a Conditional Use Permit for the addition of a

thirty-four (34) square foot LED sign panel on the existing ground sign at 7435 US Highway 10 (Anoka-Ramsey Farm & Garden). The Subject Property has frontage along Highway 10 and is thus allowed one ground sign. The proposal is for an increase in square footage that totals 128 square feet per face and 256 square feet aggregate. Staff supports this alternative.

Alternative 2: Motion to deny the request. The proposed signage appears reasonable in size and is less than what the total allowable square footage for signs if the property had two (2) street frontages. The proposed location of the sign is not within the vision clearance triangle nor within any easement. Staff does not support this alternative.

Funding Source:

All costs associated with reviewing the application are the responsibility of the Applicant.

Recommendation:

The Planning Commission recommends approving the request for a Conditional Use Permit to exceed the allowable square footage for a ground sign.

Action:

Motion to adopt Resolution #17-10-245 approving the request for a conditional use permit to exceed sign size restrictions established in City Code for Anoka-Ramsey Farm & Garden.

Attachments

Site Location Map
Site Location Exhibit
Sign Size Exhibit
Photo of Existing Sign
Draft Planning Commission Meeting Minutes Dated October 12, 2017
Resolution #17-10-245: Findings and Conditional Use Permit

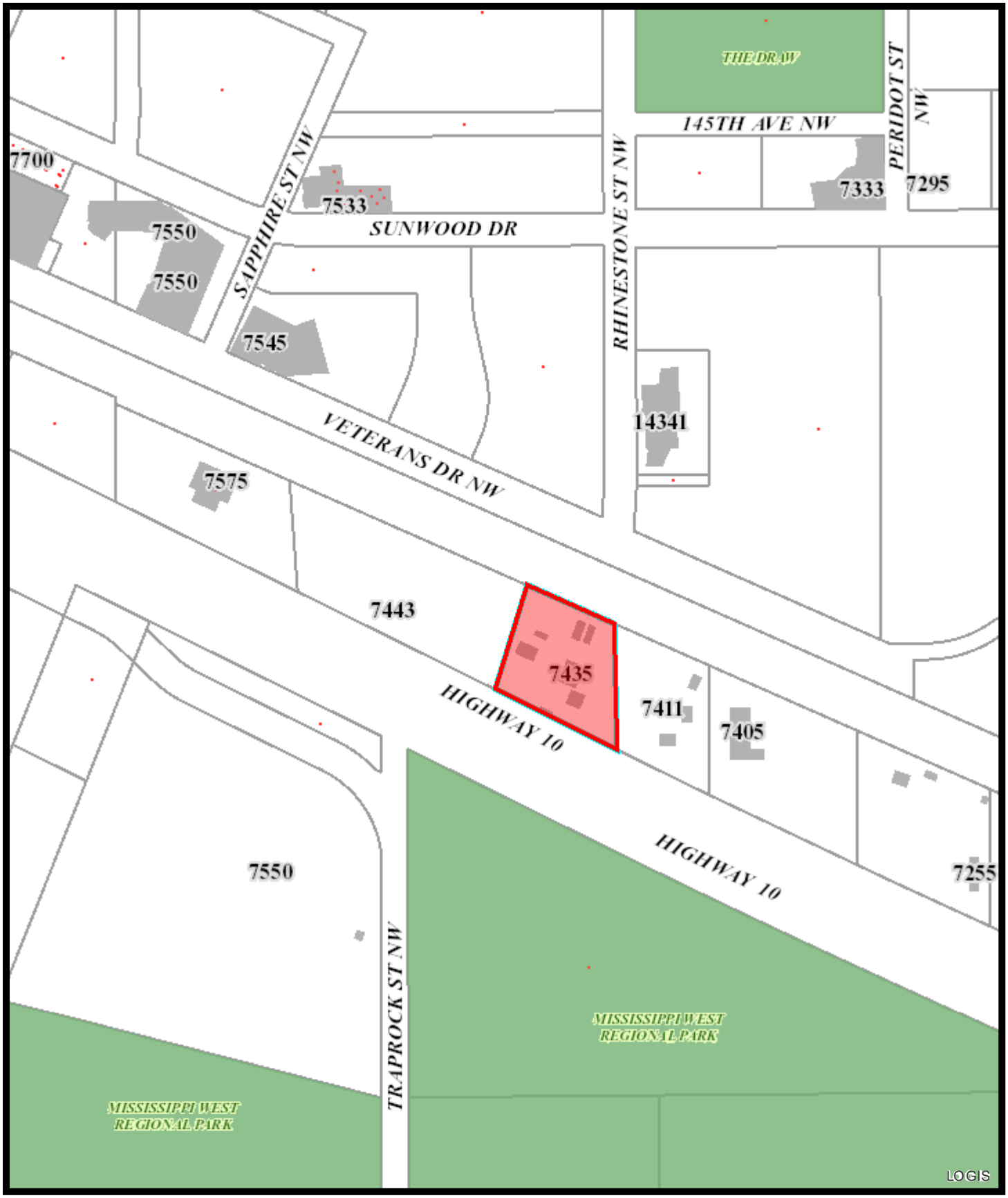
Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/19/2017 07:08 AM
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM
Form Started By: Chris Anderson		Started On: 10/16/2017 05:31 PM
Final Approval Date: 10/19/2017		

28-32-25-43-0001
7435 HIGHWAY 10 NW

Site Location Map

7435 Highway 10



Feet
0 80 160 320 480 640

Print Date: September 19, 2017

Anoka County, MN



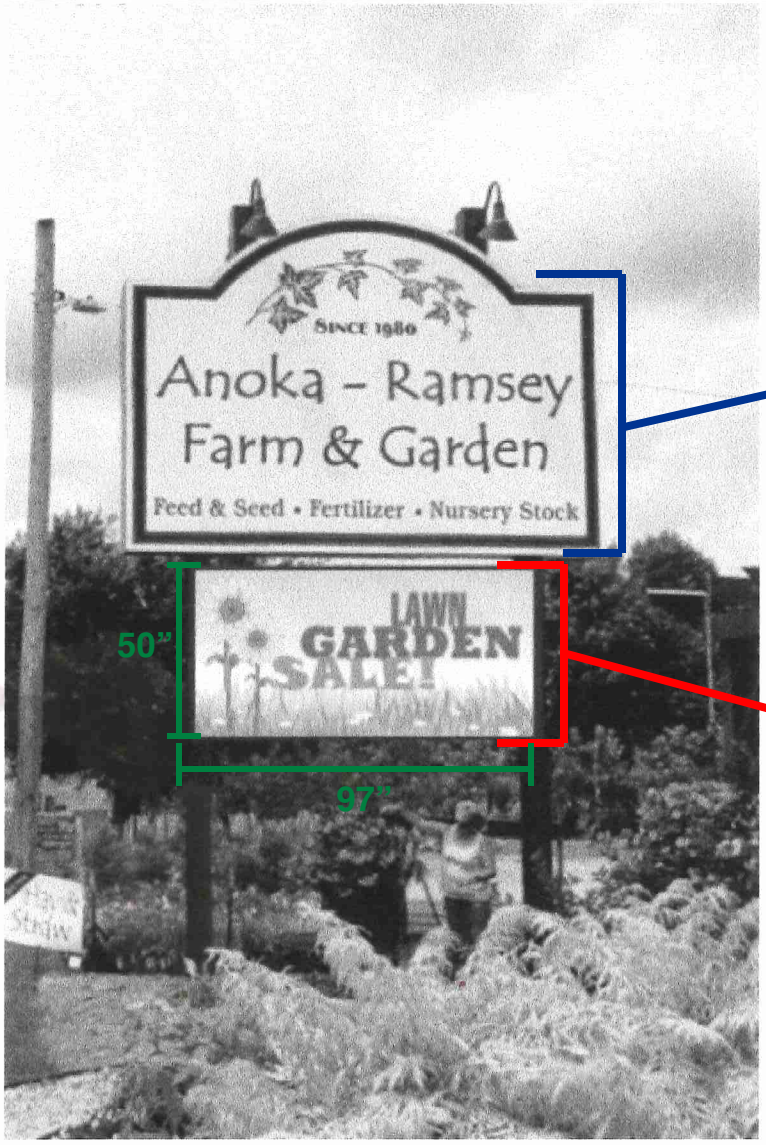
September 25, 2017

1:1,200

0 55 110 220 ft

0 15 30 60 m

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search,appraisal, survey, or for zoning verification.



Current sign
94 square ft.

Proposed sign
Addition
Approx. 34
square ft


SINCE 1980
Anoka - Ramsey
Farm & Garden
Feed & Seed • Fertilizer • Nursery Stock
20% - 50% OFF
TREES AND SHRUBS
50% OFF PERENNIALS
WINTERIZER FERTILIZER
HUGE
TREE SAL
Hay &
Straw
83
rmstrong
Blvd
1/2 MILE

5.02: Public Hearing: Consider a Request for a Conditional Use Permit to Exceed Sign Size Restrictions on the Property located at 7435 Highway 10 (Project No. 17-148); Case of Anoka-Ramsey Farm & Garden.

Public Hearing

Chairperson Bauer called the public hearing to order at 7:14 p.m.

Presentation

Planning Intern Henderson presented the staff report stating the City has received an application from Tom Tidrick on behalf of Anoka-Ramsey Farm & Garden requesting a Conditional Use Permit (CUP) to exceed sign size restrictions for a ground sign on the parcel located at 7435 Highway 10. The Applicant applied for a sign permit to add an LED dynamic sign panel to the existing ground sign. Since this sign does not meet the City's definition of a temporary sign and exceeds maximum size for a permanent sign in the H-1 Highway 10 Business District, Staff finds that processing a Conditional Use Permit ensures equitable enforcement of sign regulations for parcels located in the H-1 District and removes any uncertainty on how this sign should be classified. Staff provided further comment on the request and recommended approval of the CUP.

Citizen Input

Chairperson Bauer requested staff review photographs of the current and proposed signs. He asked if staff had received any complaints regarding the current sign.

Planning Intern Henderson provided the Commission with pictures of the signs and noted staff had not received any complaints.

Tom Tidrick, Anoka Ramsey Farm & Garden, 7435 Highway 10, thanked the Commission for their consideration.

Commissioner Surma believed that Tom and Tony Tidrick had been respectful business owners in the community and he supported their request.

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

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

Chairperson Bauer closed the public hearing closed at 7:22 p.m.

Commission Business

DRAFT

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #17-10-245 approving the request for a conditional use permit to exceed sign size restrictions established in City Code for Anoka-Ramsey Farm & Garden.

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

Commissioner VanScoy requested the Commission review sign size restrictions at an upcoming meeting.

DRAFT

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

RESOLUTION #17-10-245

A RESOLUTION APPROVING THE ISSUANCE OF AN CONDITIONAL USE PERMIT TO ANOKA – RAMSEY FARM & GARDEN, TO INCREASE SQUARE FOOTAGE OF A GROUND SIGN ON A PROPERTY IN THE H-1 HIGHWAY 10 BUSINESS DISTRICT AND DECLARING TERMS OF SAME:

RECITALS

1. Anoka - Ramsey Farm & Garden, hereinafter referred to as the "Permittee" has properly applied for an amended Conditional Use Permit to expand Ground Sign square footage on the property generally known as 7435 Highway 10 NW and legally described as follows:

That part of Lot 3 Auditors Subdivision No. 34, being part of south half of Southeast Quarter Section 28, Township 32, Range 25 lying southerly of southerly right of way line of Burlington Northern Rail Road, northerly of northerly right of way line of Trunk Highway No. 10, westerly of line A and easterly of line B; said line A described as follows: Commencing at southeast corner of said section, thence north 0 degrees 28 minutes 50 seconds west along east line of said Southeast Quarter, 164.43 feet to said northerly right of way line, thence north 65 degrees 51 minutes 38 seconds west along said northerly right of way line 806.12 feet, thence continue northwesterly along said northerly right of way line on tangent curve concave to northeast, radius of 22,673.76 feet, central angle 1 degree 42 minutes 24 seconds 675.48 feet, thence north 64 degrees 09 minutes 14 seconds west along said northerly right of way line 95.64 feet to point of beginning, thence north 1 degree 25 minutes west 306.60 feet to said southerly right of way line and there terminate; said line B described as follows: Commencing at point on said northerly right of way line 447 feet northwesterly, as measured along said northerly right of way line from intersection with east line of west half of said southeast quarter, thence north 62 degrees 05 minutes 41 seconds west along said northerly right of way line 400 feet, thence north 1 degree 20 minutes 02 seconds west 274.01 feet to said southerly right of way line, thence south 64 degrees 38 minutes 28 seconds east along said southerly right of way line 495 feet, thence south 19 degrees 20 minutes 16 seconds west 264.04 feet to said northerly right of way line to point of beginning and there terminate, Anoka County, Minnesota

("Subject Property")

2. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) of the Ramsey City Code on October 12, 2017, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

3. That the Subject Property is zoned H-1 Highway 10 Business District. Properties to the east and west of the Subject Property are also zoned H-1 Highway 10 Business District; south of Highway 10 the properties are zoned Public/Quasi-Public and consist of the Mississippi West Regional Park; north of the railroad tracks the properties are zoned COR.

4. That the Subject Property is approximately 1.74 acres in size.

5. That City Code Section 117-519 (Business Type Districts, Ground Signs) There shall not be more than one ground sign for each parcel or per road frontage on parcels with more than one road frontage, not to exceed an aggregate of two ground signs. The gross surface area of a ground sign shall not exceed 100 square feet for each exposed face nor exceed an aggregate gross surface area of 200 square feet.

6. That the current ground sign is 94 square feet per face

7. That the proposed sign addition will be affixed to the current ground sign.

8. That the proposed additional LED sign panel is 33.63 square feet on each face and exceeds the maximum square footage allowed by approximately 28 feet on each face and an aggregate of 56 square feet (Face of 128 square feet, and aggregate of 256 square feet).

9. That deviating from sign restrictions requires a Conditional Use Permit in the H-1 Highway 10 Business District.

10. That City Code Section 117-463 (General Restrictions, Signs) allows for dynamic display signs.

11. That the Planning Commission met on October 12, 2017, conducted a public hearing and recommended City Council approve/deny the request.

FINDINGS OF FACT

1. That the increased signage will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfar.

2. That the increased signage will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the increased signage will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

4. That the increased signage will not be hazardous to existing or future neighboring uses.

5. That the increased signage will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That the increased signage will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

7. That the increased signage will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "Permit") to exceed sign size standards for a ground sign on the Subject Property contingent upon the following conditions:

CONDITIONS

1. That this **Permit** allows for a total of 128 square feet for the existing ground sign (or an aggregate of 256 square feet if double faced)/

2. That the **Permittee** shall maintain the **Subject Property** in compliance with City Code Chapter 117, Division 8 (Signs) and Chapter 30 (Nuisances) at all times.

3. That the **Permittee** shall remove the existing reader board sign at the time of installation of the new LED sign panel.

4. That the **Permittee** shall remove any unauthorized temporary signs.

5. That the **Permittee** shall obtain all necessary permits to complete any required sign modifications.

6. That the **Permittee** and tenants shall obtain all necessary licenses to lawfully install signs on the **Subject Property**.

7. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

8. That the **Permittee** shall be responsible for all **City** costs incurred in administering and enforcing this **Permit**.

9. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.

10. That this **Permit** shall automatically expire if the use is not initiated by October 24, 2018.

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 24th day of October, 2017

PERMITTEE

Anoka Ramsey Farm & Garden L.L.C. hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By: _____ Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared _____, the _____ of Anoka Ramsey Farm & Garden L.L.C., a Limited Liability Corporation (Domestic) under the laws of Minnesota, on behalf of the Corporation, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

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:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

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

CC Regular Session **4. 8.**

Meeting Date: 10/24/2017

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #17-10-265 Authorizing Partial Payment to North Valley, Inc. for IP 17-00, Sunwood Drive Reconstruction

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for IP 17-00, Sunwood Drive Reconstruction in the amount of $103,659.37.

Action:

Motion to adopt Resolution #17-10-265 authorizing partial payment to North Valley, Inc. for IP 17-00, Sunwood Drive Reconstruction in the amount of $103,659.37.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	10/18/2017 03:34 PM
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:15 PM
Form Started By: MaryJo Warner		Started On: 10/16/2017 10:14 AM
Final Approval Date: 10/19/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-265

RESOLUTION APPROVING PARTIAL PAYMENT TO NORTH VALLEY, INC FOR IMPROVEMENT PROJECT #17-00, SUNWOOD DRIVE RECONSTRUCTION

WHEREAS, pursuant to Ramsey City Council resolution #16-08-139, adopted August 8, 2016, the City Engineer prepared a Feasibility Report for City Improvement Project #17-00 which proposed improvements to Sunwood Drive between Ramsey Boulevard/County State Aid Highway 56 and Bunker Lake Boulevard/County Road 116 including reconstruction of bituminous pavement, replacement of damaged concrete curb and gutter, and other appurtenant work as needed; and

WHEREAS, pursuant to Ramsey City Council resolution #17-01-028, adopted January 24, 2017, the Feasibility Report was received and preliminarily accepted, pending input from impacted property owners, and a Public Hearing was ordered for February 14, 2017 to consider the proposed improvements for said street in accordance with the revised Feasibility Report; and

WHEREAS, pursuant to Ramsey City Council motions adopted February 14 and February 28, 2017, the Public Hearing was postponed until March 14, 2017; and

WHEREAS, benefiting properties are proposed to be assessed for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, applicable City codes, and the City of Ramsey's adopted Special Assessments Policy; and

WHEREAS, the City Clerk gave mailed and published notice of such hearing and improvements as required by law; and

WHEREAS, pursuant to Ramsey City Council resolution #17-03-057, adopted March 14, 2017, a Public Hearing was conducted, after which the Feasibility Report was accepted and the City of Ramsey Engineering Department was ordered to prepare final plans and specifications for the proposed improvements; and

WHEREAS, pursuant to Ramsey City Council resolution #17-05-103, adopted May 9, 2017, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, pursuant to a resolution of the City Council adopted June 13, 2017 the bid of North Valley, Inc. in the amount of $409,385.03 for the total bid is the lowest responsible bidder; and

WHEREAS, as of October 24, 2017 $284,707.20 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. in the amount of $103,659.37.

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

1) That the City Council hereby authorizes partial payment to North Valley, Inc. for Improvement Project #17-00, Sunwood Drive Reconstruction in the amount of $103,659.37.

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 October 24, 2017.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 17-00 SUNWOOD DRIVE RECONSTRUCTION

City of Ramsey

Estimate no **2**

TOTAL CONTRACT	$	409,385.03
BITUMINOUS INCENTIVES	$	4,870.65
TOTAL CONTRACT	$	414,255.68
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	$	408,806.92
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	408,806.92
RETAINED PERCENTAGE 5%	$	20,440.35
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	388,366.57
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	284,707.20
PAY CONTRACTOR PER ESTIMATE NO. 2	$	103,659.37

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: North Valley, Inc.

By _____ President
Name Title

Date 10/11/17

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

By _____ Civil Engineer IV
Leonard Linton, PE

Date 10-11-17

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ City Engineer 10/12/17
Name Title Date

CC Regular Session **4. 9.**

Meeting Date: 10/24/2017

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #17-10-266 Authorizing Partial Payment to North Valley, Inc. for IP 17-01 Alpine Drive Reconstruction

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for IP 17-01 Alpine Drive Reconstruction in the amount of $75,889.22.

Action:

Motion to adopt Resolution #17-10-266 authorizing partial payment to North Valley, Inc. for IP 17-01 Alpine Drive Reconstruction in the amount of $75,889.22.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	10/18/2017 03:35 PM
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:15 PM
Form Started By: MaryJo Warner		Started On: 10/16/2017 10:37 AM
Final Approval Date: 10/19/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-266

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO NORTH VALLEY, INC. FOR IMPROVEMENT PROJECT #17-01 ALPINE DRIVE RECONSTRUCTION

WHEREAS, pursuant to Ramsey City Council resolution #16-08-139, adopted August 8, 2016, the City Engineer prepared a Feasibility Report for City Improvement Project #17-01 which proposes improvements to Alpine Drive between Armstrong Boulevard/CSAH 83 and Variolite Street, including reconstruction of bituminous pavement, replacement of damaged concrete curb and gutter, and other appurtenant work as needed; and

WHEREAS, pursuant to Ramsey City Council resolution #17-01-029, adopted January 24, 2017, the City Council received and accepted the Feasibility Report, and the City of Ramsey Engineering Department was ordered to prepare final plans and specifications for the proposed improvements; and

WHEREAS, pursuant to Ramsey City Council resolution #17-05-104, adopted May 9, 2017, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, pursuant to Ramsey City Council resolution #17-06-140, adopted June 13, 2017, the bid of North Valley, Inc. in the amount of $341,407.52 for the total bid was accepted as the lowest responsible bidder; and

WHEREAS, as of October 24, 2017 $242,693.36 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. in the amount of $75,889.22.

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

1) That the City Council hereby authorizes partial payment to North Valley, Inc. for Improvement Project #17-01, Alpine Drive Reconstruction in the amount of $75,889.22.

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 October 24, 2017.

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

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember,

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 17-01 Alpine Drive Reconstruction

City of Ramsey

Estimate no 2

TOTAL CONTRACT	$	341,407.52
BITUMINOUS INCENTIVES	$	4,749.68
TOTAL CONTRACT	$	346,157.20
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	$	335,350.09
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	335,350.09
RETAINED PERCENTAGE 5%	$	16,767.50
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	318,582.58
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	242,693.36
PAY CONTRACTOR PER ESTIMATE NO. 2	$	75,889.22

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: North Valley, Inc.

By _____ President
Name Title

Date 10/11/17

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

By _____ Civil Engineer IV
Leonard Linton, PE

Date 10-11-17

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By Bruce A Westby City Engineer 10/12/17
Name Title Date

CC Regular Session **4. 10.**

Meeting Date: 10/24/2017

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #17-10-267 Authorizing Partial Payment to Metro Utilities, Inc. for IP 17-09, Bunker Lake Boulevard Utilities Extension.

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to Metro Utilities, Inc. for IP 17-09, Bunker Lake Boulevard Utilities Extension in the amount of $27,576.60.

Action:

Motion to adopt Resolution #17-10-267 authorizing partial payment to Metro Utilities, Inc. for IP 17-09, Bunker Lake Boulevard Utilities Extension in the amount of $27,576.60.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	10/18/2017 03:37 PM
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:14 PM
Form Started By: MaryJo Warner		Started On: 10/16/2017 10:46 AM
Final Approval Date: 10/19/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-267

RESOLUTION APPROVING PARTIAL PAYMENT TO METRO UTILITIES, INC. FOR 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, the Riverstone residential development west of Puma Street is under construction and requires public utilities to serve the development; and

WHEREAS, the existing public utilities under Bunker Lake Boulevard need to be extended through the intersection of Bunker Lake Boulevard and Puma Street to serve the Riverstone residential development; and

WHEREAS, extending the public utilities will allow for development of other parcels abutting the west end of Bunker Lake Boulevard, and along Puma Street to Alpine Drive; 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; and

WHEREAS, on May 23, 2017, the City Council accepted final plans and specifications and authorized advertisement for bids for said improvements; and

WHEREAS, pursuant to a resolution of the City Council adopted June 27, 2017 the bid of Metro Utilities, Inc. in the amount of $268,500.00 for the total bid is the lowest responsible bidder; and

WHEREAS, as of October 24, 2017 $226,479.05 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to Metro Utilities, Inc. in the amount of $27,576.60.

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

1) That the City Council hereby authorizes partial payment to Metro Utilities, Inc. for Improvement Project #17-09, Bunker Lake Boulevard Utilities Extension in the amount of $27,576.60.

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 October 24, 2017.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly adopted by the Ramsey City Council this the 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 17-09 BUNKER LAKE BOULEVARD UTILITIES EXTENSION

City of Ramsey

Estimate no		2
TOTAL CONTRACT	$	268,500.00
	$	-
TOTAL CONTRACT	$	268,500.00
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	$	267,427.00
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	267,427.00
RETAINED PERCENTAGE 5%	$	13,371.35
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	254,055.65
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	226,479.05
PAY CONTRACTOR PER ESTIMATE NO. 2	$	27,576.60

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: Metro Utilities, Inc.

By _____
Name Ryan Van Nurden Title President

Date 10-10-17

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

By _____ Civil Engineer IV
Leonard Linton, PE

Date 10-10-17

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ City Engineer 10/12/17
Name Title Date

CC Regular Session **4. 11.**

Meeting Date: 10/24/2017

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #17-10-268 Authorizing Partial Payment to Douglas-Kerr Underground, LLC for IP 16-20 Riverdale Drive Extension Improvements

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to Douglas-Kerr Underground, LLC for IP 16-20 Riverdale Drive Extension Improvements in the amount of $96,979.09.

Action:

Motion to adopt Resolution #17-10-268 approving partial payment to Douglas-Kerr Underground, LLC for IP 16-20 Riverdale Drive Extension Improvements in the amount of $96,979.09.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	10/18/2017 03:38 PM
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:07 PM
Form Started By: MaryJo Warner		Started On: 10/16/2017 03:21 PM
Final Approval Date: 10/19/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-268

RESOLUTION APPROVING PARTIAL PAYMENT TO DOUGLAS-KERR UNDERGROUND LLC FOR RIVERDALE DRIVE EXTENSION FROM TRAPROCK STREET TO RAMSEY BOULEVARD, IMPROVEMENT PROJECT #16-20

WHEREAS, the City of Ramsey desires to extend Riverdale Drive from Traprock Street to Ramsey Boulevard, completing the south frontage road to U.S. Highway 10 between Armstrong Boulevard and Ramsey Boulevard; and

WHEREAS, the City of Ramsey's 2015 - 2019 Capital Improvement Program identifies this project for design and construction in calendar years 2016 - 2017; and

WHEREAS, this improvement project is identified as an immediate priority in the Highway 10 Access Planning Study completed in 2014 as a partnership between the Minnesota Department of Transportation (MnDOT) and the Anoka County Highway Department; and

WHEREAS, the City represents that this project provides benefit to the Trunk Highway system, as well as to the local community, making the project eligible for funding through MnDOT's Metro Municipal Agreement Program in the maximum amount of $584,280; and

WHEREAS, on September 21, 2015, MnDOT notified the City that this project received up to $584,280 in funding through MnDOT's Metro Municipal Agreement Program for eligible construction items, including construction engineering and inspection, in accordance with MnDOT's Cost Participation Policy; and

WHEREAS, upon accepting the funds the City agreed to prepare project plans and specifications conforming to MnDOT's design standards and format; and

WHEREAS, pursuant to a motion of the Ramsey City Council, adopted November 24, 2015, authorizing City staff to accept a proposal from Bolton & Menk, Inc. in the amount of $89,170 to prepare final Plans and Specifications for said improvements; and

WHEREAS, pursuant to a motion of the Ramsey City Council, adopted June 27, 2017, approving final Plans and Specifications and authorizing advertisements for bids for said improvements; and

WHEREAS, pursuant to a motion of the Ramsey City Council, adopted July 11, 2017, approving and authorizing execution of Cooperative Construction Agreement No. 1002020 for said improvements; and

WHEREAS, pursuant to a motion of the Ramsey City Council, adopted July 25, 2017, accepting bids and awarding a contract to the lowest responsible bidder, Douglas-Kerr Underground, LLC, Inc., in the amount of $701,270.54 for the total bid for construction of said improvements; and

WHEREAS, as of October 24, 2017 $0 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to Douglas-Kerr Underground, LLC. in the amount of $96,979.09.

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

1) That the City Council hereby authorizes partial payment to Douglas-Kerr Underground, LLC for Improvement Project #16-20 Riverdale Drive Extension Improvements in the amount of $96,979.09.

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 October 24, 2017.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CONTRACTOR'S PAY REQUEST IP 16-20

RIVERDALE DRIVE EXTENSION IMPROVEMENTS
S.A.P. 119-115-003
CITY OF RAMSEY, MN
BMI PROJECT NO. R16.111092

DISTRIBUTION:
CONTRACTOR (1)
OWNER (1)
ENGINEER (1)
BONDING CO. (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	$701,270.54
TOTAL, COMPLETED WORK TO DATE	$102,083.25
TOTAL, STORED MATERIALS TO DATE	$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	$102,083.25
RETAINED PERCENTAGE (5%)	$5,104.16
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	$96,979.09
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$0.00
PAY CONTRACTOR AS ESTIMATE NO. 1	$96,979.09

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 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 the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: Douglas-Kerr Underground, LLC
2142 330th Ave
Mora, MN 55051

By _____ Manager
Name Title

Date 10-11-17

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: BOLTON & MENK, INC., 7533 SUNWOOD DRIVE, SUITE 206, RAMSEY, MN 55303

By _____, PROJECT MANAGER
KEVIN P. KIELB, P.E.

Date 10/11/2017

APPROVED FOR PAYMENT:
OWNER: CITY OF RAMSEY

By _____ City Engineer 10/16/17
Name Title Date

And _____
Name Title Date

CC Regular Session **4. 12.**

Meeting Date: 10/24/2017

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #17-10-270 Ordering Feasibility Report for Improvement Project #18-03, 2018 Overlay Improvements

Purpose/Background:

Purpose:
The purpose of this case is to consider adopting Resolution #17-10-270 ordering a Feasibility Report for Improvement Project #18-03, 2018 Overlay Improvements.

Background:
Numerous public street segments have Pavement and Surface Evaluation Rating (PASER) values, which indicate these street segments, are prime candidates for receiving overlay improvements in 2018. Overlaying these streets in 2018 will allow the City to maintain these streets in the most cost-effective manner throughout the serviceable life of these streets.

Attached are maps showing the specific street segments proposed to receive overlay improvements in 2018, which are located in the following developments:

- Northfork
- Northfork Oaks
- Northfork 2nd Addition
- Northfork 3rd Addition
- Northfork Itasca Shores
- The North Forty 2nd Addition
- The North Forty 3rd Addition
- Woodland Green

The City of Ramsey's Street Assessments Policy allows 25-percent of eligible overlay project costs to be assessed against benefiting properties. Staff is therefore requesting that the City Council order a Feasibility Report for the proposed 2018 overlay improvements to allow special assessments to be used as a funding source per the requirements of Chapter 8 of the City's Charter, and Minnesota Statute, Chapter 429, both of which are attached.

The proposed improvements will be designated as City Improvement Project #18-00, 2018 Overlay Improvements.

Notification:
Notifications are not required at this time, but will be required during future approvals for this project.

Observations/Alternatives:

Observations:
Preparing a Feasibility Report for the proposed improvements will allow staff to refine estimated project costs and develop a proposed funding program, and allows for the use of special assessments against benefiting properties as a partial funding source.

The Feasibility Report will explore numerous aspects of the proposed improvements including whether they are

feasible, necessary, and cost-effective, and whether they should be completed alone or in conjunction with other improvements. Estimated costs will also be explored in greater detail than what was used to estimate costs for the CIP. A more detailed project funding program will also be explored, including a description of the methodology used to calculate individual special assessments for benefiting parcels. A project schedule will also be proposed.

While preparing the Feasibility Report, Staff will conduct public information meetings with identified benefiting property owners to explain the need for the proposed improvements, the scope of the improvements, estimated costs, proposed funding program, including the preliminary special assessments, and the proposed project schedule.

The Feasibility Report will incorporate data that was gathered using Ground Penetrating Radar and soil borings.

Staff anticipates requesting Council acceptance of the Feasibility Report on November 14, 2017, and ordering a Public Hearing for November 24, 2017, in accordance with Minnesota Statute, Chapter 429. This schedule will allow the project to proceed in a timely manner and to receive competitive bids in February of 2018.

Alternatives:
Alternative #1 – Motion to adopt Resolution #17-10-270 ordering a Feasibility Report for Improvement Project #18-03, 2018 Overlay Improvements.

Alternative #2 – Motion to deny adoption of Resolution #17-10-270 at this time.

Funding Source:
The Feasibility Report will be completed in-house as part of staff's regular duties.

The City of Ramsey's 5-year Street Reconstruction and Overlay Program includes the streets listed above as proposed 2018 overlay improvements, allowing the City to utilize street reconstruction bonds to fund the improvements. The City's 10-year Capital Improvement Plan (CIP) also identifies these streets as proposed 2018 overlay improvements.

Recommendation:
Staff recommends approval of Alternative #1, which will allow these public street segments to be cost-effectively maintained.

Action:
Motion to adopt Resolution #17-10-270 ordering a Feasibility Report for Improvement Project #18-03, 2018 Overlay Improvements.

Attachments

Resolution 1710270
2018 Overlay Improvement Maps
Chapter 8 City Charter
State Statute Chapter 429

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 02:42 PM
Form Started By: Bruce Westby		Started On: 10/17/2017 08:03 AM
Final Approval Date: 10/19/2017		

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

RESOLUTION #17-10-270

RESOLUTION ORDERING FEASIBILITY REPORT FOR IMPROVEMENT PROJECT #18-03 2018 OVERLAY IMPROVEMENTS

WHEREAS, the City of Ramsey proposes to overlay numerous street segments in 2018 for the purpose of maintaining these streets as cost-effectively as possible; and

WHEREAS, the City of Ramsey proposes to assess benefiting properties up to 25-percent of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy.

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

That the proposed improvements, designated as Improvement Project No. 18-03, be referred to the City Engineer for study, and that the City Engineer is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvements are necessary, cost-effective, and feasible; whether they should best be made as proposed or in conjunction with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for benefitted properties.

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 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

0 1056 2112 3168
SCALE (FEET)

N

NORTHFORK

NORTHFORK 2ND & 3RD

NORTHFORK OAKS

THE NORTH FORTY 2ND

THE NORTH FORTY 3RD

NORTHFORK ITASCA SHORES

WOODLAND GREEN

DRAFT

DATE	REVISION

Oct 19, 2017 - 8:10am
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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

Engr. Name

Date_____ Lic. No. _____

DESIGNED BY:		
DRAWN BY:	DATE:	
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City of RAMSEY

CITY OF RAMSEY
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OVERALL MAP

2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 0 OF 7 SHEETS

0 75 150 225
SCALE (FEET)

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156TH LANE

ERKIUM STREET

COBALT STREET

BARIUM STREET

155TH LANE

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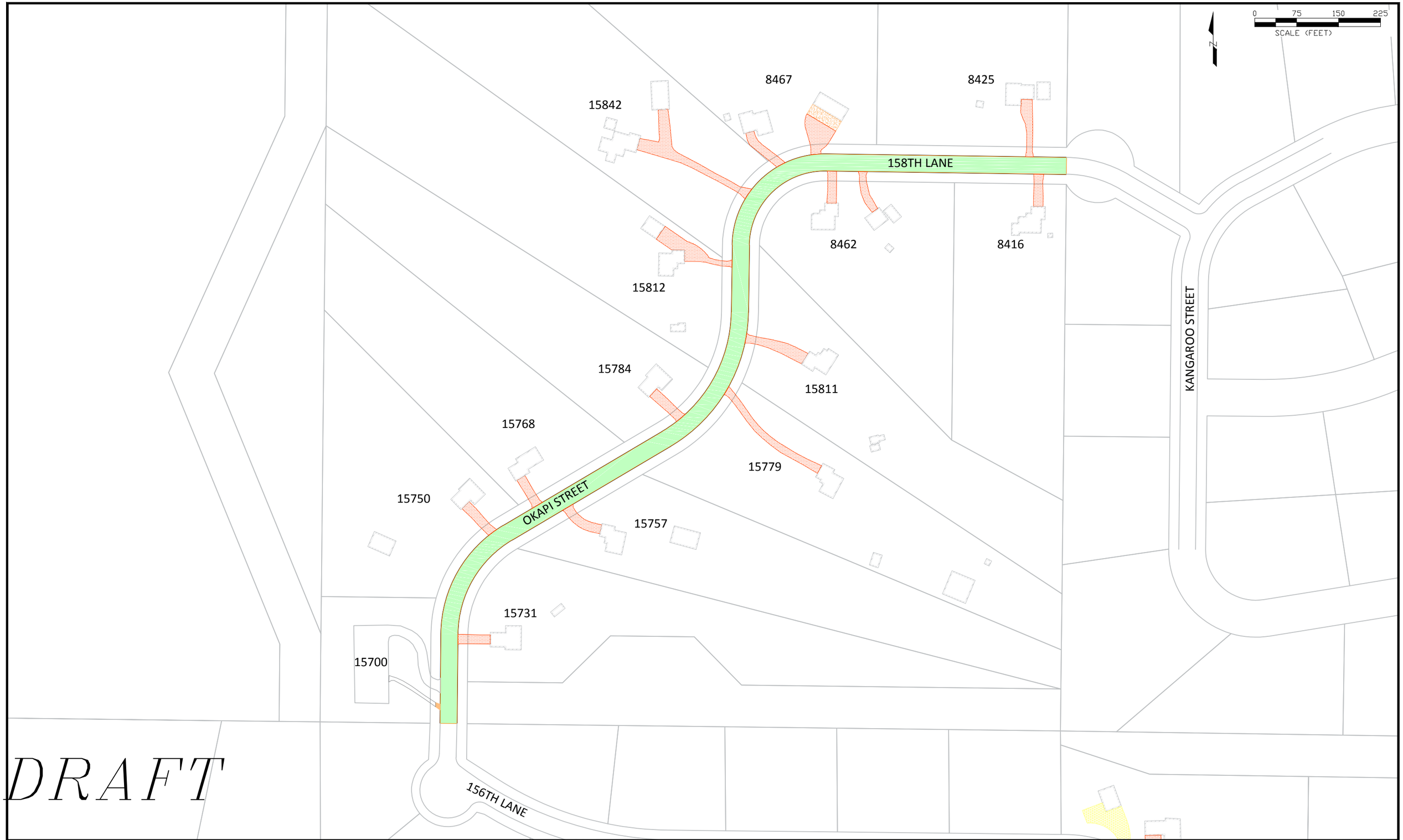
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WOODLAND GREEN

2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 1 OF 7 SHEETS



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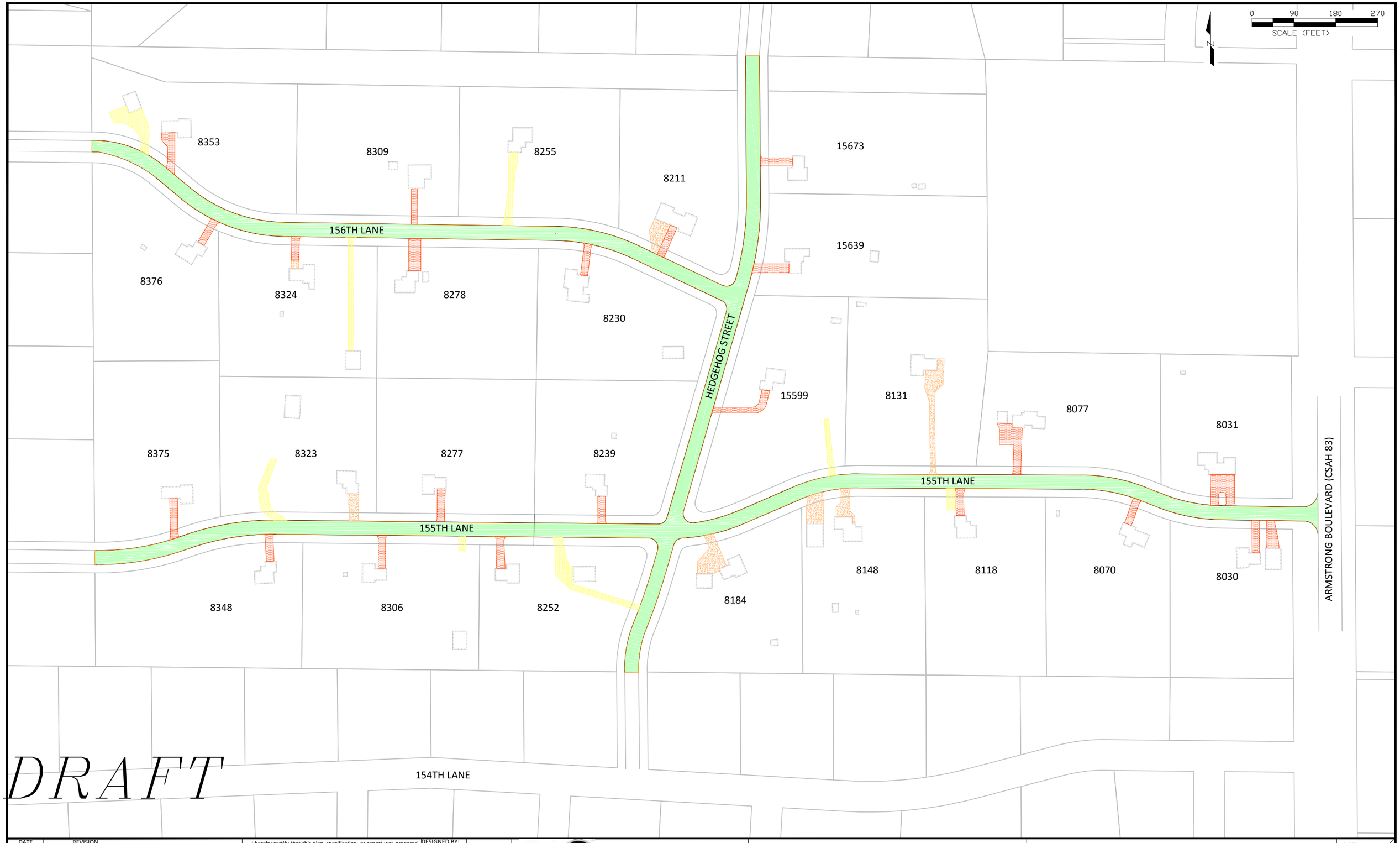
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THE NORTH FORTY 2ND

2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 2 OF 7 SHEETS



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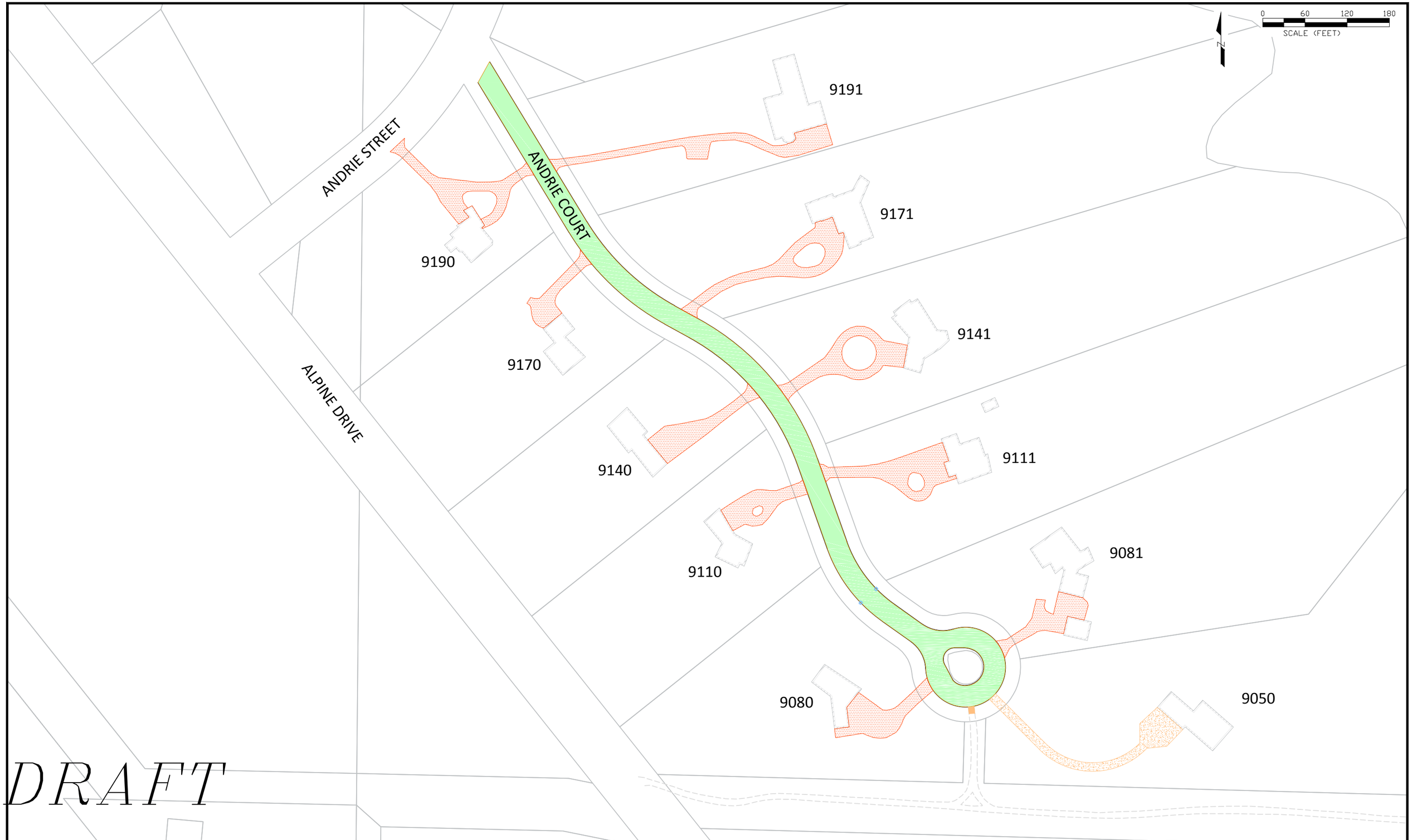
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2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 3 OF 7 SHEETS



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NORTHFORK ITASCA SHORES

2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 4 OF 7 SHEETS



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Engr. Name

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NORTHFORK

2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 5 OF 7 SHEETS



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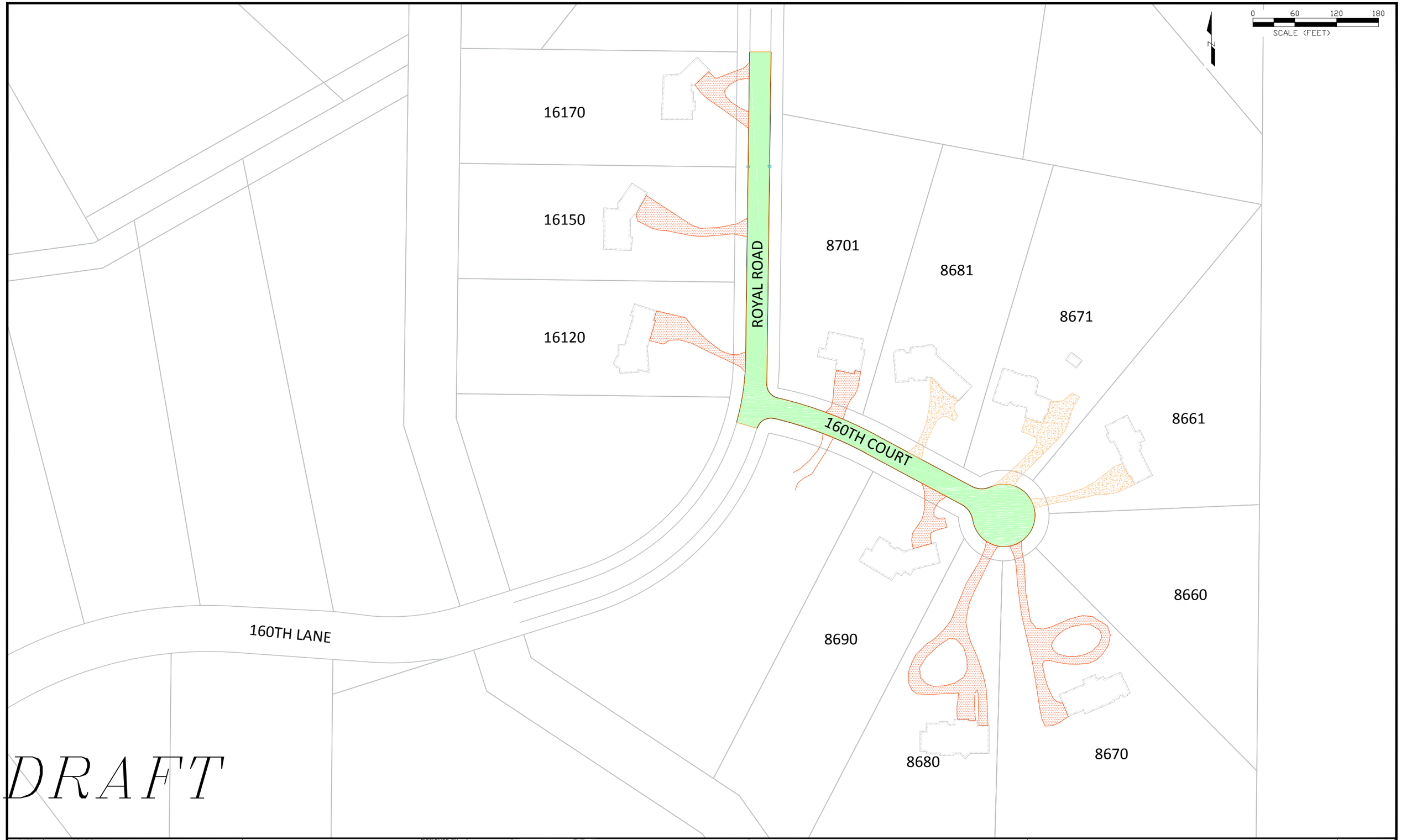
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NORTHFORK 2ND & 3RD

2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 6 OF 7 SHEETS



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Engr. Name
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City of RAMSEY

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NORTHFORK OAKS

2018 OVERLAY PROGRAM
CITY PROJECT NO. 18-03
CITY OF RAMSEY, MINNESOTA

SHEET 7 OF 7 SHEETS

CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

Sec. 8.1. - Power to make improvements and levy assessments.

The city may make any type of local improvement not forbidden by law and levy special assessments to pay all or part of the cost of such local improvements. The total of the assessments for any local improvement may not exceed the cost of the local improvement, plus all costs and expenses connected therewith, including interest. No assessment shall exceed the benefit to the property assessed as measured by the increase in the market value of the property assessed as a result of the local improvement.

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

All local improvement projects shall be carried out exclusively under the provisions of this Charter. The term "local improvement" as used in this section shall mean a public improvement financed partly or wholly from special assessments.

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

The council may provide by ordinance that the cost of the city services to streets, sidewalks, or other public or private property may be assessed against property benefited and may be collected in the same manner as special assessments.

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

When the city undertakes any local improvement to which the state local improvement code, Minn. Stats. chapter 429 applies, it shall comply with the provisions of that law, except as modified below. The council may by ordinance prescribe the procedure to be followed in making any other local improvement and levying assessments therefor.

8.4.1 *Sixty-day waiting period.* A period of 60 days shall elapse after the conclusion of the public hearing required by law to precede the ordering of the construction of a local improvement project (the "public hearing") before the actual ordering of the local improvement by the council and the council entering into a contract for the local improvement construction.

8.4.2 *Percentage of owners required.* When the local improvement has been petitioned for by the owners of not less than 50 percent in frontage of the real property abutting on streets named in the petition as the location of the local improvement the resolution ordering the local improvement by the council may be approved by vote of a majority of all members of the council. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council.

8.4.3 *Petition against the local improvement.* A proposed local improvement may be initiated by petition of the owners of real property abutting on the streets named in the petition. If, within 30 days of the conclusion of the public hearing, a petition against such local improvement is filed with the city administrator which petition is signed by a percentage of the owners of real property abutting on the streets named in the initiating petition as the location of the improvement which

percentage is greater than the percentage of owners of real property who signed the initiating petition, the council shall not make such local improvement at the expense of the abutting property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.4 *Counter petition in favor of the improvement.* If within 30 days of the filing with the city administrator of a petition against the local improvement as described in section 8.4.3 above, there is filed with the city administrator a petition in favor of the local improvement, signed by owners of real property abutting on the streets named in the initiating petition as the location of the improvement, in a percentage greater than the percent of owners of real property who signed the petition against the local improvement, then in such event the council may disregard the petition against the local improvement and proceed with the local improvement.

8.4.5 *Petition against council initiated improvement.* If the local improvement was initiated by council resolution without an initiating petition and, within 60 days of the conclusion of the public hearing, a petition is filed with the city administrator against such local improvement and which petition is signed by 60 percent or more of the owners of real property proposed to be assessed for and benefited by the local improvement, the council shall not make such local improvement at the expense of the benefited property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.6 *Withdrawal of name from petition.* Any person whose name appears on a petition to the council in favor of a local improvement, or on a petition to the council filed against a local improvement, may withdraw his/her name by a statement in writing filed with the city administrator before such petition is presented to the council or in person at a city council meeting before the city council accepts said petition.

8.4.7 *Filing of petition with city council.* All completed petitions filed with the city administrator as described herein shall be presented to the council by the city administrator at the council's next regularly scheduled meeting.

8.4.8 *One year before any further action.* When a proposed local improvement is disallowed pursuant to the petition process described in the foregoing sections, the council shall not vote on the same improvement within a period of one year after the public hearing on said improvement.

(Ord. of 1-25-1993; Ord. No. 06-22, § 2, 7-5-2006; Ord. No. 12-08, § 2, 6-26-2012; Ord. No. 14-07, § 2, 8-11-2014)

Sec. 8.5. - Computation of time.

Where the performance or doing of any act or matter is required by this Charter, and the period of time is prescribed and fixed by this Charter, the time shall be computed so as to exclude the first and include the last day of the prescribed or fixed period of time. When the last day of the period falls on a Saturday, Sunday, or a legal holiday, that day shall be omitted from the computation.

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

This section applies to any local improvement project completed after January 1, 1996, which includes extending urban services (sewer and/or water) to an existing home or neighborhood.

8.6.1 *Connection policy.* The city may not compel any property owner with a functional private sewer and water system to connect to city sewer and/or water.

8.6.2 *Assessment policy.* The city may not levy an assessment for any component of any project which includes sewer and/or water improvements against a property whose owner elects to remain on a functional private sewer and/or water system.

8.6.3 *Request for urban services.* Property owners who remain on private sewer and water systems after urban services become available may request connection to urban services at any time. Upon connection to urban services an assessment may be levied provided it is consistent with the original assessment.

(Ref. of 5-20-1996; Ord. of 1-24-2001)

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

429.011 DEFINITIONS.
429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.
429.031 PRELIMINARY PLANS, HEARINGS.
429.035 IMPROVEMENTS, PETITION.
429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.
429.041 COUNCIL PROCEDURE.
429.051 APPORTIONMENT OF COST.
429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.
429.061 ASSESSMENT PROCEDURE.
429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.
429.081 APPEAL TO DISTRICT COURT.
429.091 FINANCING.
429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.
429.111 CHARTER PROVISIONS, EFFECT.

429.01 [Repealed, 1953 c 398 s 13 subd 1]

429.011 DEFINITIONS.

Subdivision 1. **Application.** For the purpose of this chapter the terms defined in this section shall have the meanings ascribed to them.

Subd. 2. **Municipality; certain cities and towns.** "Municipality" means any city of the second, third, or fourth class however organized, or any statutory city or any town as defined in section 368.01.

Subd. 2a. **Municipality; certain counties.** "Municipality" also includes the following:

(1) a county in the case of construction, reconstruction, or improvement of a county state-aid highway;

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4

429.02 [Repealed, 1953 c 398 s 13 subd 1]

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21*

429.03 [Repealed, 1953 c 398 s 13 subd 1]

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

429.05 [Repealed, 1953 c 398 s 13 subd 1]

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

429.06 [Repealed, 1953 c 398 s 13 subd 1]

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

429.08 [Repealed, 1953 c 398 s 13 subd 1]

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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CC Regular Session **4. 13.**

Meeting Date: 10/24/2017

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution 17-10-277 to Authorize Hiring a Patrol Officer

Purpose/Background:

The purpose of this case is to request the City Council to hire a Patrol Officer.

This recruitment was necessary to backfill a vacancy that occurred earlier in the year. Staff conducted an internal and external Patrol Officer recruitment and recommends hiring Mr. Kyle Brotkowski. Mr. Brotkowski participated in and passed the physical agility testing, two interviews, a report writing exercise, a "shoot/don't shoot video scenario, an extensive background investigation, a psychological assessment and a pre-employment physical and drug screen. He, like all new Patrol Officers, will be subject to a 1-year probation period, the City's Personnel Policy and the union contract.

Observations/Alternatives:

Alternative #1: Staff recommends filling this vacancy. Patrol Officers are needed to provide public safety and to support the strategic goals of the community. The strategic goals for the department include maintaining the Police Department staffing levels in order to maintain service levels. Replacing this open position provides the staffing that will allow the department to continue to respond to citizens in a timely manner.

Alternative #2: Not filling the Patrol Officer vacancy; staff does not recommend this option.

Funding Source:

The funding required to fill this vacancy has been accounted for in the 2017 budget and represents an overall savings due to the position being funded while temporarily vacant.

Recommendation:

Staff recommends hiring Mr. Kyle Brotkowski as the Police Department's newest Patrol Officer effective on or near November 8, 2017, at step 1 of the 2017 pay scale which is $25.06 per hour.

Action:

Motion to adopt resolution #17-10-277, hiring Mr. Kyle Brotkowski as the Police Department's newest Patrol Officer effective on or near November 8, 2017, at step 1 of the 2017 pay scale which is $25.06 per hour.

Attachments

Resolution 1710277

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:25 PM
Form Started By: Colleen Lasher		Started On: 10/10/2017 02:39 PM

Final Approval Date: 10/19/2017

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-277

RESOLUTION HIRING A PATROL OFFICER

WHEREAS, the City currently has one Patrol Officer vacancy; and

WHEREAS, staff conducted an internal and external recruitment; and

WHEREAS; Mr. Kyle Brotkowski has been selected by staff to fill the Patrol Officer vacancy; and

WHEREAS, Mr. Brotkowski successfully passed the City's pre-employment checks, including: reference checks, background and driving record checks, and pre-employment physical and drug screen; and

WHEREAS, all Patrol Officers are subject to a 1-year probation period; and

WHEREAS, Staff recommends hiring Mr. Kyle Brotkowski effective on or near November 8, 2017, at step 1 of the 2017 pay scale, which is $25.06 per hour.

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

1) Therefore, the Ramsey City Council approves hiring Mr. Kyle Brotkowski as the Police Department's newest Patrol Officer effective on or near November 8, 2017, at step 1 of the 2017 pay scale which is $25.06 per hour.

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 24th day of October, 2017.

_____

Mayor

ATTEST:

_____

City Clerk

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

CC Regular Session **6. 1.**

Meeting Date: 10/24/2017

By: Chris Anderson, Community Development

Information

Title:

PUBLIC HEARING: Introduce Ordinance #17-17 to Vacate Drainage and Utility Easements on Outlot A, Estates of Silver Oaks (Project No. 17-119); Case of Royal Oaks Realty

Purpose/Background:

The purpose of this case is to introduce an ordinance to vacate existing drainage and utility easements dedicated over, under and across Outlot A, Estates of Silver Oaks (the "Subject Property"). The Subject Property was re-platted into buildable land as part of the Final Plat for Estates of Silver Oaks 2nd Addition. City Council granted approval of the Estates of Silver Oaks 2nd Addition Final Plat on September 12, 2017. As part of the Final Plat, new drainage and utility easements were dedicated to the public. This action would simply vacate the existing, underlying drainage and utility easements as they do not correlate with the approved boundaries of the Plat.

Notification:

In accordance with State statute, Staff attempted to notify property owners within 350 feet of the subject property of the public hearing via Standard US Mail. The Public Hearing was also noticed in the Anoka County Union Herald, the City's official newsletter for public notices.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Recommendation:

Staff recommends adopting Ordinance #17-17 vacating the drainage and utility easements over, under and across Outlot A, Estates of Silvers Oaks.

Action:

Motion to introduce Ordinance #17-17 to vacate the drainage and utility easements over, under and across Outlot A, Estates of Silver Oaks.

Attachments

Site Location Map

Estates of Silver Oaks 2nd Addition Final Plat

Outlot A Easement Vacation Exhibit

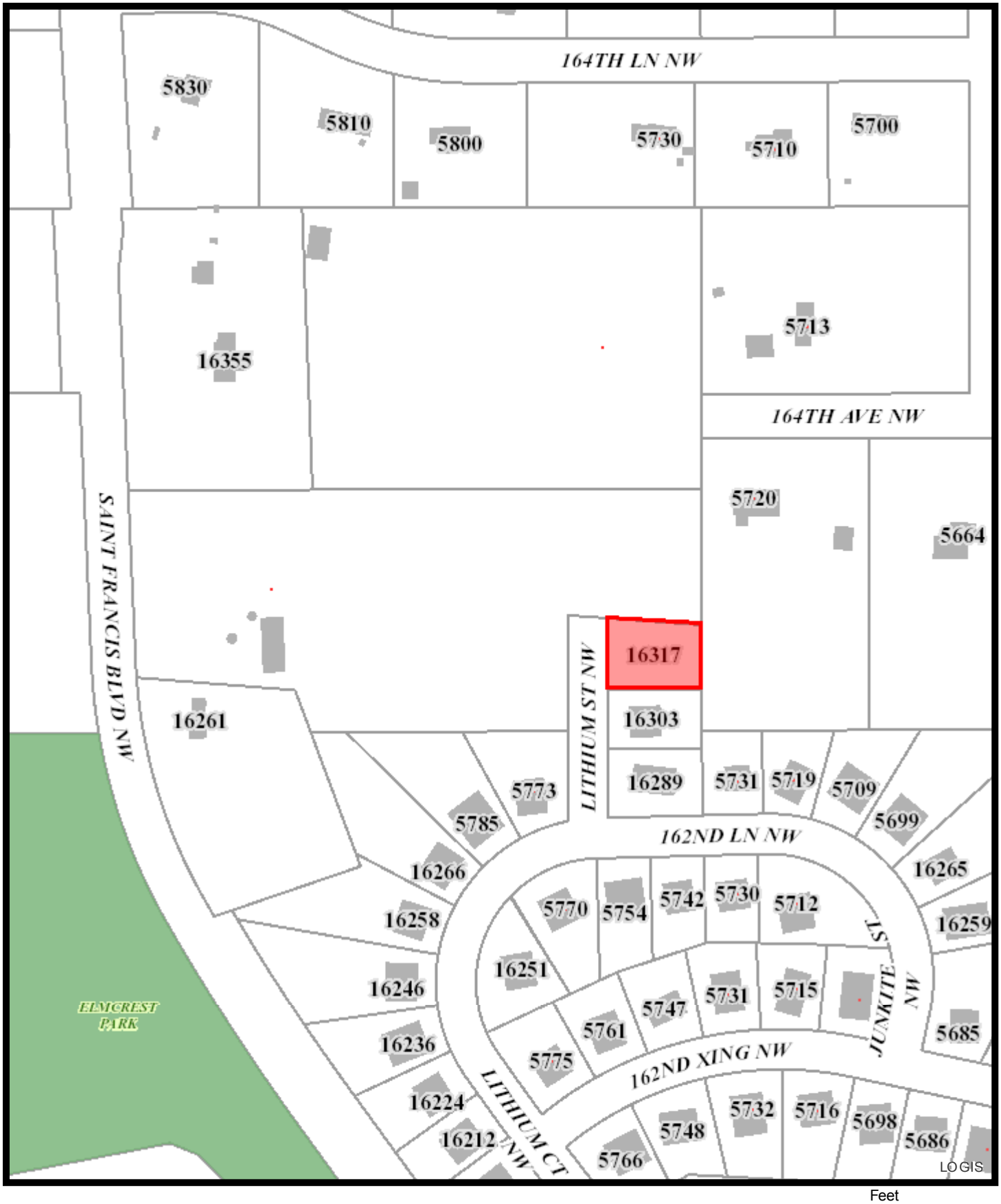
Ordinance #17-17

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/19/2017 07:06 AM
Chris Anderson (Originator)	Chris Anderson	10/19/2017 08:24 AM
Tim Gladhill	Tim Gladhill	10/19/2017 10:19 AM
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:07 PM
Form Started By: Chris Anderson		Started On: 10/16/2017 04:42 PM
Final Approval Date: 10/19/2017		

Site Location Map

Outlot A Estates of Silver Oaks



Feet

0 50 100 200 300 400

Print Date: October 17, 2017

PRELIMINARY COPY
DATED AUGUST 31, 2017

ESTATES OF SILVER OAKS 2ND ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 14, T32N, R25W

KNOW ALL PERSONS BY THESE PRESENTS: That Royal Oaks Realty, Inc., a Minnesota corporation, owners of the following described property:

That part of the North Half of the Northeast Quarter of Section 14, Township 32, Range 25, lying Easterly of the East right of way line of Trunk Highway No. 47 described as follows: Commencing at the intersection with the North line of said Northeast Quarter and the centerline of Trunk Highway No. 47; thence South 3 degrees 05 minutes East a distance of 540.55 feet; thence South 01 degree 52 minutes East along said centerline a distance of 602.85 feet to the point of beginning of land to be described; thence continuing along said centerline on a tangential curve to the left whose radius is 1038.81 feet arc length is 93.85 feet; thence South 85 degrees 12 minutes 47 seconds East a distance of 273.55 feet; thence South 20 degrees 12 minutes 47 seconds East to the intersection with the South line of the North Half of the Northeast Quarter, thence East along said south line to the intersection with the southwest corner of Lot 1 Block 4 BARTHEL'S RUM RIVER ACRES 2ND ADDITION; thence North along the West line of said Lot 1 Block 4 a distance of 360.10 feet; thence North 85 degrees 38 minutes 25 seconds West a distance of 894.39 feet to the centerline of said Trunk Highway No. 47 thence South along said centerline to the point of beginning;

EXCEPT

the following described tract: Commencing at the southwest corner of Lot 1 Block 4 BARTHEL'S RUM RIVER ACRES 2ND ADDITION; thence North along the West line of said Lot 1 a distance of 157.48 feet; thence North 85 degrees 38 minutes 25 seconds West a distance of 200 feet; thence South 0 degrees 19 minutes West to the South line of the North half of the Northeast Quarter, thence Easterly along said South line to the southwest corner of Lot 1, Block 4 of said plat, Anoka County Minnesota.

TOGETHER WITH

Outlot A, ESTATES OF SILVER OAKS, Anoka County, Minnesota.

Have caused the same to be surveyed and platted as ESTATES OF SILVER OAKS 2ND ADDITION and do hereby dedicate to the public for public use the public way and the drainage and utility easements as shown by this plat.

In witness whereof said Royal Oaks Realty, Inc., a Minnesota corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20___.

Royal Oaks Realty, Inc.

_____, as President
Marcel Eibensteiner

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20___, by Marcel Eibensteiner, as President of Royal Oaks Realty, Inc., a Minnesota corporation, on behalf of the corporation.

_____
Notary Public, _____ County, Minnesota
My Commission Expires _____

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

Dated this _____ day of _____, 20___.

_____
Daniel W. Obermiller, Licensed Land Surveyor
Minnesota License No. 25341

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20___ by Daniel W. Obermiller.

_____
Notary Public, _____ County, Minnesota
My Commission Expires _____

City Council, City of Ramsey, Minnesota

This plat of ESTATES OF SILVER OAKS 2ND ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this_____ day of _____, 20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By _____ Mayor

By _____ Clerk

County Surveyor

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

_____
Anoka County Surveyor
Larry D. Hoium

County Auditor/Treasurer

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

_____
Property Tax Administrator

By _____, Deputy

County Recorder/Registrar of Titles
County of Anoka, State of Minnesota

I hereby certify that this plat of ESTATES OF SILVER OAKS 2ND ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20___, at o'clock ___.M. and was duly recorded as Document Number _____.

_____
County Recorder/Registrar of Titles

By _____, Deputy

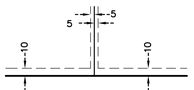
BASIS OF BEARINGS

FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 33 NORTH, RANGE 25 WEST, IS ASSUMED TO HAVE A BEARING OF NORTH 89 DEGREES 51 MINUTES 18 SECONDS EAST.

LEGEND

- DENOTES 1/2 INCH IRON MONUMENT FOUND UNLESS OTHERWISE NOTED
- DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT SET, MARKED RLS# 25341
- DENOTES SECTION CORNER MONUMENT
- DENOTES RESTRICTED ACCESS GRANTED TO THE STATE OF MINNESOTA
- WET — DENOTES WETLAND DELINEATION BY KJOLHAUG ENVRONENTAL SERVICES IN 2017
- DENOTES WET LAND

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



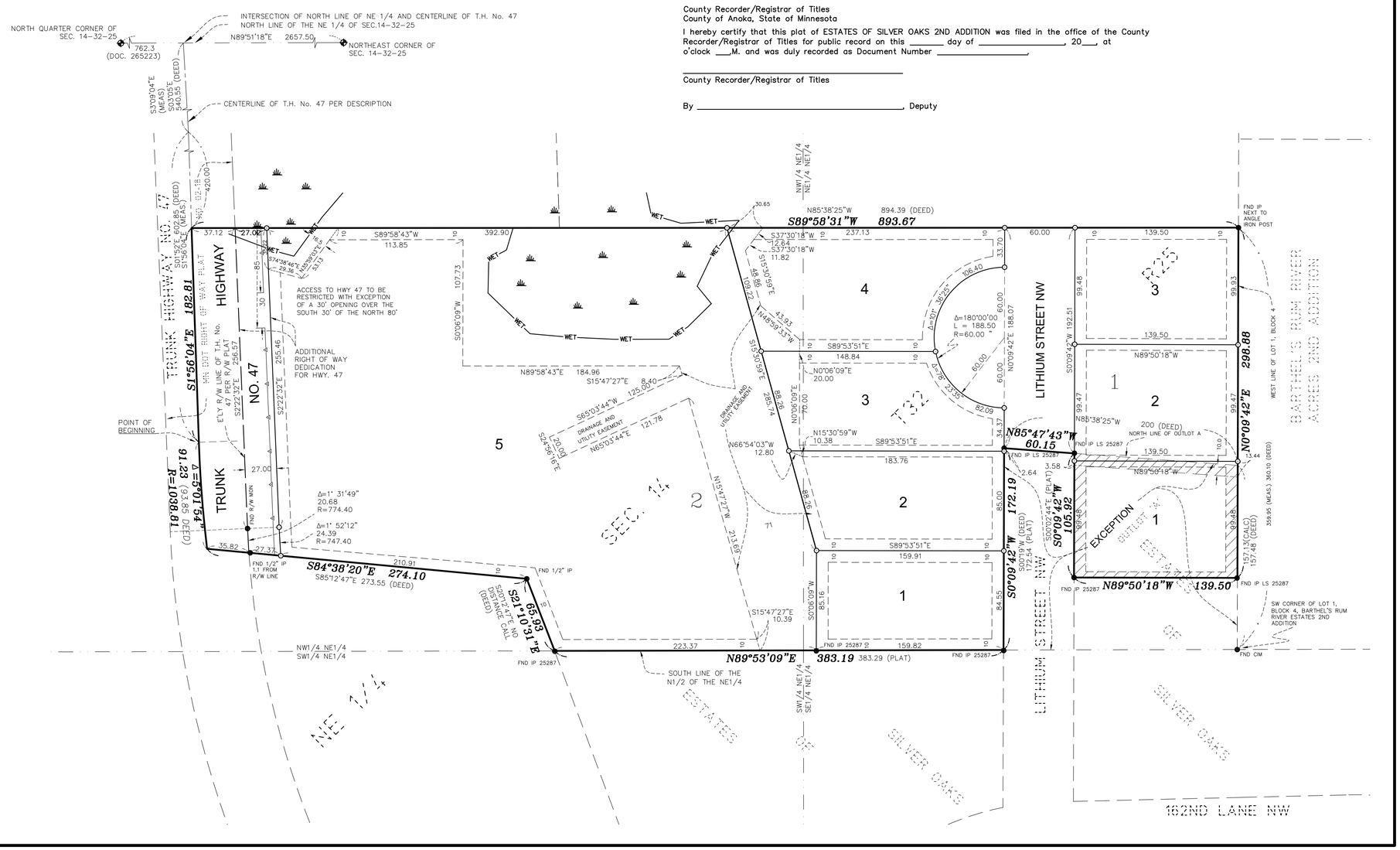
BEING 5 FEET IN WIDTH AND ADJOINING ALL SIDE LOT LINES AND 10 FEET IN WIDTH AND ADJOINING R/W LINES AND REAR LOT LINES UNLESS OTHERWISE SHOWN ON THIS PLAT.

DENOTES DRAINAGE AND UTILITY EASEMENT PER PLAT OF ESTATES OF SILVER OAKS

GRAPHIC SCALE

50 0 25 50 100 200

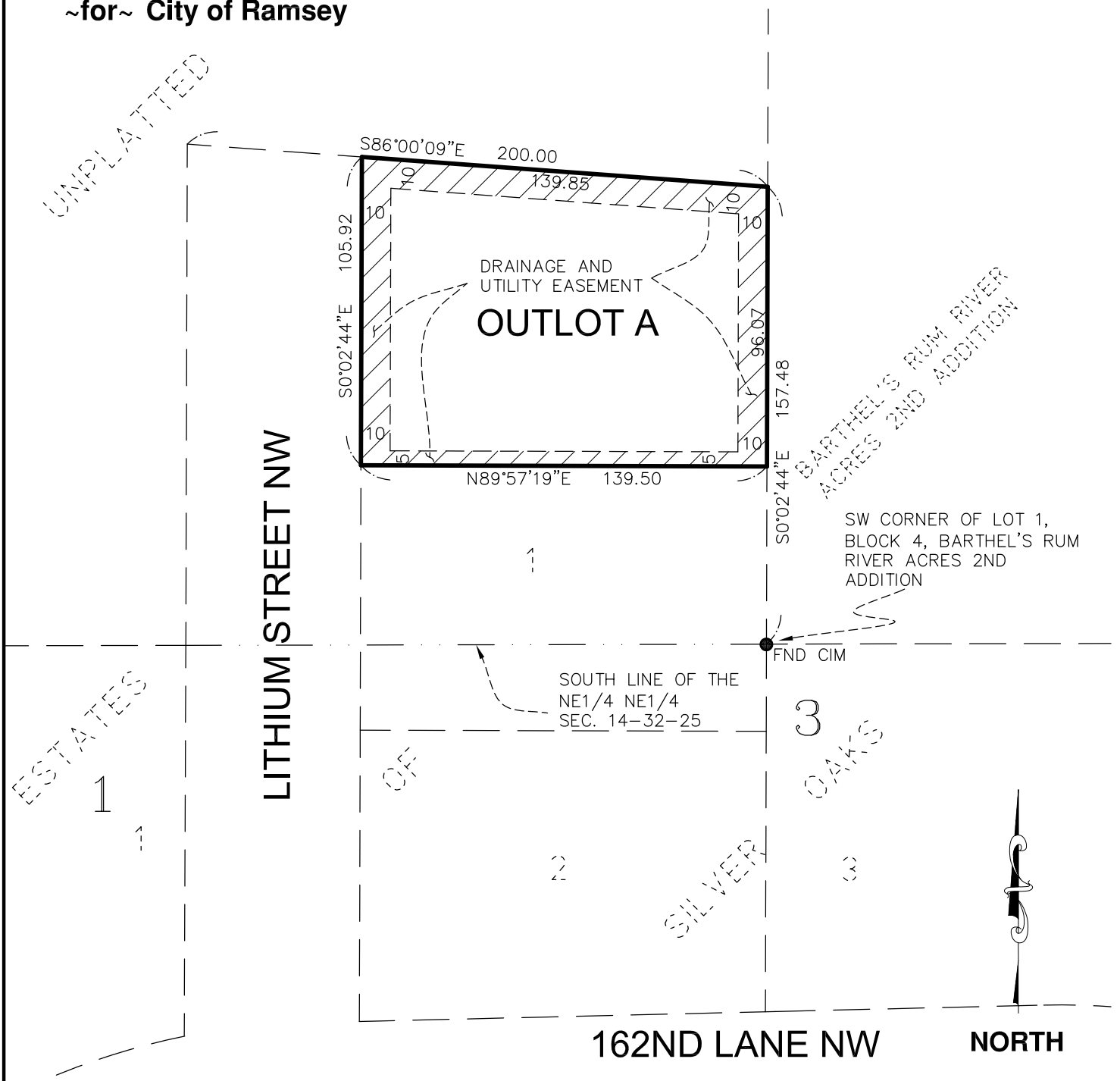
1 INCH = 50 FEET



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

EASEMENT VACATION EXHIBIT

~for~ City of Ramsey



LEGAL DESCRIPTION OF EASEMENT TO BE VACATED:
All drainage and utility easements dedicated over, under and across Outlot A, per recorded plat of ESTATES OF SILVER OAKS, Anoka County, Minnesota.

Location: City of Ramsey				
Scale 1"= 50'	● Denotes Iron Monument	Bearing Datum: Record	Job No. 17285PP	Drwg By JSE

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

E. G. RUD & SONS, INC.

By: _____

Dated this 13th day of October 2017. Minnesota License No. 25341

E. G. RUD & SONS, INC
PROFESSIONAL LAND SURVEYORS
6776 LAKE DRIVE NE, SUITE 110
LINO LAKES, MINNESOTA 55014
TEL. (651) 361-8200
FAX (651) 361-8701
www.egrud.com

ORDINANCE #17-17

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE VACATING DRAINAGE AND UTILITY EASEMENTS ON OUTLOT A ESTATES OF SILVER OAKS.

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 drainage and utility easements, as indicated by Exhibit A attached hereto, are hereby vacated, to-wit:

> All drainage and utility easements dedicated over, under and across Outlot A, per recorded plat of ESTATES OF SILVER OAKS, Anoka County, Minnesota.

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 14th day of November, 2017.

_____
Mayor

ATTEST:

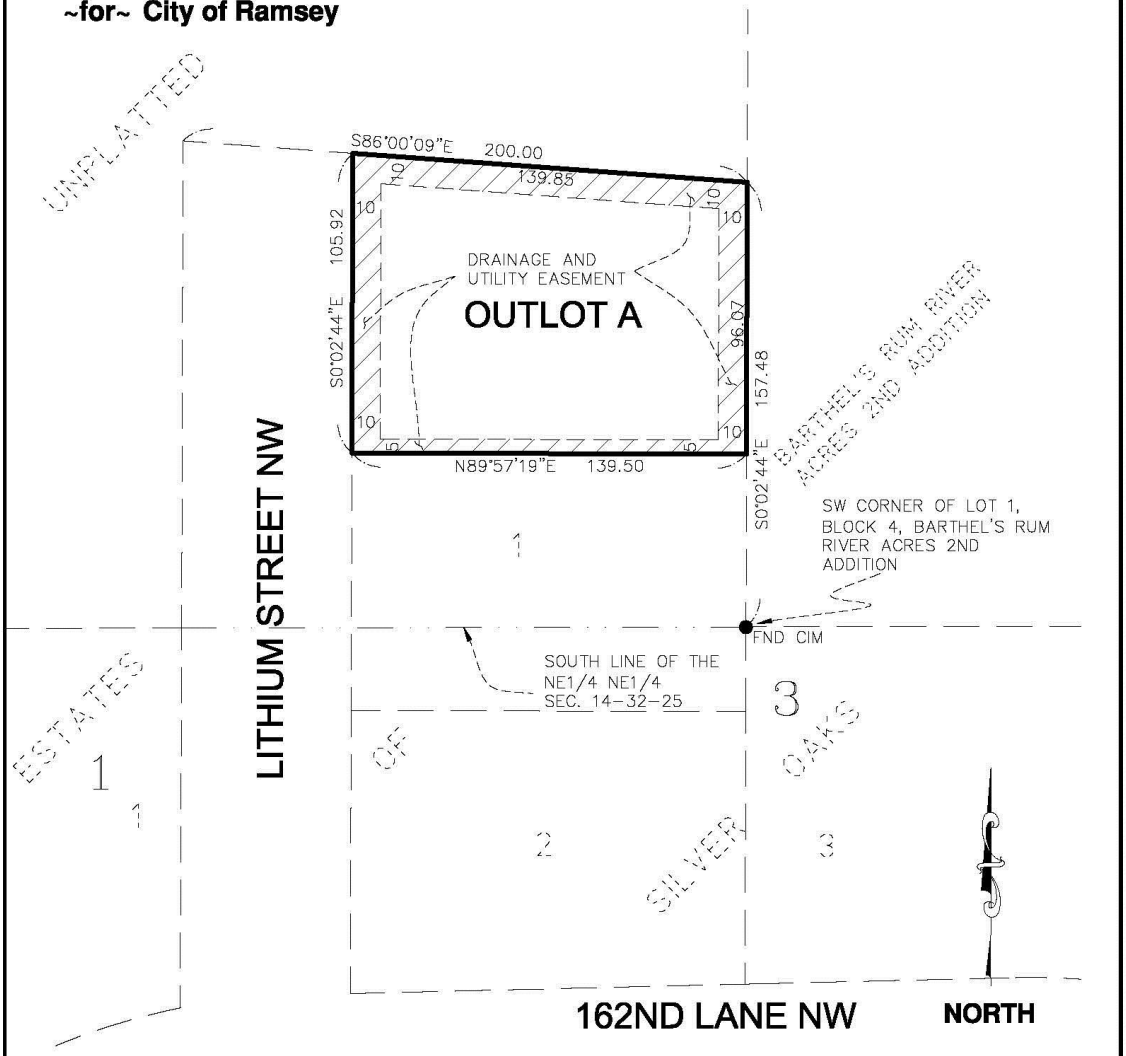
_____
City Clerk

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

Exhibit A
Easement Sketch

EASEMENT VACATION EXHIBIT

~for~ City of Ramsey



LEGAL DESCRIPTION OF EASEMENT TO BE VACATED:
All drainage and utility easements dedicated over, under and across Outlot A, per recorded plat of ESTATES OF SILVER OAKS, Anoka County, Minnesota.

Location: City of Ramsey

Scale 1"= 50' | ● Denotes Iron Monument | Bearing Datum: Record | Job No. 17285PP | Drwg By JSE

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

E. G. RUD & SONS, INC.

By: David W. Schmidt

Dated this 13th day of October 2017. Minnesota License No. 25341

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PROFESSIONAL LAND SURVEYORS
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FAX (651) 361-8701
www.egrud.com

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

CC Regular Session **7. 1.**

Meeting Date: 10/24/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #17-10-274 Accepting Quotes and Awarding Contract for Improvement Project #17-13, Potassium Street Cul-De-Sac Improvements

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #17-10-274 accepting quotes and awarding a contract for Improvement Project #17-13, Potassium Street Cul-De-Sac Improvements.

Background:

The segment of Potassium Street north of old Nowthen Boulevard is a gravel road with no outlet which the City has maintained for decades, including the turn-around area on 15641 Potassium Street. This property was recently purchased by Ron and Shannon Schmitz.

The Schmitz's contend the public has no right to use their property as a turn-around and, consequently, posted no trespassing signs on both sides of Potassium Street near the south edge of the property. These signs caused Ace Solid Waste to inform its customers along Potassium Street that they would no longer serve their properties since they could not safely turn their trucks around at the north end of Potassium Street. The City's position is that this is a public turn-around.

The Schmitz's acknowledge that a 33-foot easement exists on the west side of the property, but the City contends that a 66-foot easement exists as conveyed by a previous Deed transfer to the public. The Schmitz's dispute that the additional 33-foot easement exists.

The City Attorney contends that the City has other protections above and beyond the existing easements due to the length of time that the City has maintained this road for public use.

Previous estimated costs to construct the temporary cul-de-sac totaled $32,200. As was discussed at the September 12, 2017, Council Work Session, the Schmitz's offered to pay up to $3,000 towards project costs. Then on September 22 the Schmitz's submitted a counter-offer to pay a maximum of $8,050 of the project costs, contingent on the following conditions being met;

- The City obtaining other necessary easements from neighbors.
- The City releasing its claims of recorded easements, unrecorded easements, usage via MN Statute 160.05, and any other unrecorded or claimed recorded easements.
- Any encumbrances, liens, etc., of any nature, aside from the one construction easement, whether known or unknown.
- A settlement agreement reflecting these conditions, drafted by the City at its expense, and subject to review

and approval by the Schmitz's attorney.
- The City would be responsible for the legal fees in drafting the necessary easement for the construction.
- The project must be complete by December 31, 2017, otherwise the Schmitz's obligation is reduced by $1,000 for each month thereafter that the project is under construction.
- The Schmitz's are entitled to see the winning contractor's bid
- If the total bid cost is less than the estimated $32,200, the Schmitz's total obligation will be reduced to 25% of the lower bid.

Staff is not fully supportive of all these conditions, but is hopeful a settlement can be reached. Therefore, the recommendation to Council is to authorize staff to enter into a settlement agreement with the Schmitz's, that, in consideration of an $8,050, the City will proceed with the project, retain any necessary easements upon the Schmitz's property, and negotiate a reasonable time for completion, subject to the review and approval of the City Attorney.

To ensure the project can be completed by December 31, 2017, Hakanson Anderson revised the final plans by moving the cul-de-sac 25-feet south to avoid impacts to an existing power pole. Having to remove the power pole could delay construction for months and increase construction costs by $2,500 or more.

Staff solicited quotes based on the revised plans, but no quotes were received by the submittal deadline of noon Thursday, October 5, 2017. On October 12, 2017, Staff requested quotes from four local contractors based on the same plans but with extended due dates for quote submittals and substantial completion of construction. On October 16, Staff received one quote from Dave Perkins Contracting, Inc. in the amount of $34,877.

Other project costs include Hakanson Anderson's fees for preparation of final plans and specifications ($3,800) and construction staking ($1,000), the City's cost to supply the aggregate surfacing ($2,400), and easement acquisition/recording fees ($3,500).

Therefore, total project costs are estimated to be around $45,600.

Staff contacted the other property owners on the north end of Potassium Street to discuss the identified easements on their properties as needed to construct the improvements. The property owners south of the Schmitz's are unwilling to grant an easement on their property, even if compensated for it. Easements on this property are not absolutely necessary to construct the temporary cul-de-sac improvements since the drainage swale east of Potassium Street can be omitted at this time.

The other property owner west of Potassium Street, Shadetree Communities, initially said they would only be willing to provide temporary easements for up to 18 months. But upon further discussions, Shadetree indicated they may be willing to provide the needed roadway easement, along with financial compensation, and a provision that the easement would be vacated at the time the property is re-platted to allow Potassium Street to be connected to Radium Street to the north, or to some other public street.

At the time this case was published, Staff was still waiting for a formal response from Shadetree Communities regarding Staff's proposed easement language, which is included in the attached easement figure for parcel 23-32-25-21-0002. This is the same figure that was provided to Shadetree for their review and comment. If Shadetree is not willing to grant the required easements, the project cannot be constructed as proposed.

The quote received from Dave Perkins Contracting is valid through November 8, 2017. After this date, Staff would need to reach out to see if they are still willing to honor their quote.

Notification:

Notifications were not required for this case.

Observations/Alternatives:

Observations:
Copies of the final construction plans and easement exhibits are attached for reference.

Alternatives:
Alternative #1 – Motion to adopt Resolution #17-10-274 accepting quotes and awarding a contract to Dave Perkins Contracting, Inc. in the amount of $34,877 for Improvement Project #17-13, Potassium Street Cul-De-Sac Improvements.

Alternative #2 – Motion of other, which could include directing Staff to work with the City Attorney to seek declaratory judgment from Anoka County District Court.

Funding Source:
Based on the latest quote received, if Council approves of the Schmitz's counter-offer the Schmitz's would pay $8,050 and the City would pay the remaining costs, currently estimated at $37,550. City funds are proposed to be paid from Public Improvement Revolving Funds.

Recommendation:
To ensure that maintenance, service and emergency response vehicles are able to turn around at the north end of Potassium Street within the near future, Staff recommends alternative #1. If Council selects alternative #1, Staff will work to reduce project costs as much as practical.

Approving alternative #1 would also allow this matter to be resolved without incurring additional legal fees as required to seek a declaratory judgement though Anoka County District Court. However, anticipated legal fees associated with seeking a declaratory judgement on this matter could be much less that the cost to construct the temporary cul-de-sac.

Action:
Motion to:

1). Adopt Resolution #17-10-274 accepting quotes and awarding a contract to Dave Perkins Contracting, Inc. in the amount of $34,877 for Improvement Project #17-13, Potassium Street Cul-De-Sac Improvements, contingent upon staff obtaining an easement, for the proposed cul-de-sac, from Shade Tree Communities LLC, in an amount not-to-exceed $1 per square foot. and,

2.) Authorize staff to enter into a settlement agreement with the Schmitz's, that, in consideration of an $8,050, the City will proceed with the project, retain any necessary easements upon the Schmitz's property, and negotiate a reasonable time for completion, subject to the review and approval of the City Attorney.

Attachments

Resolution 1710274
Plans
Easement Exhibit 1
Easement Exhibit 2
Easement Exhibit 3

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 03:05 PM
Form Started By: Bruce Westby		Started On: 10/17/2017 08:56 AM
Final Approval Date: 10/19/2017		

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

RESOLUTION #17-10-274

RESOLUTION ACCEPTING QUOTES AND AWARDING CONTRACT FOR IMPROVEMENT PROJECT #17-13, POTASSIUM STREET CUL-DE-SAC IMPROVEMENTS

WHEREAS, the City of Ramsey has long maintained Potassium Street, north of old Nowthen Boulevard; and

WHEREAS, a property owner on Potassium Street is disputing whether the street, including the cul-de-sac at the end which is located on their property, is a public street; and

WHEREAS, maintenance, service, and emergency response vehicles must be able to safely turn around at the north end of Potassium Street; and

WHEREAS, quotes were solicited from four local contractors to construct a temporary gravel surfaced cul-de-sac; and

WHEREAS, one quote was received and was found to comply with the request for proposals; and

WHEREAS, the quote received is tabulated below; and

Contractor	**Total Quote**
Dave Perkins Contracting, Inc.	$34,877.00

WHEREAS, the quote of Dave Perkins Contracting, Inc.in the amount of $34,877 for the total quote for said services 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 Dave Perkins Contracting, Inc. for said services for and on behalf of the City of Ramsey, contingent on execution of easement agreements as required to construct the proposed 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 24th day of October, 2017.

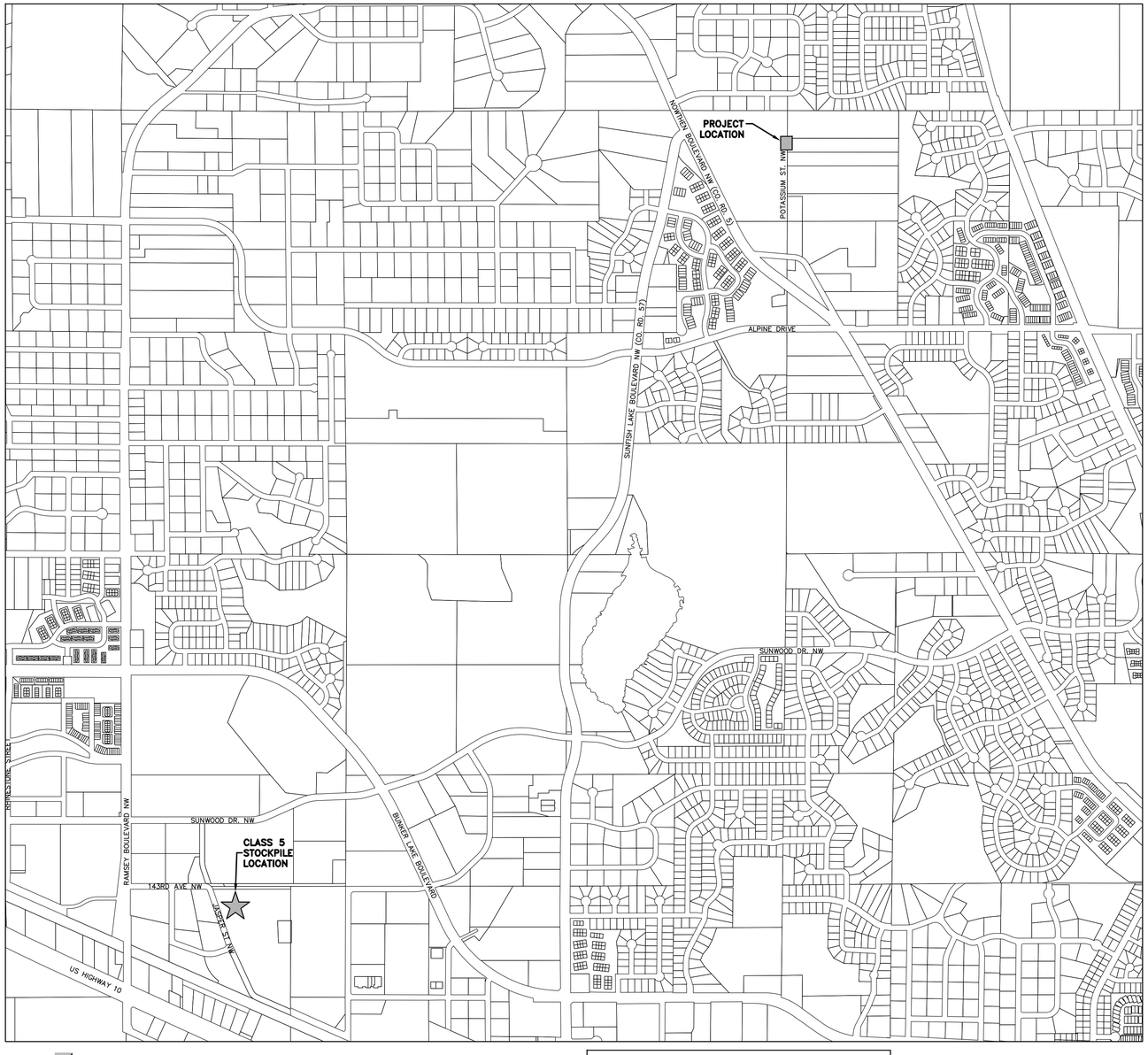
_____
Mayor

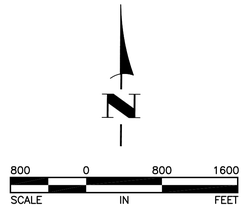
ATTEST:

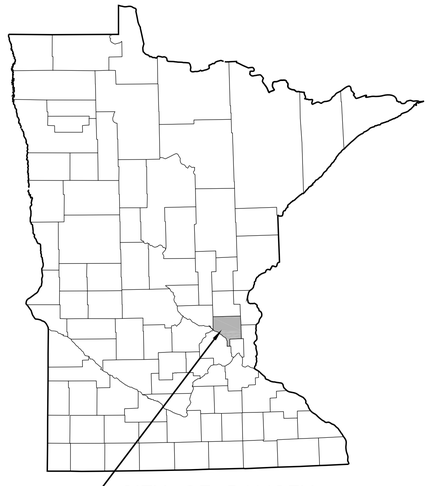
_____
City Clerk

CITY IMPROVEMENT PROJECT #17-13
POTASSIUM STREET CUL-DE-SAC IMPROVEMENTS

CONSTRUCTION PLANS
CITY OF RAMSEY







CITY OF RAMSEY,
ANOKA COUNTY,
MINNESOTA

GOVERNING SPECIFICATIONS

THE 2016 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION AND THE 2013 CEAM STANDARD SPECIFICATIONS SHALL APPLY.

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 LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

ALL REQUIREMENTS OF THE PROJECT MANUAL FOR THE YOLITE STREET PROJECT.

SHEET INDEX

THIS PLAN CONTAINS 7 SHEETS

SHEET NO.	DESCRIPTION
1	TITLE
2	ESTIMATED QUANTITIES
3	DETAILS
4	REMOVALS PLAN
5	CONSTRUCTION PLAN
6	GRADING PLAN
7	EROSION AND SEDIMENT CONTROL PLAN

APPROVED: _____ DATE: _____

BRUCE WESTBY, P.E.
CITY ENGINEER

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

SHANE NELSON, P.E.
HAKANSON ANDERSON ASSOCIATES, INC.
DESIGN ENGINEER

43381 LIC. NO.

DATE 6/23/17

DATE	REVISION
6/29/17	CITY COMMENTS
8/4/17	CITY COMMENTS
9/28/17	SHIFT CUL-DE-SAC SOUTH

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

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

Sep 28, 2017 - 8:42am
K:\MUNICIPAL\RA3186\ENGINEERING\RA3186_TITLE.dwg

ESTIMATED QUANTITIES

ITEM NO	SPEC REFERENCE	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY
1	2021	MOBILIZATION	LS	1
2	2101	CLEARING AND GRUBBING	LS	1
3	2104	SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	LF	21
4	2104	REMOVE BITUMINOUS PAVEMENT	SF	2210
5	2105	SALVAGE AND RESPREAD TOPSOIL	CY	170
6	2105	COMMON EXCAVATION (P)	CY	784
7	2211	AGGREGATE SURFACING CLASS 5 MODIFED	CY	240
8	2563	TRAFFIC CONTROL	LS	1
9	2573	SILT FENCE	LF	300
10	2573	INLET PROTECTION	EACH	1
11	2575	TURF ESTABLISHMENT	LS	1

CONSTRUCTION NOTES:

1. THE CONTRACTOR MUST INSTALL SILT FENCE PRIOR TO BEGINNING EARTH DISTURBING ACTIVITIES. CONTRACTOR MUST MAINTAIN LOCAL ACCESS FOR THE DURATION OF THE CONSTRUCTION.
2. ALL EXCESS MATERIAL BECOMES THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF AT AN OFF-SITE LOCATION.
3. OWNER'S REPRESENTATIVE MUST VERIFY TOPSOIL STRIPPING IS COMPLETE BEFORE CONTRACTOR BEGINS GRADING.
4. CONTRACTOR SHALL COORDINATE GRADING WITH UTILITY COMPANIES AND ALLOW FOR HOLDING AND/OR RELOCATING OF FACILITIES, IF NECESSARY.
5. OWNER'S REPRESENTATIVE MUST APPROVE SUBGRADE BEFORE CONTRACTOR BEGINS PLACING GRAVEL.
6. GRAVEL SURFACE MUST BE SHAPED TO PROVIDE A SMOOTH, UNIFORM GRADE.
7. OWNER'S REPRESENTATIVE MUST APPROVE SEEDING PREPARATION BEFORE CONTRACTOR BEGINS SEEDING.
8. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE TURF UNTIL IT HAS BEEN ACCEPTED BY THE OWNER. REPAIR WASHOUTS AND RE-SEED AREAS THAT FAIL TO SPROUT AT NO ADDITIONAL EXPENSE TO THE OWNER.
9. SILT FENCE IS TO BE MAINTAINED DURING CONSTRUCTION AND REMOVED BY THE CONTRACTOR UPON ESTABLISHMENT OF TURF.
10. CONTRACTOR MUST LOAD AND HAUL AGGREGATE SURFACING CLASS 5 MODIFIED MATERIAL FROM CITY-OWNED STOCKPILE LOCATED IN THE SOUTHEAST QUADRANT OF 143RD AVENUE NW AND JASPER STREET NW AS SHOWN OF TITLE SHEET.
11. EXISTING BITUMINOUS PAVEMENT DEPTH VARIES FROM 0-2 INCHES.

EARTHWORK BALANCE

CUT FROM EARTHWORK TABLE	601 CY
FILL FROM EARTHWORK TABLE	27 CY
ADDITIONAL CUT FOR AGGREGATE	183 CY
ESTIMATED EXCESS MATERIAL TO BE HAULED OFF SITE	757 CY

EARTHWORK SUMMARY	
CUT	FILL
601 CY	27 CY

DATE	REVISION
6/29/17	CITY COMMENTS
8/4/17	CITY COMMENTS
8/9/17	REVISE TABLE
9/28/17	SHIFT CUL-DE-SAC SOUTH

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.

SHANE M. NELSON, P.E.
Date 6-23-17 Lic. No. 43381

DESIGNED BY: SMN
DRAWN BY: MSS
CHECKED BY: SMN

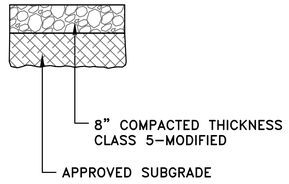
Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

IMPROVEMENT PROJECT #17-13
POTASSIUM STREET CUL-DE-SAC

ESTIMATED QUANTITIES
CITY OF RAMSEY, MINNESOTA

SHEET 2 OF 7 SHEETS

RA3186



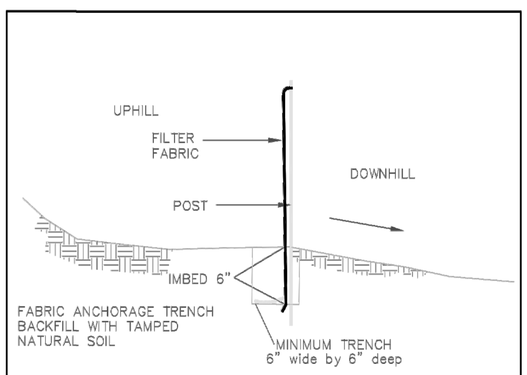
TYPICAL SECTION-AGGREGATE (1/3)
NOT TO SCALE

TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

	% PASSING
1"	100
3/4"	90 – 100
3/8"	50 – 80
No.4	35 – 70
No.10	20 – 60
No.40	10 – 35
No.200	5 – 10

NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3. IN THE EVENT THAT RECYCLED MATERIAL IS USE IT MUST MEET MNDOT REQUIREMENTS FOR RECYCLED BASE.

APPROVED: 2 - 2003	City of RAMSEY	STANDARD DETAILS: MODIFIED CLASS 5 SPECIFICATIONS
		CITY PLATE No. STR-26



INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL
NO SCALE

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

DATE	REVISION
6/29/17	CITY COMMENTS
8/4/17	CITY COMMENTS

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.
SHANE M. NELSON, P.E.
Date 6-23-17 Lic. No. 43381

DESIGNED BY: SMN
DRAWN BY: MSS
CHECKED BY: SMN

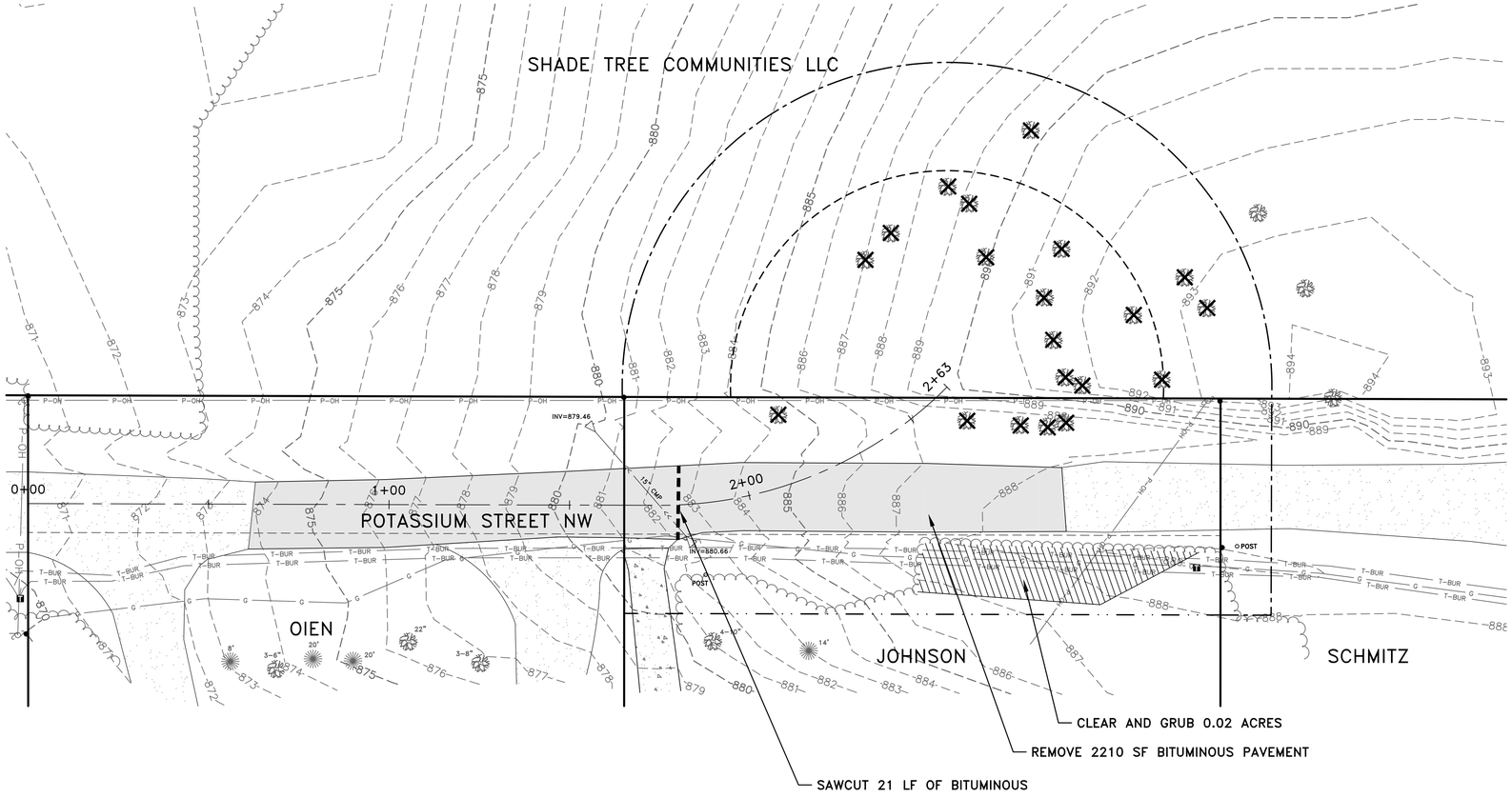
Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

IMPROVEMENT PROJECT #17-13
POTASSIUM STREET CUL-DE-SAC

DETAILS
CITY OF RAMSEY, MINNESOTA

SHEET 3 OF 7 SHEETS

RA3186



20 0 20 40
SCALE IN FT.

LEGEND

= EDGE OF WOODS
= DENOTES OVERHEAD ELECTRIC LINE
= DENOTES UNDERGROUND TELEPHONE LINE
= DENOTES GAS LINE
= UTILITY POLE
= TELEPHONE PEDESTAL
= CONIFEROUS TREE (SPREAD)
= DECIDUOUS TREE (DIAMETER)
= DENOTES CONCRETE SURFACE
= DENOTES BITUMINOUS SURFACE
= DENOTES GRAVEL SURFACE
= EXISTING CONTOUR
= PROPOSED CONTOUR
= CLEARING & GRUBBING
= CLEARING & GRUBBING
= SAW CUT BITUMINOUS OR CONCRETE PAVEMENT
= PROPOSED PERMANENT ROADWAY EASEMENT
= PROPOSED TEMPORARY ROADWAY EASEMENT
= PROPOSED TEMPORARY GRADING EASEMENT
= PROPERTY CORNER

DATE	REVISION
6/29/17	CITY COMMENTS
8/4/17	CITY COMMENTS
9/28/17	SHIFT CUL-DE-SAC SOUTH

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.

SHANE M. NELSON, P.E.
Date 6-23-17 Lic. No. 43381

DESIGNED BY: SMN
DRAWN BY: MSS
CHECKED BY: SMN

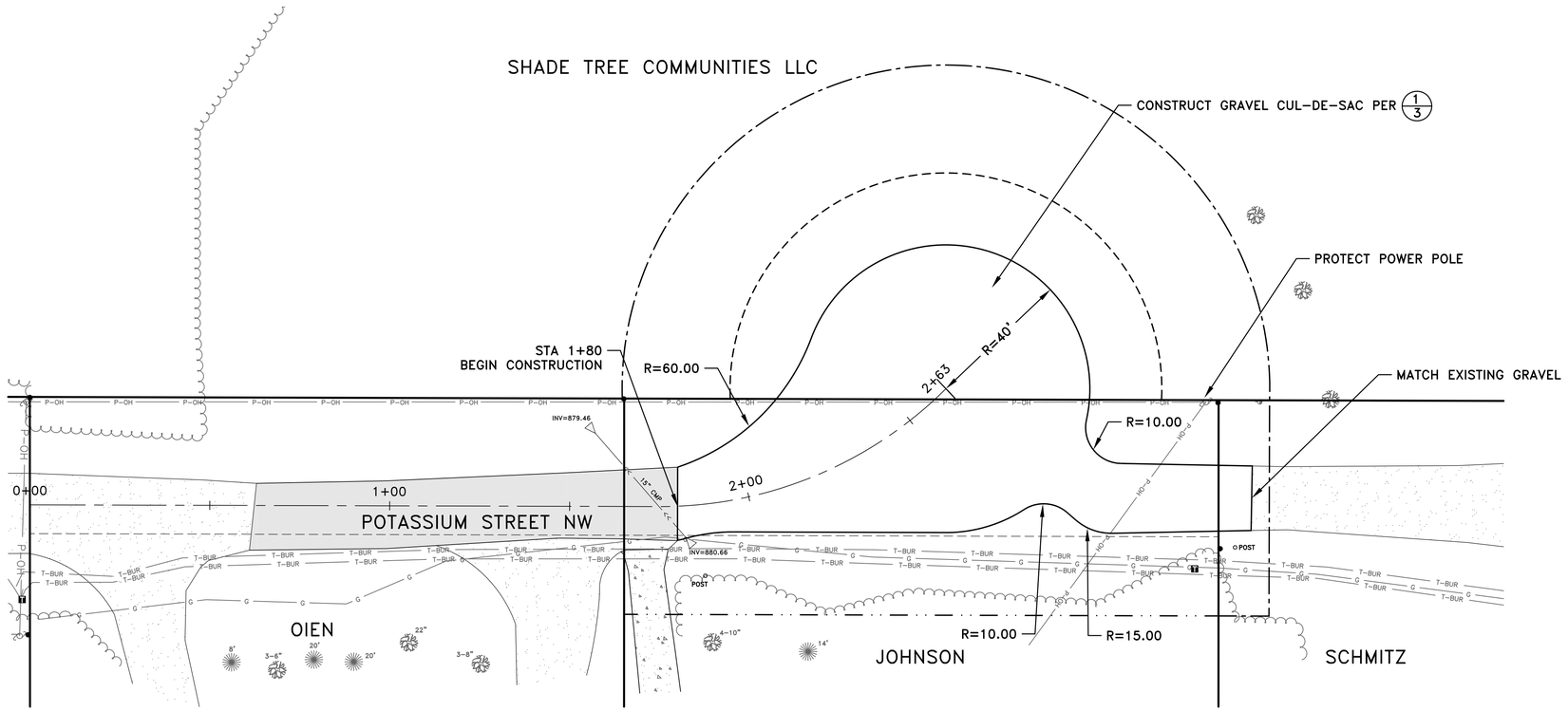
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IMPROVEMENT PROJECT #17-13
POTASSIUM STREET CUL-DE-SAC

REMOVALS PLAN
CITY OF RAMSEY, MINNESOTA

SHEET 4 OF 7 SHEETS

RA3186



20 0 20 40
SCALE IN FT.

LEGEND

- = EDGE OF WOODS
- P-OH- = DENOTES OVERHEAD ELECTRIC LINE
- T-BUR- = DENOTES UNDERGROUND TELEPHONE LINE
- G = DENOTES GAS LINE
- = UTILITY POLE
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- = DECIDUOUS TREE (DIAMETER)
- = DENOTES CONCRETE SURFACE
- = DENOTES BITUMINOUS SURFACE
- = DENOTES GRAVEL SURFACE
- --800-- = EXISTING CONTOUR
- —800— = PROPOSED CONTOUR
- = PROPOSED PERMANENT ROADWAY EASEMENT
- = PROPOSED TEMPORARY ROADWAY EASEMENT
- = PROPOSED TEMPORARY GRADING EASEMENT
- • = PROPERTY CORNER

DATE	REVISION
6/29/17	CITY COMMENTS
8/4/17	CITY COMMENTS
9/28/17	SHIFT CUL-DE-SAC SOUTH

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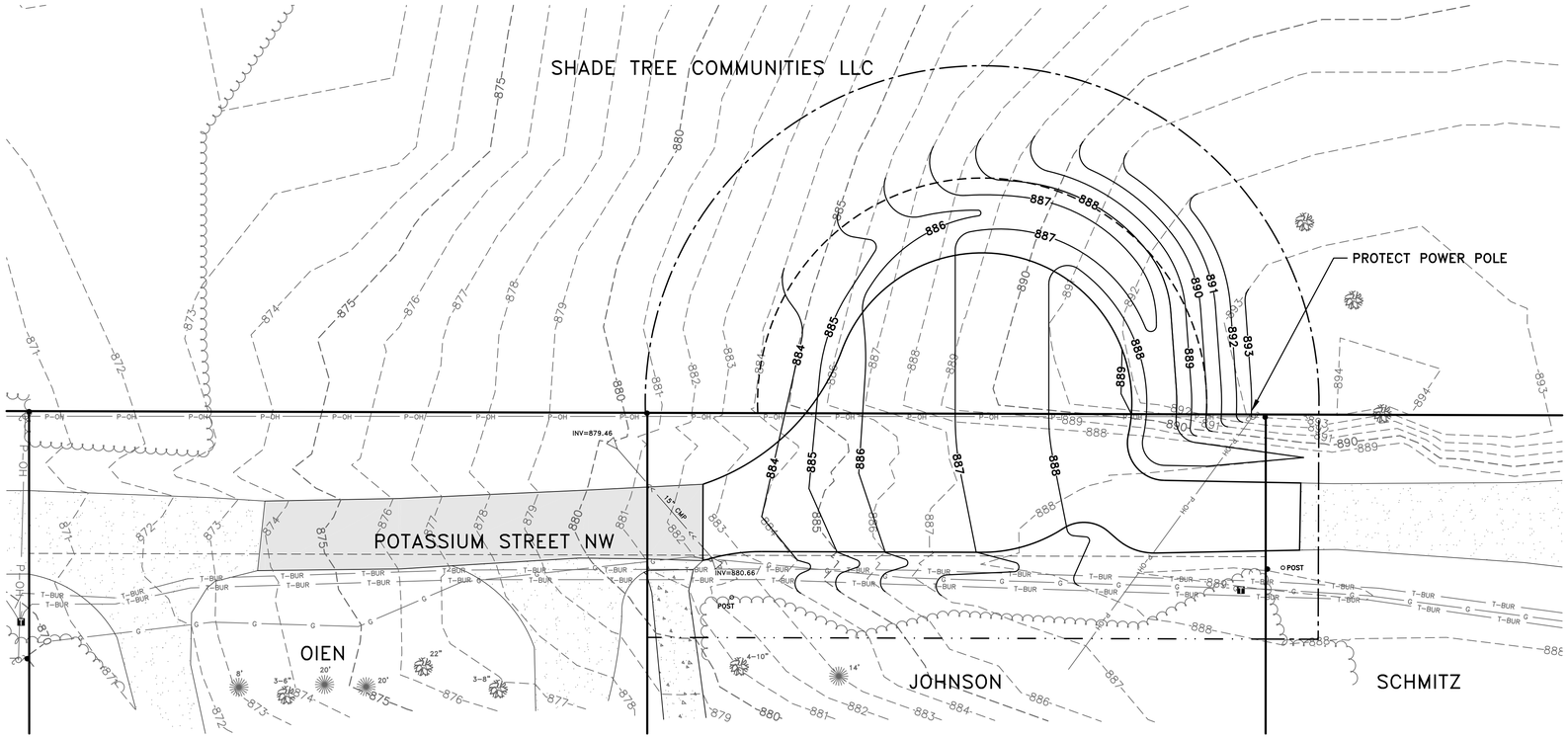
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IMPROVEMENT PROJECT #17-13
POTASSIUM STREET CUL-DE-SAC

CONSTRUCTION PLAN
CITY OF RAMSEY, MINNESOTA

SHEET 5 OF 7 SHEETS

RA3186



20 0 20 40
SCALE IN FT.

LEGEND

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- = PROPOSED TEMPORARY GRADING EASEMENT
- = PROPERTY CORNER

DATE	REVISION
6/29/17	CITY COMMENTS
8/4/17	CITY COMMENTS
9/28/17	SHIFT CUL-DE-SAC SOUTH

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SHANE M. NELSON, P.E.
Date 6-23-17 Lic. No. 43381

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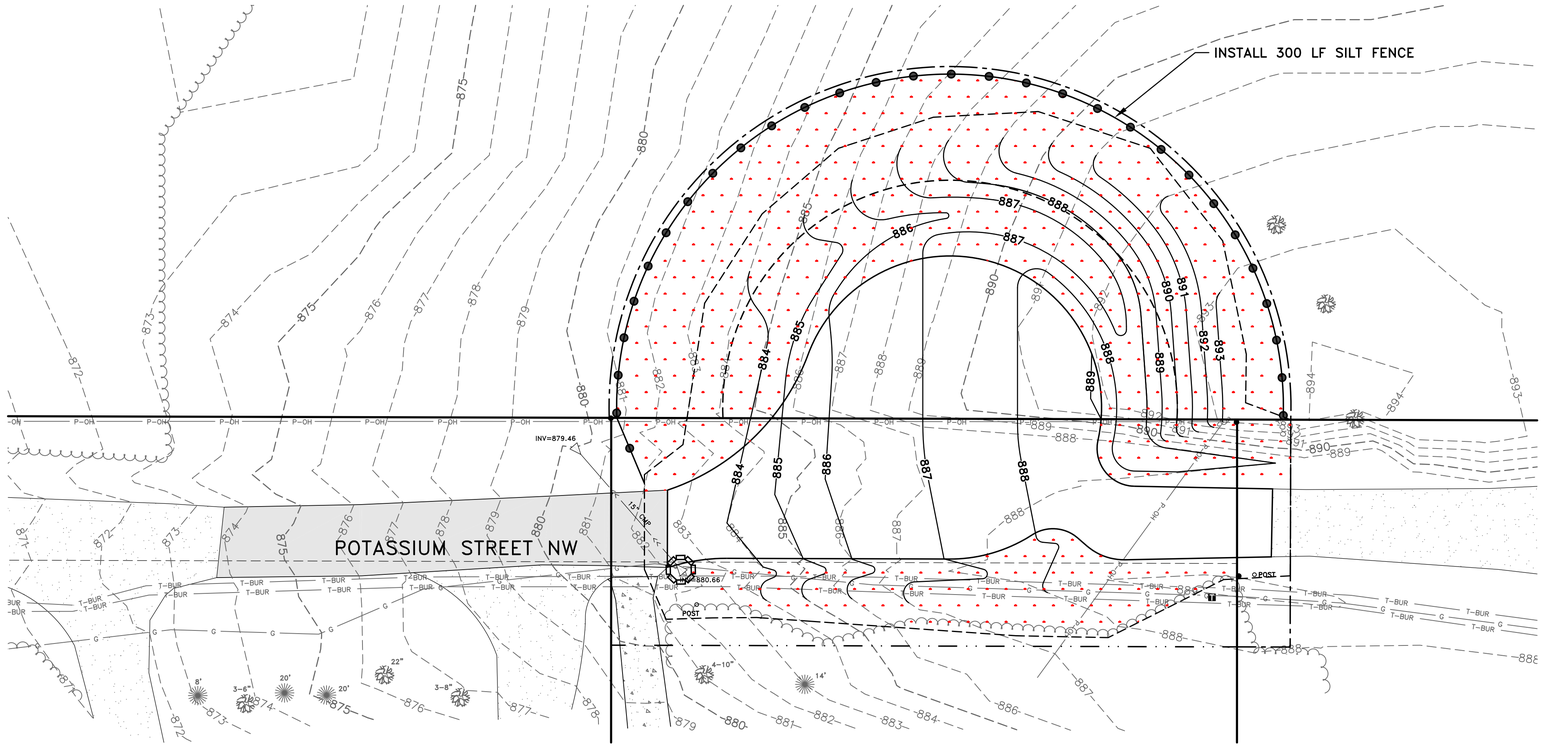
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IMPROVEMENT PROJECT #17-13
POTASSIUM STREET CUL-DE-SAC

GRADING PLAN
CITY OF RAMSEY, MINNESOTA

SHEET 6 OF 7 SHEETS

RA3186



20 0 20 40
SCALE IN FT.

LEGEND

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- = PROPOSED TEMPORARY ROADWAY EASEMENT
- = PROPOSED TEMPORARY GRADING EASEMENT
- = PROPERTY CORNER
- = SILT FENCE
- = MNDOT SEED MIX 25–141 AND HYDRAULIC SOIL STABILIZER TYPE BONDED FIBER MATRIX (BFM)
- = CONSTRUCTION LIMITS
- = INLET PROTECTION

DATE	REVISION
6/29/17	CITY COMMENTS
8/4/17	CITY COMMENTS
9/28/17	SHIFT CUL–DE–SAC SOUTH

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SHANE M. NELSON, P.E.
Date 6–23–17 Lic. No. 43381

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CHECKED BY: SMN

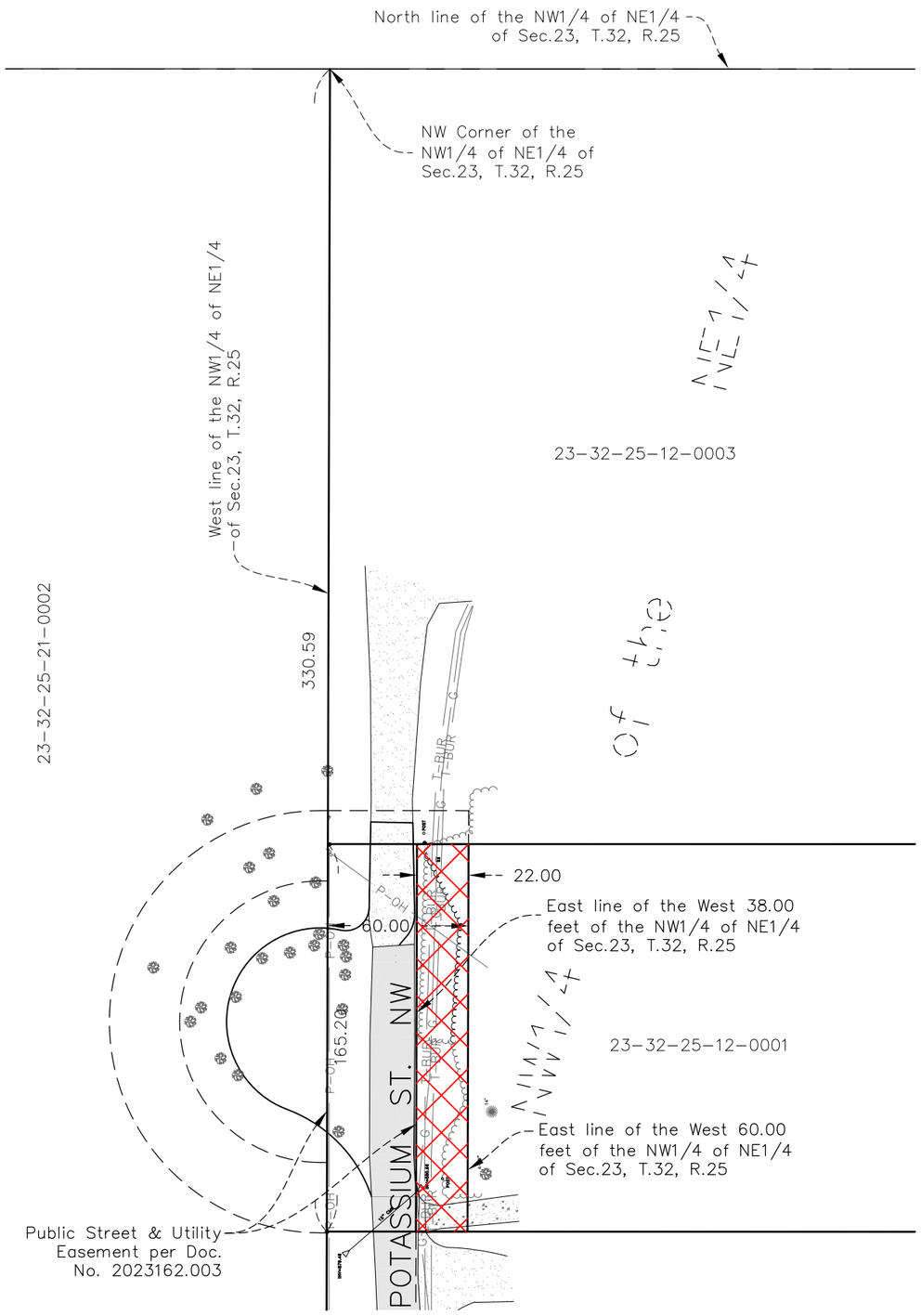
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IMPROVEMENT PROJECT #17–13
POTASSIUM STREET CUL–DE–SAC

EROSION AND SEDIMENT CONTROL PLAN
CITY OF RAMSEY, MINNESOTA

SHEET 7 OF 7 SHEETS

RA3186



EXISTING PROPERTY DESCRIPTION: (PER DOC. NO. 1185141.001)

That part of the Northwest Quarter of the Northeast Quarter of Section 23, Township 32, Range 25, Anoka County, Minnesota, as follows: Commencing at the Northwesterly corner of the Northwest Quarter of the Northeast Quarter; thence southerly along the west line of said Northwest Quarter of the Northeast Quarter a distance of 330.39 feet to the actual point of beginning of the tract to be herein described; thence continuing southerly on the west line of said Northwest Quarter of the Northeast Quarter a distance of 165.20 feet; thence easterly on a straight line to a point on the east line of said Northwest Quarter of the Northeast Quarter a distance of 495.59 feet south of the north line of said Northwest Quarter of the Northeast Quarter; thence Northerly along said East line of said Northwest Quarter of Northeast Quarter a distance of 165.20 feet; thence Westerly a distance of 1327.03 feet to the point of beginning of the tract herein described.

PROPOSED EASEMENT DESCRIPTION:

A perpetual easement for roadway purposes over, under, and across the East 22.00 feet of the West 60.00 feet of the following described property:

That part of the Northwest Quarter of the Northeast Quarter of Section 23, Township 32, Range 25, Anoka County, Minnesota, as follows: Commencing at the Northwesterly corner of the Northwest Quarter of the Northeast Quarter; thence southerly along the west line of said Northwest Quarter of the Northeast Quarter a distance of 330.39 feet to the actual point of beginning of the tract to be herein described; thence continuing southerly on the west line of said Northwest Quarter of the Northeast Quarter a distance of 165.20 feet; thence easterly on a straight line to a point on the east line of said Northwest Quarter of the Northeast Quarter a distance of 495.59 feet south of the north line of said Northwest Quarter of the Northeast Quarter; thence Northerly along said East line of said Northwest Quarter of Northeast Quarter a distance of 165.20 feet; thence Westerly a distance of 1327.03 feet to the point of beginning of the tract herein described.

N

Scale
1" = 60'

– Denotes Proposed Permanent Roadway Easement

Area of Permanent Roadway Easement = 3,635 Sq.Ft. or 0.083 Acres

PROPERTY OWNER:

David A. and Linda J. Johnson

PID# 23-32-25-12-0001

Date	Revision
9/29/17	Adjacent Easement Lines

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

Charles R. Christopherson, MN License No. 18420 — Date 07/25/17

City of RAMSEY

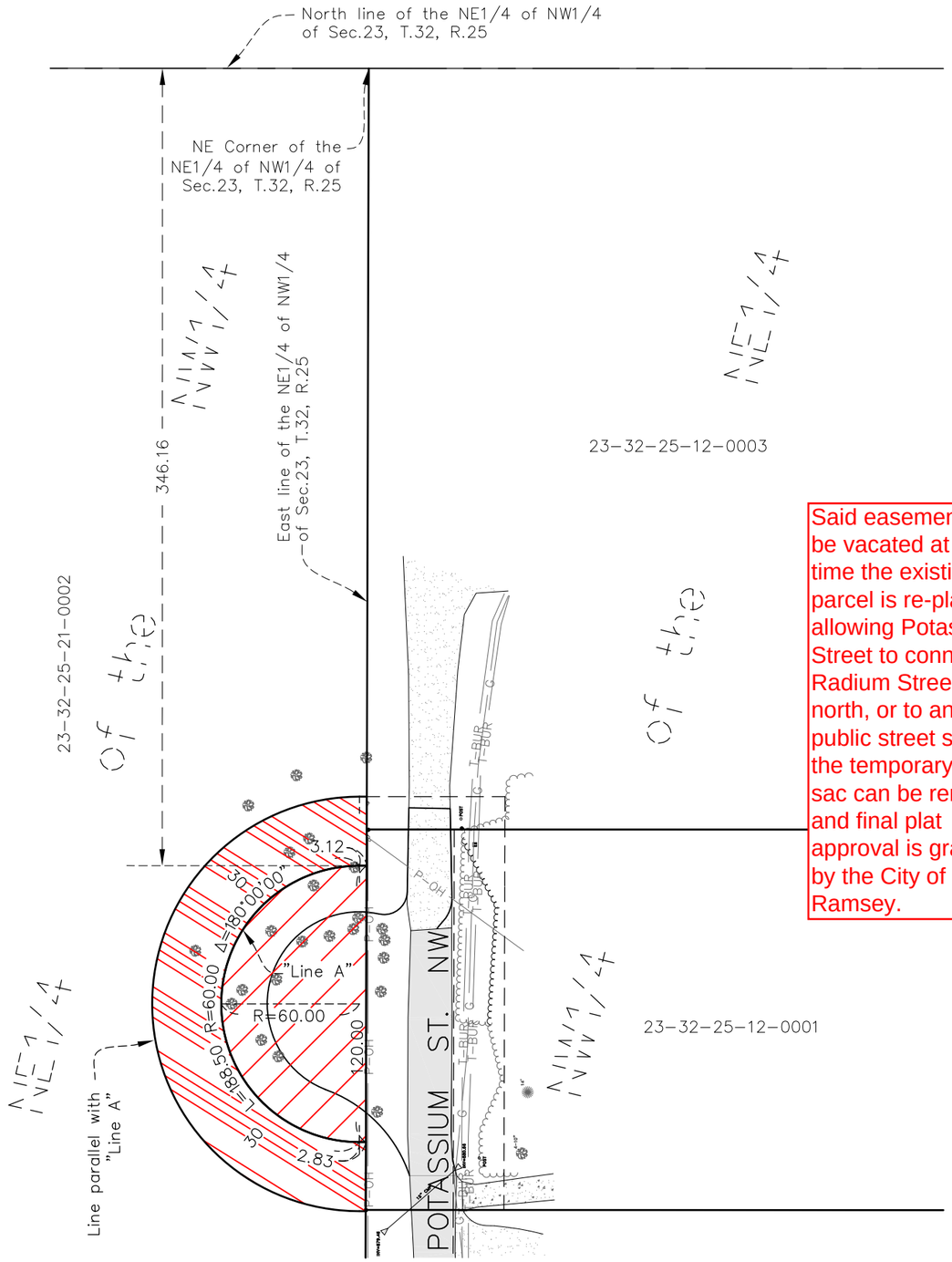
Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520

Easement Exhibit
for
CITY OF RAMSEY

DATE 07/25/17 | FILE NO. RA3186

SHEET 1 OF 1 SHEETS

Sep 29, 2017 – 10:39am
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Said easement shall be vacated at the time the existing parcel is re-platted allowing Potassium Street to connect to Radium Street to the north, or to another public street such that the temporary cul-de-sac can be removed, and final plat approval is granted by the City of Ramsey.

EXISTING PROPERTY DESCRIPTION: (PER DOC. NO. 1976786.001)

All that part of the Northeast Quarter of the Northwest Quarter of Section 23, Township 32, Range 25, lying East of the Easterly Right of Way of County State Aid Highway No. 5, Anoka County, Minnesota.

PROPOSED EASEMENT DESCRIPTIONS:

A ~~perpetual~~ easement for roadway purposes over, under, and across that part of the Northeast Quarter of the Northwest Quarter of Section 23, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Beginning at the point of intersection of the East line of said Northeast Quarter of the Northwest Quarter with the South line of the North 346.16 feet of said Northeast Quarter of the Northwest Quarter of said Section 23; thence Westerly, along said South line of the North 346.16 feet of said Northeast Quarter of the Northwest Quarter, a distance of 3.12 feet; thence Westerly, Southerly, and Easterly a distance of 188.50 feet along a tangential curve concave to the East, having a radius of 60.00 feet and a central angle of 180 degrees 00 minutes 00 seconds; thence Easterly, tangent to the last described curve, a distance of 2.83 feet to the intersection with said East line of the Northeast Quarter of the Northwest Quarter; thence Northerly, along said East line of the Northeast Quarter of the Northwest Quarter, a distance of 120.00 feet to the point of beginning.

AND

A temporary easement for construction and grading purposes over, under, and across that part of the Northeast Quarter of the Northwest Quarter of Section 23, Township 32, Range 25, Anoka County, Minnesota, which lies between the following described "Line A" and its extensions and a line drawn parallel with and distant 30.00 feet right of said "Line A" and its extensions:

Beginning at the point of intersection of the East line of said Northeast Quarter of the Northwest Quarter with the South line of the North 346.16 feet of said Northeast Quarter of the Northwest Quarter of said Section 23; thence Westerly, along said South line of said North 346.16 feet of said Northeast Quarter of the Northwest Quarter, a distance of 3.12 feet; thence Westerly, Southerly, and Easterly a distance of 188.50 feet along a tangential curve concave to the East, having a radius of 60.00 feet and a central angle of 180 degrees 00 minutes 00 seconds; thence Easterly, tangent to the last described curve, a distance of 2.83 feet to the intersection with said East line of the Northeast Quarter of the Northwest Quarter and said "Line A" there terminating.

Said temporary easement shall expire June 30, 2018.

Scale 1" = 60'

PROPERTY OWNER:
Shade Tree Communities LLC

PID# 23-32-25-21-0002

— Denotes Proposed Temporary Roadway Easement

— Denotes Proposed Temporary Grading Easement

Area of Temporary Roadway Easement = 6,012 Sq.Ft. or 0.138 Acres

Area of Temporary Grading Easement = 7,247 Sq.Ft. or 0.166 Acres

Date	Revision
9/29/17	Easement Description

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

Charles R. Christopherson, MN License No. 18420 — Date 07/25/17

City of RAMSEY

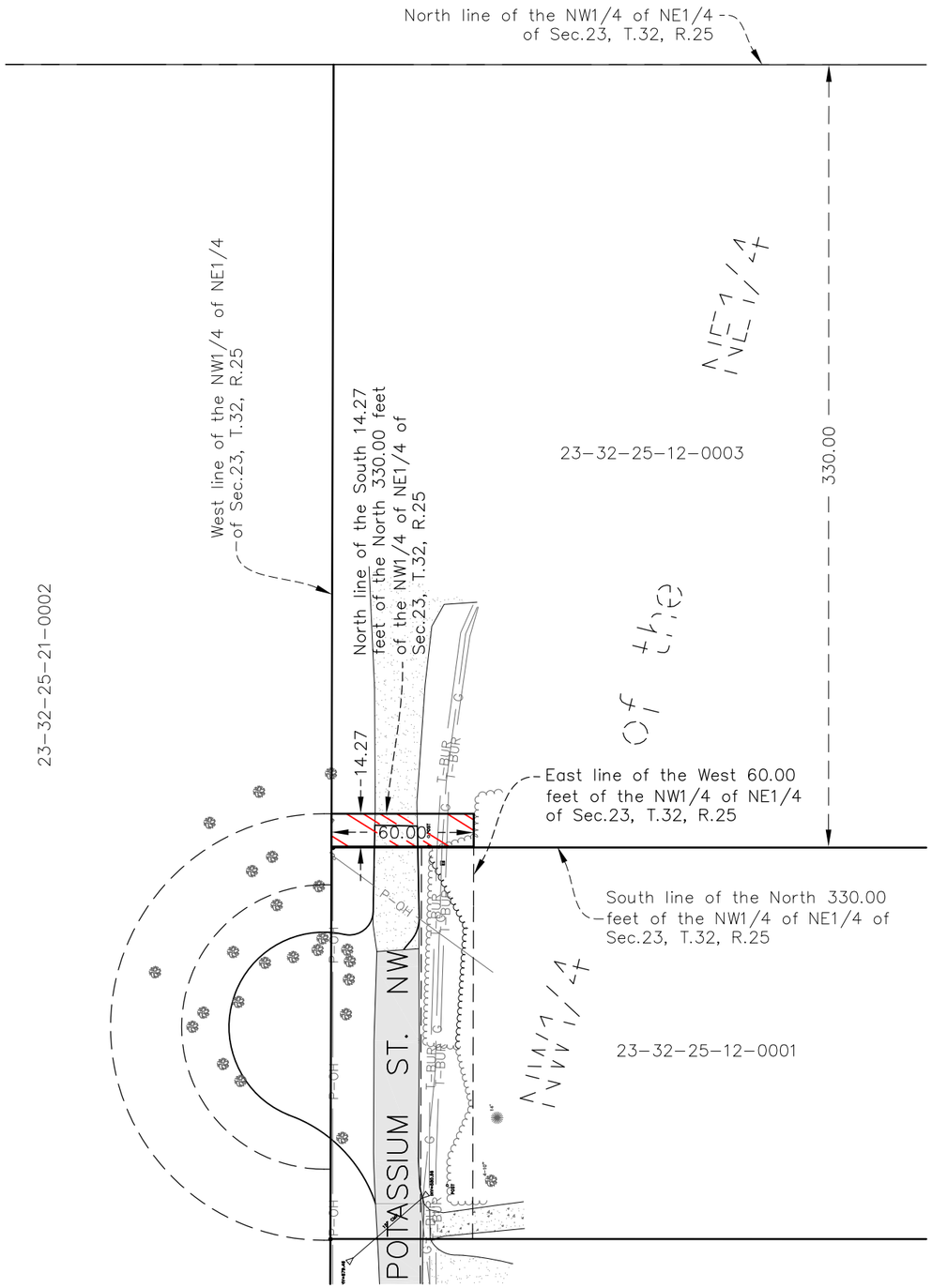
Hakanson Anderson
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3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520

Easement Exhibit
for
CITY OF RAMSEY

DATE 07/25/17 | FILE NO. RA3186

SHEET 1 OF 1 SHEETS

Sep 29, 2017 - 10:40am
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EXISTING PROPERTY DESCRIPTION: (PER DOC. NO. 2099716.001)

The North 330 feet of the Northwest 1/4 of Northeast 1/4 of Section 23, Township 32, Range 25, Anoka County, Minnesota.

PROPOSED TEMPORARY EASEMENT DESCRIPTION:

A temporary easement for construction and grading purposes over, under, and across the West 60.00 feet of the South 14.27 feet of the North 330.00 feet of the Northwest Quarter of the Northeast Quarter of Section 23, Township 32, Range 25, Anoka County, Minnesota.

Said temporary easement shall expire _____.

– Denotes Proposed Temporary Grading Easement

Area of Temporary Grading Easement = 854 Sq.Ft. or 0.020 Acres

N

Scale
1" = 60'

PROPERTY OWNER:
Ronald J. and Shannon M. Schmitz

PID# 23-32-25-12-0003

Date	Revision
9/29/17	Easement Description

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

Charles R. Christopherson, MN License No. 18420 — Date 07/25/17

City of RAMSEY

Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
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Easement Exhibit
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DATE 07/25/17 | FILE NO. RA3186

SHEET 1 OF 1 SHEETS

Sep 29, 2017 – 10:39am
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Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **7. 2.**

Meeting Date: 10/24/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Introduce Ordinance #17-15 Vacating Pedestrian Trail Easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition

Purpose/Background:

Purpose:

The purpose of this case is to introduce an ordinance vacating an existing 7½ -foot wide pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition.

Background:

In June of 2013, the City of Ramsey and the property owners of Lot 6, Block 3, Wildlife Sanctuary Third Addition (15620 Krypton Street NW) jointly executed a Pedestrian Trail Easement Agreement establishing 7½ feet of pedestrian trail easement along the east edge of the property. The property owners agreed to this in exchange for the City removing a portion of a pedestrian trail through their rear yard and restoring the area with turf.

Attached is historical information explaining these past actions in detail. This information discusses the intent of the City to maintain this pedestrian trail easement with the hope of extending the trail through the easement to connect to future regional trails outside of the subject property. Since then, one of the properties, which was owned by the State of Minnesota and was primarily undevelopable due to numerous wetlands and low-lying areas, was sold to a private party. Staff therefore no longer anticipates that a regional trail connection is, or will be, feasible.

The subject property owners are now requesting that the City vacate this pedestrian trail easement to prevent random pedestrian use of the easement, which now directs pedestrians onto private property.

Since the opportunity to provide a connection to a regional trail using this easement no longer exists, and since the easement now directs pedestrians onto private property, Staff supports the request of the subject property owners.

It is important to note that an underlying platted drainage and utility (D&U) easement would still exist allowing City Staff to access and maintain all existing and proposed trunk sanitary sewer lines north of the subject property.

Notification:

The City will utilize the introduction phase of the ordinance to call for a Public Hearing at the November 14, 2017, City Council Meeting. Upon Council approval, Public Hearing Notices will be published in the Anoka Union Herald on October 27 and November 3, 2017, and notices of the hearing will be mailed to all properties within 350-feet of the easement that is proposed to be vacated as required by City code. Since the underlying drainage and utility easement will remain in place, Staff will not notify utility providers.

Observations/Alternatives:

Observations
The approved plat for Wildlife Sanctuary Third Addition is attached for reference. The platted drainage and utility easements are highlighted on the subject property.

Also attached is proposed Ordinance #17-15, along with copies of Minnesota Statute 412.851, and City Charter Chapters 3 and 12 as referenced in the ordinance.

Alternatives:
Alternative #1 – Motion to introduce Ordinance #17-15 vacating the 7½-foot wide pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition.

Alternative #2 – Motion of other.

Funding Source:
All costs associated with vacating the easement are the responsibility of the City.

Recommendation:
Staff recommends that the City Council introduce the Ordinance.

Action:
Motion to introduce Ordinance #17-15 vacating the 7½-foot wide pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition.

Attachments

Ordinance #17-15
May 2012 PWC Case
MN Statute 412.851
City Charter Chapter 3
City Charter Chapter 12

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 03:36 PM
Form Started By: Bruce Westby		Started On: 10/17/2017 09:40 AM
Final Approval Date: 10/19/2017		

ORDINANCE #17-15

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE VACATING THE PEDESTRIAN TRAIL EASEMENT ON LOT 6, BLOCK 3, WILDLIFE SANCTUARY THIRD ADDITION

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Home Rule Charter of the City of Ramsey, and Minnesota Statutes 412.851.

SECTION 2. VACATION

The following described dedicated pedestrian trail easement as indicated by Anoka County Document No. 2066476.006 attached hereto is hereby vacated:

> The easterly 7½ feet of Lot 6, Block 3, Wildlife Sanctuary Third Addition, Anoka County, Minnesota.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 3.9.

PASSED by the City Council of the City of Ramsey, Minnesota the 14th day of November, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction date:	October 24, 2017
Posting dates:	October 24 – November 14, 2017
Adoption date:	November 14, 2017
Publication date:	November 17, 2017
Effective date:	December 18, 2017

Record ID 2630237

CERTIFICATION

State of Minnesota)
)
County of Anoka)
)
City of Ramsey)

2066476.006

I hereby certify that the foregoing Pedestrian Trail Easement Agreement between the City of Ramsey, Minnesota, and Joshua L. and Shawna Dvorak is a true and correct copy of an agreement entered into, as disclosed by the records of said City in my possession. Said Agreement was approved by the Ramsey City Council on June 12, 2012.

Dated this the 12th day of June 2013.

Jo Ann M. Thieling, City Clerk

(CITY SEAL)

PEDESTRIAN TRAIL EASEMENT AGREEMENT

KNOW ALL MEN BY THESE PRESENTS, for valuable consideration as defined below, **JOSHUA L. DVORAK and SHAWNA DVORAK, husband and wife, "LANDOWNERS",** hereby grant, sell, and convey to the **CITY OF RAMSEY, a Minnesota municipal corporation, "CITY"**, a perpetual easement and right-of-way for trail purposes, including, without limitation, the construction, maintenance, repair and replacement thereof, and uses incident thereto, in, under and upon the real property, in Anoka County, Minnesota described as follows:

The easterly 7½ feet of Lot 6, Block 3, Wildlife Sanctuary 3rd Addition, Anoka County, Minnesota,

(the "Trail Easement")

EXEMPT FROM STATE DEED TAX

Easement Purpose.

The Trail Easement shall be used exclusively for outdoor recreation and commuter activities including, but not limited to, walking, jogging, skating, biking, and uses mandated by state law including, but not limited to, electric personal assistive devices. Motorized vehicles used by the City for maintenance, law enforcement or other public uses will be permitted. The Trail Easement shall not be used by other motorized vehicles, or by all terrain vehicles, or by snowmobiles, and the Trail Easement shall not be used for horseback riding. No structures, obstructions or fences shall be allowed in the Trail Easement area unless written approval is granted by the **CITY**.

Hazardous Substances.

The **CITY** shall not be responsible for any costs, expenses, damages, demands, obligations, including penalties and reasonable attorney's fees, or losses resulting from any

claims, actions, suits, or proceedings based upon a release or threat of release of any hazardous substances, pollutants, or contaminants which may have existed on, or which relate to, the Trail Easement or adjacent property prior to the date hereof.

Liability and Indemnification.

The City hereby agrees to indemnify and save the Land Owner harmless from and against any and all suits, demands, liabilities, costs and other expenses, including reasonable attorneys' fees, incurred in connection with or arising out of the use of the Easement Area by the City, its contractors an agents or the general public for the purposes granted herein, excluding, however, from such indemnity and loss resulting from acts of Land Owner.

No Waiver of Governmental Immunity.

Nothing contained herein shall be deemed a waiver by the **CITY** of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by **LANDOWNER**, its successors or assigns, shall be subject to any governmental immunity defenses of the **CITY** and the maximum liability limits provided in Minnesota Statute Chapter 466.

Disposal of Excavated Material.

Further, the right is hereby granted to the **CITY** to remove or otherwise dispose of all earth or other material excavated from the Trail Easement area as the **CITY** may deem fit and to remove trees, brush, undergrowth and other obstructions interfering with the location, construction and maintenance of the Trail Easement.

Warrant of Title.

LANDOWNERS covenant that they are the owners of Lot 6, Block 3, Wildlife Sanctuary Addition, Anoka County, Minnesota (the "**LANDOWNERS'** Property") and have the right, title, and capacity to grant the Trail Easement over and across **LANDOWNERS'** Property.

Consideration for Grant of Trail Easement.

The **CITY** has previously constructed on the **LANDOWNERS'** Property a blacktop trail originally intended to provide **CITY'S** utility maintenance crews access to a sanitary sewer manhole on **LANDOWNERS'** Property. Said manhole was never constructed so the **CITY** has determined that the portion of the blacktop trail outside the Trail Easement is not necessary and can be removed. If in the future a manhole is required in this area, the CITY agrees to install the manhole within the Trail Easement and to pay for all repairs needed outside the Trail Easement. In consideration for the Trail Easement, the **CITY** agrees to remove the said blacktop trail outside the Trail Easement and restore the disturbed area by establishing turf on said disturbed area. The turf establishment shall consist of removal of the blacktop trail, placement of a minimum of 4" of topsoil, followed by the placement of lawn quality sod. **LANDOWNERS** will be responsible for irrigation and maintenance as necessary to ensure the successful establishment of the turf. The blacktop removal and turf establishment will be completed by the **CITY** within 15 business days of **LANDOWNERS'** signatures on this Agreement.

The **CITY** agrees it will not reestablish the blacktop trail in the future on **LANDOWNERS'** Property outside the Trail Easement without first acquiring a written easement across said property and market value payment to **LANDOWNERS** for said easement.

To have and to hold the same, together with all the hereditaments and appurtenances thereunto belonging or in anyway appertaining, to the said **LANDOWNERS**, forever, for said Trail Easement purposes.

IN WITNESS WHEREOF, the **LANDOWNERS** and the **CITY** have caused this Pedestrian Trail Easement Agreement to be executed on the 7th day of June, 2013.

LANDOWNERS:

Joshua L. Dvorak

Shawna Dvorak

CITY OF RAMSEY, a Minnesota municipal corporation

By: _____
Its Mayor

ATTEST:

By: _____
Its City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me on the 7th day of June, 2013, by Joshua L. Dvorak and Shawna Dvorak, husband and wife.

Notary Public

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

JOANN E SHAW
Notary Public
Minnesota
My Commission Expires January 31, 2015

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me on the 12th day of June, 2013, by Sarah Strommen and Kurtis G. Ulrich, the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

JOANN THIELING
Notary Public
Minnesota
My Commission Expires January 31, 2015

THIS INSTRUMENT WAS DRAFTED BY:

RANDALL GOODRICH & HAAG P.L.C.
2140 Fourth Avenue North
Anoka, Minnesota 55303
Telephone: (763) 421-5424

ANOKA COUNTY MINNESOTA

Document No.: 2066476.006 ABSTRACT

I hereby certify that the within instrument was filed in this office for record on: 08/12/2013 1:37:00 PM

Fees/Taxes In the Amount of: $46.00

JONELL M. SAWYER

Anoka County Property Tax Administrator/Recorder/Registrar of Titles

MAH, Deputy

Record ID: 2630237

Public Works Committee **5. 5.**

Meeting Date: 05/15/2012

Title:

Discuss Trail Easement at 15620 Krypton Street NW

Background:

In January of 2012 staff was contacted by an individual that was considering purchasing the property at 15620 Krypton Street NW. The main topic of conversation was related to the existing bituminous trail that extends down the east property line and into the backyard. He was inquiring whether there was a purpose for this trail, and when it might be utilized in the future. Reviewing property files it was discovered that this trail was intended for a dual purpose; a maintenance access to the City's sanitary sewer system, and a pedestrian connection.

When WILDLIFE SANCTUARY 3RD was subdivided in 2003 the trail construction was an obligation of the development agreement (see attached development agreement excerpt), and was to be located along the common lot line between lots 5 and 6, Block 3. Extension of a gravity sanitary sewer was also a requirement of the project, such that an existing lift station could be eliminated when a future trunk extension was complete through a neighboring development to the north and west. During construction the sanitary sewer had to be realigned slightly due to environmental constraints, and additional sanitary sewer easements were granted for this new alignment at that time.

It appears the trail was constructed over the top of the sanitary sewer trunk line that will be used in the future, and not along the entire extents of the common lot line, as referenced. The separate recordable trail easement referenced in the development agreement does not appear to exist, therefore we currently only have rights to access the easement area for drainage and utility purposes.

This item was discussed by the Public Works Committee on February 21, 2012, with the direction being to leave things as is until such time that a pedestrian trail easement could be secured. There was also discussion that since this individual was not the property owner there was no ability to negotiate acquisition of such an easement. Staff made contact with the property owner to the east of this lot to determine whether that they would be open to the discussion of a pedestrian trail easement along the common lot line, as was originally proposed within the dedicated drainage and utility easement. The property owner expressed the desire to vacate a portion of the drainage and utility easement along the rear lot line, potentially in exchange for a pedestrian trail dedication along the west lot line. After reviewing the existing sanitary sewer in the rear yard it was determined that the City would not be able to accommodate this request, which was relayed to the resident in early April, and discussed terminated at that point.

City staff relayed this information back to the prospective lot purchaser of 15620 Krypton Street, who then asked that the attached letter be forwarded to the Public Works Committee and Mayor for consideration. It was also discussed that they would soon be closing on the property, which will be occurring on May 25th. They are concerned about having a trail through the center of his backyard forever and are requesting that the City relocate the trail into the easement along the common lot line, as it was originally intended. They understand the dual purpose of the trail and are accepting of its intended use, for utility maintenance and pedestrians, but would like to see it placed on the lot line as intended. The letter outlines a couple of proposed scenarios to resolve this matter within their property and are seeking Committee and Council reaction.

Notification:

Staff has sent notice to both property owners regarding this meeting.

Observations:

Form a public works perspective a paved access is preferred for utility maintenance in these situations because we often receive complaints from residents after we access their property with heavy equipment and rut up/damage their lawns and/or irrigation systems. Currently there is no need to access the sanitary sewer in this location, because it will not be utilized until the adjacent area to the north and west develops, or the City decides it wants to construct this gravity system. It will most likely remain in place until such time that development of the adjacent land occurs and the final trunk alignment is reviewed with a land use application. Staff believes it would even be appropriate to require the adjacent future development to be responsible for revisions to the sanitary sewer system that would support their project, and also to construct approximately 100' of trail along the common lot line as a pedestrian connection (if necessary).

A pedestrian trail in this location is currently shown on the City's Master Park and Trail Plan, so this matter will need to be addressed at some point.

Funding Source:

There is no funding request associated with this matter, to date staff time has been used for research and communications.

Staff Recommendation:

Staff would like to know if the Public Works Committee has changed it's stance on resolving this matter in the short term, and whether an agreement can be reached with the property owner on their proposal letter.

Committee Action:

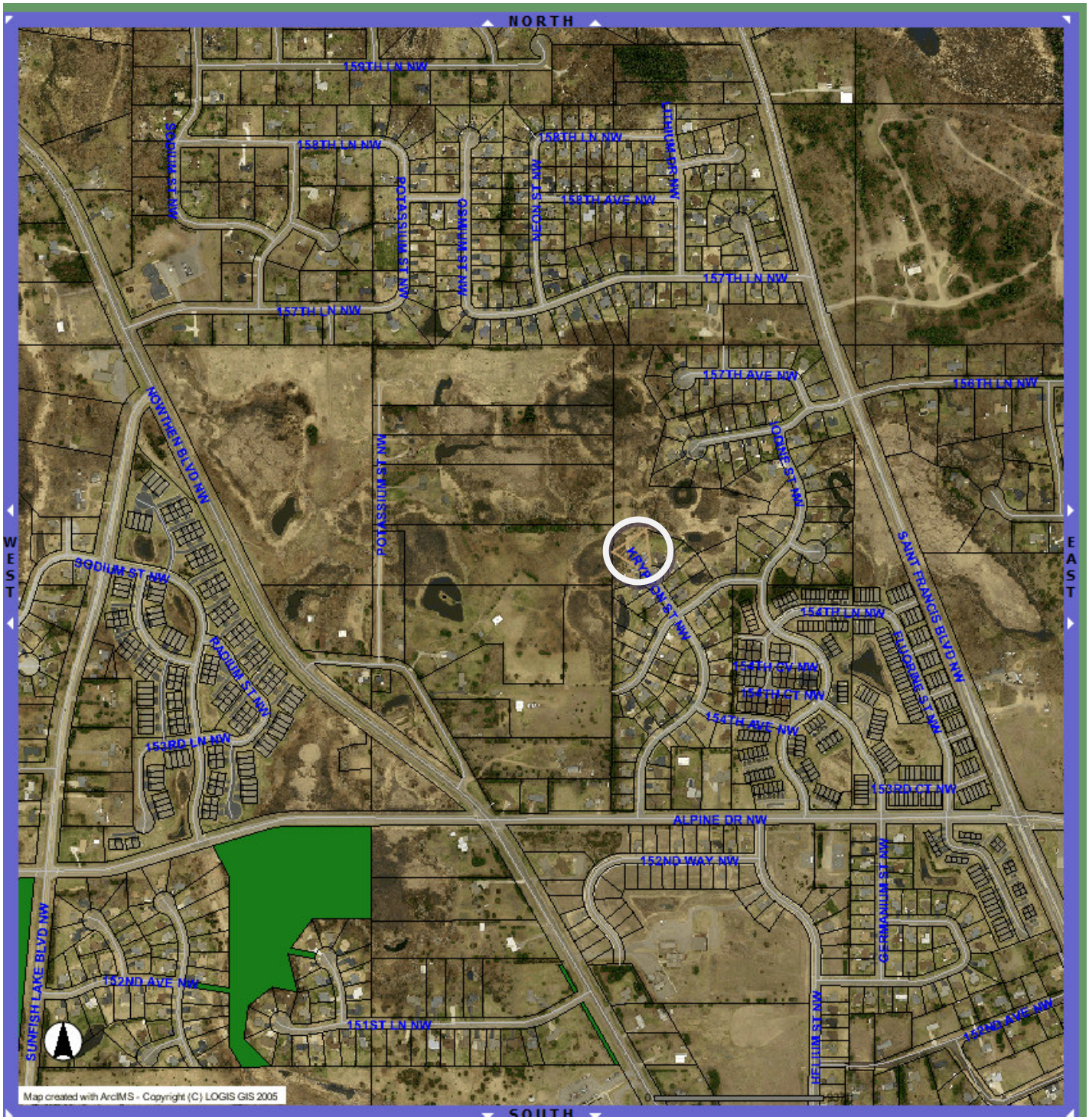
Based upon discussion.

Attachments

Location Map
Property Aerial
Wildlife Sanctuary 3rd Plat
Development Agreement Excerpt
Property Owner Letter to the Committee
Sanitary Sewer Alignment
Master Park and Trail Map

Form Review

Inbox	**Reviewed By**	**Date**
Kurt Ulrich	Kurt Ulrich	05/11/2012 11:52 AM
Form Started By: thimmer		Started On: 05/08/2012
Final Approval Date: 05/11/2012		



15620 Krypton Street NW Location Map



15620 Krypton Street NW

OFFICIAL PLAT

WILDLIFE SANCTUARY THIRD ADDITION

Book 65 PAGE 34

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

North E S W

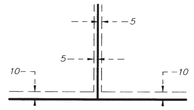
0 100 200
SCALE IN FEET
1 INCH = 100 FEET

FOR THE PURPOSES OF THIS PLAT, THE SOUTH LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 32, RANGE 25 IS ASSUMED TO HAVE A BEARING OF SOUTH 88 DEGREES 59 MINUTES 07 SECONDS WEST.

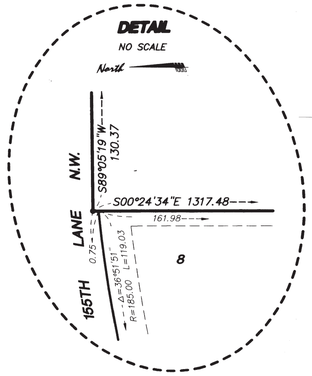
ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE, AND NOT SHOWN ON THIS PLAT, WILL BE SET WITHIN ONE YEAR OF THE RECORDING DATE OF THIS PLAT, AND SHALL BE EVIDENCED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY R.L.S. NO. 25287.

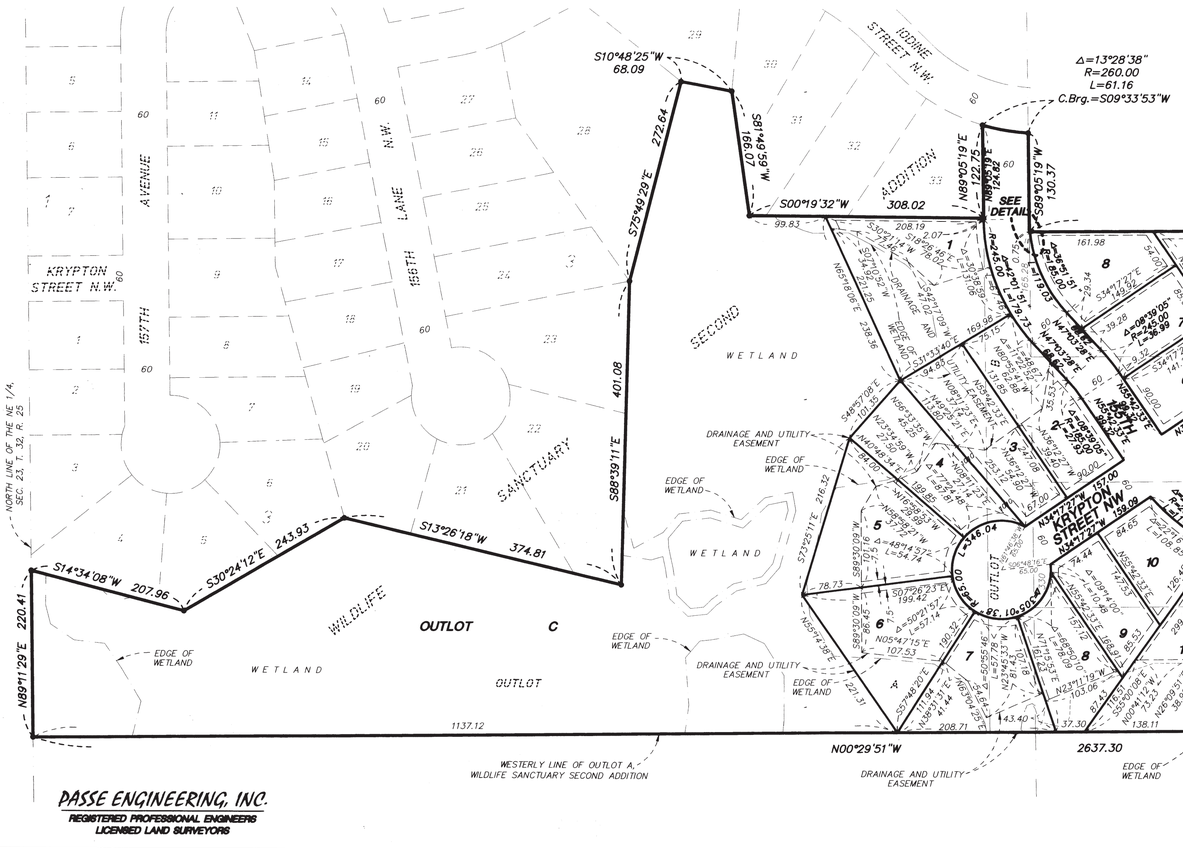
• DENOTES FOUND IRON MONUMENT

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES, AND 10 FEET IN WIDTH, AND ADJOINING STREET AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THE PLAT.





PASSE ENGINEERING, INC.
REGISTERED PROFESSIONAL ENGINEERS
LICENSED LAND SURVEYORS

SHEET 2 OF 2 SHEETS

SECTION V
TRANSPORTATION AND LANDSCAPING

17. **Park Trail Development and Fees.** The City Council has established a trail development fee in the amount of Four Hundred Seventy Five Dollars and no cents ($475.00) per lot. The three (3) existing homesteads are exempt from this fee. The amount of trail fees due on the Plat is Twenty One Thousand Dollars Three Hundred Seventy Five Dollars and no cents ($21,375.00) (45 lots x $475.00 per lot). The **DEVELOPER** herein agrees to construct a sidewalk along one side of the Krypton Street N.W. cul-de-sac to the common property line of Lots 5 and 6 of Block 3. The **DEVELOPER** also agrees to construct an 8 foot wide bituminous trail along the entirety of the common property line between Lots 5 and 6 of Block 3. The **CITY** herein agrees to credit the trail development fees due on the **Plat** in an amount equal to the surface costs associated with the trail and sidewalk segments described in this paragraph. The amount of the credit shall be One Thousand Eight Hundred Sixty Dollars and no cents ($1,860.00). Therefore, a payment in the amount of Nineteen Thousand Five Hundred Fifteen Dollars and no cents ($19,515.00) is due to the **CITY** for this **Plat.**

    The **DEVELOPER** herein agrees to provide the City with a separate document, in recordable form, granting the City a fifteen foot (15') wide easement for trail and access purposes on the common property line between Lots 5 and 6 of Block 3.

18. **Sidewalk Construction.** The **DEVELOPER** herein agrees to construct and pave, in accordance with **CITY** standards, a five (5) foot wide concrete sidewalk with pedestrian ramps in locations prescribed by the **CITY,** not to exceed 5% in grade, along the east side of Krypton Street N.W., and the south side of 155th Lane N.W. and 154th Lane N.W. The costs associated with sidewalk construction are not eligible as a credit towards the Trail Development Fees and/or Park Dedication requirements due on the **Plat.**

19. **Tree and Sod Planting Plan.** Sodded boulevards, in addition to yard trees in accordance with the Final Tree Plan dated March 27, 2003, revised April 17, 2003, are required for each lot in the **Plat** prior to issuance of a Certificate of Occupancy. The **DEVELOPER** is required to submit a Final Tree Plan for **CITY** approval that identifies existing tree growth within the **Plat** that will be protected during construction, and the location and species of the new plantings. The trees to be protected must be identified on the grading plan, and the plan must require the installation of 'tree save fences' prior to land clearing or grading. In addition, the requirement for this Plan shall be fulfilled by the **DEVELOPER** as follows:

    a) Minimizing the impact of construction on trees in accordance with Minnesota Extension Service publication "Protecting Trees From Construction Damage" (Publication #NR-FO-6135-S).

    b) For trees intended to be planted between the sidewalk and the street, the specific locations must be staked in advance of planting and approved by the **CITY.** In the event the weather is not conducive to tree or planting sod in the boulevard at the time of Certificate of Occupancy, the Building Permit holder shall place a cash deposit in

Josh & Shawna Dvorak
17131 Nixon Drive NW
Elk River, MN 55330
February 26, 2012

City of Ramsey
Public Works and City Council Members
7550 Sunwood Dr NW
Ramsey, MN 55303

Dear Mr. Himmer:

We wanted to thank you for all of the support you have provided in our pursuit to resolve the issue with the path in the backyard of our future home. We, as the potential homeowners of 15620 Krypton Street NW have developed three proposed scenarios for the dual-purpose utility maintenance and pedestrian trail located on this property. We believe it is best to form a partnership with the city and provide a solution that is consistent with the original plan, but will also be a beneficial and cost effective solution for all parties involved; the city, us as the future homeowner, and the taxpayers of the City of Ramsey.

This correspondence outlines the three potential scenarios for this dual-purpose trail though the backyard at 15620 Krypton Street NW. It outlines the benefits to the city and the homeowner, the concessions that would be made by both, the responsibilities for each, and the estimated costs.

OBJECTIVE

We are proposing a partnership with the City of Ramsey to move the utility path currently located across the middle of the backyard to a straight line following the lot line as documented in the original plans in a way that would meet the needs of all parties involved.

SCENARIO ANALYSIS

Scenario one (most optimal for all involved):

To assist the city achieve their goal for the development of a interconnected pedestrian trail system throughout the city, we would agree to sign the agreement allowing this trail to reside on our property. We suggest the sale of the land to the city at 50% of the fair market value [1] $1,365.64 (7.5 * 199 *1.83 *.50). In this scenario the city would obtain full use of 7.5 ft. of land along the eastern lot line. The City would be responsible for the removal and disposal of the current pavement crossing the yard, back to the easement along the property line. The homeowner would be responsible for restoration of the lawn following the removal. To provide access to service the current and future utility line, a manhole could be installed on the paved trail. As discussed with the city engineer and public works committee, this is a reasonable request and would satisfy the needs of the city.

Though this partnership, the benefits to the city would be:

- City would obtain the legal rights for a pedestrian trail in addition to the utility access needed along the property lot line

- City would not be responsible for lawn restoration
- Pavement removed can be recycled for the pavement needs of future paths, reducing the cost for disposal and materials
- City pays only 50% of fair market value for the pedestrian trail access rights

Though this partnership, the benefits to the homeowner would be:

- Path would be straight, preserving integrity of the backyard
- Homeowner would have less security risks with the path directed away from the property and further from the home vs. in the middle of the backyard (i.e: vandalism, theft, break-ins, etc.)
- Homeowner would have path moved to a more acceptable location

Scenario Two:

This scenario would entail the city waiting for the need to arise for the pedestrian trail development, leaving the path as is until an unknown future date. At that time, the city would be required to approach the property owner to make an offer for the purchase of property for this new use. Due to the delay in resolution for the homeowner, it is uncertain if the property would be made available for the pedestrian access. If the homeowner were to agree to selling the access to the city for a pedestrian trail, the homeowner would require the original design specifications, locating the path along the property line as stated in scenario one, and would require the city to be responsible for removing and disposing of the current pavement, the lawn restoration, and the payment for 100% of the lands full market value.

Just some of the downfalls of this scenario are:

- A higher cost to the City and taxpayers (the City would be responsible for the removal and disposal of pavement as described in scenario one in addition to the cost of lawn restoration)
- Additional cost for the purchase of the property (the City would also be required to pay 100% of fair market value vs. 50% as offered in scenario one)
- The path would be a nuisance for homeowner for extended period of time

Scenario Three:

This scenario would entail the city forcefully obtaining land though eminent domain. This law is used for government utilities, roadways, etc. which provide for the greater need of the community. (Not specifically designed for trails) This scenario would be a long, drawn out process as the city would first have to receive judgment proving that easement is in greater interest of the community adding court costs and time. Homeowner would then have the right to contest which would bring suit back to court adding to the overall cost and time. Upon settlement, assuming the city obtains the rights to the easement, the city would then make offer to

the homeowner for the purchase of the easement. Not inclined to work with the city homeowner would decline the offer bringing the matter back into the legal system where through constitutional law, the judge would rule for the city to pay fair market value at that point in time. Currently this would be approximately $1.83 per square foot to purchase, or approximately 60-70% of purchase price to obtain easement.

The downfalls of this scenario would be as follows, but not limited to:

- City and homeowner would incur added expense
- This could be a long, drawn out process delaying the plans for the city to move forward with future use of the trail
- City would pay more than 50% which is offered in scenario one
- Depending on easement granted, the city could potential be responsible for removal and disposal of pavement in addition to lawn restoration

CLOSING

I feel I should provide some context around why this is so important for us to find a fair and reasonable resolution to the situation. After being raised in Ramsey, where my parents still reside, I feel that this community with the strong family values is where we want to live and raise our family. We having been looking for a home like this for over a year and we were very excited to find this home. The only thing holding us back is the current location of this trail. As our offer has been accepted by the current homeowner and is now in the hands of the bank, we are ready to move forward provided we can come to an agreement with the future of this trail.

We understand your hesitation to work with us since we do not yet own this home and would like to confirm that any of the solutions above are contingent upon our purchase of this home. Also, please know that we would like to have a resolution and agreement made soon so we can abandon our pursuit for the purchase of this home if necessary.

We appreciate the opportunity and time to work alongside the city to obtain the most beneficial option for all parties involved. If you wish to discuss further please don't hesitate to contact us.

Sincerely,

Josh & Shawna Dvorak

Cc: Mayor Bob Ramsey
Cc: Public Works Committee

(1) Estimate based on- numbers provided of city documentation, could vary slightly

WETL

UPLAND

DNR WETLAND 730W

DNR WETLAND 733W

WL

5+76.39

FUTURE SANITARY

SEWER

MH18

SANITARY

15620

6

5

8'

15'

15+88.67

MH7

R=65'

R=50'

15

POND A
NWL-865.2
HWL-867.9

865.2

LIFT STATION
VALVE MH

855.52-san inv
866.37-top rim

MH14

FM

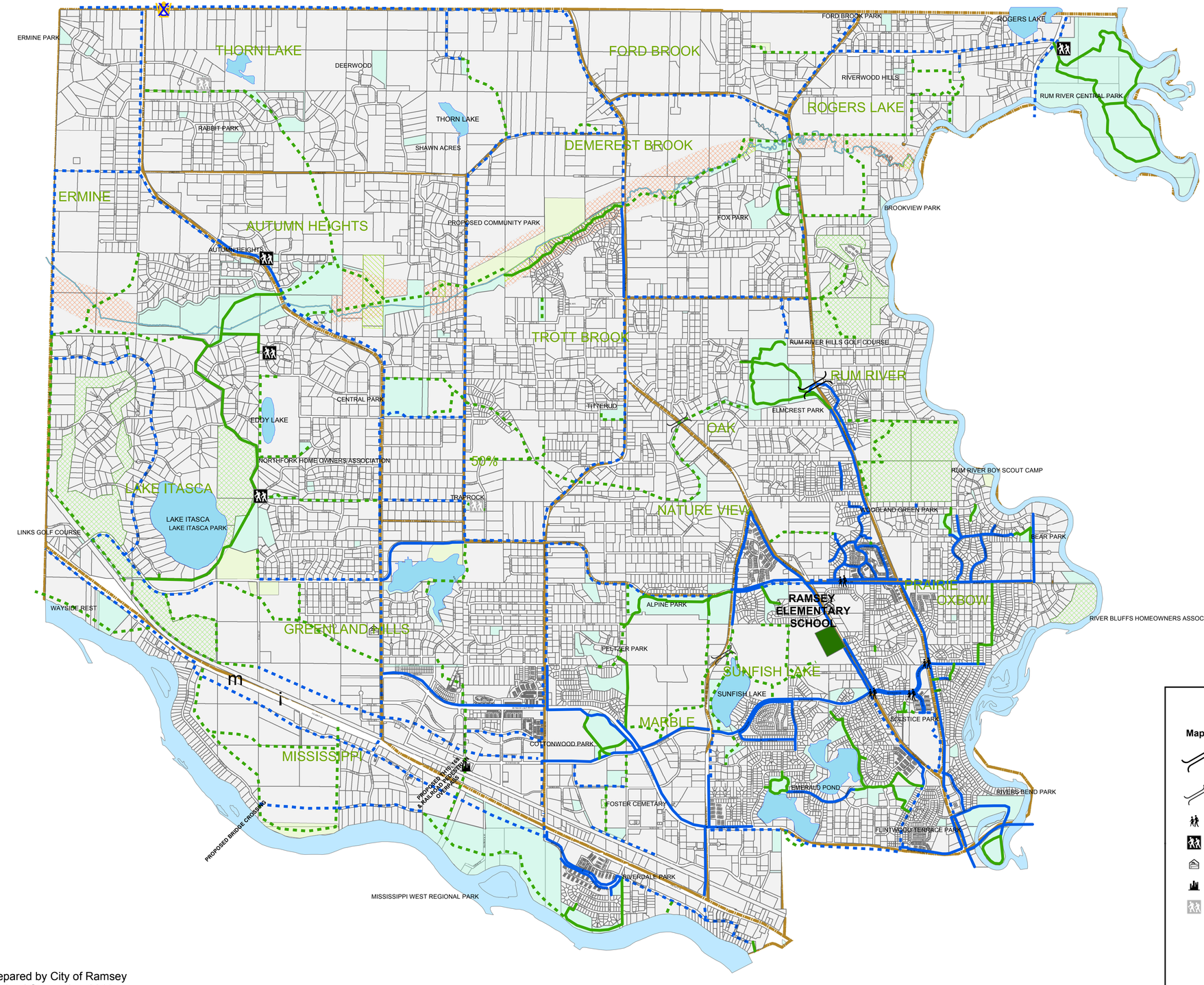
3 PVC

PC = 3+

PT =

855.64-san inv
865.36-top rim

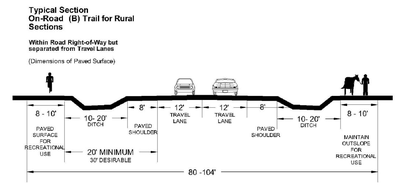
City of Ramsey Master Park and Trail Plan



Typical Section
On-Road (B) Trail for Rural Sections

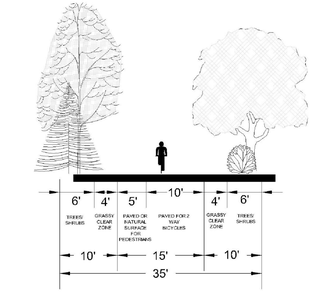
Within Road Right-of-Way but separated from Travel Lanes

(Dimensions of Paved Surface)



Typical Section
Off-Road Trail

Within MUSA Boundaries



Legend

Map Symbols

- Underpass
- Proposed Underpass
- Crosswalk
- Existing Trailhead
- Fire Station
- City Hall
- Proposed Trailhead

Existing Trails

- Off-Road
- On-Road (Separated)

Proposed Trails

- Off-Road
- On-Roadway (separated)
- Conservation Easements

Parks

- Quasi-Public
- Existing Parks
- Proposed Park
- TROTT BROOK SPECIAL PROTECTION CORRIDOR
- Ramsey Recreation Districts

Prepared by City of Ramsey
Revised September 2010

412.851 VACATION OF STREETS.

The council may by resolution vacate any street, alley, public grounds, public way, or any part thereof, on its own motion or on petition of a majority of the owners of land abutting on the street, alley, public grounds, public way, or part thereof to be vacated. When there has been no petition, the resolution may be adopted only by a vote of four-fifths of all members of the council. No vacation shall be made unless it appears in the interest of the public to do so after a hearing preceded by two weeks' published and posted notice. The council shall cause written notice of the hearing to be mailed to each property owner affected by the proposed vacation at least ten days before the hearing. The notice must contain, at minimum, a copy of the petition or proposed resolution as well as the time, place, and date of the hearing. In addition, if the street, alley, public grounds, public way, or any part thereof terminates at, abuts upon, or is adjacent to any public water, written notice of the petition or proposed resolution must be served by certified mail upon the commissioner of natural resources at least 60 days before the hearing on the matter. The notice to the commissioner of natural resources does not create a right of intervention by the commissioner. At least 15 days prior to convening the hearing required under this section, the council or its designee must consult with the commissioner of natural resources to review the proposed vacation. The commissioner must evaluate:

(1) the proposed vacation and the public benefits to do so;

(2) the present and potential use of the land for access to public waters; and

(3) how the vacation would impact conservation of natural resources.

The commissioner must advise the city council or its designee accordingly upon the evaluation. After a resolution of vacation is adopted, the clerk shall prepare a notice of completion of the proceedings which shall contain the name of the city, an identification of the vacation, a statement of the time of completion thereof, and a description of the real estate and lands affected thereby. The notice shall be presented to the county auditor who shall enter the same in the transfer records and note upon the instrument, over official signature, the words "entered in the transfer record." The notice shall then be recorded with the county recorder. Any failure to file the notice shall not invalidate any vacation proceedings.

History: *1949 c 119 s 102; 1953 c 735 s 12; 1957 c 383 s 1; 1967 c 289 s 15; 1969 c 9 s 85; 1973 c 123 art 2 s 1 subd 2; 1973 c 494 s 11; 1976 c 181 s 2; 1986 c 444; 1989 c 183 s 4; 1990 c 433 s 2; 2005 c 4 s 105; 2005 c 117 s 2*

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CHAPTER 3. - COUNCIL PROCEDURES

Sec. 3.1. - Council meetings.

The council shall meet regularly at least once each month at such times and places as the council may designate by ordinance. The mayor or any three members of the council may call special meetings of the council upon at least 24 hours notice to each member, and such reasonable public notices as may be prescribed by council rule in compliance with state statutes. The 24 hours notice shall not be required in an emergency. A state of emergency shall be deemed to exist when the public peace, health, morals, safety or welfare are in immediate jeopardy. To the extent provided by state statutes, all meetings of the council and its committees shall be public, and any citizen shall have access to the minutes and records of the council at all reasonable times. During any of its public meetings, the council shall not prohibit, but may place reasonable restrictions upon citizens' comments and questions and citizen input shall be provided for at the beginning of each council meeting.

(Ord. No. 04-47, § 1(Subd. 1), 11-23-2004)

Sec. 3.2. - [Precincts].

3.2.1 [Repealed].

3.2.2 Precinct boundaries. The precinct boundaries shall correspond to those adopted and revised periodically by council, by resolution.

3.2.3 [Repealed]

(Ord. of 9-8-1993; Ord. of 1-28-2000; Ref. of 11-5-2002; Ord. of 9-8-2003)

Sec. 3.3. - Rules of procedure and quorum.

Except as otherwise provided in this Charter, the council shall determine its own rules and order of business. A majority of all members shall constitute a quorum to do business, but a smaller number may adjourn from time to time. The council may by rule provide means by which a minority may compel the attendance of absent members in accordance with state statutes.

Sec. 3.4. - Ordinances, resolutions and motions.

3.4.1 Except as otherwise provided in this Charter of state statutes, an affirmative vote of four or more members of the council shall be required for the adoption of all ordinances, resolutions and motions. The votes of councilmembers on any action taken shall be recorded in accordance with state statutes.

3.4.2 Except as otherwise provided in this Charter, all legislation shall be by ordinance. The vote on all ordinances shall be by a roll call vote.

3.4.3 The general administrative business of the council shall be conducted by resolution or motion.

(Ord. No. 04-47, § 1(Subd. 2), 11-23-2004)

Sec. 3.5. - Procedures on ordinances.

Every proposed ordinance shall be presented in writing. No ordinance shall contain more than one subject. Such subject shall be clearly expressed in its title. The enacting clause shall be "The City of Ramsey

Ordains." No ordinance, except an emergency ordinance, shall be adopted at the meeting at which it is introduced and at least three days shall elapse between its introduction and final adoption.

(Ord. No. 85-09, 9-28-1985)

Sec. 3.6. - Emergency ordinances.

An emergency ordinance is an ordinance necessary for the immediate preservation of the public peace, health, morals, safety or welfare, and in such ordinance the emergency is defined and declared in a preamble thereto. An emergency ordinance must be approved by a majority of available members of the city council. An emergency ordinance must be in writing but may be enacted without previous filing or voting, and may be adopted finally at the meeting at which it is first introduced and voted upon by the council. An emergency ordinance shall remain in effect for the duration of the emergency. No prosecution shall be based upon the provisions of an emergency ordinance until 24 hours after the ordinance has been adopted, filed with the city clerk, and either has been posted in three conspicuous places in the city or published as provided for in this Charter, or the person charged with violation thereof had actual notice of the ordinance prior to the act or omission resulting in the prosecution.

(Ord. of 1-24-2001)

Sec. 3.7. - Signing and publication of ordinances.

The final version of every ordinance shall be read in full prior to passage by council unless such reading is waived by a majority vote of the council, provided that a copy of the ordinance is posted or otherwise made available to the public at least three working days prior to the meeting at which it is to be adopted. The ordinance shall then be signed by the mayor, attested to by the city clerk, and filed and preserved by the city clerk. Each ordinance, or summary of such ordinance, shall be published at least once in the official newspaper. This summary of each ordinance shall include, in layman's terms, the intent of the ordinance. To the extent and in the manner provided by state statutes, an ordinance may incorporate by reference, a state statute, a state administrative rule or a state regulation, a code, or an ordinance or part thereof, without publishing the material referred to in full.

(Ord. of 1-24-2001)

Sec. 3.8. - Procedure on resolutions.

Every resolution shall be presented in writing and shall be filed and preserved by the city clerk.

(Ord. No. 85-09, 9-28-1985; Ord. of 1-24-2001)

Sec. 3.9. - When ordinances and resolutions passed by city council take effect.

Every resolution and emergency ordinance shall take effect immediately upon its adoption or at such later date as it specifies. Every other ordinance shall take effect 30 days after its publication or at such later date as it specifies.

Sec. 3.10. - Amendment and repeal of ordinances and resolutions.

3.10.1 An ordinance or resolution which repeals all or part of a previous ordinance or resolution, respectively, shall give the number, if any, in the title of the ordinance or resolution to be repealed in whole or in part. No ordinance or resolution shall be amended by reference to the title alone, but an ordinance or resolution which amends such ordinance or resolution, respectively, shall set forth in full each section to be amended and shall indicate by appropriate type or symbols, matter to be omitted

or added. Amendment or repeal of an ordinance or resolution shall require a majority vote of all members of the council, unless otherwise provided in this Charter or by state statutes.

3.10.2 Repeal of initiative ordinances. An ordinance passed under the initiative power shall not be repealed or amended by the council except by submission to the voters of the question by the council at a regular municipal or special election.

Sec. 3.11. - Review and revision of ordinances and indexing of resolutions.

The city shall review, revise and rearrange its ordinance code and its resolution index with such additions and deletions as may be deemed necessary by the council at least once every two years. The ordinance code and the resolution index may be published in a book, pamphlet or loose-leaf form and copies shall be made available by the council at the office of the city clerk for general distribution to the public for a reasonable charge. Incorporation in such a code shall be a sufficient publication of any ordinance provision not previously published, if a notice is placed in the official newspaper for at least two successive weeks that copies of the codification are available at the office of the city clerk.

(Ord. of 1-24-2001)

CHAPTER 12. - MISCELLANEOUS AND TRANSITORY PROVISIONS

Sec. 12.1. - Official publication.

The council shall annually designate a legal newspaper of general circulation in the city as its official newspaper in which shall be published ordinances and other matters required by state statutes and this Charter to be so published, as well as such other matters as the council may deem it in the public interest to have published in this manner.

Sec. 12.2. - Oath of office.

Every officer of the city shall, before entering upon the duties of his/her office, take and subscribe an oath of office in substantially the following form: "I do solemnly swear (or affix:) to support the constitution of the United States and of this state and to discharge faithfully the duties devolving upon me as (mayor, councilmember, city administrator, etc.) of the City of Ramsey to the best of my judgment and ability".

(Ord. of 1-24-2001)

Sec. 12.3. - City officers not to be interested in contracts.

Except as otherwise permitted by state statutes, no officer of the city, who is authorized to take part in any manner in any contract with the city, shall voluntarily have a personal financial interest in such contract or personally benefit financially therefrom.

Sec. 12.4. - Official bonds.

The city administrator and other such officers or employees of the city as may be provided for by ordinance shall each, before entering upon the duties of his/her respective office or employment, give a corporate surety bond to the city in such form and such amount as may be fixed by the council as security for the faithful performance of his/her official duties. This corporate surety bond may be in the form of either individual or blanket bonds at the discretion of the council. They shall be approved by the council, and approved as to form by the city attorney, and filed with the city administrator. The premiums on the bonds shall be paid by the city.

(Ord. of 1-24-2001)

Sec. 12.5. - Sales of real property.

No real property of the city, with the exception of cemetery plots, shall be disposed of except by ordinance. The proceeds of any sale of such property shall be used as far as possible to retire any outstanding indebtedness incurred by the city in the purchase, construction, or improvement of this or other property used for the same public purpose. If there is no such outstanding indebtedness, the council may by resolution designate some other public use for the proceeds.

Sec. 12.6. - Vacation of streets.

The council may by ordinance vacate any street or alley or other public grounds or part thereof within the city. Such vacation may be made only after published notice in the official newspaper and an opportunity for affected property owner and public to be heard, and upon such further terms and by such procedure as the council by ordinance may prescribe. A notice of completion of such procedure shall be filed in accordance with state statutes.

Sec. 12.7. - Statutes not affected by Charter.

All general laws and statutes of the state applicable to all cities operating under home rule charters, or applicable to cities of the same class as the City of Ramsey operating under home rule charters, and not inconsistent with the provisions of this Charter, or the ordinances of this city, shall apply to the City of Ramsey, and shall be construed as supplementary to the provision of this Charter.

Sec. 12.8. - City to succeed to rights and obligations of former city.

The city shall succeed to all property, rights, and privileges, and shall be subject to all legal obligations of the former city.

Sec. 12.9. - Existing ordinances and resolutions continued.

All ordinances, resolutions and regulations of the municipality in force when this Charter takes effect, and not inconsistent with the provisions thereof, are hereby continued in full force and effect until amended or repealed.

Sec. 12.10. - Officers to continue for present terms.

All elective and appointive officers of the city holding office on the effective date of this Charter shall continue in office for the terms to which they were elected or appointed, and until their successors shall have been elected or appointed and have qualified.

Sec. 12.11. - Pending condemnations and assessments.

Any condemnation or assessment proceeding in progress when this Charter takes effect shall be continued and completed under the state statutes under which such proceeding was begun. All assessments made by the municipality prior to the time when this Charter takes effect shall be collected, and the lien thereof enforced in the same manner as if this Charter had not been adopted.

Sec. 12.12. - Ordinances to make Charter effective.

The council shall by ordinance, resolution, or other appropriate action make such regulations as may be necessary to carry out and make effective the provisions of this Charter.

Sec. 12.13. - A newsletter.

A newsletter shall be published by the city at regular intervals at least six times each year. The postal role for the city shall be used for the distribution.

Sec. 12.14. - [Effective date.]

This Charter becomes effective 30 days after adoption.

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

CC Regular Session **7. 3.**

Meeting Date: 10/24/2017

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution Approving Drainage and Utility Easement Encroachment for Eave Overhangs in the Riverstone Subdivision; Case of Capstone Homes/Riverstone Development, LLC

Purpose/Background:

The purpose of this case is to authorize a minor encroachment of easements within the Riverstone subdivision. The encroachment would be eave overhangs of homes, not any other part of the structure.

This encroachment was not anticipated during plat review. However, the City is experiencing this request on subdivisions with smaller lots. Zoning Code setbacks are measured to the foundation of the home, not the eave overhang. Recent improvements to the City's plan review process have brought to light a need to update design standards for projects with smaller lots. This topic is discussed later in this case. It is noted that this type of encroachment has been allowed in the past, but there is some perceived conflicting language in City Code.

Notification:

Notification is not required.

Observations/Alternatives:

On a standard R-1 Residential District Lot, the setbacks are greater in size that drainage and utility easements themselves. A standard side yard easement is five (5) feet in width. The side yard setback is either six (6) feet or ten (10) feet in width.

As the market demand is producing a product type that our Zoning Code has not yet been amended to match, the Planned Unit Development (PUD) tool is often utilized. Unfortunately, it wasn't anticipated by the City nor disclosed by the Developer that the intent was to have the eave overhangs encroach into drainage and utility easements.

These drainage and utility easements are standard for drainage purposes. There is no known underground infrastructure in the easements in question (all side yard easements). Staff feels comfortable that adequate spacing is available for any necessary maintenance, which is likely to be little to none. To the extent possible, Staff will ask that the Developer provide a model that does not have this encroachment. However, from time to time, it will be necessary to allow said encroachment.

Moving forward, Staff will be forwarding an Ordinance amending City Code to prevent this type of encroachment from occurring again. The recommended solution is a four (4) foot easement with a five (5) foot minimum side yard setback. This appears to be an adequate compromise that will ensure proper drainage. This tool would be employed with future phases of Riverstone, so only the approximately 50 lots of Phase 1 (293 in total) would be impacted.

Funding Source:

All costs with processing this request are the responsibility of the Applicant.

Recommendation:

Staff recommends approval of this request based on past practice and updates to overall City Code design standards over the winter.

Action:

Motion to adopt Resolution #17-10-278 approving drainage and utility easement encroachments in the Riverstone subdivison.

Attachments

Site Location Map

Final Plat

Resolution #17-10-278

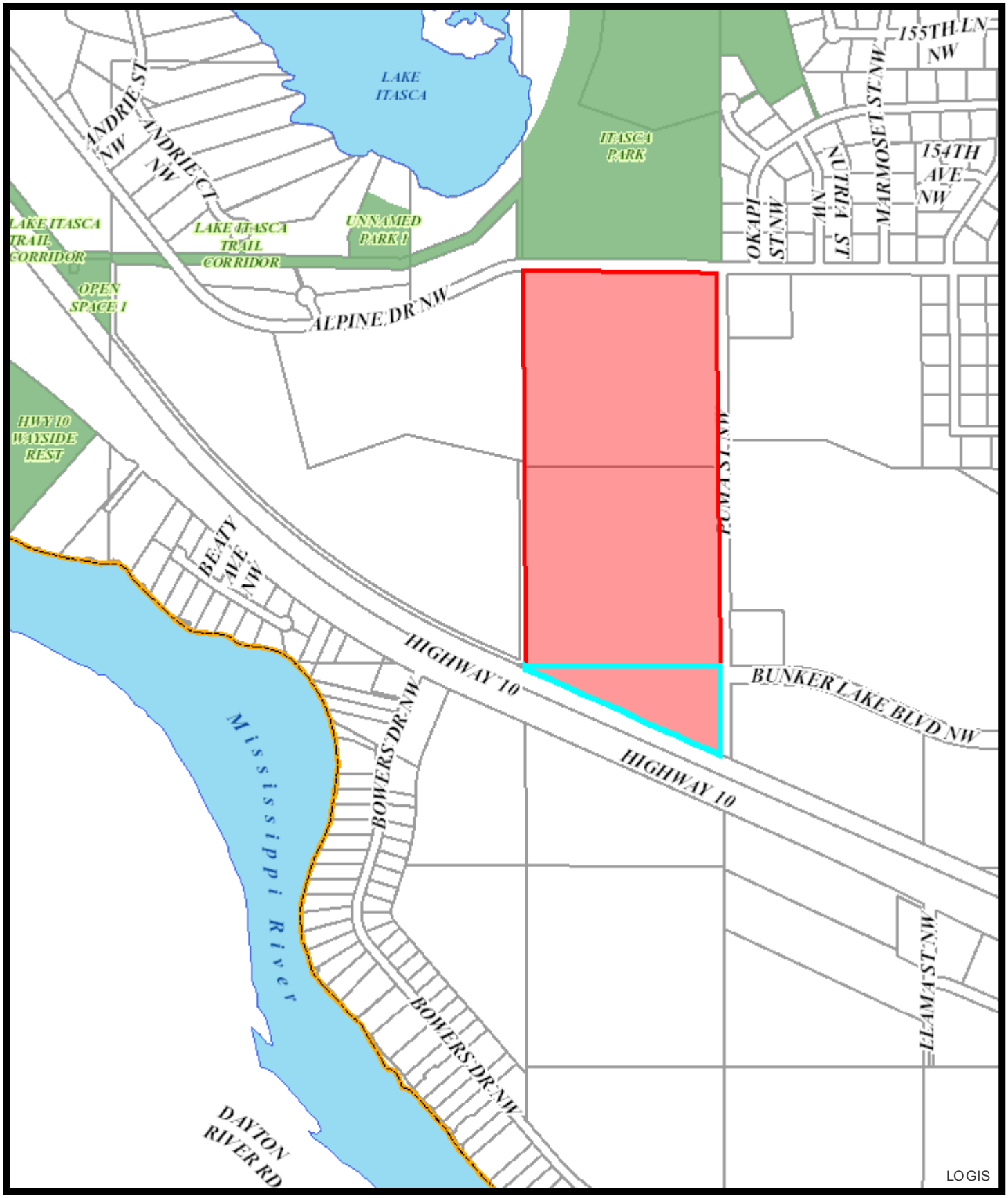
Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:10 PM
Form Started By: Tim Gladhill		Started On: 10/16/2017 01:31 PM
Final Approval Date: 10/19/2017		

29-32-25-22-0004

Site Location Map

Riverstone



Feet

0 215430 860 1,290 1,720

Print Date: March 10, 2017

RIVERSTONE

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 20 & 29, TWP. 32, RGE. 25

KNOW ALL PERSONS BY THESE PRESENTS: That Riverstone Development, LLC, a Minnesota limited liability company, owner of the following described property:

The Northwest Quarter of Southwest Quarter of Section 20, Township 32, Range 25, Anoka County, Minnesota. EXCEPT the East 40.00 feet of said Northwest Quarter of Southwest Quarter lying southerly of the southerly right of way line of Alpine Drive as described in Document No. 756629.

and also EXCEPT the North 40.00 feet of the South 100.00 feet of the West 40.00 feet of the East 80.00 feet of said Northwest Quarter of Southwest Quarter.

and

The Southwest Quarter of Southwest Quarter of Section 20, Township 32, Range 25, Anoka County, Minnesota, EXCEPT the East 40.00 feet thereof.

and

The Northwest Quarter of Northwest Quarter of Section 29, Township 32, Range 25, Anoka County, Minnesota, lying northeasterly of the northeasterly right of way line of Burlington Northern Railroad, EXCEPT the North 60.00 feet of the East 40.00 feet of said Northwest Quarter of Northwest Quarter.

Has caused the same to be surveyed and platted as RIVERSTONE and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Riverstone Developmetn, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

RIVERSTONE DEVELOPMENT, LLC

_____
Stephen A. Bona, Vice President

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Stephen A. Bona, Vice President of Riverstone Development, LLC, a Minnesota limited liability company, on behalf of the company.

_____
_____
Notary Public, _____
My commission expires _____

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

Dated this _____ day of _____, 20____.

_____
Thomas R. Balluff, Licensed Land Surveyor
Minnesota License No. 40361

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Thomas R. Balluff.

_____
_____
Notary Public, _____
My commission expires _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

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

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

By: _____, Mayor By: _____, Clerk

COUNTY SURVEYOR

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

By: _____
Larry D. Hoium
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

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

_____
Property Tax Administrator

By _____, Deputy

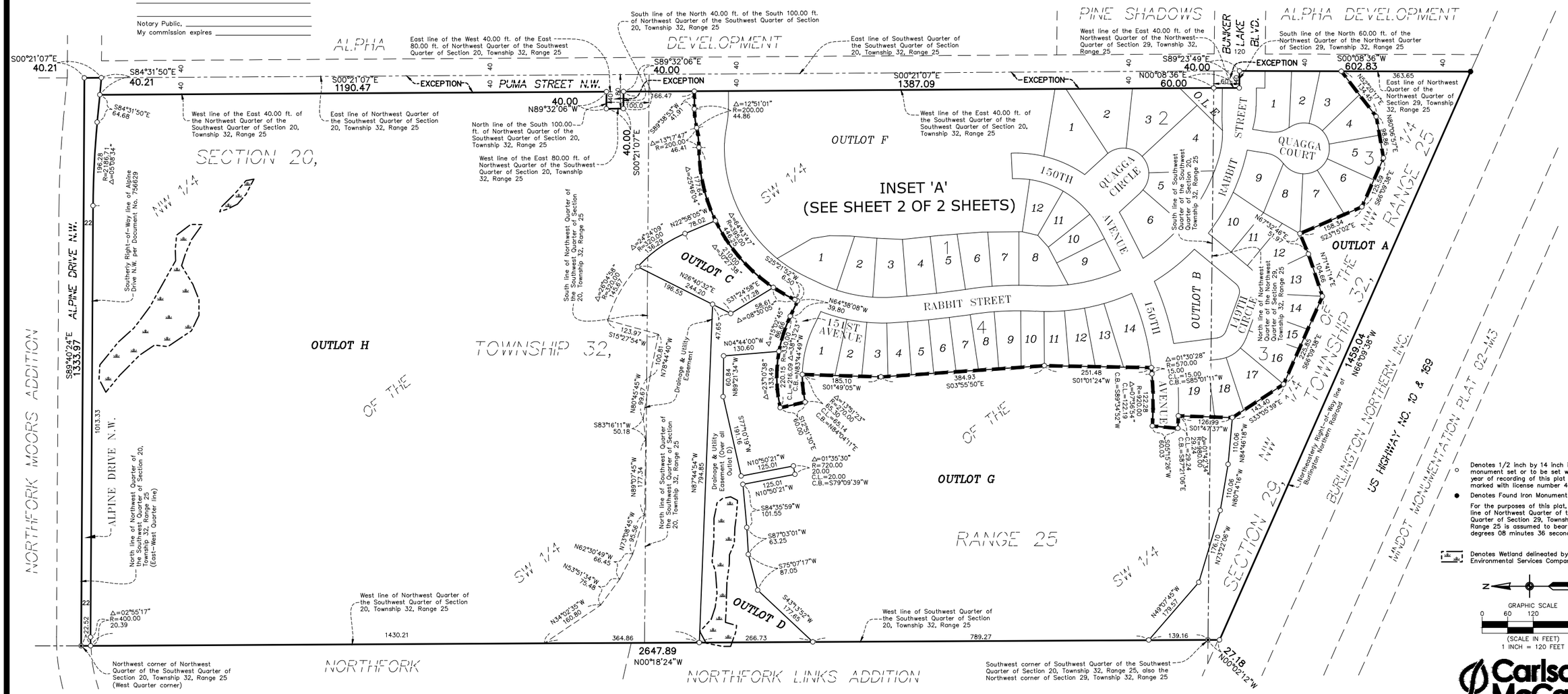
COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

I hereby certify that this plat of RIVERSTONE was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20____, at _____ o'clock ___M. and was duly recorded in Book_____ Page_____, as Document Number _____.

_____
County Recorder/Registrar of Titles

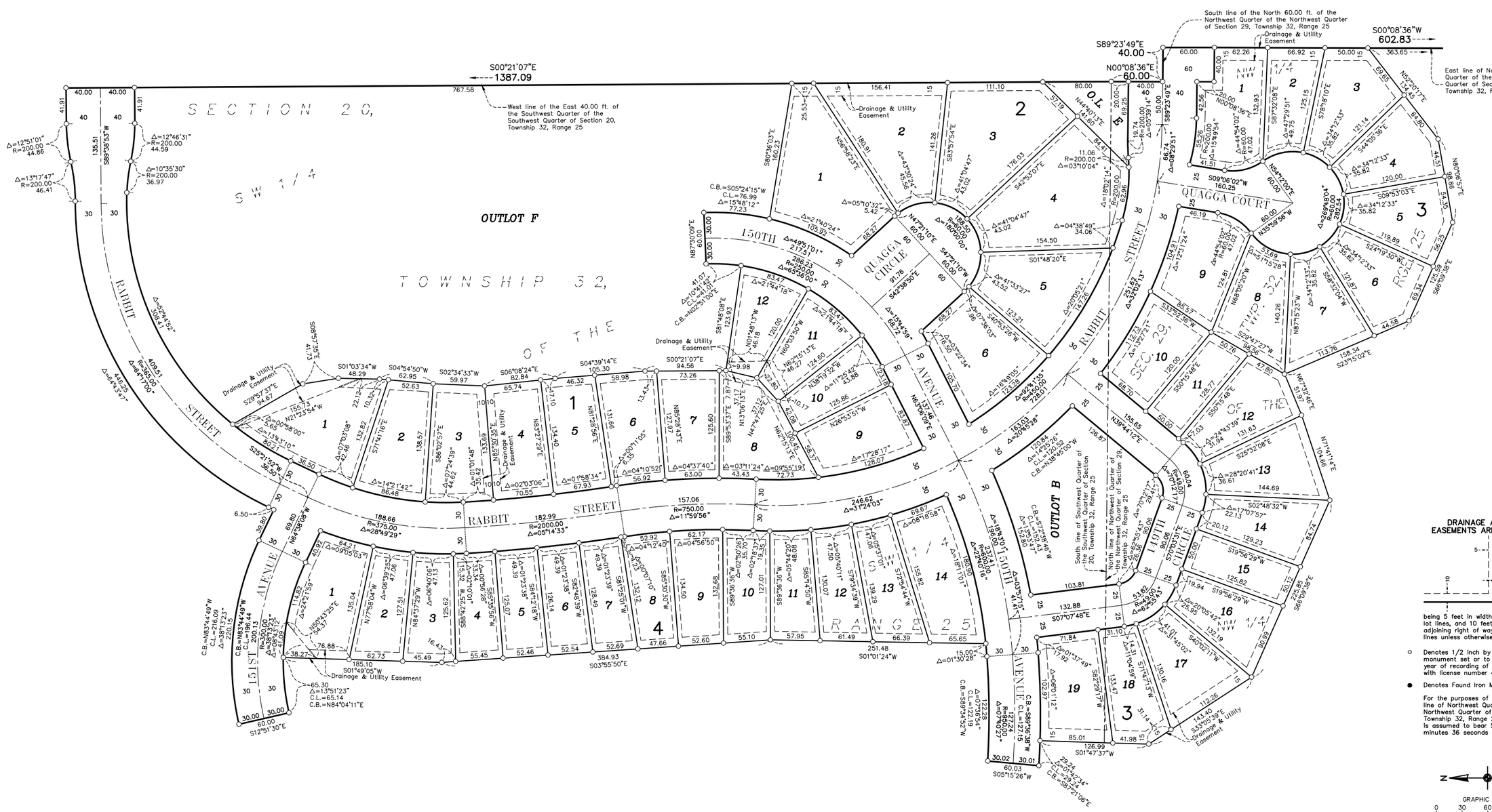
By _____, Deputy



Carlson McCain
ENVIRONMENTAL · ENGINEERING · SURVEYING

RIVERSTONE

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 20 & 29, TWP. 32, RGE. 25



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

being 5 feet in width, and adjoining side lot lines, and 10 feet in width and adjoining right of way lines and rear lot lines unless otherwise shown on this plat.

○ Denotes 1/2 inch by 14 inch iron monument set or to be set within one year of recording of this plat and marked with license number 40361

● Denotes Found Iron Monument

For the purposes of this plat, the East line of Northwest Quarter of the Northwest Quarter of Section 29, Township 32, Range 25 is assumed to bear South 00 degrees 08 minutes 36 seconds West.

GRAPHIC SCALE
0 30 60 120
(SCALE IN FEET)
1 INCH = 60 FEET

Carlson McCain
ENVIRONMENTAL · ENGINEERING · SURVEYING

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-278

RESOLUTION APPROVING DRAINAGE AND UTILITY EASEMENT ENCROACHMENTS FOR EAVE OVERHANGS IN THE RIVERSTONE SUBDIVISION

WHEREAS, Capstone Homes hereafter referred to as "Developer", has requested a one (1) foot drainage and utility easement encroachment for the Riverstone subdivision; and

WHEREAS, the City Engineer has stated that the impacted drainage and utility easements will still properly function with said encroachment; and

WHEREAS, no portion of the structure other than the eave overhang shall encroach within the easement; and

WHEREAS, the City plans on amending its design standards for lots smaller than 10,800 square feet to require a four (4) foot drainage and utility easement and a five (5) foot minimum side yard setback to avoid this situation in the future.

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

That the Ramsey City Council hereby approves of the drainage and utility easement encroachment of one (1) foot for eave overhangs only for the first phase of the Riverstone subdivision.

a. Future phases of the Riverstone subdivision shall incorporate a four (4) foot side yard drainage and utility easement and shall have a minimum side yard setback of five (5) feet.

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 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

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

CC Regular Session **7. 4.**

Meeting Date: 10/24/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #17-10-271 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #18-00, Stanhope Terrace Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #17-10-271 accepting the Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #18-00, Stanhope Terrace Street Reconstructions.

Background:

City Improvement Project 18-00 proposes to reconstruct the Stanhope Terrace neighborhood which includes; Ute Street, 154th Avenue, and 153rd Court. The streets total approximately 2,800 linear feet (0.52 miles) in length. A map showing the location and scope of the proposed improvements is included in the Feasibility Report as ***Figure 1*** in ***Appendix A.***

The Stanhope Terrace neighborhood was constructed in 1991. Based on results from the geotechnical report and ground penetrating radar (GPR) analysis performed by Braun Intertec, field observation and record plan documents, the bituminous pavement section ranges from 1.6 to 6.1 inches thick with an average of 2.9 inches. The aggregate base ranges from 2.1 to 10.6 inches thick with an average of 4.9 inches. The road section was built on sandy subgrade material generally considered suitable for pavement support. The streets were constructed with bituminous curb to a width of 29-feet from face-of-curb to face-of-curb. The streets are generally centered within a 66-foot wide right-of-way. The storm sewer system consists of catch basins along 154th Lane which drain runoff from the street to a low-lying area with storm sewer and utility easements located on the northern 75 feet of 4851 154th Lane. Storm runoff not collected by the catch basins is carried to Roanoke Street and collected within its storm sewer system.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above-referenced street segments were rated with a PASER rating of 3 which indicates these streets require complete reconstruction, and for City staff to patch the streets at least once per year, particularly before winter so the street can be plowed without damaging the pavement in the process. Pictures of the street are located in ***Appendix A***of the attached Feasibility Report.

Proposed improvements include removing existing bituminous curb and replacing with B618 concrete curb and gutter, and reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process involves reclaiming the entire existing bituminous pavement section, along with the existing aggregate base material. A portion of this reclaimed (ground and mixed) material would then be spread and compacted on top of the reshaped and compacted subgrade. Then, 3.5 inches of bituminous pavement would be

placed, generally meeting the City of Ramsey's standard pavement design.

The existing storm sewer system is in good condition and generally meets City design standards and therefore requires only minimal improvements, including resetting the castings after concrete curb and gutter placement, which will include replacing adjustment rings and re-grouting the inside of the catch basins to a smooth finish.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $430,934.81. Estimated costs include 5% contingency costs plus 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B*** of the Feasibility Report.

A total of 16 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible improvement costs equally across the 16 assessable properties using the "per lot" assessment method. This results in a proposed preliminary assessment rate of $6,733.36 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 9, 2018. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Five soil borings were completed by Braun Intertec to assist with the preparation of this report. Pavement design recommendations were offered by Braun Intertec, and Staff considered and incorporated Braun's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on all street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and Geotechnical Exploration are attached in ***Appendix C*** of the Feasibility Report.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a meeting with property owners for November 1, 2017 with local property owners for the purpose of explaining the proposed improvements and assessments in more detail, and to gather their input on the project, including any information, which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing.

This project would best be constructed in conjunction with the River's Bend and the North Forty Street Reconstructions projects, is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

Upon Council approval, Staff will publish the Public Hearing Notice in the Anoka Union Herald on October 27 and November 3, 2017. Staff will also mail Public Hearing Notices to the owners of all benefiting properties.

Observations/Alternatives:

Observations:

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur where the existing curb and gutter is being replaced. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow them time to move their irrigation system components out of the construction area, after which they may replace the components in their original locations.

Alternatives:
Alternative #1 – Motion to adopt Resolution #17-10-271 accepting the Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #18-00, Stanhope Terrace Street Reconstructions.

Alternative #2 – Motion to deny adoption of Resolution #17-10-271 at this time.

Funding Source:
The Feasibility Report was completed in-house as part of Staff's regular duties.

The current Capital Improvement Plan (CIP) estimates costs for reconstructing these streets at $850,000.

Per the attached Feasibility Report, the engineer's opinion of probable project costs is $430,934.81. A total of 16 residential parcels will benefit from the proposed improvements and are preliminarily proposed to be assessed for 25-percent of eligible project costs which totals $107,733.70. This equates to preliminary assessments of $6,733.36 per parcel. The City will fund the remaining 75-percent of project costs, which totals $323,201.11. The City's costs will be funded using Street Reconstruction and Overlay Program bond funds, as well as a small amount of Stormwater Utility Funds.

Recommendation:
Staff recommends Alternative #1 to allow the project to be constructed as part of the 2018 Street Maintenance Program, and to allow for the use of special assessments to pay for a portion of the project costs per the applicable provisions of the City Charter, the City's Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:
Motion to adopt Resolution #17-10-271 accepting the Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #18-00, Stanhope Terrace Street Reconstructions.

Attachments

Resolution 1710271
City Charter Chapter 8
MN Statute Chapter 429
CIP sheet
Feas Report 18-00 Stanhope Terrace

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 04:11 PM
Form Started By: Bruce Westby		Started On: 10/17/2017 08:11 AM
Final Approval Date: 10/19/2017		

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

RESOLUTION #17-10-271

RESOLUTION ACCEPTING FEASIBILITY REPORT AND ORDERING PUBLIC HEARING FOR IMPROVEMENT PROJECT #18-00 STANHOPE TERRACE STREET RECONSTRUCTIONS

WHEREAS, pursuant to a resolution of the City Council adopted July 11, 2017, a Feasibility Report has been prepared by the City Engineer with reference to proposed improvements to approximately 0.52 miles of streets within the Stanhope Terrace development including Ute Street from Alpine Drive to its termini cul-de-sac, 154th Avenue between Ute Street and Roanoke Street, and 153rd Court from Roanoke Street to its termini cul-de-sac, including the reconstruction of streets and curb and gutter, the construction of storm sewer, and other appurtenant work; and

WHEREAS, benefiting properties are proposed to be assessed for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy; and

WHEREAS, the City Council received the Feasibility Report on October 24, 2017; and

WHEREAS, the Feasibility Report provides information regarding whether the proposed project is necessary, cost-effective and feasible; whether the improvements should be made as proposed or in conjunction with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for benefitted properties.

.

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

1. The Council will consider the proposed improvements for said streets in accordance with the Feasibility Report and the assessment of benefiting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statues, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy, at an estimated total cost of $430,934.81.

2. A Public Hearing will be held on such improvements on the 14th day of November, 2017 in the Council Chambers of City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.

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 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

Sec. 8.1. - Power to make improvements and levy assessments.

The city may make any type of local improvement not forbidden by law and levy special assessments to pay all or part of the cost of such local improvements. The total of the assessments for any local improvement may not exceed the cost of the local improvement, plus all costs and expenses connected therewith, including interest. No assessment shall exceed the benefit to the property assessed as measured by the increase in the market value of the property assessed as a result of the local improvement.

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

All local improvement projects shall be carried out exclusively under the provisions of this Charter. The term "local improvement" as used in this section shall mean a public improvement financed partly or wholly from special assessments.

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

The council may provide by ordinance that the cost of the city services to streets, sidewalks, or other public or private property may be assessed against property benefited and may be collected in the same manner as special assessments.

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

When the city undertakes any local improvement to which the state local improvement code, Minn. Stats. chapter 429 applies, it shall comply with the provisions of that law, except as modified below. The council may by ordinance prescribe the procedure to be followed in making any other local improvement and levying assessments therefor.

8.4.1 *Sixty-day waiting period.* A period of 60 days shall elapse after the conclusion of the public hearing required by law to precede the ordering of the construction of a local improvement project (the "public hearing") before the actual ordering of the local improvement by the council and the council entering into a contract for the local improvement construction.

8.4.2 *Percentage of owners required.* When the local improvement has been petitioned for by the owners of not less than 50 percent in frontage of the real property abutting on streets named in the petition as the location of the local improvement the resolution ordering the local improvement by the council may be approved by vote of a majority of all members of the council. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council.

8.4.3 *Petition against the local improvement.* A proposed local improvement may be initiated by petition of the owners of real property abutting on the streets named in the petition. If, within 30 days of the conclusion of the public hearing, a petition against such local improvement is filed with the city administrator which petition is signed by a percentage of the owners of real property abutting on the streets named in the initiating petition as the location of the improvement which

percentage is greater than the percentage of owners of real property who signed the initiating petition, the council shall not make such local improvement at the expense of the abutting property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.4 *Counter petition in favor of the improvement.* If within 30 days of the filing with the city administrator of a petition against the local improvement as described in section 8.4.3 above, there is filed with the city administrator a petition in favor of the local improvement, signed by owners of real property abutting on the streets named in the initiating petition as the location of the improvement, in a percentage greater than the percent of owners of real property who signed the petition against the local improvement, then in such event the council may disregard the petition against the local improvement and proceed with the local improvement.

8.4.5 *Petition against council initiated improvement.* If the local improvement was initiated by council resolution without an initiating petition and, within 60 days of the conclusion of the public hearing, a petition is filed with the city administrator against such local improvement and which petition is signed by 60 percent or more of the owners of real property proposed to be assessed for and benefited by the local improvement, the council shall not make such local improvement at the expense of the benefited property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.6 *Withdrawal of name from petition.* Any person whose name appears on a petition to the council in favor of a local improvement, or on a petition to the council filed against a local improvement, may withdraw his/her name by a statement in writing filed with the city administrator before such petition is presented to the council or in person at a city council meeting before the city council accepts said petition.

8.4.7 *Filing of petition with city council.* All completed petitions filed with the city administrator as described herein shall be presented to the council by the city administrator at the council's next regularly scheduled meeting.

8.4.8 *One year before any further action.* When a proposed local improvement is disallowed pursuant to the petition process described in the foregoing sections, the council shall not vote on the same improvement within a period of one year after the public hearing on said improvement.

(Ord. of 1-25-1993; Ord. No. 06-22, § 2, 7-5-2006; Ord. No. 12-08, § 2, 6-26-2012; Ord. No. 14-07, § 2, 8-11-2014)

Sec. 8.5. - Computation of time.

Where the performance or doing of any act or matter is required by this Charter, and the period of time is prescribed and fixed by this Charter, the time shall be computed so as to exclude the first and include the last day of the prescribed or fixed period of time. When the last day of the period falls on a Saturday, Sunday, or a legal holiday, that day shall be omitted from the computation.

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

This section applies to any local improvement project completed after January 1, 1996, which includes extending urban services (sewer and/or water) to an existing home or neighborhood.

8.6.1 *Connection policy.* The city may not compel any property owner with a functional private sewer and water system to connect to city sewer and/or water.

8.6.2 *Assessment policy.* The city may not levy an assessment for any component of any project which includes sewer and/or water improvements against a property whose owner elects to remain on a functional private sewer and/or water system.

8.6.3 *Request for urban services.* Property owners who remain on private sewer and water systems after urban services become available may request connection to urban services at any time. Upon connection to urban services an assessment may be levied provided it is consistent with the original assessment.

(Ref. of 5-20-1996; Ord. of 1-24-2001)

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

429.011 DEFINITIONS.
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429.01 [Repealed, 1953 c 398 s 13 subd 1]

429.011 DEFINITIONS.

Subdivision 1. **Application.** For the purpose of this chapter the terms defined in this section shall have the meanings ascribed to them.

Subd. 2. **Municipality; certain cities and towns.** "Municipality" means any city of the second, third, or fourth class however organized, or any statutory city or any town as defined in section 368.01.

Subd. 2a. **Municipality; certain counties.** "Municipality" also includes the following:

(1) a county in the case of construction, reconstruction, or improvement of a county state-aid highway;

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4

429.02 [Repealed, 1953 c 398 s 13 subd 1]

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21*

429.03 [Repealed, 1953 c 398 s 13 subd 1]

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

429.05 [Repealed, 1953 c 398 s 13 subd 1]

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

429.06 [Repealed, 1953 c 398 s 13 subd 1]

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

429.08 [Repealed, 1953 c 398 s 13 subd 1]

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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Project # 15-STR-008

Project Name Reconstruction Streets Stanhope Terr & North Forty

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost **$1,750,000**

Description

Reconstruction of streets in Stanhope Terrace: Ute Street, 153rd Lane, 154th Lane
North Forty: 163rd Lane, Alpaca st, Chameleon St.

Total Project Cost = $ 1,750,000
Street Improvement: $1,351,800
Storm Water Improvments: $ 398,200 ***

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied. This project will install concrete curb and gutter and storm sewer.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost		1,750,000									1,750,000
Total		1,750,000									1,750,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Special Assessment - Bonded		437,500									437,500
Storm Water Utility Fund		398,200									398,200
GO Bonding (Road Funding)		914,300									914,300
Total		1,750,000									1,750,000

FEASIBILITY REPORT

STANHOPE TERRACE STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 18-00

October 20, 2017

Prepared By:

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

October 20, 2017

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

Re: Feasibility Report - City of Ramsey Improvement Project #18-00
Stanhope Terrace Reconstruction

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Stanhope Terrace Reconstruction project including; Ute Street from Alpine Drive to its termini cul-de-sac, 154th Avenue between Ute Street and Roanoke Street, and 153rd Court from Roanoke Street to its termini cul-de-sac. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

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

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

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: October 20, 2017 License No. 40116

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

Leonard Linton, PE

Date: October 20, 2017 License No. 21112

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Figure 1 – Project Scope
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Opinion of Probable Costs
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Preliminary Assessment Roll

Appendix C

Ground Penetrating Radar Summary
Geotechnical Exploration and Engineering Review (Braun 49 pages)

1. EXECUTIVE SUMMARY

City Improvement Project No. 18-00 proposes to reconstruct streets within the Stanhope Terrace neighborhood including Ute Street, 154th Avenue, and 153rd Court. The streets total approximately 2,800 linear feet (0.52 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A.***

The streets were constructed in 1991. Based on results from the geotechnical report and ground penetrating radar (GPR) analysis performed by Braun Intertec, field observation and record plan documents, the bituminous pavement section ranges from 1.6 to 6.1 inches thick with an average of 2.9 inches. The aggregate base ranges from 2.1 to 10.6 inches thick with an average of 4.9 inches. The road section was built on sandy subgrade material generally considered suitable for pavement support. The streets were constructed with bituminous curb to a width of 29 feet from face-of-curb to face-of-curb. The streets are generally centered within a 66 foot wide right-of-way. The storm sewer system consists of catch basins along 154th Lane which drain runoff from the street to a low-lying area with storm sewer and utility easements located on the northern 75 feet of 4851 154th Lane. Storm runoff not collected by the catch basins is carried to Roanoke Street and collected within its storm sewer system.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above-referenced street segments were rated with a PASER rating of 3 which indicates these streets require complete reconstruction, and for City staff to patch the streets at least once per year, particularly before winter so the street can be plowed without damaging the pavement in the process. Pictures of the street are located in ***Appendix A.***

Proposed improvements include removing existing bituminous curb and replacing with B618 concrete curb and gutter, and reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process involves reclaiming the entire existing bituminous pavement section, along with the existing aggregate base material. A portion of this reclaimed (ground and mixed) material would then be spread and compacted on top of the reshaped and compacted subgrade. Then, 3.5 inches of bituminous pavement would be placed, generally meeting the City of Ramsey's standard pavement design.

The existing storm sewer system is in good condition and generally meets City design standards and therefore requires only minimal improvements, including resetting the castings after concrete curb and gutter placement, which will include replacing adjustment rings and re-grouting the inside of the catch basins to a smooth finish.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $430,934.81. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

A total of 16 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible project costs equally across the 16 assessable properties using the "per lot" assessment method. This results in a proposed preliminary assessment rate of $6,733.36 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 9, 2018. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Five (5) soil borings were completed by Braun Intertec to assist with the preparation of this report. Pavement design recommendations were offered by Braun Intertec, and Staff considered and incorporated Braun's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on all street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and Geotechnical Exploration are attached in ***Appendix C***.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a neighborhood information meeting for November 1, 2017 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather their input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing.

This project would best be constructed in conjunction with the River's Bend and The North Forty Street Reconstruction projects, is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on July 11, 2017. This project has been designated as City Improvement Project No. 18-00.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the entire existing bituminous pavement section will be reconstructed using a full-depth reclamation (FDR) process. The existing bituminous curb will be replaced with B618 concrete curb and gutter, plus other appurtenant work will be completed as outlined in this report.

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

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

In the summer of 2017, City staff evaluated and rated the condition of the pavement along the Stanhope Terrace street segments. A PASER rating of 3 was determined for Ute Street, 154th Lane and 153rd Court.

2.3 Scope

City of Ramsey Improvement Project 18-00 proposes to reconstruct the existing bituminous pavement, remove existing bituminous curb and replace with B618 concrete curb and gutter, and to complete other appurtenant work on Ute Street from Alpine Drive to its termini cul-de-sac, 154th Lane between Ute Street and Roanoke Street, and 153rd Court from Roanoke Street to its termini cul-de-sac which totals approximately 2,800 linear feet (0.52 miles) in length.

The existing bituminous pavement section is proposed to be reconstructed using the FDR process. This involves reclaiming the entire bituminous pavement section from back of curb to back of curb, along with a portion of the existing aggregate base, hauling and disposing of excess reclaim material off site, spreading and compacting the reclaimed material on top of the reshaped and compacted subgrade, then placing 3.5 inches of new bituminous pavement on top. The resulting pavement design will generally meet current City design standards.

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

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

All streets proposed to be improved were constructed in 1991 with bituminous pavement, class 5 aggregate base, bituminous curb, and concrete storm sewer. The streets were constructed to a width of 29-feet from face-of-curb to face-of-curb. The streets are generally centered within a 66-foot wide right-of-way.

The only pavement maintenance treatments applied to the street segments included cracksealing and sealcoating Ute Street and 154th Lane in 1996, and 153rd Court in 1998. Spot patching has been performed on an as-needed basis, and has been a yearly treatment recently. In 2017, Staff observed a PASER of 3 on all the street segments.

In July of 2017, City staff recorded a traffic volume of 114 average annual daily traffic (AADT) on Ute Street north of Alpine Drive, and 43 AADT on Ute Street west of Roanoke Street. Traffic counts were not taken on 153rd Court, however it can be reasonably expected 153rd Court would have similar traffic volumes. The speed limit is 30 mph for these street segments.

Braun Intertec was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included five (5) soil borings spaced at approximately 600 feet along Ute Street/154th Lane and 1 boring in each cul-de-sac. The locations of the borings are shown in the Soil Boring Location Map in the Appendix of Braun's report, attached in ***Appendix C***.

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subsurface soil conditions, existing ground water elevations, and potential issues, which may be encountered during construction. All borings terminated at a nominal depth of 11 feet below the existing ground surface. There was no groundwater observed during the soil borings. Based on the work proposed and the lack of groundwater at a depth of 11 feet below the existing ground surface, groundwater is not anticipated to be a significant issue for work completed with this proposed project.

The soil borings generally indicate the existing bituminous pavement thickness ranges between 3 to 4 inches, and aggregate base thickness ranges between 4 to 6 inches. The subgrade generally consists of poorly graded sand with silt at depths ranging from 2.0 to 6.0 feet below the top of pavement. Native alluvial soils consisting of poorly grades sand (SP) generally extend to the bottom of the borings (11 feet).

Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area, which included driving the GPR equipped vehicle throughout all street segments within the project area. A summary table and charts of the GPR Analysis are attached in ***Appendix C***. The GPR data determined an average bituminous pavement thickness of 2.9 inches, and an average aggregate base thickness of 4.9 inches. The average street pavement and base section thickness was 7.7 inches, with a minimum section of 5.1 inches located on Ute Street, 91 feet south of the intersection with 154th Lane.

3.2 Watermain

Watermain does not exist on site.

3.3 Sanitary Sewer

Sanitary sewer does not exist on site.

3.4 Storm Sewer/Drainage

The storm sewer system consists of catch basins along 154th Lane which drain runoff from the street to a low-lying area with storm sewer and utility easements located on the northern 75 feet of 4851 154th Lane. Storm runoff not collected by the catch basins is carried to Roanoke Street and collected within its storm sewer system.

3.5 Streets

3.5.1 Existing Typical Sections

The width of Ute Street, 154th Lane, and 153rd Court is 29 feet from face-of-curb to face-of-curb. The cul-de-sacs on Ute Street and 153rd Court have a 50 foot radius to the back of curb. The streets are centered within a 66-foot wide City-owned right-of-way, with a 65-foot wide right-of-way around the cul-de-sac on 153rd Court. The cul-de-sac on Ute Street was not platted with a widened City-owned right-of-way, therefore the City will have to obtain a right of entry from the property owners to complete the proposed work.

3.5.2 Maintenance History

Stanhope Terrace was originally constructed in 1991. Ute Street and 154th Lane received crack seal and seal coat in 1996, 153rd Court received crack seal and seal coat in 1998. The street segments have regularly received spot patching on an as-needed basis.

3.6 Land Use

The parcels within the construction area are zoned residential.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

4.1.1 Street Improvements

Stanhope Terrace is proposed to be reconstructed with bituminous pavement and concrete curb and gutter, which will better facilitate drainage over time. Numerous streets exist throughout the City with bituminous curbing and almost all of them are deteriorating more rapidly than streets with concrete curb and gutter due to their inability to rapidly convey drainage off of the pavement surface, particularly along edges of streets.

The proposed surface improvements are shown on ***Figure 1 in Appendix A.***

Street Design:
Ute Street, 154th Lane, and 153rd Court are currently urban residential streets with bituminous curb and pavement, 30-feet wide from back-of-curb to back-of-curb. The cul-de-sacs on Ute Street and 153rd Court are 100-feet in diameter from back-of-curb to back-of-curb. Existing and proposed traffic counts are consistent with typical residential streets.

All street segments are proposed to be reconstructed at their current width. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A.***

City staff is proposing a pavement section design of 1.5 inches bituminous wear course, 2 inches bituminous base course, and 4 inches of aggregate base composed of full depth reclamation material. This pavement section would be constructed over the existing subgrade after it is reshaped and compacted.

4.1.2 Storm Sewer Improvements

The existing storm sewer system is in good condition. Catch basin castings will require new rings and will be regrouted. No stormwater treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

Braun Intertec, Inc. (Braun) completed a Geotechnical Exploration and Engineering Review including five (5) soil borings spaced at approximate 600-foot intervals along Ute Street and 154th Lane, and one (1) soil boring in each cul-de-sac. The locations of the borings are shown in the Boring Location Map in the Appendix of Braun's report, attached in ***Appendix C***. Braun recommends completing a 6 - 8 inch deep reclamation of the existing bituminous pavement and placing 6-inches of aggregate base class 5 or reclaim material, and 3.5-inches of new bituminous pavement. City staff is in close agreement and proposes completing a full-depth reclamation of the existing pavement by placing 4-inches of aggregate base class 5 or reclaim material, and 3.5-inches of new bituminous pavement.

The proposed improvements should have a service life of approximately 60-years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.4 Other Considerations

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

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to move their irrigation systems out of harm's way before work begins.

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

Pavement Corings:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City staff on-site during pavement installation to insure the proper quantities are being placed. As further conformation, staff is proposing to have pavement corings taken at the conclusion of all reconstruction projects. This is already a requirement on all State Aid projects, and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

No stormwater retention and/or treatment improvements will be required as a result of this project.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed using the FDR process outlined within this report.

4.6 Private Utilities

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

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

4.7 Permits

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

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

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

4.8 Right-of-Ways/Easements

During preparation of this report, City staff found the Ute Street cul-de-sac was constructed without the necessary permanent easement. It is likely this cul-de-sac was built as a temporary cul-de-sac before development to the north took place, with the intention of extending Ute Street at a later date. Unfortunately the Highlands at River Park 3rd Addition did not extend Ute Street, and additional right-of-way was never secured. Three properties access Ute Street including one from the cul-de-sac. City staff will contact the two property owners to discuss options for securing easements. The costs for easement acquisitions are not included in the probable project costs.

City staff will obtain required right of entries on a case by case basis.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2018 construction costs for the proposed improvements with 5-percent contingency costs, plus 23-percent indirect costs for administrative, engineering, financing and legal costs.

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

Braun Intertec prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix C***, at a cost of $3,228.67.

5.2 Funding

5.2.1 Assessments

A portion of the project costs is proposed to be recovered through special assessments levied against the 16 identified benefiting properties; 7 along Ute Street, 5 along 154th Lane, and 4 along 153rd Court. Assessments are proposed to be collected for eligible improvements benefiting residential properties with direct access to the improved segments of Stanhope Terrace as described below. A preliminary assessment summary is included below in ***Table 1***.

Residential Assessments:
Special assessments are proposed to be levied against residential properties having direct access to improved streets. To be consistent with previous applications of the Special Assessments Policy, each residential property is proposed to be assessed using the "per lot" method.

Each residential property is preliminarily proposed to be assessed at the rate of $6,733.36 per lot. Since State Statute and the City Charter do not allow for assessments to exceed the benefit to the property, staff requests Council authorization to order a benefit appraisal consultation for this project in accordance with the City's Special Assessment Policy.

The Preliminary Assessment Map and Roll are included in ***Appendix B.***

TABLE 1
Proposed Preliminary Assessments – Ute Street, 154th Lane, and 153rd Court

STREET SEGMENT	ASSESSMENT PER LOT	NO. OF LOTS	TOTAL ASSESSMENTS
Ute Street Residential Assessment	$6,733.36	7	$47,133.50
154th Lane Residential Assessment	$6,733.36	5	$33,666.80
153rd Court Residential Assessment	$6,733.36	4	$26,933.40
TOTAL PROJECT ASSESSMENTS			**$107,733.70**

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Table 2 illustrates the proposed project funding based on the design proposed within this report. This funding program assumes construction will occur in 2018.

TABLE 2
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Surface	**$106,119.33**	**$318,357.98**	**$424,477.31**
Storm Sewer	**$1,614.37**	**$4,843.13**	**$6,457.50**
TOTALS	**$107,733.70**	**$323,201.11**	**$430,934.81**

Total Project Cost		**$430,934.81**
Less Special Assessments	-	$107,733.70
Subtotal	**=**	**$323,201.11**
Less City Bonding Funds	-	$318,357.98
Subtotal	**=**	**$4,843.13**
Less Stormwater Utility Funds	-	$4,843.13
TOTAL Remaining Cost	**=**	**$0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... July 11, 2017

Council Accepts Feasibility Report/Orders Public Hearing ..... October 24, 2017

Staff Conducts Neighborhood Information Meeting ..... November 1, 2017

Council Conducts Public Hearing Authorizes Plans and Specifications ..... November 14, 2017

Staff Conducts Private Utility Coordination Meeting ..... December, 2017

Council Approves Plans and Specifications / Authorizes Ad for Bids ..... January 9, 2018

Staff Receives Bids ..... February 6, 2018

Council Awards Contract ..... February 13, 2018

Contractor Begins Construction ..... May / June, 2018

Contractor Completes Construction ..... September, 2018

Council Conducts Assessment Hearing ..... October 9, 2018

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 18-00 proposes to reconstruct the bituminous pavement section, to remove the existing bituminous curb and replace it with B618 concrete curb and gutter, and to complete miscellaneous appurtenant work on the following street segments within the Stanhope Terrace residential subdivision:

1. Ute Street (approx. 1,320 linear feet) – Alpine Drive to north cul-de-sac.
2. 154th Lane (approx. 950 linear feet) – Ute Street to Roanoke Street.
3. 153rd Court (approx. 300 linear feet) – Roanoke Street to west cul-de-sac.

It is the recommendation of City staff that City Project No. 18-00 is feasible, necessary, and cost-effective from an engineering standpoint, and this project would best be constructed in conjunction with the River's Bend and The North Forty Street Reconstruction projects as proposed herein.

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

1. Remove existing bituminous curb and replace with B618 concrete curb and gutter.

2. Reconstruct existing bituminous pavement using full-depth reclamation process, meeting the City's standard residential pavement section of 4-inches aggregate base class 5 or (reclaim), 2-inches new bituminous base course, and 1½-inches new bituminous wear course.

3. Staff recommends excluding private irrigation system work from this project. Instead, staff will notify property owners of pending construction as far in advance as possible, and instruct them to relocate their irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

4. Staff recommends holding a neighborhood information meeting on November 1, 2017 to inform property owners of the proposed improvements and to gather their input prior to competing plans and specifications and requesting Council approval to advertise for bids as outlined in the project schedule.

5. Order an assessment appraisal consultation to ensure special assessments do not exceed the benefit received as a result of the improvements.

6. Meet with Ute Street property owners to discuss acquisition of easements for cul-de-sac.

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

1. Accept the preliminary residential special assessment rate of $6,733.36 per lot.
2. Authorize an assessment appraisal consultation to ensure all special assessments are commensurate with benefit received from the proposed improvements.
3. Adopt Resolution #17-10-271 approving this Feasibility Report and ordering the Public Hearing for November 14, 2017.

APPENDIX A

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

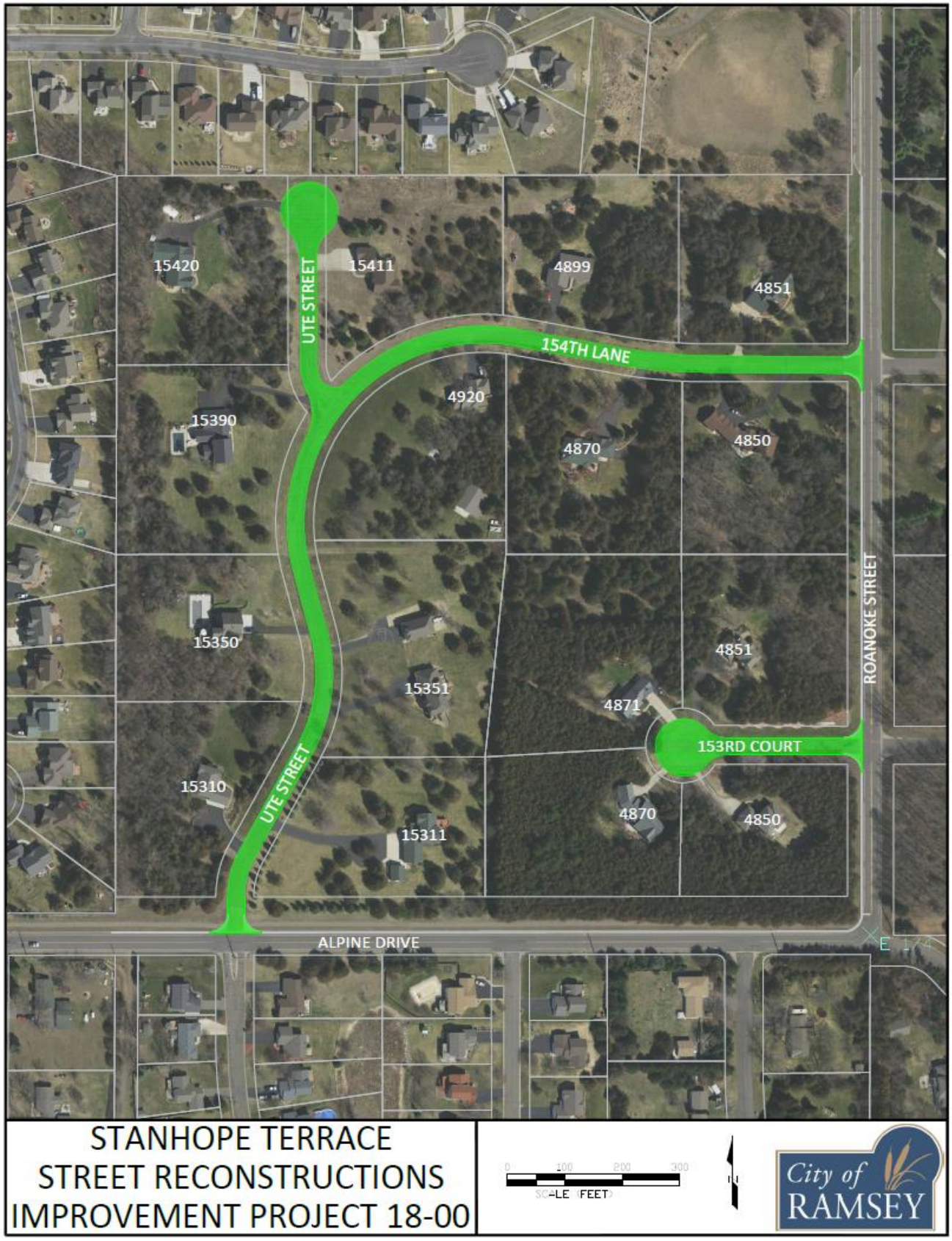


FIGURE 1
PROJECT SCOPE

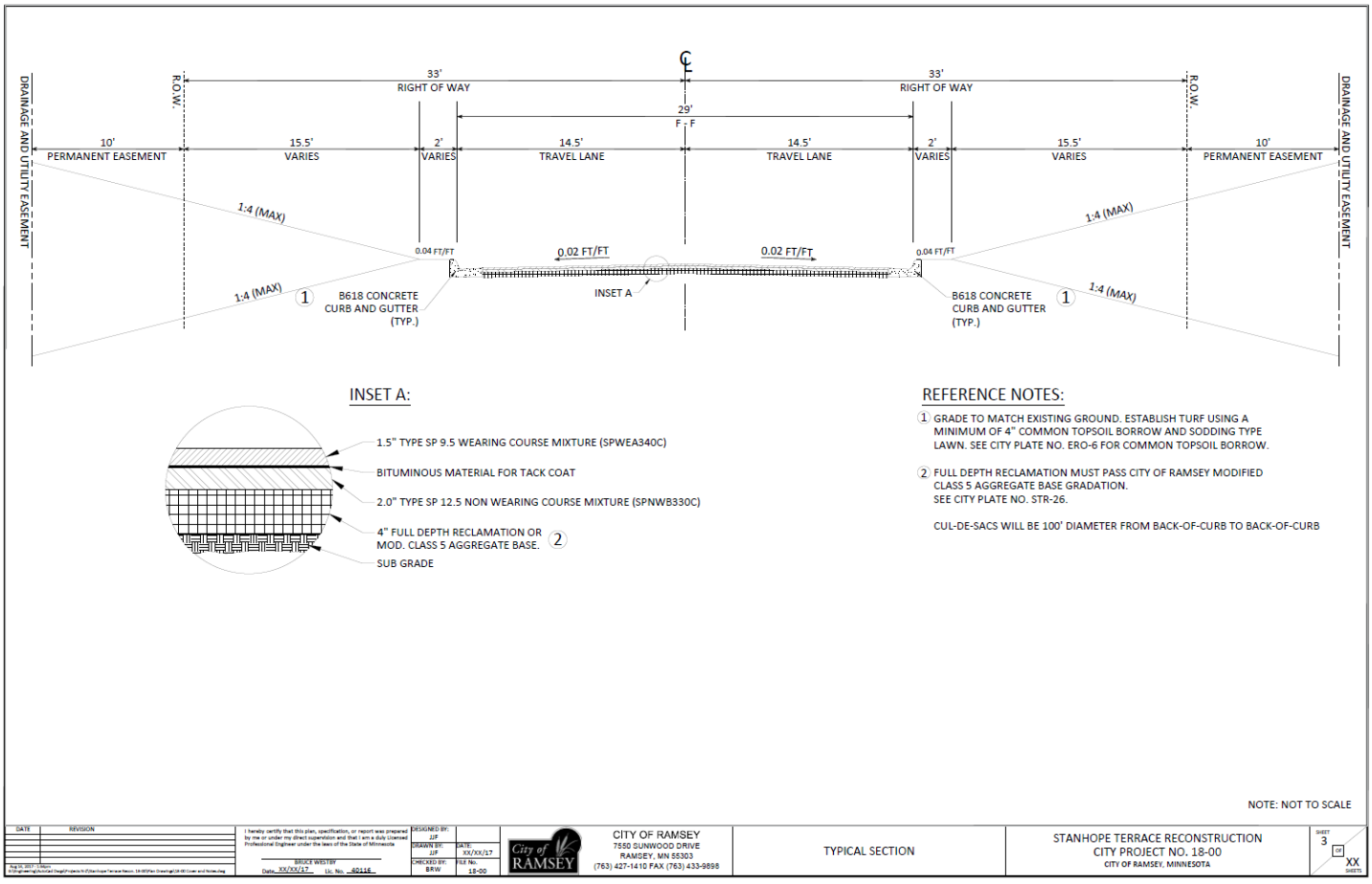


FIGURE 2
TYPICAL SECTION – PROPOSED IMPROVEMENTS

PROJECT SITE PICTURES



1**: Ute Street from Alpine Drive**



2**: Ute Street Cul-de-Sac from the North**



3**: 154th Lane from Roanoke Street**



4: 153rd Court from Roanoke Street

APPENDIX B

Opinion of Probable Costs
Preliminary Assessment Map
Preliminary Assessment Roll

18-00 STANHOPE TERRACE RECONSTRUCTION					
Preliminary Engineer's Estimate 10/19/2017					
STREET CONSTRUCTION					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$12,000.00	$12,000.00
2	Remove Concrete Curb and Gutter	LF	64	$5.50	$352.00
3	Remove Concrete Driveway Pavement	SF	600	$3.00	$1,800.00
4	Remove Bituminous Driveway Pavement	SY	160	$8.00	$1,280.00
5	Remove Concrete Valley Gutter	EA	3	$500.00	$1,500.00
6	Sawing Concrete Pavement – Full Depth	LF	190	$6.00	$1,140.00
7	Sawing Bituminous Pavement – Full Depth	LF	375	$3.00	$1,125.00
8	Salvage Mail Box Support	EA	16	$50.00	$800.00
9	Temporary Mail Box Cluster	EA	2	$400.00	$800.00
10	Common Excavation (EV)	CY	370	$12.00	$4,440.00
11	Subgrade Preparation	RDST	27	$200.00	$5,400.00
12	Water	MGAL	50	$30.00	$1,500.00
13	Aggregate Base Class 5 Modified (CV)	CY	1,433	$20.00	$28,660.00
14	Bituminous Pavement Reclamation – Full Depth	SY	10,089	$2.00	$20,178.00
15	Haul Bit Pavement Reclamation (LV)	CY	1,350	$11.00	$14,850.00
16	Bituminous Material for Tack Coat	GAL	617	$3.00	$1,851.00
17	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (1.5")	TON	730	$68.00	$49,640.00
18	Type SP 12.5 Non Wearing Course Mixture (SPNWB330C) (2.0")	TON	970	$60.00	$58,200.00
19	Type SP 9.5 Wearing Course Mixture (SPWEA340C) Driveways (2.0")	TON	20	$68.00	$1,360.00
20	Concrete Curb & Gutter Design B618 (HE)	LF	5,518	$13.00	$71,734.00
21	6" Concrete Driveway Pavement (HE)	SY	64	$55.00	$3,520.00
22	7" Concrete Valley Gutter (HE)	SY	96	$80.00	$7,680.00
23	Install Mail Box Support	EA	16	$50.00	$800.00
24	Traffic Control	LS	1	$3,000.00	$3,000.00
25	Storm Drain Inlet Protection	EA	12	$200.00	$2,400.00
26	Common Topsoil Borrow (LV)	CY	450	$30.00	$13,500.00
27	Sodding Type Lawn	SY	3,332	$5.00	$16,660.00
				Total Street Construction Cost	*$328,670.00*
				5% Contingency Cost	*$16,433.50*
				23% Indirect Cost	*$79,373.81*
				Total Street Project Cost	*$424,477.31*
STORM SEWER CONSTRUCTION					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Reset Catch Basin Casting	EA	5	$1,000.00	$5,000.00
				Total Storm Sewer Construction Cost	*$5,000.00*
				5% Contingency Cost	*$250.00*
				23% Indirect Cost	*$1,207.50*
				Total Storm Sewer Project Cost	*$6,457.50*
				TOTAL ESTIMATED PROJECT COST	**$430,934.81**

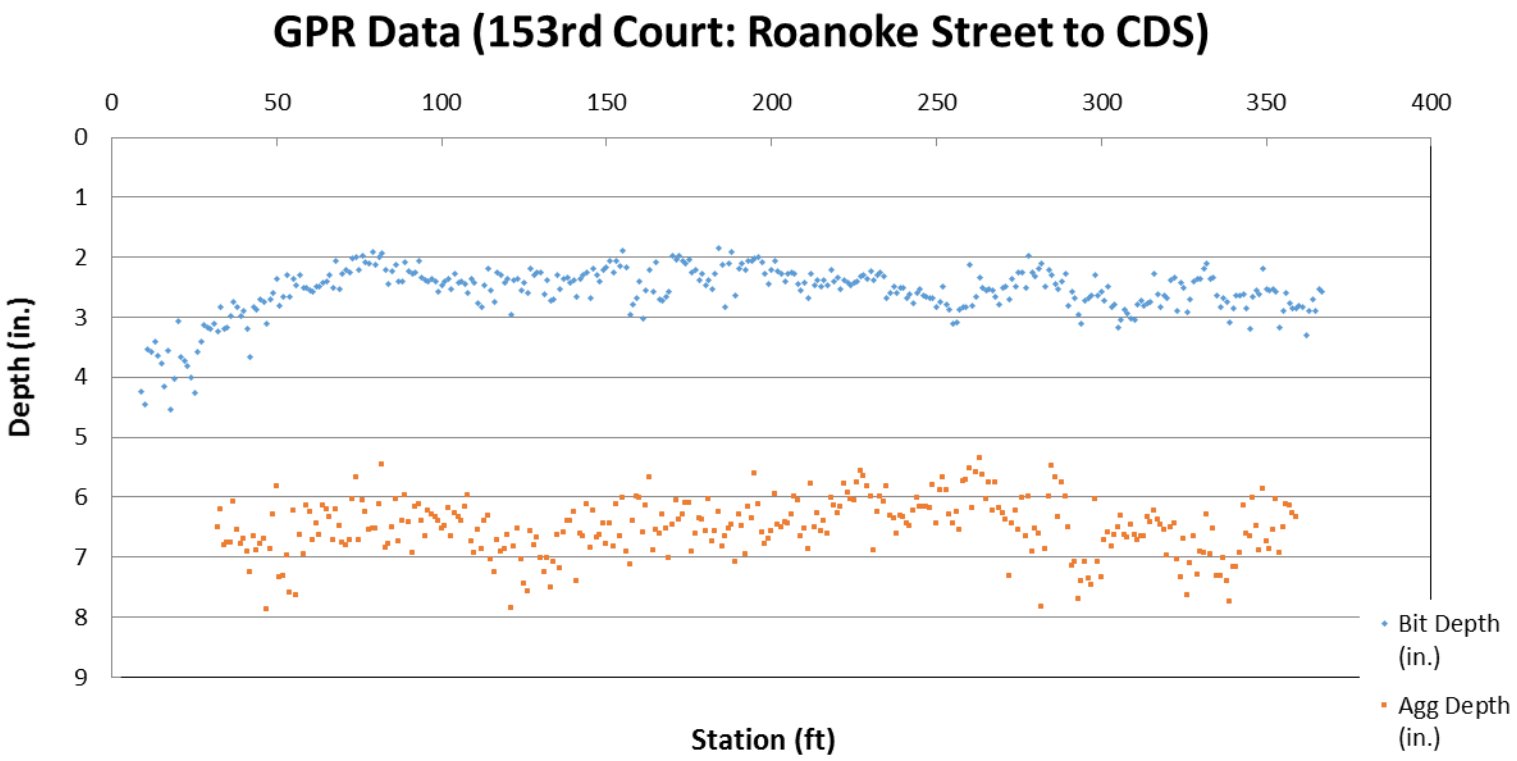

15420
UTE STREET
15411
4899
4851
154TH LANE
4920
15390
4870
4850
ROANOKE STREET
15350
4851
15351
4871
153RD COURT
15310
UTE STREET
4870
4850
15311
ALPINE DRIVE
STANHOPE TERRACE
ASSESSABLE PROPERTIES
City of
RAMSEY

PROPOSED ASSESSMENT ROLL – 18-00 STANHOPE TERRACE							
PID	**NAME / OWNER**	**ADDRESS 1**	**CITY**	**STATE**	**ZIP**	**ASSESSABLE UNITS**	**PROPOSED ASSESSMENT**
243225140002	JOSEPHS CORY	15311 UTE ST NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140003	VARELA AIDA	15351 UTE ST NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140004	LEMM RONALD H & CHERYL A	4920 154TH LN NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140005	FRITCH CHRISTOPHER A & PEGGY A	4870 154TH LN NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140006	STAHMANN JEFFREY	4850 154TH AVE NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140007	OATES RAY H & CAROL S	4851 153RD CT NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140008	JACOBSON BRADLEY J & PAMELA E	4871 153RD CT NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140009	RODMAN WILLIAM W & PAMELA M	4870 153RD CT NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140010	HIATT MICHAEL G & PATTI J	4850 153RD CT NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140011	SKIBA TRUSTEE JAYNE & SKIBA TRUSTEE THOMAS	15310 UTE ST NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140012	LEPAGE GREGORY A & MARY B	15350 UTE ST NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140013	NESS ERIC M & JULIE A	15390 UTE ST NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140014	NELSON DANIEL C & SARAH A	15420 UTE ST NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140015	QUAM DAVID	15411 UTE ST NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140016	GARBERG BRENT	4899 154TH LN NW	RAMSEY	MN	55303-0000	1	$6,733.36
243225140017	BOXY SCOTT A & LISA L	4851 154TH LN NW	RAMSEY	MN	55303-0000	1	$6,733.36
TOTALS						**16**	**$107,733.70**

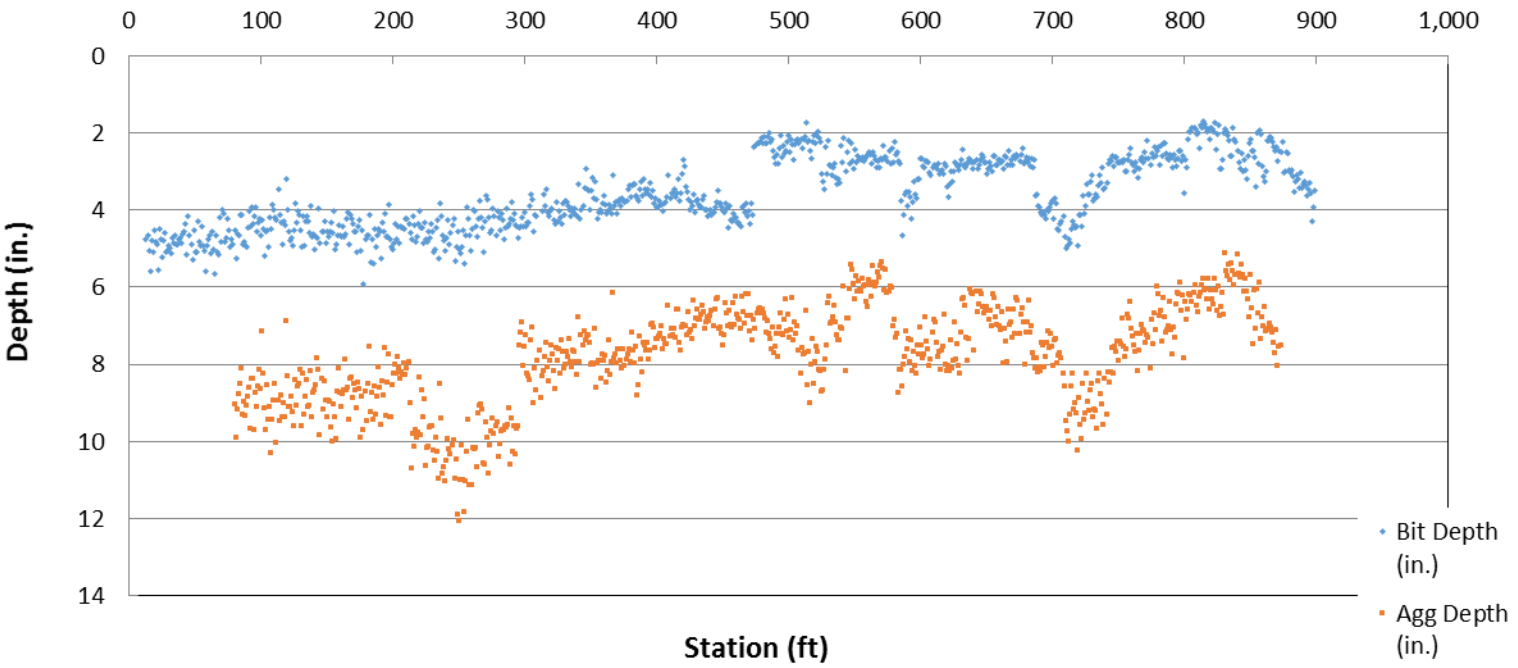
APPENDIX C

Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

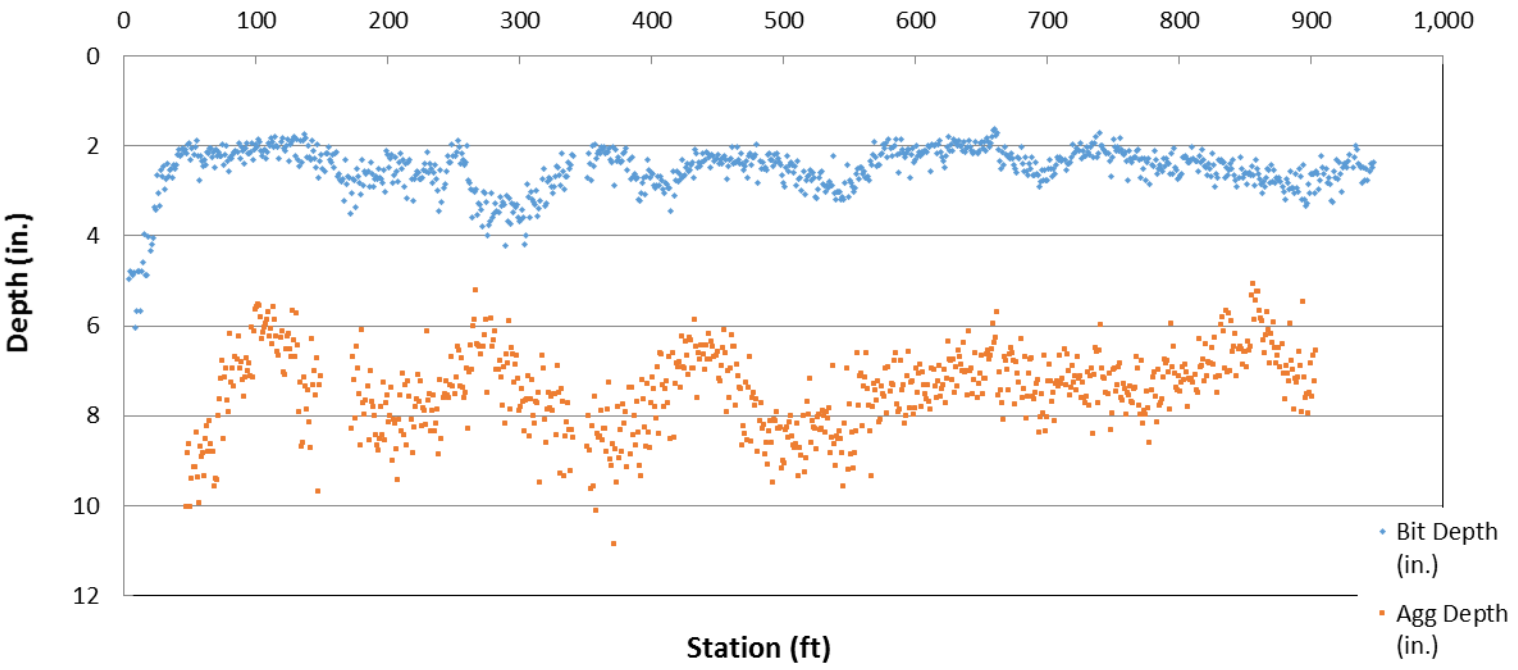
Stanhope Terrace GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
153rd Court	Roanoke St / CDS	1.9	4.5	2.6	2.9	5.7	4.0	6.5	5.4	263' West of Roanoke Street.
154th Lane	Ute St / Roanoke St	1.7	5.9	3.6	2.1	8.9	4.3	7.8	5.1	68' West of Roanoke Street.
Ute Street	Alpine Dr / 154th Ln	1.6	6.1	2.5	2.2	8.0	5.0	7.4	5.1	91' South of 154th Lane.
Ute Street CDS	154th Ln / CDS	1.7	3.8	2.5	4.8	10.6	7.0	9.4	7.3	135' North of 154th Lane.
Project Summary		*1.6*	*6.1*	*2.9*	*2.1*	*10.6*	*4.9*	*7.7*	*5.1*	*91' South of 154th Lane.*

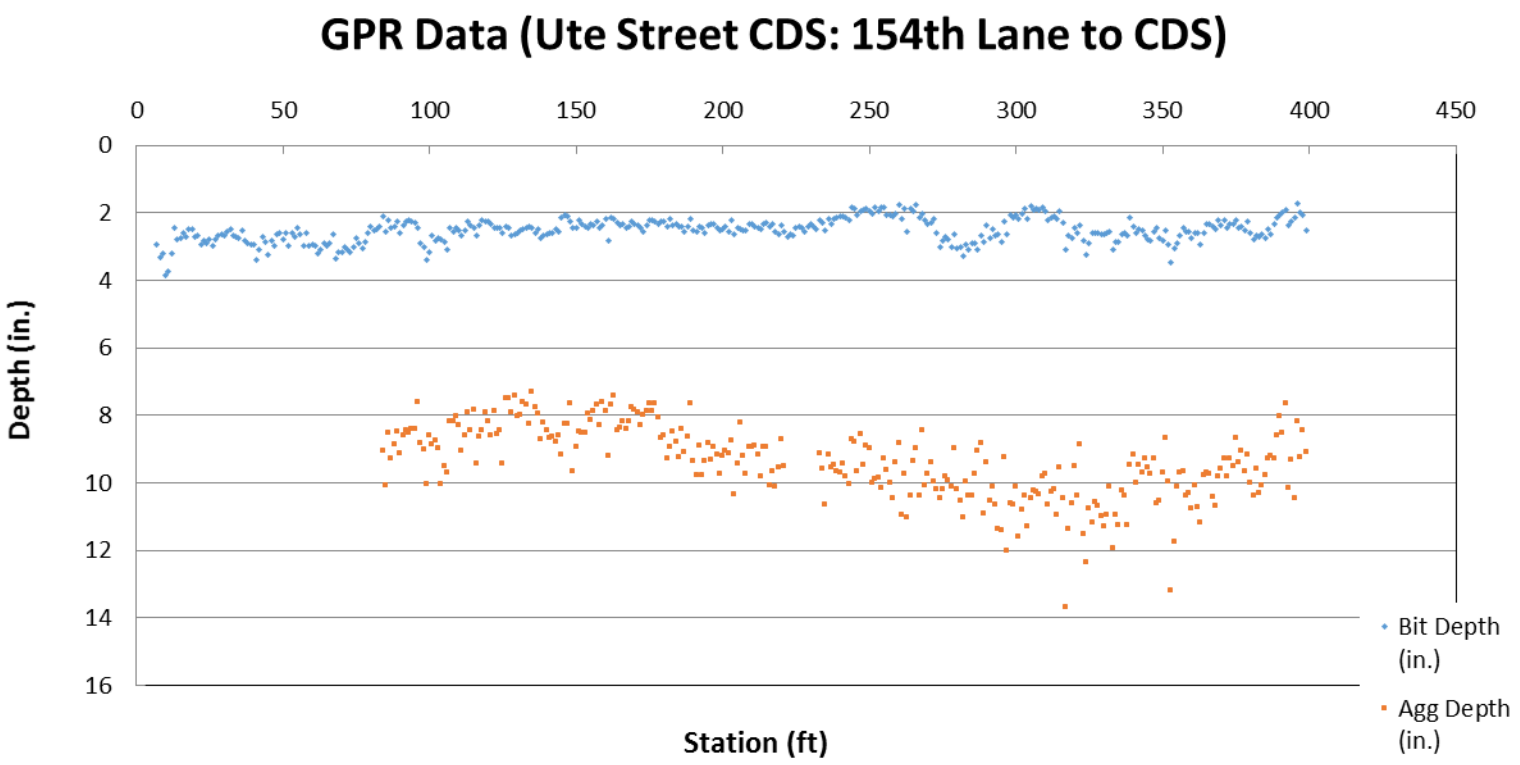


GPR Data (154th Lane: Ute Street to Roanoke Street)



GPR Data (Ute Street: Alpine Drive to 154th Lane)




GPR Data (Ute Street CDS: 154th Lane to CDS)
0
50
100
150
200
250
300
350
400
450
0
2
4
6
8
10
12
14
16
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)

Geotechnical Evaluation Report

2018-2019 Reconstruction Projects
North Forty, Stanhope Terrace, Ford Brook Estates Subdivisions
Ramsey, Minnesota

Prepared for

City of Ramsey

DRAFT

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

Neil G. Lund, PE
Senior Engineer
License Number: 46212
August 11, 2017

Project B1705491

Braun Intertec Corporation

Braun Intertec Corporation
11001 Hampshire Avenue S
Minneapolis, MN 55438

Phone: 952.995.2000
Fax: 952.995.2020
Web: braunintertec.com

August 11, 2017 Project B1705491

Bruce Westby, PE
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Re: Geotechnical Evaluation
2018-2019 Reconstruction Projects
North Forty, Stanhope Terrace, Ford Brook Estates Subdivisions
Ramsey, Minnesota

Dear Mr. Westby:

We are pleased to present this Geotechnical Evaluation Report for the 2018-2019 Reconstruction Projects in Ramsey, Minnesota. Our results and recommendations in light of the geotechnical issues influencing design and construction are presented in the attached report, which we request you read in its entirety.

Remarks

Thank you for making Braun Intertec Corporation your geotechnical consultant for this project. If you have questions about this report, or if there are other services that we can provide in support of our work to date, please call Neil Lund at 952.995.2284.

Sincerely,

BRAUN INTERTEC CORPORATION

Neil G. Lund, PE
Senior Engineer

Matthew S. Oman, PE
Principal Engineer

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Appendix

Boring Location Sketches (3 sheets)
Log of Boring Sheets ST-A1 to ST-A5, ST-B1 to ST-B5, ST-C1 to ST-C15
Descriptive Terminology of Soil

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A. Introduction

A.1. Project Description

This Geotechnical Evaluation Report addresses the proposed 2018-2019 Reconstruction Projects in Ramsey, Minnesota. The projects will be in three subdivisions as summarized in Table 1.

Table 1. Project Area Details

Subdivision	Approximate Street Length (feet)	Borings
The North Forty (Area A)	2,939	ST-A1 to ST-A5
Stanhope Terrace (Area B)	2,763	ST-B1 to ST-B5
Ford Brook Estates (Area C)	7,369	ST-C1 to ST-C15

The proposed projects will include pavement reconstruction and storm sewer improvements.

A.2. Purpose

The purpose of this geotechnical evaluation was to characterize subsurface geologic conditions at selected exploration locations and provide geotechnical recommendations for the design and construction of the Ramsey 2018-2019 Reconstruction Projects.

A.3. Background Information and Reference Documents

To facilitate our evaluation, we were provided with or reviewed the following information or documents:

- A base map of the project area provided by City of Ramsey
- *Geologic Atlas of Anoka County* available from the Minnesota Geological Survey.

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A.4. Project Area Conditions

Based on our referenced documents and past experience, the native soils underlying the project area include sandy alluvium.

The 2018-2019 Reconstruction Project areas are zoned as residential.

The current streets are surfaced with bituminous pavement with rural cross-sections. The topography of each project area is slightly rolling.

A.5. Scope of Services

Our scope of services for this project was originally submitted as a quote to Mr. Bruce Westby of the City of Ramsey, for which we received authorization to proceed on June 8, 2017. Tasks performed in accordance with our authorized scope of services included:

- Staking and clearing exploration locations of underground utilities.
- Performing 25 penetration test borings and extending them to a nominal 10 feet below the current pavement surface.
- Performing laboratory moisture content tests and mechanical analyses (#200 sieve only) on selected penetration test samples.
- Preparing this report containing a CAD sketch, exploration logs, a summary of the geologic materials encountered, results of laboratory tests, and recommendations for subgrade preparation, pavement thickness design and utility placement.

Exploration locations and surface elevations at the exploration locations were determined using GPS technology that utilizes the Minnesota Department of Transportation's (MnDOT's) permanent GPS Virtual Reference Network (VRN).

Our scope of services was performed under the terms of our July 18, 2016 General Conditions.

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B. Results

B.1. Exploration Logs

B.1.a. Log of Boring Sheets

Log of Boring sheets for our penetration test borings are included in the Appendix. The logs identify and describe the geologic materials that were penetrated, and present the results of penetration resistance tests, laboratory tests performed on penetration test samples retrieved from them and groundwater measurements.

Strata boundaries were inferred from changes in the penetration test samples and the auger cuttings. Because sampling was not performed continuously, the strata boundary depths are only approximate. The boundary depths likely vary away from the boring locations, and the boundaries themselves may also occur as gradual rather than abrupt transitions.

B.1.b. Geologic Origins

Geologic origins assigned to the materials shown on the logs and referenced within this report were based on: (1) a review of the background information and reference documents cited above, (2) visual classification of the various geologic material samples retrieved during the course of our subsurface exploration, (3) penetration resistance testing performed for the project, (4) laboratory test results and (5) available common knowledge of the geologic processes and environments that have impacted the site and surrounding area in the past.

B.2. Geologic Profile

B.2.a. Pavement Materials

The borings first encountered an average bituminous pavement thickness of 4.3 inches as shown in Table 2. The aggregate base averaged 7.5 inches.

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Table 2. Pavement Thickness Summary

Boring	Subdivision	Street	Pavement Thickness (in.)		Notes
			Bituminous	Aggregate Base	
ST-A1	The North Forty	163rd Ln	3	5	
ST-A2		163rd Ln	3	5	
ST-A3		Alpaca St	3	---	Aggregate base not noted
ST-A4		Chameleon St	3	8	
ST-A5		Chameleon St	3	4	
AREA A AVERAGE			**3.0**	**5.5**	
ST-B1	Stanhope Terrace	Ute St	3	5	
ST-B2		Ute St	4	6	
ST-B3		154th Ln	4	5	
ST-B4		Ute St	3	4	
ST-B5		153rd Ct	3	4	
AREA B AVERAGE			**3.4**	**4.8**	
ST-C1	Ford Brook Estates	Junkite St	4	5	
ST-C2		180th Ave	5	5	
ST-C3		180th Ave	3	5	
ST-C4		180th Ave	3	4	
ST-C5		180th Ave	4	4	
ST-C6		180th Ave	6	4	3 inches of bituminous and 4 inches of aggregate base underlay the surface section
ST-C7		Iodine St	3	5	
ST-C8		Germanium St	3	4	
ST-C9		Flourine St	3	5	
ST-C10		Erkium St	5	---	Aggregate base not noted
ST-C11		Erkium St	3	6	
ST-C12		180th Ln	3	6	
ST-C13		Iodine St	4	5	
ST-C14		180th Ln	5	5	
ST-C15		Krypton St	4	5	
AREA C AVERAGE			**3.9**	**4.9**	

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B.2.b. Geologic Materials

Table 3 provides a summary of the soil boring results, in the general order we encountered the strata. Please refer to the Log of Boring sheets in the Appendix for additional details. The Descriptive Terminology sheet in the Appendix includes definitions of abbreviations used in Table 3.

Table 3. Subsurface Profile Summary*

Strata	Soil Type - ASTM Classification	Range of Penetration Resistances	Commentary and Details
Pavement section	N/A	N/A	▪ See Table 1.
Fill	SP-SM, SP, SC, CL	3 to 24 blows per foot (BPF)	▪ Overwhelmingly SP-SM or SP. ▪ General penetration resistance of about 10 BPF. ▪ Moisture condition moist to wet. ▪ Thicknesses at boring locations varied from 1 to 11 feet (boring ST-A% terminated in likely fill material). ▪ Limited clayey layers (ST-C5, ST-C14).
Alluvium	SP, SP-SM, CL, SC	3 to 28 BPF	▪ General penetration resistances of less than 10 BPF in sands (loose), or 3 to 7 BPF in clays (soft to medium). ▪ Sands typically brown to light brown, fine-grained and moist. ▪ Clays generally present near observed water; usually gray in color, with limited sandy soil content. Present in ST-C3, ST-C5, ST-C14, ST-C15. ▪ Moisture condition variable above the apparent water table, though generally moist. ▪ Water table penetrated in a limited number of borings (see Table 3).
Swamp deposits	SM, CH	1 to 7 BPF	▪ Present in two locations: ST-C6 and ST-C11. ▪ SM layer was black, 4 to 5 feet thick and included organic fines and trace wood pieces (ST-C06). ▪ Underlain by gray, fat clay to boring termination depth in ST-C11.

*Abbreviations defined in the attached Descriptive Terminology sheet.

For simplicity in this report, we define fill to mean existing, uncontrolled or undocumented fill.

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B.2.c. Groundwater

Groundwater was observed during our drilling operations as shown in Table 4.

Table 4. Groundwater Observation Summary

Boring	Surface Elevation (ft)*	Observed Groundwater Depth (ft)	Corresponding Groundwater Elevation (ft)
ST-C3	882	7	875
ST-C4	883	9	874
ST-C10	889	8 1/2	880 1/2

*Rounded to nearest 1/2 foot.

The groundwater elevation was approximately between 874 and 880 1/2 feet. Seasonal and annual fluctuations of groundwater should be anticipated.

B.3. Laboratory Test Results

Laboratory test results, including moisture content, organic content and mechanical analysis (#200 sieve only) tests, are summarized in Table 5. The moisture contents of the sandy fill and native soils were around 3 to 15 percent, indicating the materials ranged from below to above their optimum moisture contents for compaction. The higher moisture contents of noted clayey soils, ranging from 15 to 37 percent, are likely near or above their optimum moisture contents for compaction.

Table 5. Laboratory Testing Results

Borehole	Soil Classification	Depth	%<#200 Sieve	Water Content (%)	Organic Content (%)
ST-A2	SP-SM	2 1/2	9	8	---
ST-A4	SP	2 1/2	---	3	---
ST-B4	SP-SM	2 1/2	6	4	---
ST-C1	SP-SM	5	6	4	---
ST-C3	SP-SM	5	---	18	---
ST-C7	SP	7 1/2	---	8	---
ST-C10	SP-SM	5	12	10	---
ST-C11	SM	5	---	15	2
ST-C13	SP-SM	2 1/2	---	9	---
ST-C14	CL	2 1/2	---	15	2
ST-C14	CL	5	98	37	--

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C. Basis for Recommendations

C.1. Design Details

C.1.a. Traffic Loads

Traffic counts for the streets were not available. Based on the residential zoning in the project areas, we anticipate they will experience approximately 50,000 equivalent single axle loads (ESALs) over a 20-year service life.

C.1.b. Anticipated Grade Changes

Based on the nature of construction, we anticipate grade changes will be minimal.

C.1.c. Utility Depths

Design utility depths were not available. We also assume storm sewer improvements will be less than 10 feet below grade.

C.1.d. Precautions Regarding Changed Information

We have attempted to describe our understanding of the proposed construction to the extent it was reported to us by others. Depending on the extent of available information, assumptions may have been made based on our experience with similar projects. If we have not correctly recorded or interpreted the project details, we should be notified. New or changed information could require additional evaluation, analyses and/or recommendations.

C.2. Design and Construction Considerations

C.2.a. Reuse of Pavement Materials

Our borings encountered a bituminous layer averaging 3 to 4 inches thick, depending on the project area. The aggregate base was 5 to 5 1/2 inches thick, on average, and was underlain with sandy fill material in nearly all of our soil borings.

In our opinion, full-depth reclamation (FDR) can be utilized in order to obtain materials for aggregate base on the projects, assuming the material can be stockpiled or processed on site, or hauled to an off-site location to be sorted and reused. A proper reclamation depth will likely vary be between 6 and 8 inches. It may be possible to increase this thickness locally depending on the conditions encountered and nature of the subbase materials.

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We recommend thorough quality control practices, including frequent sieve analyses of the reclaimed material, if the product will be reused directly on site as aggregate base or as a stabilizing material with minimal processing.

C.2.b. Pavement Subgrades

The pavement subgrades will consist almost exclusively of sandy materials, though areas of clayey sand or lean and fat clay were also present.

We anticipate the subgrade soils present beneath the streets will generally be suitable for pavement support in their current condition or with minor rework such as surface compaction. The exception is the swamp-deposited soils, which should be removed from excavations for pavements and in utility trenches. The shallow clayey sand or lean clay fill, present in ST-C5, ST-C14 and ST-C15, may be wet or become wet upon exposure. These soils in particular may require additional work, such as drying or moisture conditioning, before they can be properly compacted.

C.2.c. Utility Support and Impact of Groundwater

The reuse of the utility trench backfill soils will have potential impacts on the pavement subgrades. If the backfill is not properly compacted, there is the potential for subgrade instability and settlement (and premature deterioration) of the driving surface. We anticipate the trench soils will consist mostly of granular soils (poorly graded sand and poorly graded sand with silt). In some cases, poor or unsuitable soils will be encountered that should be removed or will need additional effort to properly compact.

Depending on the conditions at the time of excavation, drying of the clayey and silty soils may be necessary to achieve the levels of compaction recommended for utility support. Clayey and particularly silt-rich trench soils that are exposed to moisture will be more susceptible to strength loss and may also become unstable, which will require moisture conditioning or removal and replacement with suitable soils. Fat clay and organic soils (ST-C6, ST-C11) should not be used as utility support or backfill material.

Groundwater was present in a limited number of borings (see Table 3), which may affect the placement of storm sewer. A coarse stabilizing aggregate could help with utility placement in wet or saturated conditions in these soils.

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D. Recommendations

D.1. Pavements

D.1.a. Subgrade Preparation and Proofrolls

For preparation of any exposed subgrades prior to placement of new pavement sections or reclaimed aggregate (see below), we recommend proofrolling the subgrade soils with a loaded tandem-axle truck. This will assist in identifying any soft or weak areas that will require additional soil correction work. Areas that yield or rut more than 1 to 2 inches due to wheel traffic, depending on conditions, should be corrected. Failed areas should be compacted, or if too wet, we recommend that the upper 1 to 2 feet of the resulting subgrade be scarified, dried to a proper moisture content (see Table 6), and compacted to a 100 percent of its standard Proctor maximum dry density (ASTM D 698).

If there are areas that still cannot be compacted, we recommend subexcavating the unstable materials to a minimum depth of 1 to 2 feet, depending on the outcome of the proofroll and the replacement material. The soils should be replaced with suitable, properly compacted materials such as select granular material, aggregate base or larger diameter crushed aggregate ("3-inch minus").

D.1.b. Backfill and Material Compaction

We recommend compacting soils used as backfill for subcuts or material replacement to a minimum of 100 percent of standard Proctor density within 3 feet of the top of the subgrade. For fills more than 3 feet below final subgrades, 95 percent compaction is sufficient. The moisture content of the fill and backfill should be as shown in the table below depending on the classification of the backfill soils.

Table 6. Compaction Recommendations Summary

Reference	Relative Compaction, percent (ASTM D 698 – Standard Proctor)	Moisture Content Variance from Optimum, percentage Points
Below pavements, within 3 feet of subgrade elevations	100	-3/+3 (sandy soils) -2/+1 (clayey soils)
Below pavements, more than 3 feet below subgrade elevations Below utilities	95	-3/+3 (sandy soils) -2/+3 (clayey soils)

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D.1.c. Design Sections

Laboratory tests to determine an R-value for pavement design were not included in the scope of this project. Given the most common soils in the top 5 feet of pavement sections, which include poorly graded sand with silt and poorly graded sand, we recommend using an R-value of 50 for pavement thickness design on all three projects.

Based upon the assumed traffic loads and an R-value of 50, we recommend a new pavement section for the 2018-2019 Street Reconstruction Projects meet the minimum thicknesses presented in Table 7.

Table 7. Recommended Bituminous Pavement Thickness Design (Areas A, B and C)

Layer	Thickness (in.)	MnDOT Specification/Designation
Bituminous Wear	1 1/2 (1 lift)	SPWEA240C
Bituminous Non-wear	2 (1 lift)	SPNWB230C*
Aggregate Base (Class 5 or 6) or Reclaim	6	3138 3135

*For small quantities, SPWEA240C can be used for the entire thickness.

The above pavement design is based upon a 20-year performance life. This is the amount of time before major reconstruction is anticipated. This performance life assumes maintenance such as seal coating and crack sealing is routinely performed. The actual pavement life will vary depending on variations in weather, traffic conditions and maintenance.

D.1.d. Materials and Compaction

We recommend specifying pavement materials as recommended in Table 6.

We recommend compacting the aggregate base or reclaim materials to meet the requirements of MnDOT specification 2211.3.D.2.c. (Penetration Index Method). We recommend compacting bituminous pavements to at least 92 percent of the maximum theoretical Rice density per the Maximum Density Method (specification 2360.3.D.1), with bituminous materials and placement practices meeting the requirements of MnDOT Specification 2360.

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D.2. Utilities

D.2.a. Subgrades and Trench Backfill

The native and fill soils encountered at likely utility elevations generally appear suitable for pipe and utility structure support and we anticipate that utilities can be installed per manufacturer bedding requirements. However, we encountered some wet, clayey or silty soils in some borings; these soils may have limited stability and not be suitable for backfill or support of utilities if wet. We recommend providing a contingency for further subcutting and soil replacement of utility backfill soils in such soils.

In addition, the swamp-deposited clays and silty sands (ST-C6, ST-C11) are not considered suitable backfill materials under any circumstances. These soils should be removed and replaced with suitable grading materials where encountered during excavation. At pipe elevations, we recommend a minimum subcut and replacement with crushed-faced rock that is free of material 1 inch in diameter or smaller.

A geotechnical engineer should observe all utility trench excavations and subcuts.

D.2.b. Excavation Side Slopes

The project area soils appear to meet OSHA Type C requirements in most cases. We recommend constructing excavation side slopes to lie back at a horizontal to vertical slope of 1 1/2 to 1 or flatter. In significant depths of organic soils these side slopes may need to be made flatter, or supplemental support may be necessary.

All excavations must comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, “Excavations and Trenches.” This document states that excavation safety is the responsibility of the contractor. Reference to these OSHA requirements should be included in the project specifications.

Trenches deeper than 20 feet must be designed by a professional engineer.

D.2.c. Selection, Placement and Compaction of Backfill

We recommend compacting backfill placed above and below utilities as shown in Table 6.

To achieve compaction over wet or waterbearing subgrades, we recommend the use of sands or gravel with MnDOT aggregate backfill material (Specification 3149.2E).

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D.2.d. Excavation Dewatering

We recommend removing groundwater from the utility excavations if encountered, and removing any water that seeps into excavations from sidewalls or the adjacent sitework. Sumps and pumps will generally be suitable for short-term, small-scale water removal under the soil conditions likely to be encountered for this project. Alternative approaches should be considered for long-term or large-scale groundwater removal, particularly in sands such as those encountered on the project, which can become unstable during dewatering with pumps from within excavations.

D.2.e. Corrosion Potential

If founded in sandy soils, corrosion protection should not be required for ductile iron pipe. Type I cement may also be specified for concrete utilities.

Some clayey soils were present at likely utility depths, which are considered at least moderately corrosive to ductile iron pipe. We recommend corrosion protection or the use of corrosion-resistant pipe material if utilities will be bedded within such soils, particular if in close proximity to static groundwater. Soils with organic content should not be allowed as pipe support or as backfill around pipes.

D.3. Construction Quality Control

D.3.a. Excavation Observations

We recommend having a geotechnical engineer observe all excavations related to subgrade preparation, utility placement and pavement construction. The purpose of the observations is to evaluate the competence of the geologic materials exposed in the excavations and the adequacy of required excavation oversizing.

D.3.b. Materials Testing

We recommend density tests be taken in excavation backfill and additional required fill placed below pavements and utilities. This includes DCP tests for aggregate base or reclaim and imported granular materials.

We recommend Gyratory tests on bituminous mixes to evaluate strength and air voids and density tests to evaluate compaction.

D.3.c. Pavement Subgrade Proofroll

We recommend that proofrolling of the pavement subgrades be observed by a geotechnical engineer to determine if the results of the procedure meet project specifications and to delineate the extent of additional pavement subgrade preparation work that may be necessary.

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D.3.d. Cold Weather Precautions

If site grading and construction is anticipated during cold weather, all snow and ice should be removed from cut and fill areas prior to additional grading. No fill should be placed on frozen subgrades. No frozen soils should be used as fill.

Concrete delivered to the site should meet the temperature requirements of ASTM C 94. Concrete should not be placed on frozen subgrades. Concrete should be protected from freezing until the necessary strength is attained.

E. Procedures

E.1. Penetration Test Borings

The penetration test borings were drilled with a truck-mounted core and auger drill equipped with hollow-stem auger. The borings were performed in accordance with ASTM D 1586. Penetration test samples were taken at 2 1/2 foot intervals.

E.2. Material Classification and Testing

E.2.a. Visual and Manual Classification

The geologic materials encountered were visually and manually classified in accordance with ASTM Standard Practice D 2488. A chart explaining the classification system is attached. Samples were placed in jars or bags and returned to our facility for review and storage.

E.2.b. Laboratory Testing

The results of the laboratory tests performed on geologic material samples are noted on the appropriate attached exploration logs. The tests were performed in accordance with ASTM or AASHTO procedures.

E.3. Groundwater Measurements

The drillers checked for groundwater as the penetration test borings were advanced, and again after auger withdrawal. The boreholes were then backfilled as noted on the boring logs.

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F. Qualifications

F.1. Variations in Subsurface Conditions

F.1.a. Material Strata

Our evaluation, analyses and recommendations were developed from a limited amount of site and subsurface information. It is not standard engineering practice to retrieve material samples from exploration locations continuously with depth, and therefore strata boundaries and thicknesses must be inferred to some extent. Strata boundaries may also be gradual transitions, and can be expected to vary in depth, elevation and thickness away from the exploration locations.

Variations in subsurface conditions present between exploration locations may not be revealed until additional exploration work is completed, or construction commences. If any such variations are revealed, our recommendations should be re-evaluated. Such variations could increase construction costs, and a contingency should be provided to accommodate them.

F.1.b. Groundwater Levels

Groundwater measurements were made under the conditions reported herein and shown on the exploration logs, and interpreted in the text of this report. It should be noted that the observation periods were relatively short, and groundwater can be expected to fluctuate in response to rainfall, flooding, irrigation, seasonal freezing and thawing, surface drainage modifications and other seasonal and annual factors.

F.2. Continuity of Professional Responsibility

F.2.a. Plan Review

This report is based on a limited amount of information, and a number of assumptions were necessary to help us develop our recommendations. It is recommended that our firm review the geotechnical aspects of the designs and specifications, and evaluate whether the design is as expected, if any design changes have affected the validity of our recommendations, and if our recommendations have been correctly interpreted and implemented in the designs and specifications.

F.2.b. Construction Observations and Testing

It is recommended that we be retained to perform observations and tests during construction. This will allow correlation of the subsurface conditions encountered during construction with those encountered by the borings, and provide continuity of professional responsibility.

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F.3. Use of Report

This report is for the exclusive use of the parties to which it has been addressed. Without written approval, we assume no responsibility to other parties regarding this report. Our evaluation, analyses and recommendations may not be appropriate for other parties or projects.

F.4. Standard of Care

In performing its services, Braun Intertec used that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

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Appendix



DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING

60' 0 120'

SCALE: 1"= 120'

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BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH. (952) 995-2000
FAX (952) 995-2020

Base Dwg Provided By:

SOIL BORING LOCATION SKETCH - AREA A
GEOTECHNICAL EVALUATION
2018-2019 RECONSTRUCTION PROJECTS
NORTH FORTY, STANHOPE TERRACE AND FORD BROOK ESTATES SUBDIVISIONS
RAMSEY, MINNESOTA

Project No:	B1705491
Drawing No:	B1705491
Scale:	1"= 120'
Drawn By:	JAG
Date Drawn:	6/28/17
Checked By:	NGL
Last Modified:	8/9/17
Sheet: of	Fig:



DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING

75' 0 150'

SCALE: 1"= 150'

BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH. (952) 995-2000
FAX (952) 995-2020

Base Dwg Provided By:

SOIL BORING LOCATION SKETCH - AREA B
GEOTECHNICAL EVALUATION
2018-2019 RECONSTRUCTION PROJECTS
NORTH FORTY, STANHOPE TERRACE AND FORD BROOK ESTATES SUBDIVISIONS
RAMSEY, MINNESOTA

Project No:	B1705491
Drawing No:	B1705491
Scale:	1"= 150'
Drawn By:	JAG
Date Drawn:	6/28/17
Checked By:	NGL
Last Modified:	8/9/17
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DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING

100' 0 200'

SCALE: 1"= 200'

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BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH. (952) 995-2000
FAX (952) 995-2020

Base Dwg Provided By:

SOIL BORING LOCATION SKETCH - AREA C

GEOTECHNICAL EVALUATION
2018-2019 RECONSTRUCTION PROJECTS
NORTH FORTY, STANHOPE TERRACE AND FORD BROOK ESTATES SUBDIVISIONS
RAMSEY, MINNESOTA

Project No:	B1705491
Drawing No:	B1705491
Scale:	1"= 200'
Drawn By:	JAG
Date Drawn:	6/28/17
Checked By:	NGL
Last Modified:	8/9/17
Sheet: of	Fig:

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-A1**

LOCATION: N: 184793, E: 447907 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
897.0	0.0					
896.3	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, trace Gravel, dark brown, moist.	13		
893.0	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	6		No recovery.
				8		
886.0	11.0			11		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\05491.GPJ BRAUN_V8_CURRENT.GDT 8/11/17 16:36

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-A2**

LOCATION: N: 184814, E: 448514 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
895.7	0.0							
895.0	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.					
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.					
892.7	3.0			11		8	9	
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	8				
				5				
884.7	11.0			13				
			END OF BORING. Water not observed while drilling. Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\05491.GPJ BRAUN_V8_CURRENT.GDT 8/11/17 16:36

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-A3**

LOCATION: N: 185249, E: 448553 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
897.0	0.0					
896.7	0.3	BIT	3 inches of bituminous.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, trace Gravel, dark brown to brown, moist.			
894.0	3.0			11		
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	6		
				5		
886.0	11.0			10		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-A4**

LOCATION: N: 185237, E: 447847 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
893.3	0.0						
892.4	0.9	PAV	3 inches of bituminous over 8 inches of aggregate base.				
891.3	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, dark brown, moist.				
		SP	POORLY GRADED SAND, fine-grained, trace Gravel, brown, moist, loose to medium dense. (Alluvium)	13		3	
				6			
				16			
882.3	11.0			12			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-A5**

LOCATION: N: 185545, E: 447646 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
890.0	0.0					
889.4	0.6	PAV / FILL	3 inches of bituminous over 4 inches of aggregate base. FILL: Poorly Graded Sand with Silt, fine- to medium-grained, trace Gravel, dark brown and brown, moist to wet.	9 15 3 5		
879.0	11.0		END OF BORING. Water not observed while drilling. Boring then backfilled.			

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-B1**

LOCATION: N: 178200, E: 467663 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
888.4	0.0					
887.7	0.7	PAV / FILL	3 inches of bituminous over 5 inches of aggregate base. FILL: Poorly Graded Sand with Silt, fine-grained, dark brown to brown, moist.	19		
884.4	4.0	SP	POORLY GRADED SAND, fine- to medium-grained, brown, wet, loose to medium dense. (Alluvium)	5		
				6		
877.4	11.0			16		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-B2**

LOCATION: N: 178670, E: 467672 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
884.6	0.0					
883.8	0.8	PAV	4 inches of bituminous over 6 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.			
882.6	2.0	SP	POORLY GRADED SAND, fine- to medium-grained, trace Gravel, brown, moist, loose. (Alluvium)	9		
				6		
				10		
				8		
873.6	11.0		END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-B3**

LOCATION: N: 178780, E: 468035 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
878.3	0.0					
877.5	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown to brown, moist.	9		
872.3	6.0			14		
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	9		
867.3	11.0			7		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-B4**

LOCATION: N: 179030, E: 467625 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
891.2	0.0							
890.6	0.6	PAV	3 inches of bituminous over 4 inches of aggregate base.					
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown and brown, moist.	12		4	6	
886.2	5.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	10				
				6				
880.2	11.0			15				
			END OF BORING. Water not observed while drilling. Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-B5**

LOCATION: N: 175086, E: 468267 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
891.2	0.0					
890.6	0.6	PAV	3 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.			
888.2	3.0			7		
		SP	POORLY GRADED SAND, fine-grained, trace Gravel, brown and light brown, moist, very loose to loose. (Alluvium)	9		
				4		
880.2	11.0			12		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C1**

LOCATION: N: 195376, E: 462823 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
897.2	0.0							
896.4	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.					
895.2	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine-grained, with Gravel, dark brown, moist.					
		FILL	FILL: Poorly Graded Sand with SILT, fine- to coarse-grained, with Gravel, brown, moist.	14				
				10		4	6	
890.2	7.0	SP	POORLY GRADED SAND, fine- to medium-grained, trace Gravel, light brown, moist, medium dense. (Alluvium)	12				
886.2	11.0			28				
			END OF BORING.					
			Water not observed while drilling.					
			Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\05491.GPJ BRAUN_V8_CURRENT.GDT 8/11/17 16:36

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C2**

LOCATION: N: 195624, E: 463131 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
894.5	0.0					
893.7	0.8	PAV	5 inches of bituminous over 5 inches of aggregate base.			
892.5	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine-grained, trace Gravel, dark brown, moist.			
890.5	4.0	FILL	FILL: Poorly Graded Sand, fine-grained, brown, moist.	28		
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	10		
				19		
883.5	11.0			19		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\05491.GPJ BRAUN_V8_CURRENT.GDT 8/11/17 16:36

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C3**

LOCATION: N: 195609, E: 463651 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
881.8	0.0						
881.1	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, brown to dark brown, wet.	16			
				4		18	
874.8	7.0				▽		
		CL	LEAN CLAY, gray, moist, rather soft. (Alluvium)	4			An open triangle in the water level (WL) column indicates the depth at which groundwater was observed while drilling. Groundwater levels fluctuate.
872.3	9.5						
		SP	POORLY GRADED SAND, fine- to coarse-grained, gray, waterbearing, very loose. (Alluvium)	3			
870.8	11.0		END OF BORING.				
			Water observed at 7 feet with 9 1/2 feet of hollow-stem auger in the ground.				
			Boring then backfilled.				

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\05491.GPJ BRAUN_V8_CURRENT.GDT 8/11/17 16:36

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C4**

LOCATION: N: 195602, E: 464086 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
883.0	0.0					
882.4	0.6	PAV / FILL	3 inches of bituminous over 4 inches of aggregate base. FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist to wet.	11		
879.0	4.0	SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, wet, loose to medium dense. (Alluvium)	11		
				12	▽	
			Waterbearing at 9 feet.			
872.0	11.0		Intermixed with gray, Lean Clay at sampler tip.	6		
			END OF BORING. Water observed at 9 feet with 9 1/2 feet of hollow-stem auger in the ground. Boring then backfilled.			

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C5**

LOCATION: N: 195599, E: 464519 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
890.3	0.0					
889.6	0.7	PAV	4 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.			
888.3	2.0	FILL	FILL: Clayey Sand, brown, moist.	8		
887.3	3.0	FILL	FILL: Poorly Graded Sand, fine-grained, brown, moist.			
885.3	5.0	CL	LEAN CLAY, with Sand, brown, moist, rather soft. (Alluvium)	5		
883.3	7.0	SC	CLAYEY SAND, trace Gravel, brown to gray, moist, rather stiff to stiff. (Alluvium)	13		
879.3	11.0			12		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C6**

LOCATION: N: 195594, E: 464693 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
885.7	0.0					
884.3	1.4	PAV	6 inches of bituminous over 4 inches of aggregate base over 3 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, trace Gravel, dark brown to brown, moist.	13		
880.7	5.0	SM	SILTY SAND, fine-grained, organic, trace wood pieces, black, wet, very loose. (Swamp Deposit)	1		
				7		
876.7	9.0	SM	SILTY SAND, fine- to medium-grained, dark gray, wet, loose. (Alluvium)	6		
874.7	11.0		END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C7**

LOCATION: N: 195304, E: 463197 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
899.4	0.0						
898.7	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, with Gravel, dark brown, moist.				
897.4	2.0	SP	POORLY GRADED SAND, fine- to medium-grained, brown, moist, very loose to medium dense. (Alluvium)	13			
				9			
				3		8	
888.4	11.0		Fine- to coarse-grained, with Gravel, wet at 10 feet.	2			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C8**

LOCATION: N: 195252, E: 463659 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
887.7	0.0					
887.1	0.6	PAV / FILL	3 inches of bituminous over 4 inches of aggregate base.			
			FILL: Poorly Graded Sand, fine-grained, dark brown to brown, moist.	24		
				10		
880.7	7.0	SP	POORLY GRADED SAND, fine-grained, brown, moist to wet, very loose to loose. (Alluvium)	10		
				2		
876.7	11.0		END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C9**

LOCATION: N: 195286, E: 464075 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
886.4	0.0					
885.7	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.	15		
882.4	4.0	SP	POORLY GRADED SAND, fine-grained, brown, wet, loose. (Alluvium)	7		
				7		
875.4	11.0			8		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C10**

LOCATION: N: 195282, E: 464524 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
888.8	0.0							
888.4	0.4	BIT	5 inches of bituminous.					
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown and brown, moist.	8				
884.8	4.0	SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, wet, very loose to loose. (Alluvium)	4		10	12	
				7	▽			
877.8	11.0		Waterbearing at 10 feet.	10				
			END OF BORING.					
			Water observed at 8 1/2 feet with 9 1/2 feet of hollow-stem auger in the ground.					
			Boring then backfilled.					

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C11**

LOCATION: N: 195903, E: 464272 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
881.7	0.0						
880.9	0.8	PAV	3 inches of bituminous over 6 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, dark brown, moist to wet.				
878.7	3.0			12			
		SM	SILTY SAND, fine-grained, slightly organic, black, wet, loose. (Swamp Deposit)	7		15	OC=2%
873.7	8.0			3			
		CH	FAT CLAY, trace fibers and roots, gray, wet, soft. (Swamp Deposit)				
870.7	11.0			3			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C12**

LOCATION: N: 195998, E: 464525 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
893.2	0.0					
892.4	0.8	PAV	3 inches of bituminous over 6 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, brown, moist.	15		
889.2	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist to wet, medium dense. (Alluvium)	11		
				18		
882.2	11.0		Reddish brown Silty Sand lenses at 10 feet.	22		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C13**

LOCATION: N: 195813, E: 463033 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
889.6	0.0						
888.8	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.				
		FILL					
887.6	2.0		FILL: Poorly Graded Sand with Silt, fine- to medium-grained, with Gravel, dark brown, moist.				
		SP-SM	POORLY GRADED SAND with SILT, fine- to medium-grained, trace Gravel, brown, moist, loose to medium dense. (Alluvium)	13		9	
				15			
				9			
878.6	11.0			5			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

(See Descriptive Terminology sheet for explanation of abbreviations)

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C14**

LOCATION: N: 495994, E: 462578 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
884.7	0.0							
883.9	0.8	PAV	5 inches of bituminous over 5 inches of aggregate base.					
		FILL	FILL: Lean Clay with Sand, slightly organic, dark brown, moist. Poorly Graded Sand with Silt layer at 2 feet.	6		15		OC=2%
880.7	4.0	CL	LEAN CLAY, gray, moist, soft to medium. (Alluvium)	3		37	98	
				7				
875.7	9.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	8				
873.7	11.0		END OF BORING. Water not observed while drilling. Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C15**

LOCATION: N: 195692, E: 462332 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
887.1	0.0					
886.3	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Silty Sand, fine- to medium-grained, with Gravel, dark brown, moist.			
885.1	2.0	CL	LEAN CLAY, gray, moist, medium. (Alluvium)	7		
883.1	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	11		
				8		
876.1	11.0			7		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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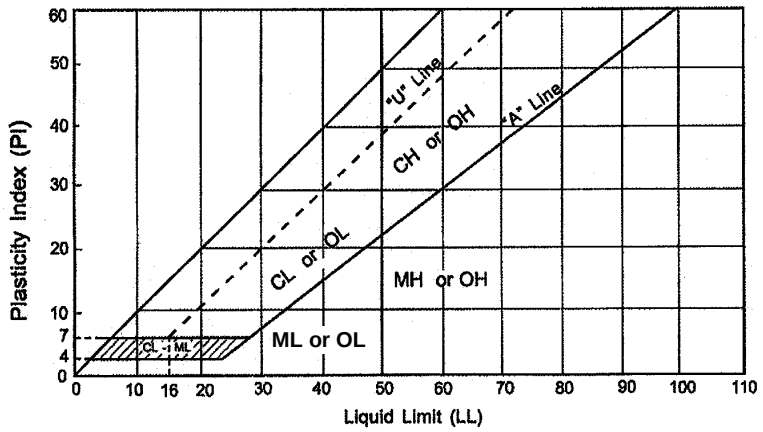
BRAUN INTERTEC

Descriptive Terminology of Soil

Standard D 2487
Classification of Soils for Engineering Purposes
(Unified Soil Classification System)

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests [a]				Soils Classification	
				Group Symbol	Group Name [b]
Coarse-grained Soils more than 50% retained on No. 200 sieve	Gravels More than 50% of coarse fraction retained on No. 4 sieve	Clean Gravels Less than 5% fines [e]	$C_u \geq 4$ and $1 \leq C_c \leq 3$ [c]	GW	Well-graded gravel [d]
			$C_u < 4$ and/or $1 > C_c > 3$ [c]	GP	Poorly graded gravel [d]
		Gravels with Fines More than 12% fines [e]	Fines classify as ML or MH	GM	Silty gravel [d f g]
			Fines classify as CL or CH	GC	Clayey gravel [d f g]
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands Less than 5% fines [i]	$C_u \geq 6$ and $1 \leq C_c \leq 3$ [c]	SW	Well-graded sand [h]
			$C_u < 6$ and/or $1 > C_c > 3$ [c]	SP	Poorly graded sand [h]
		Sands with Fines More than 12% [i]	Fines classify as ML or MH	SM	Silty sand [f g h]
			Fines classify as CL or CH	SC	Clayey sand [f g h]
Fine-grained Soils 50% or more passed the No. 200 sieve	Silts and Clays Liquid limit less than 50	Inorganic	PI > 7 and plots on or above "A" line [j]	CL	Lean clay [k l m]
			PI < 4 or plots below "A" line [j]	ML	Silt [k l m]
		Organic	Liquid limit - oven dried / Liquid limit - not dried < 0.75	OL	Organic clay [k l m n]
				OL	Organic silt [k l m o]
	Silts and clays Liquid limit 50 or more	Inorganic	PI plots on or above "A" line	CH	Fat clay [k l m]
			PI plots below "A" line	MH	Elastic silt [k l m]
		Organic	Liquid limit - oven dried / Liquid limit - not dried < 0.75	OH	Organic clay [k l m p]
				OH	Organic silt [k l m q]
Highly Organic Soils	Primarily organic matter, dark in color and organic odor			PT	Peat

a. Based on the material passing the 3-inch (75mm) sieve.
b. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders or both" to group name.
c. $C_u = D_{60}/D_{10}$ $C_c = \frac{(D30)^2}{D_{10} \times D_{60}}$
d. If soil contains ≥15% sand, add "with sand" to group name.
e. Gravels with 5 to 12% fines require dual symbols:
   GW-GM well-graded gravel with silt
   GW-GC well-graded gravel with clay
   GP-GM poorly graded gravel with silt
   GP-GC poorly graded gravel with clay
f. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
g. If fines are organic, add "with organic fines: to group name.
h. If soil contains ≥15% gravel, add "with gravel" to group name.
i. Sand with 5 to 12% fines require dual symbols:
   SW-SM well-graded sand with silt
   SW-SC well-graded sand with clay
   SP-SM poorly graded sand with silt
   SP-SC poorly graded sand with clay
j. If Atterberg limits plot in hatched area, soil is a CL-ML, silty clay.
k. If soil contains 10 to 29% plus No. 200, add "with sand" or "with gravel" whichever is predominant.
l. If soil contains ≥ 30% plus No. 200, predominantly sand, add "sandy" to group name.
m. If soil contains ≥ 30% plus No. 200, predominantly gravel, add "gravelly" to group name.
n. PI ≥ 4 and plots on or above "A" line.
o. PI < 4 or plots below "A" line.
p. PI plots on or above "A" lines.
q. PI plots below "A" line.



Laboratory Tests

DD	Dry density, pcf	**OC**	Organic content, %
WD	Wet density, pcg	**S**	Percent of saturation, %
MC	Natural moisture content, %	**SG**	Specific gravity
LL	Liquid limit, %	**C**	Cohesion, psf
PL	Plastic limits, %	**Ø**	Angle of internal friction
PI	Plasticity index, %	**qu**	Unconfined compressive strength, psf
P200	% passing 200 sieve	**qp**	Pocket penetrometer strength, tsf

Particle Size Identification

Boulders	over 12"
Cobbles	3" to 12"
Gravel	
Coarse	3/4" to 3"
Fine	No. 4 to 3/4"
Sand	
Coarse	No. 4 to No. 10
Medium	No. 10 to No. 40
Fine	No. 40 to No. 200
Silt	<No. 200, PI< 4 or below "A" line
Clay	<No. 200, PI ≥ 4 and on or about "A" line

Relative Density of Cohesionless Soils

Very Loose	0 to 4 BPF
Loose	5 to 10 BPF
Medium dense	11 to 30 PPF
Dense	31 to 50 BPF
Very dense	over 50 BPF

Consistency of Cohesive Soils

Very soft	0 to 1 BPF
Soft	2 to 3 BPF
Rather soft	4 to 5 BPF
Medium	6 to 8 BPF
Rather stiff	9 to 12 BPF
Stiff	13 to 16 BPF
Very stiff	17 to 30 BPF
Hard	over 30 BPF

Drilling Notes

Standard penetration test borings were advanced by 3 1/4" or 6 1/4" ID hollow-stem augers, unless noted otherwise. Jetting water was used to clean out auger prior to sampling only where indicated on logs. All samples were taken with the standard 2" OD split-tube samples, except where noted.

Power auger borings were advanced by 4" or 6" diameter continuous flight, solid-stern augers. Soil classifications and strata depths were inferred from disturbed samples augered to the surface, and are therefore, somewhat approximate.

Hand auger borings were advanced manually with a 1 1/2" or 3 1/4" diameter auger and were limited to the depth from which the auger could be manually withdrawn.

BPF: Numbers indicate blows per foot recorded in standard penetration test, also known as "N" value. The sampler was set 6" into undisturbed soil below the hollow-stem auger. Driving resistances were then counted for second and third 6" increments, and added to get BPF. Where they differed significantly, they are reported in the following form: 2/12 for the second and third 6" increments, respectively.

WH: WH indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WR: WR indicates the sampler penetrated soil under weight of rods alone; hammer weight, and driving not required.

TW: TW indicates thin-walled (undisturbed) tube sample.

Note: All tests were run in general accordance with applicable ASTM standards.

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

CC Regular Session **7. 5.**

Meeting Date: 10/24/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #17-10-272 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #18-01, North Forty Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #17-10-272 accepting the Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #18-01, North Forty Street Reconstructions.

Background:

City Improvement Project #18-01 proposes to reconstruct streets within the North Forty neighborhood including 163rd Lane, Alpaca Street, Chameleon Street, and 164th Lane. The streets total approximately 2,750 linear feet (0.52 miles) in length. A map showing the location and scope of the proposed improvements is included in the attached Feasibility Report as ***Figure 1*** in ***Appendix A.***

The North Forty neighborhood was constructed in 1989. Based on results from the geotechnical report and ground penetrating radar (GPR) analysis performed by Braun Intertec, field observation and record plan documentation, the bituminous pavement section ranges from 1.3 to 3.7 inches thick with an average of 2.2 inches. The aggregate base ranges from 1.4 to 8.4 inches thick with an average of 4.4 inches. The road section was built on sandy subgrade material generally considered suitable for pavement support. The streets were constructed with bituminous curb to a width of 30-feet from face-of-curb to face-of-curb, and are generally centered within a 66-foot right-of-way. The storm sewer system consists of a catch basin at the intersection of 163rd Street and Alpaca, a bituminous flume between 16420 and 16450 Alpaca Street, a bituminous flume at 16427 Chameleon Street, and a bituminous flume on the cul-de-sac on 164th Lane. The storm sewer systems drain to 3 low-lying areas located within drainage and utility easements.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above-referenced street segments were rated with a PASER rating of 4 which indicates these streets require complete reconstruction, and for City staff to patch the streets at least once per year, particularly before winter so the street can be plowed without damaging the pavement in the process. Pictures of the street are located in ***Appendix A.***

Proposed improvements include replacing existing bituminous curb with B618 concrete curb and gutter and reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process involves reclaiming the entire existing bituminous pavement section along with a portion of the existing aggregate base material. A portion of this reclaimed (ground and mixed) material would then be spread and compacted on top of the reshaped and compacted subgrade. Then 3.5 inches of bituminous pavement would be

placed, generally meeting the City of Ramsey's standard pavement design.

The existing storm sewer system will be upgraded to meet City design standards. This will include additional catch basins placed along the roadway, and replacing the existing bituminous flumes where possible.

The engineer's opinion of probable costs for completing the proposed improvements on the North Forty as outlined in this report is $518,685.13. Estimated costs include 5% contingency costs plus 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

A total of 15 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible improvement costs equally across the 15 assessable properties using the "per lot" assessment method. This results in a proposed preliminary assessment rate of $8,644.75 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 9, 2018. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Five soil borings were completed by Braun Intertec to assist with the preparation of this report. Pavement design recommendations were offered by Braun and Staff considered and incorporated to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on all street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and Geotechnical Exploration report are included in ***Appendix C*** of the Feasibility Report.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a meeting for November 7, 2017 with local property owners for the purpose of explaining the proposed improvements and assessments in more detail, and to gather their input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing.

This project would best be constructed in conjunction with the River's Bend Street Reconstructions and the Stanhope Terrace Street Reconstructions projects, is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

Upon Council approval, Staff will publish the Public Hearing Notice in the Anoka Union Herald on October 27 and November 3, 2017. Staff will also mail Public Hearing Notices to the owners of all benefiting properties.

Observations/Alternatives:

Observations:

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur where the existing curb and gutter is being replaced. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow them time to move their irrigation system components out of the construction area, after which they may replace the components in their original locations.

Alternatives:

Alternative #1 – Motion to adopt Resolution #17-10-272 accepting the Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #18-01, North Forty Street Reconstructions.

Alternative #2 – Motion to deny adoption of Resolution #17-10-272 at this time.

Funding Source:

The Feasibility Report will be completed in-house as part of Staff's regular duties.

The current Capital Improvement Plan (CIP) estimates costs for reconstructing these streets at $900,000. Estimated project costs and funding sources will be further refined during preparation of the Feasibility Report.

Per the attached Feasibility Report, the engineer's opinion of probable project costs is $518,685.13. A total of 15 residential parcels will benefit from the proposed improvements and are preliminarily proposed to be assessed for 25-percent of eligible project costs which totals $129,671.28. This equates to preliminary assessments of $8,644.75 per parcel. The City will fund the remaining 75-percent of project costs, which totals $389,013.85. The City's costs will be funded using Street Reconstruction and Overlay Program bond funds, as well as a small amount of Stormwater Utility Funds.

Recommendation:

Staff recommends Alternative #1 to allow the project to be constructed as part of the 2018 Street Maintenance Program, and to allow for the use of special assessments to pay for a portion of the project costs per the applicable provisions of the City Charter, the City's Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:

Motion to adopt Resolution #17-10-272 accepting the Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #18-01, North Forty Street Reconstructions.

Attachments

Resolution 1710272
City Charter Chapter 8
MN Statute Chapter 429
CIP Sheet
Feas Rpt 18-01 North Forty

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 04:16 PM
Form Started By: Bruce Westby		Started On: 10/17/2017 08:12 AM
Final Approval Date: 10/19/2017		

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

RESOLUTION #17-10-272

RESOLUTION ACCEPTING FEASIBILITY REPORT AND ORDERING PUBLIC HEARING FOR IMPROVEMENT PROJECT #18-01 THE NORTH FORTY STREET RECONSTRUCTIONS

WHEREAS, pursuant to a resolution of the City Council adopted July 11, 2017, a Feasibility Report has been prepared by the City Engineer with reference to proposed improvements to approximately 0.56 miles of streets within The North Forty development including 163rd Lane between Armstrong Boulevard and Alpaca Street, Alpaca Street between 163rd Lane and 165th Avenue, Chameleon Street between 163rd Lane and 164th Lane, and 164th Lane from Chameleon Street to its termini cul-de-sac, including the reconstruction of streets and curb and gutter, the construction of storm sewer, and other appurtenant work; and

WHEREAS, benefiting properties are proposed to be assessed for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy; and

WHEREAS, the City Council received the Feasibility Report on October 24, 2017; and

WHEREAS, the Feasibility Report provides information regarding whether the proposed project is necessary, cost-effective and feasible; whether the improvements should be made as proposed or in conjunction with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for benefitted properties.

.

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

1. The Council will consider the proposed improvements for said streets in accordance with the Feasibility Report and the assessment of benefiting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statues, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy, at an estimated total cost of $518,685.13.

2. A Public Hearing will be held on such improvements on the 14th day of November, 2017 in the Council Chambers of City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.

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 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

Sec. 8.1. - Power to make improvements and levy assessments.

The city may make any type of local improvement not forbidden by law and levy special assessments to pay all or part of the cost of such local improvements. The total of the assessments for any local improvement may not exceed the cost of the local improvement, plus all costs and expenses connected therewith, including interest. No assessment shall exceed the benefit to the property assessed as measured by the increase in the market value of the property assessed as a result of the local improvement.

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

All local improvement projects shall be carried out exclusively under the provisions of this Charter. The term "local improvement" as used in this section shall mean a public improvement financed partly or wholly from special assessments.

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

The council may provide by ordinance that the cost of the city services to streets, sidewalks, or other public or private property may be assessed against property benefited and may be collected in the same manner as special assessments.

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

When the city undertakes any local improvement to which the state local improvement code, Minn. Stats. chapter 429 applies, it shall comply with the provisions of that law, except as modified below. The council may by ordinance prescribe the procedure to be followed in making any other local improvement and levying assessments therefor.

8.4.1 *Sixty-day waiting period.* A period of 60 days shall elapse after the conclusion of the public hearing required by law to precede the ordering of the construction of a local improvement project (the "public hearing") before the actual ordering of the local improvement by the council and the council entering into a contract for the local improvement construction.

8.4.2 *Percentage of owners required.* When the local improvement has been petitioned for by the owners of not less than 50 percent in frontage of the real property abutting on streets named in the petition as the location of the local improvement the resolution ordering the local improvement by the council may be approved by vote of a majority of all members of the council. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council.

8.4.3 *Petition against the local improvement.* A proposed local improvement may be initiated by petition of the owners of real property abutting on the streets named in the petition. If, within 30 days of the conclusion of the public hearing, a petition against such local improvement is filed with the city administrator which petition is signed by a percentage of the owners of real property abutting on the streets named in the initiating petition as the location of the improvement which

percentage is greater than the percentage of owners of real property who signed the initiating petition, the council shall not make such local improvement at the expense of the abutting property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.4 *Counter petition in favor of the improvement.* If within 30 days of the filing with the city administrator of a petition against the local improvement as described in section 8.4.3 above, there is filed with the city administrator a petition in favor of the local improvement, signed by owners of real property abutting on the streets named in the initiating petition as the location of the improvement, in a percentage greater than the percent of owners of real property who signed the petition against the local improvement, then in such event the council may disregard the petition against the local improvement and proceed with the local improvement.

8.4.5 *Petition against council initiated improvement.* If the local improvement was initiated by council resolution without an initiating petition and, within 60 days of the conclusion of the public hearing, a petition is filed with the city administrator against such local improvement and which petition is signed by 60 percent or more of the owners of real property proposed to be assessed for and benefited by the local improvement, the council shall not make such local improvement at the expense of the benefited property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.6 *Withdrawal of name from petition.* Any person whose name appears on a petition to the council in favor of a local improvement, or on a petition to the council filed against a local improvement, may withdraw his/her name by a statement in writing filed with the city administrator before such petition is presented to the council or in person at a city council meeting before the city council accepts said petition.

8.4.7 *Filing of petition with city council.* All completed petitions filed with the city administrator as described herein shall be presented to the council by the city administrator at the council's next regularly scheduled meeting.

8.4.8 *One year before any further action.* When a proposed local improvement is disallowed pursuant to the petition process described in the foregoing sections, the council shall not vote on the same improvement within a period of one year after the public hearing on said improvement.

(Ord. of 1-25-1993; Ord. No. 06-22, § 2, 7-5-2006; Ord. No. 12-08, § 2, 6-26-2012; Ord. No. 14-07, § 2, 8-11-2014)

Sec. 8.5. - Computation of time.

Where the performance or doing of any act or matter is required by this Charter, and the period of time is prescribed and fixed by this Charter, the time shall be computed so as to exclude the first and include the last day of the prescribed or fixed period of time. When the last day of the period falls on a Saturday, Sunday, or a legal holiday, that day shall be omitted from the computation.

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

This section applies to any local improvement project completed after January 1, 1996, which includes extending urban services (sewer and/or water) to an existing home or neighborhood.

8.6.1 *Connection policy.* The city may not compel any property owner with a functional private sewer and water system to connect to city sewer and/or water.

8.6.2 *Assessment policy.* The city may not levy an assessment for any component of any project which includes sewer and/or water improvements against a property whose owner elects to remain on a functional private sewer and/or water system.

8.6.3 *Request for urban services.* Property owners who remain on private sewer and water systems after urban services become available may request connection to urban services at any time. Upon connection to urban services an assessment may be levied provided it is consistent with the original assessment.

(Ref. of 5-20-1996; Ord. of 1-24-2001)

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

429.011 DEFINITIONS.
429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.
429.031 PRELIMINARY PLANS, HEARINGS.
429.035 IMPROVEMENTS, PETITION.
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429.081 APPEAL TO DISTRICT COURT.
429.091 FINANCING.
429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.
429.111 CHARTER PROVISIONS, EFFECT.

429.01 [Repealed, 1953 c 398 s 13 subd 1]

429.011 DEFINITIONS.

Subdivision 1. **Application.** For the purpose of this chapter the terms defined in this section shall have the meanings ascribed to them.

Subd. 2. **Municipality; certain cities and towns.** "Municipality" means any city of the second, third, or fourth class however organized, or any statutory city or any town as defined in section 368.01.

Subd. 2a. **Municipality; certain counties.** "Municipality" also includes the following:

(1) a county in the case of construction, reconstruction, or improvement of a county state-aid highway;

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4

429.02 [Repealed, 1953 c 398 s 13 subd 1]

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21*

429.03 [Repealed, 1953 c 398 s 13 subd 1]

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

429.05 [Repealed, 1953 c 398 s 13 subd 1]

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

429.06 [Repealed, 1953 c 398 s 13 subd 1]

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

429.08 [Repealed, 1953 c 398 s 13 subd 1]

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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Project # 15-STR-008

Project Name Reconstruction Streets Stanhope Terr & North Forty

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost **$1,750,000**

Description

Reconstruction of streets in Stanhope Terrace: Ute Street, 153rd Lane, 154th Lane
North Forty: 163rd Lane, Alpaca st, Chameleon St.

Total Project Cost = $ 1,750,000
Street Improvement: $1,351,800
Storm Water Improvments: $ 398,200 ***

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied. This project will install concrete curb and gutter and storm sewer.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost		1,750,000									1,750,000
Total		1,750,000									1,750,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Special Assessment - Bonded		437,500									437,500
Storm Water Utility Fund		398,200									398,200
GO Bonding (Road Funding)		914,300									914,300
Total		1,750,000									1,750,000

FEASIBILITY REPORT

THE NORTH FORTY STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 18-01

October 20, 2017

Prepared By:

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

October 20, 2017

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

Re: Feasibility Report - City of Ramsey Improvement Project #18-01
The North Forty Street Reconstructions

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed North Forty Street Reconstructions project including; 163rd Lane between Armstrong Boulevard and Alpaca Street, Alpaca Street between 163rd Lane and 165th Avenue, Chameleon Street between 163rd Lane and 164th Lane, and 164th Lane from Chameleon Street to its termini cul-de-sac. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

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

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

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: October 20, 2017 License No. 40116

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

Leonard Linton, PE

Date: October 20, 2017 License No. 21112

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Figure 1 – Project Scope
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Opinion of Probable Costs
Preliminary Assessment Map
Preliminary Assessment Roll

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Ground Penetrating Radar Summary
Geotechnical Exploration and Engineering Review (Braun 49 pages)

1. EXECUTIVE SUMMARY

City Improvement Project No. 18-01 proposes to reconstruct streets within The North Forty neighborhood which includes 163rd Lane, Alpaca Street, Chameleon Street, and 164th Lane. The streets total approximately 2,750 linear feet (0.52 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A.***

The North Forty neighborhood was constructed in 1989. Based on results from the geotechnical report and ground penetrating radar (GPR) analysis performed by Braun Intertec, field observation and record plan documentation, the bituminous pavement section ranges from 1.3 to 3.7-inches thick with an average of 2.2-inches. The aggregate base ranges from 1.4 to 8.4-inches thick with an average of 4.4-inches. The road section was built on sandy subgrade material generally considered suitable for pavement support. The streets were constructed with bituminous curb to a width of 30-feet from face-of-curb to face-of-curb, and are generally centered within a 66-foot right-of-way. The storm sewer system consists of a catch basin at the intersection of 163rd Street and Alpaca, a bituminous flume between 16420 and 16450 Alpaca Street, a bituminous flume at 16427 Chameleon Street, and a bituminous flume on the cul-de-sac on 164th Lane. The storm sewer systems drain to 3 low-lying areas located within drainage and utility easements.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above-referenced street segments were rated with a PASER rating of 4 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the street can be plowed without damaging the pavement in the process. Pictures of the street are located in ***Appendix A.***

Proposed improvements include replacing existing bituminous curb with B618 concrete curb and gutter and reconstructing the existing bituminous pavement section using the full-depth reclamation (FDR) process. This process involves reclaiming the entire existing bituminous pavement section along with a portion of the existing aggregate base material. A portion of this reclaimed (ground and mixed) material would then be spread and compacted on top of the reshaped and compacted subgrade. Then 3.5 inches of bituminous pavement would be placed, generally meeting the City of Ramsey's standard pavement design.

The existing storm sewer system will be updated to meet City design standards. This will include additional catch basins placed along the roadway, and replacing the existing bituminous flumes where possible.

The engineer's opinion of probable costs for completing the proposed improvements on the North Forty as outlined in this report is $518,685.13. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

A total of 15 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible improvement costs equally across the 15 assessable properties using the "per lot"

assessment method. This results in a proposed preliminary assessment rate of $8,644.75 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 9, 2018. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Five soil borings were completed by Braun Intertec to assist with the preparation of this report. Pavement design recommendations were offered by Braun and Staff considered and incorporated to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on all street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and Geotechnical Exploration report are attached in ***Appendix C***.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a meeting for November 7, 2017 with local property owners for the purpose of explaining the proposed improvements and assessments in more detail, and to gather their input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing.

This project would best be constructed in conjunction with the River's Bend and the Stanhope Terrace Street Reconstructions projects, is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on July 11, 2017. This project has been designated as City Improvement Project No. 18-01.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the entire existing bituminous pavement section will be reconstructed using a full-depth reclamation (FDR) process. The existing bituminous curb will be replaced with B618 concrete curb and gutter, plus other appurtenant work will be completed as outlined in this report.

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

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

In the summer of 2017, City staff evaluated and rated the condition of the pavement along the North Forty street segments. A PASER rating of 4 was determined for 163rd Lane, Alpaca Street, Chameleon Street, and 164th Lane.

2.3 Scope

City of Ramsey Improvement Project No. 18-01 proposes to reconstruct the existing bituminous pavement, remove existing bituminous curb and replace with B618 concrete curb and gutter, and to complete other appurtenant work on 163rd Lane between Armstrong Boulevard and Alpaca Street, Alpaca Street between 163rd Lane and 165th Avenue, Chameleon Street between 163rd Lane and 164th Lane, and 164th Lane from Chameleon Street to its termini cul-de-sac, which totals approximately 2,750 linear feet (0.52 miles) in length.

The existing bituminous pavement section is proposed to be reconstructed using the FDR process. This involves reclaiming the entire bituminous pavement section from back of curb to back of curb, along with a portion of the existing aggregate base, hauling and disposing of excess reclaim material off site, spreading and compacting the reclaimed material on top of the reshaped and compacted subgrade, then placing 3.5 inches of new bituminous pavement on top. The resulting pavement design will generally meet current City design standards. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A.***

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

The streets were constructed in 1991. Based on results from the geotechnical report and ground penetrating radar (GPR) analysis performed by Braun Intertec, along with field observation, and record plan documentation, the street sections are typically 2.2-inches of bituminous pavement, 4.4-inches of aggregate base, bituminous curb, and a mix of concrete pipe and bituminous flume storm sewer. The streets were constructed to a width of 31-feet from back-of-curb to back-of-curb. The streets are generally centered within a 66-foot wide right-of-way.

The only pavement maintenance treatments applied to the street segments were crackseal and sealcoat improvements in 1998. Spot patching has been performed on an as-needed basis, and has been needed more often in recent years as the streets deteriorate. In 2017, Staff observed a PASER of 4 on all the street segments.

In July of 2017, City staff recorded a traffic volume of 147 average annual daily traffic (AADT) on Alpaca Street south of 165th Avenue, and 207 AADT on 163rd Lane east of Armstrong Boulevard. The posted speed limit is 30 mph for these street segments.

Braun Intertec was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included five (5) soil borings spaced approximately 500 feet along the streets, including one (1) boring at the cul-de-sac on 164th Lane, the intersection of 163rd and Chameleon, and the intersection of 163rd and Alpaca. The locations of the borings are shown in the Soil Boring Location Map in the Appendix of Braun's report, attached in ***Appendix C.***

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subsurface soil conditions, existing ground water elevations, and potential issues which may be encountered during construction. All borings terminated at a nominal depth of 11-feet below the existing ground surface. There was no groundwater observed during the soil borings. Based on only storm sewer utilities proposed with this project, depths of which are not expected to reach 11-feet below the existing surface, groundwater is not anticipated to be a significant issue for work completed with this proposed project.

The soil borings generally indicate the existing bituminous pavement thickness is 3.0-inches, and aggregate base thickness ranges between 4.0 to 8.0-inches. The subgrade generally consists of poorly graded sand with silt and trace gravel at depths ranging from 2.0 to 11.0-feet below the top of the pavement. Native alluvial soils consisting of poorly graded sand (SP) generally extend to the bottom of the borings.

Braun Intertec was employed to complete a GPR Analysis for the project area, which included driving the GPR equipped vehicle throughout all street segments within the project area. In general, the streets had similar results, a summary table and charts of the GPR analysis are attached in ***Appendix C***. The GPR data resulted in an average bituminous pavement thickness of 2.2-inches and an aggregate base thickness of 4.4-inches, with an average total section thickness of 6.5-inches. The minimum total section thickness was found to be 3.4-inches located on

Chameleon Street 460-feet north of 163rd Lane, which is near the location of the bituminous flume taking water into the low area east of Chameleon Street.

3.2 Watermain

Watermain does not exist on site.

3.3 Sanitary Sewer

Sanitary sewer does not exist on site.

3.4 Storm Sewer/Drainage

The storm sewer system consists of a catch basin at the intersection of 163rd Street and Alpaca, a bituminous flume between 16420 and 16450 Alpaca Street, a bituminous flume at 16427 Chameleon Street, and a bituminous flume on the cul-de-sac on 164th Lane. The storm sewer systems drain to 3 low-lying areas located within drainage and utility easements.

3.5 Streets

3.5.1 Existing Typical Sections

The width of 163rd Lane, Alpaca Street, Chameleon Street, and 164th Lane is 31-feet from back-of-curb to back-of-curb. The cul-de-sac on 164th Lane has a 50-foot radius to the back of curb. The streets are centered within a 66-foot wide City-owned right-of-way. The cul-de-sac on 164th Lane is considered temporary with possible future development to the west, no record of a temporary or permanent easement has been found to encompass this cul-de-sac. Therefore, the City will have to obtain a right of entry from the property owners to complete the proposed work.

3.5.2 Maintenance History

The North Forty streets were originally constructed in 1989. All street segments within the subdivision received crackseal and sealcoat improvements in 1998. The street segments have regularly received spot patching on an as-needed basis.

3.6 Land Use

The parcels within the construction area are zoned residential.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

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

4.1.1 Street Improvements

All streets are proposed to be reconstructed with bituminous pavement and concrete curb and gutter, which will better facilitate drainage over time. Numerous streets exist throughout the City with bituminous curbing and almost all are deteriorating more rapidly than streets with concrete curb and gutter due to their inability to rapidly convey drainage off of the pavement surface, particularly along edges of streets.

The proposed surface improvements are shown on ***Figure 1 in Appendix A.***

Street Design:

163rd Lane, Alpaca Street, Chameleon Street, and 164th Lane are currently urban residential streets with bituminous curb and pavement 31-feet wide from back-of-curb to back-of-curb. The cul-de-sac on 164th Lane is 100-feet in diameter from back-of-curb to back-of-curb. Existing and proposed traffic counts are consistent with typical residential streets.

All street segments are proposed to be reconstructed at their current width. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A.***

City staff is proposing a pavement section design of 1.5 inches bituminous wear course, 2 inches bituminous base course, and 4 inches of aggregate base composed of full depth reclamation material. This pavement section would be constructed over the existing subgrade after it is reshaped and compacted.

4.1.2 Storm Sewer Improvements

The existing drainage and storm sewer system will be improved by adding concrete curb and gutter, replacing bituminous flumes with concrete pipe systems, and providing additional catch basins along curb lines to reduce the width of stormwater encroachment onto the pavement surface during rainfall and snowmelt events.

No stormwater treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

Braun Intertec completed a Geotechnical Exploration and Engineering Review including five (5) soil borings spaced at approximate 500-foot intervals along 163rd Lane, Alpaca Street, and Chameleon Street. The locations of the borings are shown in the Boring

Location Diagram in the Appendix of Braun's report, attached in ***Appendix C.*** Braun recommends completing a 6-8 inch deep reclamation of the existing bituminous pavement. Placing 6 inches of aggregate base class 5 or reclaim material, and 3.5 inches of bituminous pavement. City staff is in close agreement and proposes completing a full-depth reclamation process of the existing pavement, placing 4-inches of aggregate base class 5 or reclaim material, and 3.5-inches of new bituminous pavement. The proposed improvements should have a service life of approximately 60 years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.4 Other Considerations

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

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to move their irrigation systems out of harm's way before work begins.

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

Pavement Corings:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City staff on-site during pavement installation to insure the proper quantities are being placed. As further conformation, staff is proposing to have pavement corings taken at the conclusion of all reconstruction projects. This is already a requirement on all State Aid projects, and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

No stormwater retention and/or treatment improvements will be required as a result of this project.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed using the FDR process outlined within this report.

4.6 Private Utilities

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

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

4.7 Permits

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

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

4.8 Right-of-Ways/Easements

During preparation of this report, City staff found the 164th Lane cul-de-sac was constructed without the necessary permanent easement. It is likely this cul-de-sac was built as a temporary cul-de-sac for possible development to the west. Four properties access Chameleon Street / 164th Lane, none have access and two have property located within the cul-de-sac. With a length of approximately 900-feet it would be ideal for future development to loop this cul-de-sac road. City code sets 600-feet as the maximum length of a cul-de-sac. City staff will contact the two property owners to discuss options for securing easements. The costs for easement acquisitions are not included in the probable project costs.

City staff will obtain required right of entries on a case by case basis.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2018 construction costs for the proposed improvements with 5-percent contingency costs, plus 23-percent indirect costs for administrative, engineering, financing and legal costs.

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

Braun Intertec prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix C***, at a cost of $3,228.67.

5.2 Funding

5.2.1 Assessments

A portion of the project costs is proposed to be recovered through special assessments levied against the 15 identified benefiting properties; 5 along 163rd Lane, 6 along Alpaca Street, 3 along Chameleon Street, and 1 along 164th Lane. Assessments are proposed to be collected for eligible improvements benefiting residential properties with direct access to the improved segments of the North Forty as described below. A preliminary assessment summary is included below in ***Table 1.***

Residential Assessments:
Special assessments are proposed to be levied against residential properties having direct access to improved streets. To be consistent with previous applications of the Special Assessments Policy, each residential property is proposed to be assessed using the "per lot" method.

Each residential property is preliminarily proposed to be assessed at the rate of $8,644.75 per lot. Since State Statute and the City Charter does not allow for assessments to exceed the benefit to the property, staff therefore requests Council authorization to order a benefit appraisal consultation for this project in accordance with the City's Special Assessment Policy.

The Preliminary Assessment Map and Roll are included in ***Appendix B.***

TABLE 1
Proposed Preliminary Assessments – 163rd Lane, Alpaca Street, Chameleon Street, 164th Lane

STREET SEGMENT	ASSESSMENT PER LOT	NO. OF LOTS	TOTAL ASSESSMENTS
163rd Lane Residential Assessment	$8,644.75	5	$43,223.75
164th Lane Residential Assessment	$8,644.75	1	$8,644.75
Alpaca Street Residential Assessment	$8,644.75	6	$51,868.50
Chameleon Street Residential Assessment	$8,644.75	3	$25,934.25
TOTAL PROJECT ASSESSMENTS			**$129,671.28**

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Table 2 illustrates the proposed project funding based on design proposed within this report. This funding program assumes construction will occur in 2018.

TABLE 2
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Surface	**$107,867.53**	**$323,602.60**	**$431,470.13**
Storm Sewer	**$21,803.75**	**$65,411.25**	**$87,215.00**
TOTALS	**$129,671.28**	**$389,013.85**	**$518,685.13**

Total Project Cost		**$518,685.13**
Less Special Assessments	-	$129,671.28
Subtotal	**=**	**$389,013.85**
Less City Bonding Funds	-	$323,602.60
Subtotal	**=**	**$65,411.25**
Less Stormwater Utility Funds	-	$65,411.25
TOTAL Remaining Cost	**=**	**$0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... July 11, 2017

Council Accepts Feasibility Report/Orders Public Hearing ..... October 24, 2017

Staff Conducts Neighborhood Information Meeting ..... November 7, 2017

Council Conducts Public Hearing Authorizes Plans and Specifications ..... November 14, 2017

Staff Conducts Private Utility Coordination Meeting ..... December, 2017

Council Approves Plans and Specifications / Authorizes Ad for Bids ..... January 9, 2018

Staff Receives Bids ..... February 6, 2018

Council Awards Contract ..... February 13, 2018

Contractor Begins Construction ..... May / June 2018

Contractor Completes Construction ..... September 2018

Council Conducts Assessment Hearing ..... October 9, 2018

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 18-01 proposes to reconstruct the bituminous pavement section, to remove the existing bituminous curb and replace it with B618 concrete curb and gutter, and to complete miscellaneous appurtenant work on the following street segments within the North Forty subdivision:

1. 163rd Lane (approx. 920 linear feet) – Armstrong Boulevard to Alpaca Street.
2. Alpaca Street (approx. 920 linear feet) – 163rd Lane to 165th Avenue.
3. Chameleon Street (approx. 670 linear feet) – 163rd Lane to 164th Lane.
4. 164th Lane (approx. 260 linear feet) – Chameleon Street to west cul-de-sac.

It is the recommendation of City staff that Improvement Project No. 18-01 is feasible, necessary, and cost-effective from an engineering standpoint, and this project would best be constructed in conjunction with the River's Bend and Stanhope Terrace Street Reconstruction projects as proposed herein.

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

1. Remove existing bituminous curb and replace with B618 concrete curb and gutter.

2. Reconstruct existing bituminous pavement using full-depth reclamation process, meeting the City's standard residential pavement section of 4" aggregate base class 5 or (reclaim), 2" new bituminous base course, and 1 ½" new bituminous wear course.

3. Staff recommends excluding private irrigation system work from this project. Instead Staff will notify property owners of pending construction as far in advance as possible, and instruct them to relocate their irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

4. Staff recommends holding a neighborhood information meeting on November 7, 2017 to inform property owners of the proposed improvements and to gather their input prior to completing plans and specifications and requesting Council approval to advertise for bids as outlined in the project schedule.

5. Order an assessment appraisal consultation to ensure special assessments do not exceed the benefit received as a result of the improvements.

6. Meet with 164th Lane cul-de-sac property owners to discuss acquisition of easements for cul-de-sac.

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

1. Accept the preliminary residential special assessment rate of $8,644.75 per lot.
2. Authorize an assessment appraisal consultation to ensure all special assessments are commensurate with benefit received from the proposed improvements.

3. Adopt Resolution #17-10-272 approving this Feasibility Report and ordering the Public Hearing for November 14, 2017.

APPENDIX A

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

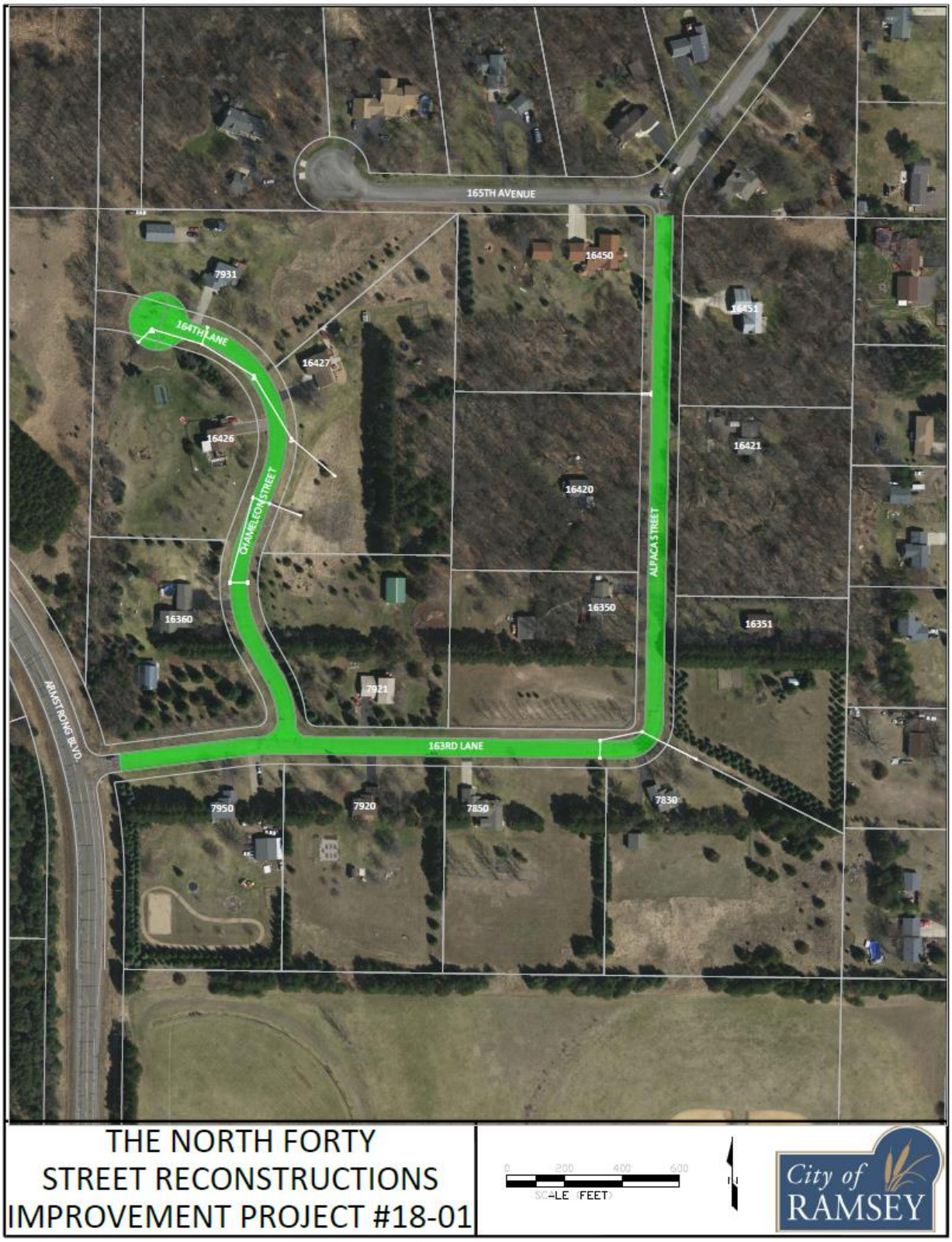


FIGURE 1
PROJECT SCOPE

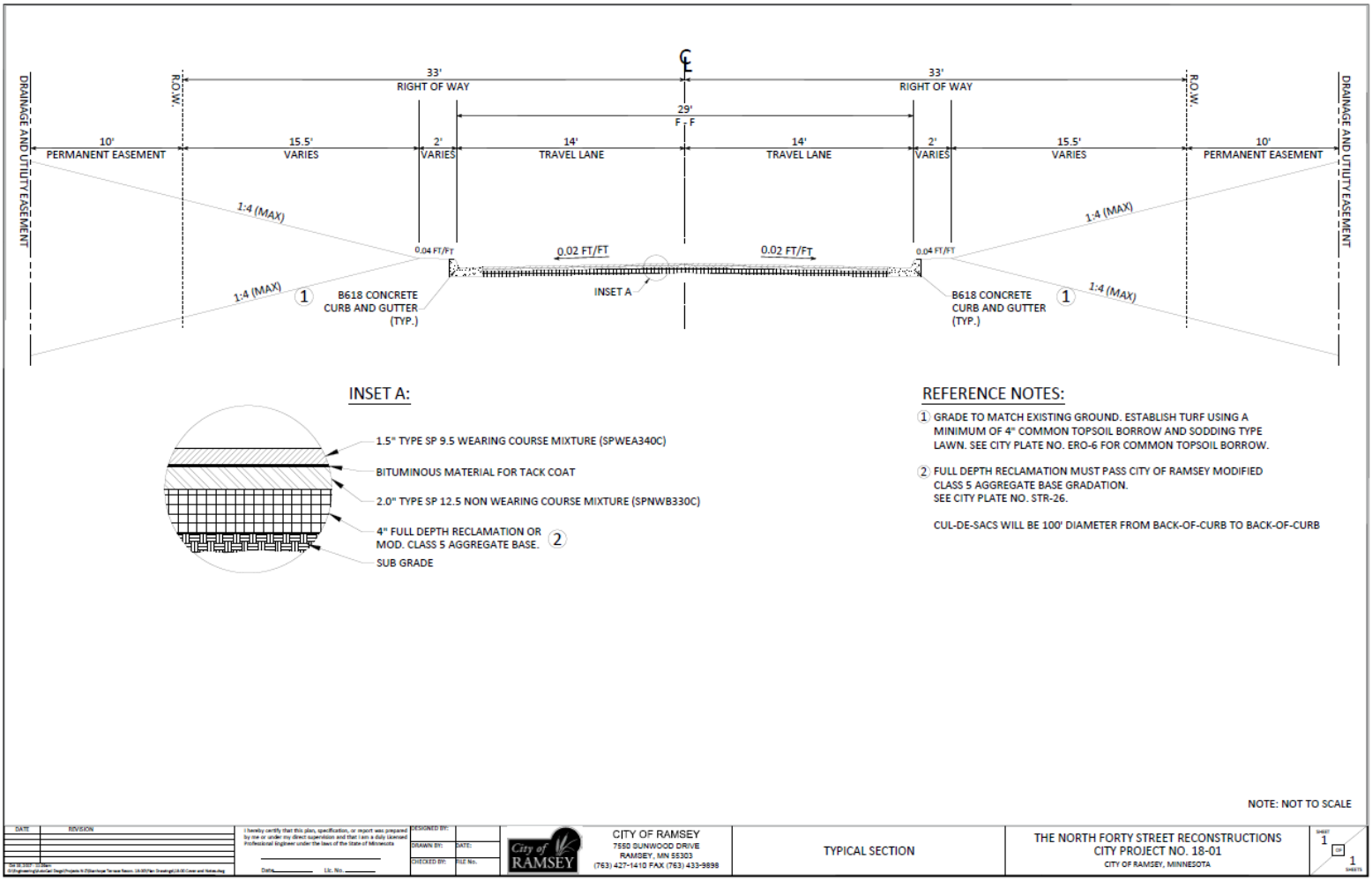


FIGURE 2
TYPICAL SECTION – PROPOSED IMPROVEMENTS

PROJECT SITE PICTURES



1: Chameleon Street from 163rd Lane



2: 164th Lane cul-de-sac from West



3: 163rd Lane from Alpaca Street



4: Alpaca Street from 165th Avenue

APPENDIX B

Opinion of Probable Costs
Preliminary Assessment Map
Preliminary Assessment Roll

18-01 THE NORTH FORTY STREET RECONSTRUCTION					
Preliminary Engineer's Estimate 10/19/2017					
STREET CONSTRUCTION					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	MOBILIZATION	LS	1	$16,000.00	$16,000.00
2	REMOVE SEWER PIPE – STORM	LF	100	$20.00	$2,000.00
3	REMOVE CONCRETE DRIVEWAY PAVEMENT	SF	210	$3.00	$630.00
4	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	145	$8.00	$1,160.00
5	REMOVE MANHOLE OR CATCH BASIN	EA	1	$400.00	$400.00
6	REMOVE BITUMINOUS FLUME	EA	3	$500.00	$1,500.00
7	SAWING CONCRETE PAVEMENT – FULL DEPTH	LF	34	$6.00	$204.00
8	SAWING BITUMINOUS PAVEMENT – FULL DEPTH	LF	264	$3.00	$792.00
9	SALVAGE MAIL BOX SUPPORT	EA	14	$50.00	$700.00
10	TEMPORARY MAIL BOX CLUSTER	EA	2	$400.00	$800.00
11	COMMON EXCAVATION (EV)	CY	400	$12.00	$4,800.00
12	SUBGRADE PREPARATION	RDST	28	$200.00	$5,600.00
13	WATER	MGAL	50	$30.00	$1,500.00
14	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	1,400	$20.00	$28,000.00
15	BITUMINOUS PAVEMENT RECLAMATION – FULL DEPTH	SY	10,048	$2.00	$20,096.00
16	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	1,350	$11.00	$14,850.00
17	BITUMINOUS MATERIAL FOR TACK COAT	GAL	611	$3.00	$1,833.00
18	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	720	$68.00	$48,960.00
19	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	960	$60.00	$57,600.00
20	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) DRIVEWAYS (2")	TON	16	$68.00	$1,088.00
21	CONCRETE CURB & GUTTER DESIGN B618 (HE)	LF	5,231	$13.00	$68,003.00
22	6" CONCRETE DRIVEWAY PAVEMENT (HE)	SY	25	$55.00	$1,375.00
23	7" CONCRETE VALLEY GUTTER (HE)	SY	45	$80.00	$3,600.00
24	BITUMINOUS CURB	LF	300	$10.00	$3,000.00
25	LANDSCAPE RESTORATION	LS	1	$10,000.00	$10,000.00
26	INSTALL MAIL BOX SUPPORT	EA	14	$50.00	$700.00
27	TRAFFIC CONTROL	LS	1	$3,000.00	$3,000.00
28	SILT FENCE, TYPE MS	LF	100	$3.00	$300.00
29	STORM DRAIN INLET PROTECTION	EA	11	$200.00	$2,200.00
30	FERTILIZER TYPE 3	LB	15	$3.50	$52.50
31	COMMON TOPSOIL BORROW (LV)	CY	500	$30.00	$15,000.00
32	SEED MIXTURE 33-261	LB	5	$10.00	$50.00
33	SODDING TYPE LAWN	SY	3,450	$5.00	$17,250.00
34	EROSION CONTROL BLANKET CATEGORY 3	SY	267	$3.00	$801.00
35	SEEDING	ACRE	0.06	$4,000.00	$240.00
				TOTAL STREET CONSTRUCTION COST	*$334,084.50*
				5% CONTIGENCY COST	*$16,704.23*
				23% INDIRECT COST	*$80,681.41*
				TOTAL STREET PROJECT COST	*$431,470.13*

STORM SEWER CONSTRUCTION					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	UTILITY DEWATERING	LS	1	$1,000.00	$1,000.00
2	GEOTEXTILE FABRIC TYPE IV	SY	50	$3.50	$175.00
3	CONCRETE FLUME	EA	1	$200.00	$200.00
4	15” RC PIPE APRON	EA	1	$500.00	$500.00
5	18” RC PIPE APRON	EA	1	$750.00	$750.00
6	TRASH GUARD FOR 15” RC PIPE APRON	EA	1	$300.00	$300.00
7	TRASH GUARD FOR 18” RC PIPE APRON	EA	1	$400.00	$400.00
8	15” RC PIPE SEWER, DESIGN 3006 CLASS III	LF	340	$35.00	$11,900.00
9	18” RC PIPE SEWER, DESIGN 3006 CLASS III	LF	412	$40.00	$16,480.00
10	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LF	45	$425.00	$19,125.00
11	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2X3 CATCH BASIN	EA	2	$1,200.00	$2,400.00
12	CASTING ASSEMBLY	EA	10	$550.00	$5,500.00
13	INSTALL CASTING	EA	10	$250.00	$2,500.00
14	ADJUST FRAME AND RING CASTING	EA	10	$350.00	$3,500.00
15	RESET CATCH BASIN CASTING	EA	1	$1,000.00	$1,000.00
16	RANDOME RIP RAP CLASS III	CY	12	$150.00	$1,800.00
				TOTAL STORM SEWER CONSTRUCTION COST	*$67,530.00*
				5% CONTINGENCY COST	*$3,376.50*
				23% INDIRECT COST	*$16,308.50*
				TOTAL STORM SEWER PROJECT COST	*$87,215.00*

PRELIMINARY ENGINEER’S ESTIMATE SUMMARY	
TOTAL STREET PROJECT COST	*$431,470.13*
TOTAL STORM SEWER PROJECT COST	*$87,215.00*
TOTAL ESTIMATED PROJECT COST	**$518,685.13**
STREET RECONSTRUCTION AND OVERLAY PROGRAM BONDS	*$323,602.60*
STORM WATER UTILITY FUND	*$65,411.25*
SPECIAL ASSESSMENTS	*$129,671.28*

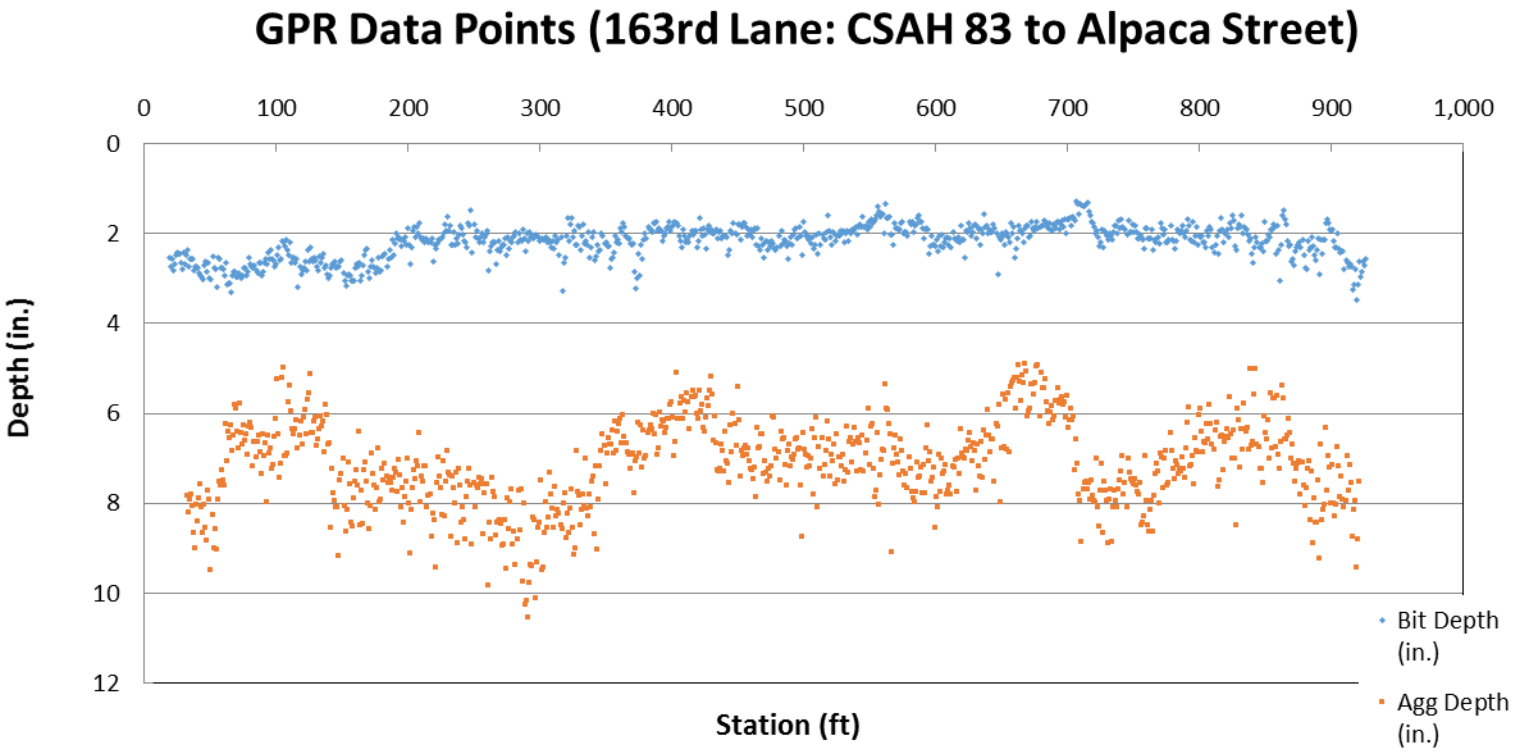

165TH AVENUE
7931
16450
16451
164TH LANE
16427
16426
CHAMELEON STREET
16420
16421
ALPACA STREET
16360
16350
16351
7921
ARMSTRONG BLVD.
163RD LANE
7950
7320
7850
7830
THE NORTH FORTY
ASSESSABLE PROPERTIES
0
200
400
600
SCALE (FEET)
City of
RAMSEY

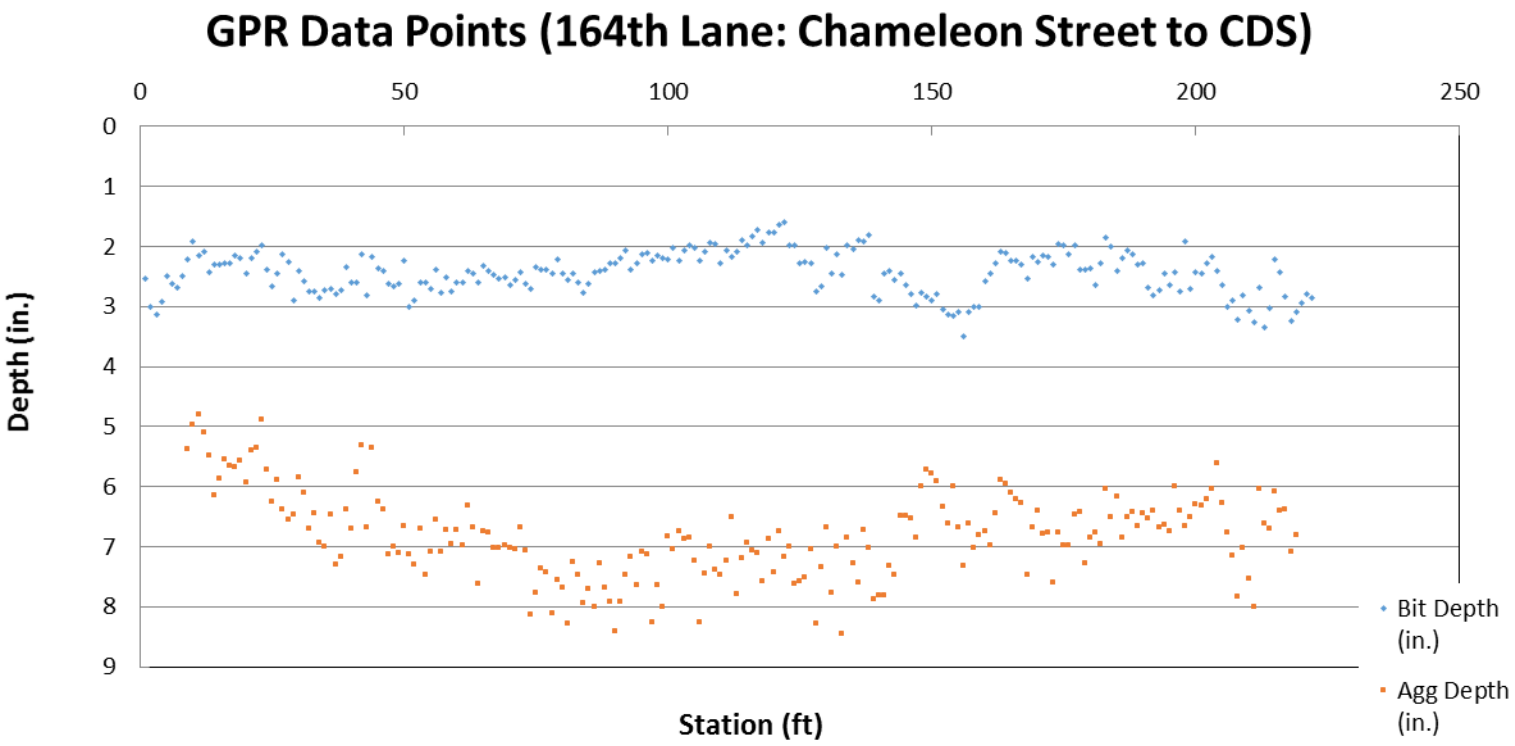
PROPOSED ASSESSMENT ROLL – 18-01 THE NORTH FORTY							
PID	**NAME / OWNER**	**ADDRESS 1**	**CITY**	**STATE**	**ZIP**	**ASSESSABLE UNITS**	**PROPOSED ASSESSMENT**
163225220002	OPSAL DOUGLAS O & KIMBERLY	16360 CHAMELEON ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220003	RAMSEY JUDY ANN	16426 CHAMELEON ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220004	JOHNSON DANIEL A	7931 164TH LN NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220005	RAMOS JILL	16427 CHAMELEON ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220006	GREGA JAMES S & MARY B	7921 163RD LN NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220007	BARTON KAREN	16350 ALPACA ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220008	MOSS CHRISTINA	16420 ALPACA ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220009	OLSON BRIAN	16450 ALPACA ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220010	EIRICH JOHN H	7950 163RD LN NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220011	MINNICH WILLIAM & KATHERINE	7920 163RD LN NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220012	CORBIN CASSANDRA	7850 163RD LN NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220013	KNOSALLA KRIS	7830 163RD LN NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220014	ECKHOFF C R & VOGEL J L	16351 ALPACA ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220015	WACHTLER DAVID E & VICTORIA J	16421 ALPACA ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
163225220016	THEIS TRUSTEE IDA & THEIS TRUSTEE JEFFREY	16451 ALPACA ST NW	RAMSEY	MN	55303-0000	1	$8,644.75
TOTALS						**15**	**$129,671.28**

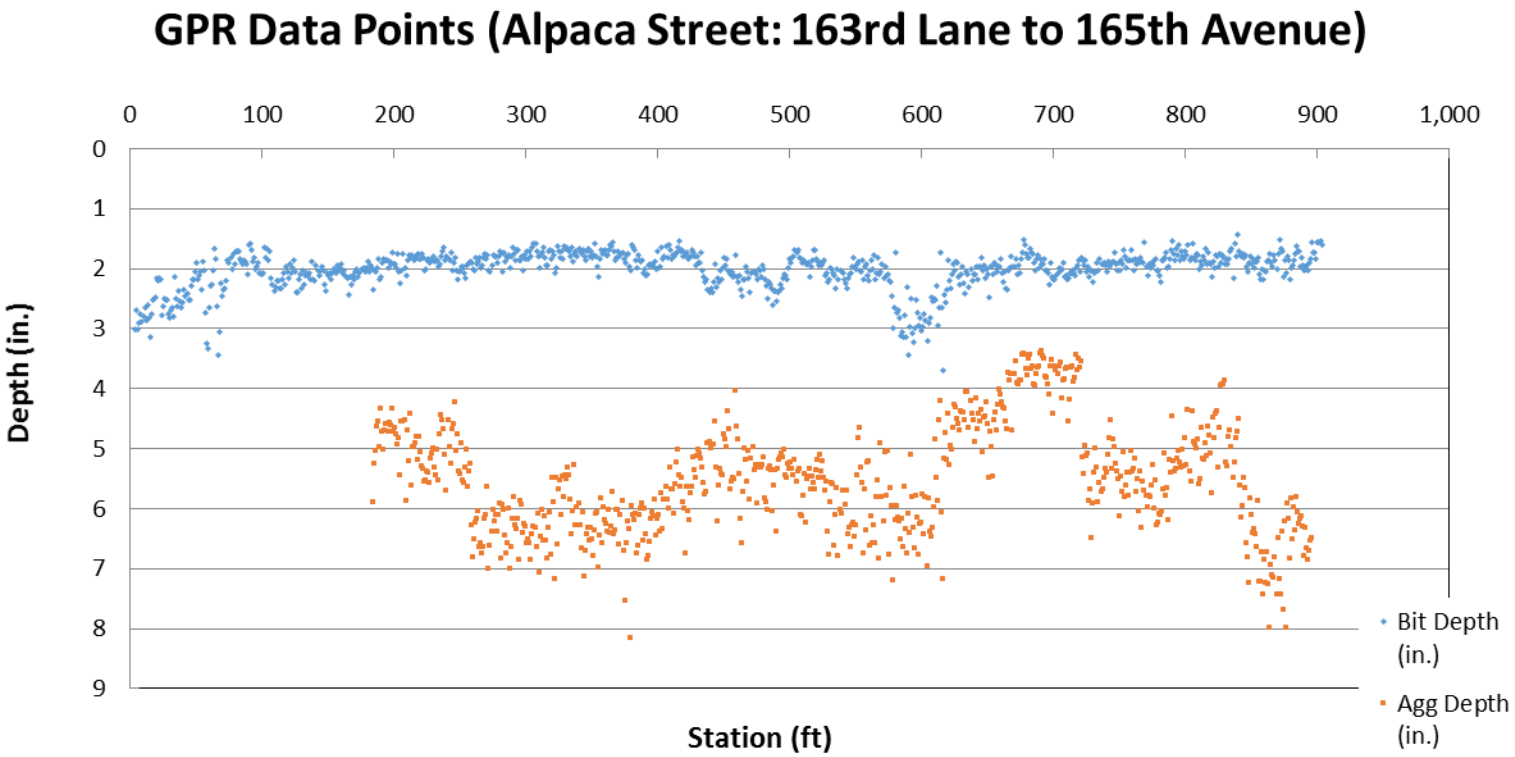
APPENDIX C

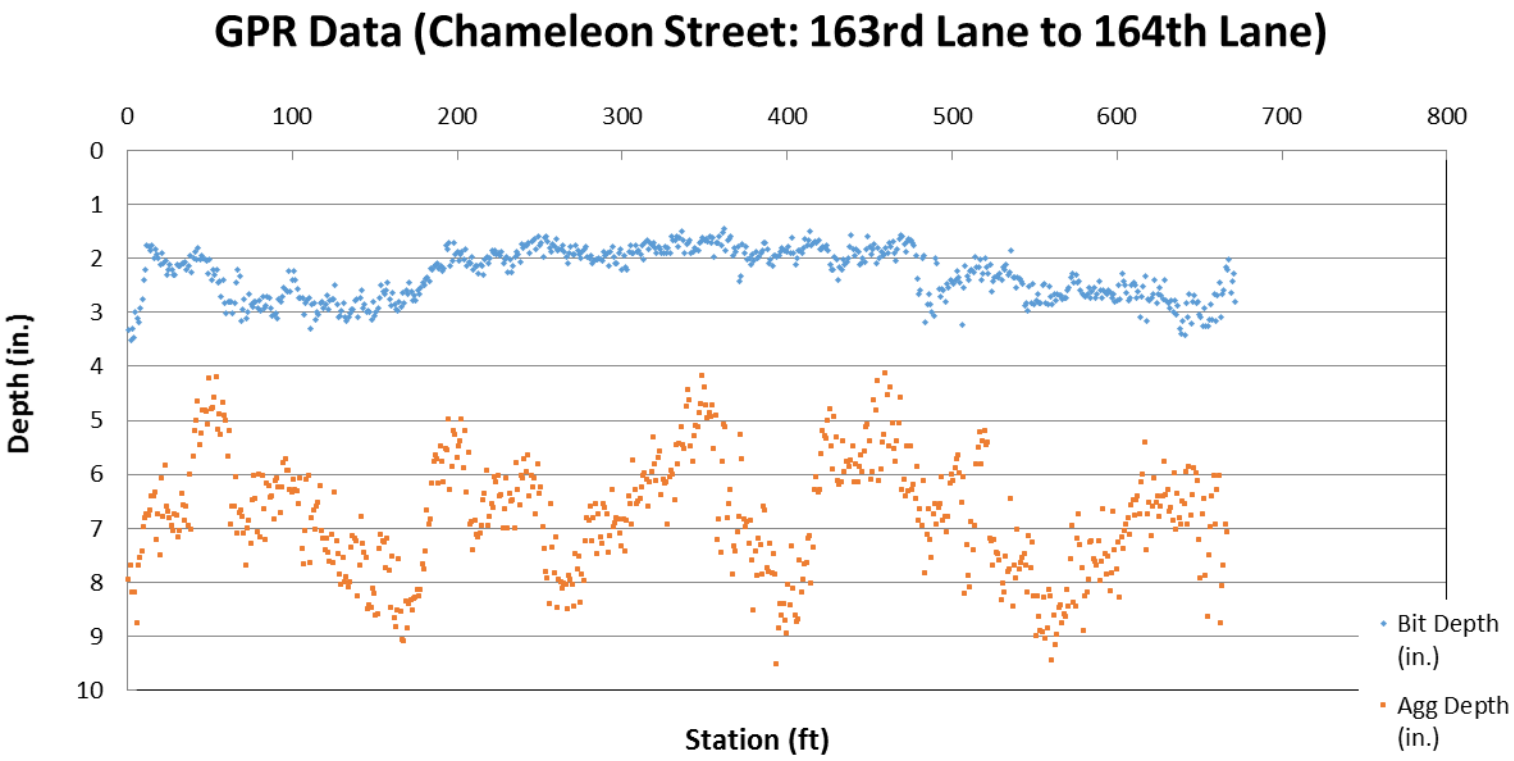
Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

The North Forty GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location of Min**
163rd Lane	CR 83 / Alpaca St	1.3	3.5	2.2	2.7	8.4	5.0	4.9	7.1	668 feet east of CR 83
164th Lane	Chameleon St / CDS	1.6	3.5	2.4	2.6	6.1	4.4	4.8	6.8	11 feet north of Chameleon St.
Alpaca Street	163rd Ln / 165th Ave	1.4	3.7	2.0	1.4	6.2	3.5	3.4	5.5	691 feet north of 163rd Lane.
Chameleon Street	163rd Ln / 164th Ln	1.5	3.5	2.3	2.0	7.5	4.5	4.1	6.8	460 feet north of 163rd Lane.
Project Summary		*1.3*	*3.7*	*2.2*	*1.4*	*8.4*	*4.4*	*3.4*	*6.5*	*691 feet north of 163rd Lane.*




GPR Data Points (164th Lane: Chameleon Street to CDS)
0
50
100
150
200
250
0
1
2
3
4
5
6
7
8
9
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)


GPR Data Points (Alpaca Street: 163rd Lane to 165th Avenue)
0
100
200
300
400
500
600
700
800
900
1,000
0
1
2
3
4
5
6
7
8
9
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)


GPR Data (Chameleon Street: 163rd Lane to 164th Lane)
0
100
200
300
400
500
600
700
800
0
1
2
3
4
5
6
7
8
9
10
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)

Geotechnical Evaluation Report

2018-2019 Reconstruction Projects
North Forty, Stanhope Terrace, Ford Brook Estates Subdivisions
Ramsey, Minnesota

Prepared for

City of Ramsey

DRAFT

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

Neil G. Lund, PE
Senior Engineer
License Number: 46212
August 11, 2017

Project B1705491

Braun Intertec Corporation

Braun Intertec Corporation
11001 Hampshire Avenue S
Minneapolis, MN 55438

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Web: braunintertec.com

August 11, 2017 Project B1705491

Bruce Westby, PE
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Re: Geotechnical Evaluation
2018-2019 Reconstruction Projects
North Forty, Stanhope Terrace, Ford Brook Estates Subdivisions
Ramsey, Minnesota

Dear Mr. Westby:

We are pleased to present this Geotechnical Evaluation Report for the 2018-2019 Reconstruction Projects in Ramsey, Minnesota. Our results and recommendations in light of the geotechnical issues influencing design and construction are presented in the attached report, which we request you read in its entirety.

Remarks

Thank you for making Braun Intertec Corporation your geotechnical consultant for this project. If you have questions about this report, or if there are other services that we can provide in support of our work to date, please call Neil Lund at 952.995.2284.

Sincerely,

BRAUN INTERTEC CORPORATION

Neil G. Lund, PE
Senior Engineer

Matthew S. Oman, PE
Principal Engineer

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Appendix

Boring Location Sketches (3 sheets)
Log of Boring Sheets ST-A1 to ST-A5, ST-B1 to ST-B5, ST-C1 to ST-C15
Descriptive Terminology of Soil

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A. Introduction

A.1. Project Description

This Geotechnical Evaluation Report addresses the proposed 2018-2019 Reconstruction Projects in Ramsey, Minnesota. The projects will be in three subdivisions as summarized in Table 1.

Table 1. Project Area Details

Subdivision	Approximate Street Length (feet)	Borings
The North Forty (Area A)	2,939	ST-A1 to ST-A5
Stanhope Terrace (Area B)	2,763	ST-B1 to ST-B5
Ford Brook Estates (Area C)	7,369	ST-C1 to ST-C15

The proposed projects will include pavement reconstruction and storm sewer improvements.

A.2. Purpose

The purpose of this geotechnical evaluation was to characterize subsurface geologic conditions at selected exploration locations and provide geotechnical recommendations for the design and construction of the Ramsey 2018-2019 Reconstruction Projects.

A.3. Background Information and Reference Documents

To facilitate our evaluation, we were provided with or reviewed the following information or documents:

- A base map of the project area provided by City of Ramsey
- *Geologic Atlas of Anoka County* available from the Minnesota Geological Survey.

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A.4. Project Area Conditions

Based on our referenced documents and past experience, the native soils underlying the project area include sandy alluvium.

The 2018-2019 Reconstruction Project areas are zoned as residential.

The current streets are surfaced with bituminous pavement with rural cross-sections. The topography of each project area is slightly rolling.

A.5. Scope of Services

Our scope of services for this project was originally submitted as a quote to Mr. Bruce Westby of the City of Ramsey, for which we received authorization to proceed on June 8, 2017. Tasks performed in accordance with our authorized scope of services included:

- Staking and clearing exploration locations of underground utilities.
- Performing 25 penetration test borings and extending them to a nominal 10 feet below the current pavement surface.
- Performing laboratory moisture content tests and mechanical analyses (#200 sieve only) on selected penetration test samples.
- Preparing this report containing a CAD sketch, exploration logs, a summary of the geologic materials encountered, results of laboratory tests, and recommendations for subgrade preparation, pavement thickness design and utility placement.

Exploration locations and surface elevations at the exploration locations were determined using GPS technology that utilizes the Minnesota Department of Transportation's (MnDOT's) permanent GPS Virtual Reference Network (VRN).

Our scope of services was performed under the terms of our July 18, 2016 General Conditions.

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B. Results

B.1. Exploration Logs

B.1.a. Log of Boring Sheets

Log of Boring sheets for our penetration test borings are included in the Appendix. The logs identify and describe the geologic materials that were penetrated, and present the results of penetration resistance tests, laboratory tests performed on penetration test samples retrieved from them and groundwater measurements.

Strata boundaries were inferred from changes in the penetration test samples and the auger cuttings. Because sampling was not performed continuously, the strata boundary depths are only approximate. The boundary depths likely vary away from the boring locations, and the boundaries themselves may also occur as gradual rather than abrupt transitions.

B.1.b. Geologic Origins

Geologic origins assigned to the materials shown on the logs and referenced within this report were based on: (1) a review of the background information and reference documents cited above, (2) visual classification of the various geologic material samples retrieved during the course of our subsurface exploration, (3) penetration resistance testing performed for the project, (4) laboratory test results and (5) available common knowledge of the geologic processes and environments that have impacted the site and surrounding area in the past.

B.2. Geologic Profile

B.2.a. Pavement Materials

The borings first encountered an average bituminous pavement thickness of 4.3 inches as shown in Table 2. The aggregate base averaged 7.5 inches.

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Table 2. Pavement Thickness Summary

Boring	Subdivision	Street	Pavement Thickness (in.)		Notes
			Bituminous	Aggregate Base	
ST-A1	The North Forty	163rd Ln	3	5	
ST-A2		163rd Ln	3	5	
ST-A3		Alpaca St	3	---	Aggregate base not noted
ST-A4		Chameleon St	3	8	
ST-A5		Chameleon St	3	4	
AREA A AVERAGE			**3.0**	**5.5**	
ST-B1	Stanhope Terrace	Ute St	3	5	
ST-B2		Ute St	4	6	
ST-B3		154th Ln	4	5	
ST-B4		Ute St	3	4	
ST-B5		153rd Ct	3	4	
AREA B AVERAGE			**3.4**	**4.8**	
ST-C1	Ford Brook Estates	Junkite St	4	5	
ST-C2		180th Ave	5	5	
ST-C3		180th Ave	3	5	
ST-C4		180th Ave	3	4	
ST-C5		180th Ave	4	4	
ST-C6		180th Ave	6	4	3 inches of bituminous and 4 inches of aggregate base underlay the surface section
ST-C7		Iodine St	3	5	
ST-C8		Germanium St	3	4	
ST-C9		Flourine St	3	5	
ST-C10		Erkium St	5	---	Aggregate base not noted
ST-C11		Erkium St	3	6	
ST-C12		180th Ln	3	6	
ST-C13		Iodine St	4	5	
ST-C14		180th Ln	5	5	
ST-C15		Krypton St	4	5	
AREA C AVERAGE			**3.9**	**4.9**	

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B.2.b. Geologic Materials

Table 3 provides a summary of the soil boring results, in the general order we encountered the strata. Please refer to the Log of Boring sheets in the Appendix for additional details. The Descriptive Terminology sheet in the Appendix includes definitions of abbreviations used in Table 3.

Table 3. Subsurface Profile Summary*

Strata	Soil Type - ASTM Classification	Range of Penetration Resistances	Commentary and Details
Pavement section	N/A	N/A	▪ See Table 1.
Fill	SP-SM, SP, SC, CL	3 to 24 blows per foot (BPF)	▪ Overwhelmingly SP-SM or SP. ▪ General penetration resistance of about 10 BPF. ▪ Moisture condition moist to wet. ▪ Thicknesses at boring locations varied from 1 to 11 feet (boring ST-A% terminated in likely fill material). ▪ Limited clayey layers (ST-C5, ST-C14).
Alluvium	SP, SP-SM, CL, SC	3 to 28 BPF	▪ General penetration resistances of less than 10 BPF in sands (loose), or 3 to 7 BPF in clays (soft to medium). ▪ Sands typically brown to light brown, fine-grained and moist. ▪ Clays generally present near observed water; usually gray in color, with limited sandy soil content. Present in ST-C3, ST-C5, ST-C14, ST-C15. ▪ Moisture condition variable above the apparent water table, though generally moist. ▪ Water table penetrated in a limited number of borings (see Table 3).
Swamp deposits	SM, CH	1 to 7 BPF	▪ Present in two locations: ST-C6 and ST-C11. ▪ SM layer was black, 4 to 5 feet thick and included organic fines and trace wood pieces (ST-C06). ▪ Underlain by gray, fat clay to boring termination depth in ST-C11.

*Abbreviations defined in the attached Descriptive Terminology sheet.

For simplicity in this report, we define fill to mean existing, uncontrolled or undocumented fill.

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B.2.c. Groundwater

Groundwater was observed during our drilling operations as shown in Table 4.

Table 4. Groundwater Observation Summary

Boring	Surface Elevation (ft)*	Observed Groundwater Depth (ft)	Corresponding Groundwater Elevation (ft)
ST-C3	882	7	875
ST-C4	883	9	874
ST-C10	889	8 1/2	880 1/2

*Rounded to nearest 1/2 foot.

The groundwater elevation was approximately between 874 and 880 1/2 feet. Seasonal and annual fluctuations of groundwater should be anticipated.

B.3. Laboratory Test Results

Laboratory test results, including moisture content, organic content and mechanical analysis (#200 sieve only) tests, are summarized in Table 5. The moisture contents of the sandy fill and native soils were around 3 to 15 percent, indicating the materials ranged from below to above their optimum moisture contents for compaction. The higher moisture contents of noted clayey soils, ranging from 15 to 37 percent, are likely near or above their optimum moisture contents for compaction.

Table 5. Laboratory Testing Results

Borehole	Soil Classification	Depth	%<#200 Sieve	Water Content (%)	Organic Content (%)
ST-A2	SP-SM	2 1/2	9	8	---
ST-A4	SP	2 1/2	---	3	---
ST-B4	SP-SM	2 1/2	6	4	---
ST-C1	SP-SM	5	6	4	---
ST-C3	SP-SM	5	---	18	---
ST-C7	SP	7 1/2	---	8	---
ST-C10	SP-SM	5	12	10	---
ST-C11	SM	5	---	15	2
ST-C13	SP-SM	2 1/2	---	9	---
ST-C14	CL	2 1/2	---	15	2
ST-C14	CL	5	98	37	--

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C. Basis for Recommendations

C.1. Design Details

C.1.a. Traffic Loads

Traffic counts for the streets were not available. Based on the residential zoning in the project areas, we anticipate they will experience approximately 50,000 equivalent single axle loads (ESALs) over a 20-year service life.

C.1.b. Anticipated Grade Changes

Based on the nature of construction, we anticipate grade changes will be minimal.

C.1.c. Utility Depths

Design utility depths were not available. We also assume storm sewer improvements will be less than 10 feet below grade.

C.1.d. Precautions Regarding Changed Information

We have attempted to describe our understanding of the proposed construction to the extent it was reported to us by others. Depending on the extent of available information, assumptions may have been made based on our experience with similar projects. If we have not correctly recorded or interpreted the project details, we should be notified. New or changed information could require additional evaluation, analyses and/or recommendations.

C.2. Design and Construction Considerations

C.2.a. Reuse of Pavement Materials

Our borings encountered a bituminous layer averaging 3 to 4 inches thick, depending on the project area. The aggregate base was 5 to 5 1/2 inches thick, on average, and was underlain with sandy fill material in nearly all of our soil borings.

In our opinion, full-depth reclamation (FDR) can be utilized in order to obtain materials for aggregate base on the projects, assuming the material can be stockpiled or processed on site, or hauled to an off-site location to be sorted and reused. A proper reclamation depth will likely vary be between 6 and 8 inches. It may be possible to increase this thickness locally depending on the conditions encountered and nature of the subbase materials.

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We recommend thorough quality control practices, including frequent sieve analyses of the reclaimed material, if the product will be reused directly on site as aggregate base or as a stabilizing material with minimal processing.

C.2.b. Pavement Subgrades

The pavement subgrades will consist almost exclusively of sandy materials, though areas of clayey sand or lean and fat clay were also present.

We anticipate the subgrade soils present beneath the streets will generally be suitable for pavement support in their current condition or with minor rework such as surface compaction. The exception is the swamp-deposited soils, which should be removed from excavations for pavements and in utility trenches. The shallow clayey sand or lean clay fill, present in ST-C5, ST-C14 and ST-C15, may be wet or become wet upon exposure. These soils in particular may require additional work, such as drying or moisture conditioning, before they can be properly compacted.

C.2.c. Utility Support and Impact of Groundwater

The reuse of the utility trench backfill soils will have potential impacts on the pavement subgrades. If the backfill is not properly compacted, there is the potential for subgrade instability and settlement (and premature deterioration) of the driving surface. We anticipate the trench soils will consist mostly of granular soils (poorly graded sand and poorly graded sand with silt). In some cases, poor or unsuitable soils will be encountered that should be removed or will need additional effort to properly compact.

Depending on the conditions at the time of excavation, drying of the clayey and silty soils may be necessary to achieve the levels of compaction recommended for utility support. Clayey and particularly silt-rich trench soils that are exposed to moisture will be more susceptible to strength loss and may also become unstable, which will require moisture conditioning or removal and replacement with suitable soils. Fat clay and organic soils (ST-C6, ST-C11) should not be used as utility support or backfill material.

Groundwater was present in a limited number of borings (see Table 3), which may affect the placement of storm sewer. A coarse stabilizing aggregate could help with utility placement in wet or saturated conditions in these soils.

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D. Recommendations

D.1. Pavements

D.1.a. Subgrade Preparation and Proofrolls

For preparation of any exposed subgrades prior to placement of new pavement sections or reclaimed aggregate (see below), we recommend proofrolling the subgrade soils with a loaded tandem-axle truck. This will assist in identifying any soft or weak areas that will require additional soil correction work. Areas that yield or rut more than 1 to 2 inches due to wheel traffic, depending on conditions, should be corrected. Failed areas should be compacted, or if too wet, we recommend that the upper 1 to 2 feet of the resulting subgrade be scarified, dried to a proper moisture content (see Table 6), and compacted to a 100 percent of its standard Proctor maximum dry density (ASTM D 698).

If there are areas that still cannot be compacted, we recommend subexcavating the unstable materials to a minimum depth of 1 to 2 feet, depending on the outcome of the proofroll and the replacement material. The soils should be replaced with suitable, properly compacted materials such as select granular material, aggregate base or larger diameter crushed aggregate ("3-inch minus").

D.1.b. Backfill and Material Compaction

We recommend compacting soils used as backfill for subcuts or material replacement to a minimum of 100 percent of standard Proctor density within 3 feet of the top of the subgrade. For fills more than 3 feet below final subgrades, 95 percent compaction is sufficient. The moisture content of the fill and backfill should be as shown in the table below depending on the classification of the backfill soils.

Table 6. Compaction Recommendations Summary

Reference	Relative Compaction, percent (ASTM D 698 – Standard Proctor)	Moisture Content Variance from Optimum, percentage Points
Below pavements, within 3 feet of subgrade elevations	100	-3/+3 (sandy soils) -2/+1 (clayey soils)
Below pavements, more than 3 feet below subgrade elevations Below utilities	95	-3/+3 (sandy soils) -2/+3 (clayey soils)

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D.1.c. Design Sections

Laboratory tests to determine an R-value for pavement design were not included in the scope of this project. Given the most common soils in the top 5 feet of pavement sections, which include poorly graded sand with silt and poorly graded sand, we recommend using an R-value of 50 for pavement thickness design on all three projects.

Based upon the assumed traffic loads and an R-value of 50, we recommend a new pavement section for the 2018-2019 Street Reconstruction Projects meet the minimum thicknesses presented in Table 7.

Table 7. Recommended Bituminous Pavement Thickness Design (Areas A, B and C)

Layer	Thickness (in.)	MnDOT Specification/Designation
Bituminous Wear	1 1/2 (1 lift)	SPWEA240C
Bituminous Non-wear	2 (1 lift)	SPNWB230C*
Aggregate Base (Class 5 or 6) or Reclaim	6	3138 3135

*For small quantities, SPWEA240C can be used for the entire thickness.

The above pavement design is based upon a 20-year performance life. This is the amount of time before major reconstruction is anticipated. This performance life assumes maintenance such as seal coating and crack sealing is routinely performed. The actual pavement life will vary depending on variations in weather, traffic conditions and maintenance.

D.1.d. Materials and Compaction

We recommend specifying pavement materials as recommended in Table 6.

We recommend compacting the aggregate base or reclaim materials to meet the requirements of MnDOT specification 2211.3.D.2.c. (Penetration Index Method). We recommend compacting bituminous pavements to at least 92 percent of the maximum theoretical Rice density per the Maximum Density Method (specification 2360.3.D.1), with bituminous materials and placement practices meeting the requirements of MnDOT Specification 2360.

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D.2. Utilities

D.2.a. Subgrades and Trench Backfill

The native and fill soils encountered at likely utility elevations generally appear suitable for pipe and utility structure support and we anticipate that utilities can be installed per manufacturer bedding requirements. However, we encountered some wet, clayey or silty soils in some borings; these soils may have limited stability and not be suitable for backfill or support of utilities if wet. We recommend providing a contingency for further subcutting and soil replacement of utility backfill soils in such soils.

In addition, the swamp-deposited clays and silty sands (ST-C6, ST-C11) are not considered suitable backfill materials under any circumstances. These soils should be removed and replaced with suitable grading materials where encountered during excavation. At pipe elevations, we recommend a minimum subcut and replacement with crushed-faced rock that is free of material 1 inch in diameter or smaller.

A geotechnical engineer should observe all utility trench excavations and subcuts.

D.2.b. Excavation Side Slopes

The project area soils appear to meet OSHA Type C requirements in most cases. We recommend constructing excavation side slopes to lie back at a horizontal to vertical slope of 1 1/2 to 1 or flatter. In significant depths of organic soils these side slopes may need to be made flatter, or supplemental support may be necessary.

All excavations must comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, “Excavations and Trenches.” This document states that excavation safety is the responsibility of the contractor. Reference to these OSHA requirements should be included in the project specifications.

Trenches deeper than 20 feet must be designed by a professional engineer.

D.2.c. Selection, Placement and Compaction of Backfill

We recommend compacting backfill placed above and below utilities as shown in Table 6.

To achieve compaction over wet or waterbearing subgrades, we recommend the use of sands or gravel with MnDOT aggregate backfill material (Specification 3149.2E).

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D.2.d. Excavation Dewatering

We recommend removing groundwater from the utility excavations if encountered, and removing any water that seeps into excavations from sidewalls or the adjacent sitework. Sumps and pumps will generally be suitable for short-term, small-scale water removal under the soil conditions likely to be encountered for this project. Alternative approaches should be considered for long-term or large-scale groundwater removal, particularly in sands such as those encountered on the project, which can become unstable during dewatering with pumps from within excavations.

D.2.e. Corrosion Potential

If founded in sandy soils, corrosion protection should not be required for ductile iron pipe. Type I cement may also be specified for concrete utilities.

Some clayey soils were present at likely utility depths, which are considered at least moderately corrosive to ductile iron pipe. We recommend corrosion protection or the use of corrosion-resistant pipe material if utilities will be bedded within such soils, particular if in close proximity to static groundwater. Soils with organic content should not be allowed as pipe support or as backfill around pipes.

D.3. Construction Quality Control

D.3.a. Excavation Observations

We recommend having a geotechnical engineer observe all excavations related to subgrade preparation, utility placement and pavement construction. The purpose of the observations is to evaluate the competence of the geologic materials exposed in the excavations and the adequacy of required excavation oversizing.

D.3.b. Materials Testing

We recommend density tests be taken in excavation backfill and additional required fill placed below pavements and utilities. This includes DCP tests for aggregate base or reclaim and imported granular materials.

We recommend Gyratory tests on bituminous mixes to evaluate strength and air voids and density tests to evaluate compaction.

D.3.c. Pavement Subgrade Proofroll

We recommend that proofrolling of the pavement subgrades be observed by a geotechnical engineer to determine if the results of the procedure meet project specifications and to delineate the extent of additional pavement subgrade preparation work that may be necessary.

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D.3.d. Cold Weather Precautions

If site grading and construction is anticipated during cold weather, all snow and ice should be removed from cut and fill areas prior to additional grading. No fill should be placed on frozen subgrades. No frozen soils should be used as fill.

Concrete delivered to the site should meet the temperature requirements of ASTM C 94. Concrete should not be placed on frozen subgrades. Concrete should be protected from freezing until the necessary strength is attained.

E. Procedures

E.1. Penetration Test Borings

The penetration test borings were drilled with a truck-mounted core and auger drill equipped with hollow-stem auger. The borings were performed in accordance with ASTM D 1586. Penetration test samples were taken at 2 1/2 foot intervals.

E.2. Material Classification and Testing

E.2.a. Visual and Manual Classification

The geologic materials encountered were visually and manually classified in accordance with ASTM Standard Practice D 2488. A chart explaining the classification system is attached. Samples were placed in jars or bags and returned to our facility for review and storage.

E.2.b. Laboratory Testing

The results of the laboratory tests performed on geologic material samples are noted on the appropriate attached exploration logs. The tests were performed in accordance with ASTM or AASHTO procedures.

E.3. Groundwater Measurements

The drillers checked for groundwater as the penetration test borings were advanced, and again after auger withdrawal. The boreholes were then backfilled as noted on the boring logs.

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F. Qualifications

F.1. Variations in Subsurface Conditions

F.1.a. Material Strata

Our evaluation, analyses and recommendations were developed from a limited amount of site and subsurface information. It is not standard engineering practice to retrieve material samples from exploration locations continuously with depth, and therefore strata boundaries and thicknesses must be inferred to some extent. Strata boundaries may also be gradual transitions, and can be expected to vary in depth, elevation and thickness away from the exploration locations.

Variations in subsurface conditions present between exploration locations may not be revealed until additional exploration work is completed, or construction commences. If any such variations are revealed, our recommendations should be re-evaluated. Such variations could increase construction costs, and a contingency should be provided to accommodate them.

F.1.b. Groundwater Levels

Groundwater measurements were made under the conditions reported herein and shown on the exploration logs, and interpreted in the text of this report. It should be noted that the observation periods were relatively short, and groundwater can be expected to fluctuate in response to rainfall, flooding, irrigation, seasonal freezing and thawing, surface drainage modifications and other seasonal and annual factors.

F.2. Continuity of Professional Responsibility

F.2.a. Plan Review

This report is based on a limited amount of information, and a number of assumptions were necessary to help us develop our recommendations. It is recommended that our firm review the geotechnical aspects of the designs and specifications, and evaluate whether the design is as expected, if any design changes have affected the validity of our recommendations, and if our recommendations have been correctly interpreted and implemented in the designs and specifications.

F.2.b. Construction Observations and Testing

It is recommended that we be retained to perform observations and tests during construction. This will allow correlation of the subsurface conditions encountered during construction with those encountered by the borings, and provide continuity of professional responsibility.

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F.3. Use of Report

This report is for the exclusive use of the parties to which it has been addressed. Without written approval, we assume no responsibility to other parties regarding this report. Our evaluation, analyses and recommendations may not be appropriate for other parties or projects.

F.4. Standard of Care

In performing its services, Braun Intertec used that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

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Appendix



DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING

60' 0 120'

SCALE: 1"= 120'

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BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH. (952) 995-2000
FAX (952) 995-2020

Base Dwg Provided By:

SOIL BORING LOCATION SKETCH - AREA A
GEOTECHNICAL EVALUATION
2018-2019 RECONSTRUCTION PROJECTS
NORTH FORTY, STANHOPE TERRACE AND FORD BROOK ESTATES SUBDIVISIONS
RAMSEY, MINNESOTA

Project No:	B1705491
Drawing No:	B1705491
Scale:	1"= 120'
Drawn By:	JAG
Date Drawn:	6/28/17
Checked By:	NGL
Last Modified:	8/9/17
Sheet: of	Fig:



DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING

75' 0 150'

SCALE: 1"= 150'

BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH. (952) 995-2000
FAX (952) 995-2020

Base Dwg Provided By:

SOIL BORING LOCATION SKETCH - AREA B
GEOTECHNICAL EVALUATION
2018-2019 RECONSTRUCTION PROJECTS
NORTH FORTY, STANHOPE TERRACE AND FORD BROOK ESTATES SUBDIVISIONS
RAMSEY, MINNESOTA

Project No:	B1705491
Drawing No:	B1705491
Scale:	1"= 150'
Drawn By:	JAG
Date Drawn:	6/28/17
Checked By:	NGL
Last Modified:	8/9/17
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DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING

100' 0 200'

SCALE: 1"= 200'

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BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
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Base Dwg Provided By:

SOIL BORING LOCATION SKETCH - AREA C

GEOTECHNICAL EVALUATION
2018-2019 RECONSTRUCTION PROJECTS
NORTH FORTY, STANHOPE TERRACE AND FORD BROOK ESTATES SUBDIVISIONS
RAMSEY, MINNESOTA

Project No:	B1705491
Drawing No:	B1705491
Scale:	1"= 200'
Drawn By:	JAG
Date Drawn:	6/28/17
Checked By:	NGL
Last Modified:	8/9/17
Sheet: of	Fig:

BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-A1**

LOCATION: N: 184793, E: 447907 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
897.0	0.0					
896.3	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, trace Gravel, dark brown, moist.	13		
893.0	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	6		No recovery.
				8		
886.0	11.0			11		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-A2**

LOCATION: N: 184814, E: 448514 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
895.7	0.0							
895.0	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.					
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.					
892.7	3.0			11		8	9	
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	8				
				5				
884.7	11.0			13				
			END OF BORING. Water not observed while drilling. Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
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BORING: **ST-A3**

LOCATION: N: 185249, E: 448553 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
897.0	0.0					
896.7	0.3	BIT	3 inches of bituminous.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, trace Gravel, dark brown to brown, moist.			
894.0	3.0			11		
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	6		
				5		
886.0	11.0			10		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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BORING: **ST-A4**

LOCATION: N: 185237, E: 447847 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
893.3	0.0						
892.4	0.9	PAV	3 inches of bituminous over 8 inches of aggregate base.				
891.3	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, dark brown, moist.				
		SP	POORLY GRADED SAND, fine-grained, trace Gravel, brown, moist, loose to medium dense. (Alluvium)	13		3	
				6			
				16			
882.3	11.0			12			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

(See Descriptive Terminology sheet for explanation of abbreviations)

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Ramsey, Minnesota

BORING: **ST-A5**

LOCATION: N: 185545, E: 447646 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
890.0	0.0					
889.4	0.6	PAV / FILL	3 inches of bituminous over 4 inches of aggregate base. FILL: Poorly Graded Sand with Silt, fine- to medium-grained, trace Gravel, dark brown and brown, moist to wet.	9 15 3 5		
879.0	11.0		END OF BORING. Water not observed while drilling. Boring then backfilled.			

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GEOTECHNICAL EVALUATION
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BORING: **ST-B1**

LOCATION: N: 178200, E: 467663 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
888.4	0.0					
887.7	0.7	PAV / FILL	3 inches of bituminous over 5 inches of aggregate base. FILL: Poorly Graded Sand with Silt, fine-grained, dark brown to brown, moist.	19		
884.4	4.0	SP	POORLY GRADED SAND, fine- to medium-grained, brown, wet, loose to medium dense. (Alluvium)	5		
				6		
877.4	11.0			16		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

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GEOTECHNICAL EVALUATION
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BORING: **ST-B2**

LOCATION: N: 178670, E: 467672 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
884.6	0.0					
883.8	0.8	PAV	4 inches of bituminous over 6 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.			
882.6	2.0	SP	POORLY GRADED SAND, fine- to medium-grained, trace Gravel, brown, moist, loose. (Alluvium)	9		
				6		
				10		
				8		
873.6	11.0		END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

BRAUN INTERTEC

LOG OF BORING

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-B3**

LOCATION: N: 178780, E: 468035 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
878.3	0.0					
877.5	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown to brown, moist.	9		
872.3	6.0			14		
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	9		
867.3	11.0			7		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
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BORING: **ST-B4**

LOCATION: N: 179030, E: 467625 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
891.2	0.0							
890.6	0.6	PAV	3 inches of bituminous over 4 inches of aggregate base.					
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown and brown, moist.	12		4	6	
886.2	5.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	10				
				6				
880.2	11.0			15				
			END OF BORING. Water not observed while drilling. Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-B5**

LOCATION: N: 175086, E: 468267 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
891.2	0.0					
890.6	0.6	PAV	3 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.			
888.2	3.0			7		
		SP	POORLY GRADED SAND, fine-grained, trace Gravel, brown and light brown, moist, very loose to loose. (Alluvium)	9		
				4		
880.2	11.0			12		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C1**

LOCATION: N: 195376, E: 462823 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
897.2	0.0							
896.4	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.					
895.2	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine-grained, with Gravel, dark brown, moist.					
		FILL	FILL: Poorly Graded Sand with SILT, fine- to coarse-grained, with Gravel, brown, moist.	14				
				10		4	6	
890.2	7.0	SP	POORLY GRADED SAND, fine- to medium-grained, trace Gravel, light brown, moist, medium dense. (Alluvium)	12				
886.2	11.0			28				
			END OF BORING.					
			Water not observed while drilling.					
			Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
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Ramsey, Minnesota

BORING: **ST-C2**

LOCATION: N: 195624, E: 463131 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
894.5	0.0					
893.7	0.8	PAV	5 inches of bituminous over 5 inches of aggregate base.			
892.5	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine-grained, trace Gravel, dark brown, moist.			
890.5	4.0	FILL	FILL: Poorly Graded Sand, fine-grained, brown, moist.	28		
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	10		
				19		
883.5	11.0			19		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C3**

LOCATION: N: 195609, E: 463651 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
881.8	0.0						
881.1	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, brown to dark brown, wet.	16			
				4		18	
874.8	7.0				▽		
		CL	LEAN CLAY, gray, moist, rather soft. (Alluvium)	4			An open triangle in the water level (WL) column indicates the depth at which groundwater was observed while drilling. Groundwater levels fluctuate.
872.3	9.5						
		SP	POORLY GRADED SAND, fine- to coarse-grained, gray, waterbearing, very loose. (Alluvium)	3			
870.8	11.0		END OF BORING.				
			Water observed at 7 feet with 9 1/2 feet of hollow-stem auger in the ground.				
			Boring then backfilled.				

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C4**

LOCATION: N: 195602, E: 464086 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
883.0	0.0					
882.4	0.6	PAV / FILL	3 inches of bituminous over 4 inches of aggregate base. FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist to wet.	11		
879.0	4.0	SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, wet, loose to medium dense. (Alluvium)	11		
				12	▽	
			Waterbearing at 9 feet.			
872.0	11.0		Intermixed with gray, Lean Clay at sampler tip.	6		
			END OF BORING. Water observed at 9 feet with 9 1/2 feet of hollow-stem auger in the ground. Boring then backfilled.			

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C5**

LOCATION: N: 195599, E: 464519 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
890.3	0.0					
889.6	0.7	PAV	4 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.			
888.3	2.0	FILL	FILL: Clayey Sand, brown, moist.	8		
887.3	3.0	FILL	FILL: Poorly Graded Sand, fine-grained, brown, moist.			
885.3	5.0	CL	LEAN CLAY, with Sand, brown, moist, rather soft. (Alluvium)	5		
883.3	7.0	SC	CLAYEY SAND, trace Gravel, brown to gray, moist, rather stiff to stiff. (Alluvium)	13		
879.3	11.0			12		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C6**

LOCATION: N: 195594, E: 464693 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
885.7	0.0					
884.3	1.4	PAV	6 inches of bituminous over 4 inches of aggregate base over 3 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, trace Gravel, dark brown to brown, moist.	13		
880.7	5.0	SM	SILTY SAND, fine-grained, organic, trace wood pieces, black, wet, very loose. (Swamp Deposit)	1		
				7		
876.7	9.0	SM	SILTY SAND, fine- to medium-grained, dark gray, wet, loose. (Alluvium)	6		
874.7	11.0		END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C7**

LOCATION: N: 195304, E: 463197 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
899.4	0.0						
898.7	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, with Gravel, dark brown, moist.				
897.4	2.0	SP	POORLY GRADED SAND, fine- to medium-grained, brown, moist, very loose to medium dense. (Alluvium)	13			
				9			
				3		8	
888.4	11.0		Fine- to coarse-grained, with Gravel, wet at 10 feet.	2			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C8**

LOCATION: N: 195252, E: 463659 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
887.7	0.0					
887.1	0.6	PAV / FILL	3 inches of bituminous over 4 inches of aggregate base.			
			FILL: Poorly Graded Sand, fine-grained, dark brown to brown, moist.	24		
				10		
880.7	7.0	SP	POORLY GRADED SAND, fine-grained, brown, moist to wet, very loose to loose. (Alluvium)	10		
				2		
876.7	11.0		END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C9**

LOCATION: N: 195286, E: 464075 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
886.4	0.0					
885.7	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.	15		
882.4	4.0	SP	POORLY GRADED SAND, fine-grained, brown, wet, loose. (Alluvium)	7		
				7		
875.4	11.0			8		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

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City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C10**

LOCATION: N: 195282, E: 464524 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
888.8	0.0							
888.4	0.4	BIT	5 inches of bituminous.					
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown and brown, moist.	8				
884.8	4.0	SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, wet, very loose to loose. (Alluvium)	4		10	12	
				7	▽			
877.8	11.0		Waterbearing at 10 feet.	10				
			END OF BORING.					
			Water observed at 8 1/2 feet with 9 1/2 feet of hollow-stem auger in the ground.					
			Boring then backfilled.					

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C11**

LOCATION: N: 195903, E: 464272 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
881.7	0.0						
880.9	0.8	PAV	3 inches of bituminous over 6 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, dark brown, moist to wet.				
878.7	3.0			12			
		SM	SILTY SAND, fine-grained, slightly organic, black, wet, loose. (Swamp Deposit)	7		15	OC=2%
873.7	8.0			3			
		CH	FAT CLAY, trace fibers and roots, gray, wet, soft. (Swamp Deposit)				
870.7	11.0			3			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C12**

LOCATION: N: 195998, E: 464525 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
893.2	0.0					
892.4	0.8	PAV	3 inches of bituminous over 6 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, brown, moist.	15		
889.2	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist to wet, medium dense. (Alluvium)	11		
				18		
882.2	11.0		Reddish brown Silty Sand lenses at 10 feet.	22		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C13**

LOCATION: N: 195813, E: 463033 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
889.6	0.0						
888.8	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.				
		FILL					
887.6	2.0		FILL: Poorly Graded Sand with Silt, fine- to medium-grained, with Gravel, dark brown, moist.				
		SP-SM	POORLY GRADED SAND with SILT, fine- to medium-grained, trace Gravel, brown, moist, loose to medium dense. (Alluvium)	13		9	
				15			
				9			
878.6	11.0			5			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C14**

LOCATION: N: 495994, E: 462578 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
884.7	0.0							
883.9	0.8	PAV	5 inches of bituminous over 5 inches of aggregate base.					
		FILL	FILL: Lean Clay with Sand, slightly organic, dark brown, moist. Poorly Graded Sand with Silt layer at 2 feet.	6		15		OC=2%
880.7	4.0	CL	LEAN CLAY, gray, moist, soft to medium. (Alluvium)	3		37	98	
				7				
875.7	9.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	8				
873.7	11.0		END OF BORING. Water not observed while drilling. Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C15**

LOCATION: N: 195692, E: 462332 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
887.1	0.0					
886.3	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Silty Sand, fine- to medium-grained, with Gravel, dark brown, moist.			
885.1	2.0	CL	LEAN CLAY, gray, moist, medium. (Alluvium)	7		
883.1	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	11		
				8		
876.1	11.0			7		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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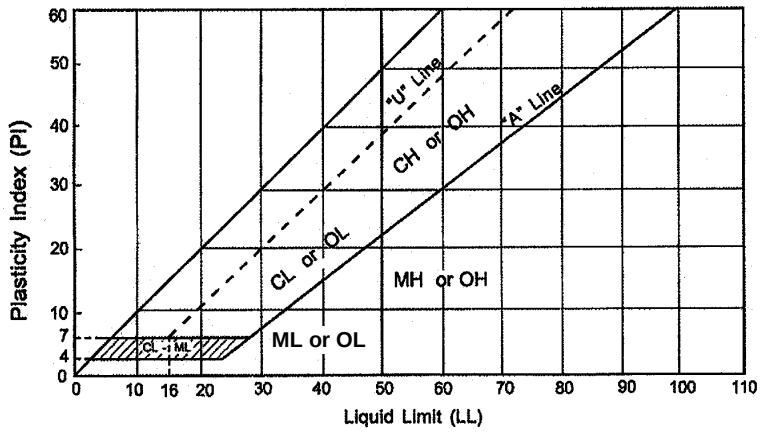
BRAUN INTERTEC

Descriptive Terminology of Soil

Standard D 2487
Classification of Soils for Engineering Purposes
(Unified Soil Classification System)

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests [a]				Soils Classification	
				Group Symbol	Group Name [b]
Coarse-grained Soils more than 50% retained on No. 200 sieve	Gravels More than 50% of coarse fraction retained on No. 4 sieve	Clean Gravels Less than 5% fines [e]	$C_u \geq 4$ and $1 \leq C_c \leq 3$ [c]	GW	Well-graded gravel [d]
			$C_u < 4$ and/or $1 > C_c > 3$ [c]	GP	Poorly graded gravel [d]
		Gravels with Fines More than 12% fines [e]	Fines classify as ML or MH	GM	Silty gravel [d f g]
			Fines classify as CL or CH	GC	Clayey gravel [d f g]
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands Less than 5% fines [i]	$C_u \geq 6$ and $1 \leq C_c \leq 3$ [c]	SW	Well-graded sand [h]
			$C_u < 6$ and/or $1 > C_c > 3$ [c]	SP	Poorly graded sand [h]
		Sands with Fines More than 12% [i]	Fines classify as ML or MH	SM	Silty sand [f g h]
			Fines classify as CL or CH	SC	Clayey sand [f g h]
Fine-grained Soils 50% or more passed the No. 200 sieve	Silts and Clays Liquid limit less than 50	Inorganic	PI > 7 and plots on or above "A" line [j]	CL	Lean clay [k l m]
			PI < 4 or plots below "A" line [j]	ML	Silt [k l m]
		Organic	Liquid limit - oven dried / Liquid limit - not dried < 0.75	OL	Organic clay [k l m n]
				OL	Organic silt [k l m o]
	Silts and clays Liquid limit 50 or more	Inorganic	PI plots on or above "A" line	CH	Fat clay [k l m]
			PI plots below "A" line	MH	Elastic silt [k l m]
		Organic	Liquid limit - oven dried / Liquid limit - not dried < 0.75	OH	Organic clay [k l m p]
				OH	Organic silt [k l m q]
Highly Organic Soils	Primarily organic matter, dark in color and organic odor			PT	Peat

a. Based on the material passing the 3-inch (75mm) sieve.
b. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders or both" to group name.
c. $C_u = D_{60}/D_{10}$ $C_c = \frac{(D30)^2}{D_{10} \times D_{60}}$
d. If soil contains ≥15% sand, add "with sand" to group name.
e. Gravels with 5 to 12% fines require dual symbols:
   GW-GM well-graded gravel with silt
   GW-GC well-graded gravel with clay
   GP-GM poorly graded gravel with silt
   GP-GC poorly graded gravel with clay
f. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
g. If fines are organic, add "with organic fines: to group name.
h. If soil contains ≥15% gravel, add "with gravel" to group name.
i. Sand with 5 to 12% fines require dual symbols:
   SW-SM well-graded sand with silt
   SW-SC well-graded sand with clay
   SP-SM poorly graded sand with silt
   SP-SC poorly graded sand with clay
j. If Atterberg limits plot in hatched area, soil is a CL-ML, silty clay.
k. If soil contains 10 to 29% plus No. 200, add "with sand" or "with gravel" whichever is predominant.
l. If soil contains ≥ 30% plus No. 200, predominantly sand, add "sandy" to group name.
m. If soil contains ≥ 30% plus No. 200, predominantly gravel, add "gravelly" to group name.
n. PI ≥ 4 and plots on or above "A" line.
o. PI < 4 or plots below "A" line.
p. PI plots on or above "A" lines.
q. PI plots below "A" line.



Laboratory Tests

DD	Dry density, pcf	**OC**	Organic content, %
WD	Wet density, pcg	**S**	Percent of saturation, %
MC	Natural moisture content, %	**SG**	Specific gravity
LL	Liquid limit, %	**C**	Cohesion, psf
PL	Plastic limits, %	**Ø**	Angle of internal friction
PI	Plasticity index, %	**qu**	Unconfined compressive strength, psf
P200	% passing 200 sieve	**qp**	Pocket penetrometer strength, tsf

Particle Size Identification

Boulders	over 12"
Cobbles	3" to 12"
Gravel	
Coarse	3/4" to 3"
Fine	No. 4 to 3/4"
Sand	
Coarse	No. 4 to No. 10
Medium	No. 10 to No. 40
Fine	No. 40 to No. 200
Silt	<No. 200, PI< 4 or below "A" line
Clay	<No. 200, PI ≥ 4 and on or about "A" line

Relative Density of Cohesionless Soils

Very Loose	0 to 4 BPF
Loose	5 to 10 BPF
Medium dense	11 to 30 PPF
Dense	31 to 50 BPF
Very dense	over 50 BPF

Consistency of Cohesive Soils

Very soft	0 to 1 BPF
Soft	2 to 3 BPF
Rather soft	4 to 5 BPF
Medium	6 to 8 BPF
Rather stiff	9 to 12 BPF
Stiff	13 to 16 BPF
Very stiff	17 to 30 BPF
Hard	over 30 BPF

Drilling Notes

Standard penetration test borings were advanced by 3 1/4" or 6 1/4" ID hollow-stem augers, unless noted otherwise. Jetting water was used to clean out auger prior to sampling only where indicated on logs. All samples were taken with the standard 2" OD split-tube samples, except where noted.

Power auger borings were advanced by 4" or 6" diameter continuous flight, solid-stern augers. Soil classifications and strata depths were inferred from disturbed samples augered to the surface, and are therefore, somewhat approximate.

Hand auger borings were advanced manually with a 1 1/2" or 3 1/4" diameter auger and were limited to the depth from which the auger could be manually withdrawn.

BPF: Numbers indicate blows per foot recorded in standard penetration test, also known as "N" value. The sampler was set 6" into undisturbed soil below the hollow-stem auger. Driving resistances were then counted for second and third 6" increments, and added to get BPF. Where they differed significantly, they are reported in the following form: 2/12 for the second and third 6" increments, respectively.

WH: WH indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WR: WR indicates the sampler penetrated soil under weight of rods alone; hammer weight, and driving not required.

TW: TW indicates thin-walled (undisturbed) tube sample.

Note: All tests were run in general accordance with applicable ASTM standards.

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

CC Regular Session **7. 6.**

Meeting Date: 10/24/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #17-10-273 Accepting Updated Feasibility Report and Ordering Public Hearing for Improvement Project #17-02, River's Bend Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #17-10-273 accepting the updated Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #17-02, River's Bend Street Reconstructions.

Background:

City Improvement Project #17-02 proposes to reconstruct four street segments within the River's Bend residential neighborhood including 147th Lane between Xkimo Street and Waco Street, 148th Avenue between Yakima Street and Xkimo Street, Xkimo Street between 147th Lane and 149th Avenue, and Yakima Street between 148th Avenue and 149th Avenue. These streets total approximately 2,774 linear feet (0.53 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

These street segments in the River's Bend neighborhood were constructed in 1985 with between 2 inches and 3.25 inches of bituminous pavement, 4 inches class 5 aggregate base, surmountable concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 30 feet from face-of-curb to face-of-curb, and is centered within a 60-foot wide right-of-way. The storm sewer system consists of catch basins which drain runoff from the street to low-lying areas using concrete storm sewer pipes.

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

Proposed improvements include removing and replacing all damaged concrete curb and gutter sections, and reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process would involve milling the entire existing bituminous pavement section, along with one inch or so of existing aggregate base. This reclaim material would then be spread over the reshaped and compacted subgrade between the curb and gutter, then the top 3½ inches of reclaim material would be removed and hauled off site, after which 3½ inches of new bituminous pavement would be installed over the remaining compacted reclaim material. This would result in a 7-ton pavement design, which is standard for residential streets.

The existing storm sewer system is in good condition. Only casting adjustments are proposed.

The engineer's opinion of probable costs for completing the proposed improvements on River's Bend as outlined in this report is $301,738.31. Estimated project costs include 5-percent contingency costs and 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

A total of forty-four (44) parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary Assessment Map and Roll, which are attached in ***Appendix C***.

A total of twelve (12) pavement corings were completed by WSB and Associates (WSB) to assist with the preparation of this report. WSB offered pavement design recommendations, which were considered and incorporated to varying degrees while preparing this report. A copy of WSB's report is attached in ***Appendix D***.

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

Staff recommends using special assessments to pay for 25-percent of eligible improvement costs, which will be applied across 44 assessable properties using the "per lot" method of assessment, which is the typical method used for single family parcels having approximately the same size. All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, and since the existing and proposed pavement sections both meet 7-ton design standards meaning they are equivalent sections. This project does not include any ineligible project costs related to the use of special assessments.

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

Staff has not yet discussed the proposed improvements or the use of special assessments to pay for a portion of the improvements with property owners. However, Staff has scheduled a meeting with property owners for the purpose of explain the proposed improvements and assessments in more detail, and to gather their input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing.

On January 24, 2017, the City Council directed Staff to postpone the River's Bend Street Reconstructions project until the 2018 construction season, allowing the project to be constructed in conjunction with the Stanhope Terrace Street Reconstructions project. The intent of this direction was to provide for the most cost-effective project by combining it with a similar project in close proximity, thereby potentially realizing a cost savings due to economies of scale.

This project was initially intended to be a mill and overlay improvements project, but after learning that the existing bituminous pavement section would not allow for a mill and overlay due to pavement thicknesses in some locations of only 2-inches, the project was converted to a full pavement reconstruction.

This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed in the feasibility report. Staff proposes to bid and construct the proposed improvements in conjunction with the other two street reconstruction projects proposed for 2018 in the Stanhope Terrace and North Forty developments.

Notification:

Upon Council approval, Staff will publish the Public Hearing Notice in the Anoka Union Herald on October 27 and November 3, 2017. Staff will also mail Public Hearing Notices to the owners of all benefiting properties.

Observations/Alternatives:

Observations:

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

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur where the existing curb and gutter is being replaced. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow them time to move their irrigation system components out of the construction area, after which they may replace the components in their original locations.

Alternatives:

Alternative #1 – Motion to adopt Resolution #17-10-273 accepting the updated Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #17-02, River's Bend Street Reconstructions.

Alternative #2 – Motion to deny adoption of Resolution #17-10-273 at this time.

Funding Source:

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

WSB and Associates, Inc. prepared a Pavement Evaluations and Recommendations report at a not-to-exceed cost of $3,290.

The engineer's opinion of probable project costs is $301,738.31. A total of 44 residential parcels will benefit from the proposed improvements and are preliminarily proposed to be assessed for 25-percent of eligible project costs which totals $75,434.58. This equates to preliminary assessments of $1,714.42 per parcel. The City will fund the remaining 75-percent of project costs, which totals $226,303.73. These costs will be funded using Street Reconstruction and Overlay Program bond funds, as well as a small amount of Stormwater Utility Funds.

Recommendation:

Staff recommends Alternative #1 to allow the project to be constructed as part of the 2018 Street Maintenance Program, and to allow for the use of special assessments to pay for a portion of the project costs per the applicable provisions of the City Charter, the City's Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:

Motion to adopt Resolution #17-10-273 accepting the updated Feasibility Report and ordering a Public Hearing on November 14, 2017, for Improvement Project #17-02, River's Bend Street Reconstructions.

Attachments

Resolution 1710273
City Charter Chapter 8
MN Statute Chapter 429
Feas Rpt 17-02 Updated

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 04:18 PM

Form Started By: Bruce Westby Started On: 10/17/2017 08:14 AM

Final Approval Date: 10/19/2017

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

RESOLUTION #17-10-273

RESOLUTION ACCEPTING UPDATED FEASIBILITY REPORT AND ORDERING PUBLIC HEARING FOR IMPROVEMENT PROJECT #17-02 RIVER'S BEND STREET RECONSTRUCTIONS

WHEREAS, pursuant to Ramsey City Council resolution #16-12-242, adopted on December 13th, 2016, the City Engineer was instructed to study the feasibility of milling and overlaying segments of 147th Lane, 148th Avenue, Xkimo Street, and Yakima Street in the River's Bend residential development as part of the 2017 Street Maintenance Program; and

WHEREAS, while preparing the Feasibility Report, twelve pavement core samples were extracted from the bituminous pavement which verified the existing pavement is too thin to mill and overlay; and

WHEREAS, pursuant to Ramsey City Council resolution #17-01-016, adopted on January 10, 2016, the City Engineer was instructed to study the feasibility of reconstructing segments of 147th Lane, 148th Avenue, Xkimo Street, and Yakima Street in the River's Bend residential development as part of the 2017 Street Maintenance Program; and

WHEREAS, a Feasibility Report was prepared by the City Engineer for City Improvement Project #17-02 which proposed improvements to segments of 147th Lane, 148th Avenue, Xkimo Street, and Yakima Street in the River's Bend residential development as part of the 2017 Street Maintenance Program including the reconstruction of existing bituminous pavement, the replacement of damaged concrete curb and gutter, and other appurtenant work; and

WHEREAS, the City Council received the Feasibility Report on January 24, 2017; and

WHEREAS, the Feasibility Report provided information regarding whether the proposed project is necessary, cost-effective and feasible; whether the proposed project should be made as proposed or in conjunction with another improvement; and the estimated cost of the improvements as recommended; and

WHEREAS, the Feasibility Report recommended that the proposed improvements be constructed in 2018 in conjunction with other proposed street reconstruction improvements in the immediate vicinity; and

WHEREAS, the Feasibility Report has been updated to reflect updated estimated costs and an updated project schedule based on construction occurring in 2018 in conjunction with other proposed 2018 street reconstruction improvements; and

WHEREAS, the City of Ramsey proposes to assess benefiting properties for 25-percent of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429, the City Charter,

and the City's adopted Special Assessments Policy.

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

1. The Council will consider the proposed improvements for said streets in accordance with the Feasibility Report that was updated to account for construction in 2018 and the assessment of benefiting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statutes Chapter 429, the City Charter, and the City's adopted Special Assessments Policy, at an estimated total cost of $301,738.31.

2. A Public Hearing will be held on such improvements on the 14th day of November, 2017 in the Council Chambers of City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.

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 24th day of October, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

Sec. 8.1. - Power to make improvements and levy assessments.

The city may make any type of local improvement not forbidden by law and levy special assessments to pay all or part of the cost of such local improvements. The total of the assessments for any local improvement may not exceed the cost of the local improvement, plus all costs and expenses connected therewith, including interest. No assessment shall exceed the benefit to the property assessed as measured by the increase in the market value of the property assessed as a result of the local improvement.

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

All local improvement projects shall be carried out exclusively under the provisions of this Charter. The term "local improvement" as used in this section shall mean a public improvement financed partly or wholly from special assessments.

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

The council may provide by ordinance that the cost of the city services to streets, sidewalks, or other public or private property may be assessed against property benefited and may be collected in the same manner as special assessments.

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

When the city undertakes any local improvement to which the state local improvement code, Minn. Stats. chapter 429 applies, it shall comply with the provisions of that law, except as modified below. The council may by ordinance prescribe the procedure to be followed in making any other local improvement and levying assessments therefor.

8.4.1 *Sixty-day waiting period.* A period of 60 days shall elapse after the conclusion of the public hearing required by law to precede the ordering of the construction of a local improvement project (the "public hearing") before the actual ordering of the local improvement by the council and the council entering into a contract for the local improvement construction.

8.4.2 *Percentage of owners required.* When the local improvement has been petitioned for by the owners of not less than 50 percent in frontage of the real property abutting on streets named in the petition as the location of the local improvement the resolution ordering the local improvement by the council may be approved by vote of a majority of all members of the council. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council.

8.4.3 *Petition against the local improvement.* A proposed local improvement may be initiated by petition of the owners of real property abutting on the streets named in the petition. If, within 30 days of the conclusion of the public hearing, a petition against such local improvement is filed with the city administrator which petition is signed by a percentage of the owners of real property abutting on the streets named in the initiating petition as the location of the improvement which

percentage is greater than the percentage of owners of real property who signed the initiating petition, the council shall not make such local improvement at the expense of the abutting property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.4 *Counter petition in favor of the improvement.* If within 30 days of the filing with the city administrator of a petition against the local improvement as described in section 8.4.3 above, there is filed with the city administrator a petition in favor of the local improvement, signed by owners of real property abutting on the streets named in the initiating petition as the location of the improvement, in a percentage greater than the percent of owners of real property who signed the petition against the local improvement, then in such event the council may disregard the petition against the local improvement and proceed with the local improvement.

8.4.5 *Petition against council initiated improvement.* If the local improvement was initiated by council resolution without an initiating petition and, within 60 days of the conclusion of the public hearing, a petition is filed with the city administrator against such local improvement and which petition is signed by 60 percent or more of the owners of real property proposed to be assessed for and benefited by the local improvement, the council shall not make such local improvement at the expense of the benefited property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.6 *Withdrawal of name from petition.* Any person whose name appears on a petition to the council in favor of a local improvement, or on a petition to the council filed against a local improvement, may withdraw his/her name by a statement in writing filed with the city administrator before such petition is presented to the council or in person at a city council meeting before the city council accepts said petition.

8.4.7 *Filing of petition with city council.* All completed petitions filed with the city administrator as described herein shall be presented to the council by the city administrator at the council's next regularly scheduled meeting.

8.4.8 *One year before any further action.* When a proposed local improvement is disallowed pursuant to the petition process described in the foregoing sections, the council shall not vote on the same improvement within a period of one year after the public hearing on said improvement.

(Ord. of 1-25-1993; Ord. No. 06-22, § 2, 7-5-2006; Ord. No. 12-08, § 2, 6-26-2012; Ord. No. 14-07, § 2, 8-11-2014)

Sec. 8.5. - Computation of time.

Where the performance or doing of any act or matter is required by this Charter, and the period of time is prescribed and fixed by this Charter, the time shall be computed so as to exclude the first and include the last day of the prescribed or fixed period of time. When the last day of the period falls on a Saturday, Sunday, or a legal holiday, that day shall be omitted from the computation.

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

This section applies to any local improvement project completed after January 1, 1996, which includes extending urban services (sewer and/or water) to an existing home or neighborhood.

8.6.1 *Connection policy.* The city may not compel any property owner with a functional private sewer and water system to connect to city sewer and/or water.

8.6.2 *Assessment policy.* The city may not levy an assessment for any component of any project which includes sewer and/or water improvements against a property whose owner elects to remain on a functional private sewer and/or water system.

8.6.3 *Request for urban services.* Property owners who remain on private sewer and water systems after urban services become available may request connection to urban services at any time. Upon connection to urban services an assessment may be levied provided it is consistent with the original assessment.

(Ref. of 5-20-1996; Ord. of 1-24-2001)

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

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429.01 [Repealed, 1953 c 398 s 13 subd 1]

429.011 DEFINITIONS.

Subdivision 1. **Application.** For the purpose of this chapter the terms defined in this section shall have the meanings ascribed to them.

Subd. 2. **Municipality; certain cities and towns.** "Municipality" means any city of the second, third, or fourth class however organized, or any statutory city or any town as defined in section 368.01.

Subd. 2a. **Municipality; certain counties.** "Municipality" also includes the following:

(1) a county in the case of construction, reconstruction, or improvement of a county state-aid highway;

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4

429.02 [Repealed, 1953 c 398 s 13 subd 1]

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21*

429.03 [Repealed, 1953 c 398 s 13 subd 1]

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

429.05 [Repealed, 1953 c 398 s 13 subd 1]

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

429.06 [Repealed, 1953 c 398 s 13 subd 1]

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

429.08 [Repealed, 1953 c 398 s 13 subd 1]

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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FEASIBILITY REPORT

RIVER'S BEND STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 17-02

October 20, 2017

Prepared By:

City of Ramsey
Engineering Department
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Ramsey, MN 55303
763-433-9820
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October 20, 2017

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

Re: Feasibility Report - City of Ramsey Improvement Project #17-02
River's Bend Street Reconstructions

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed River's Bend Street Reconstructions project, which examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

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

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

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: October 20, 2017 License No. 40116

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

Leonard Linton, PE

Date: October 20, 2017 License No. 21112

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1. EXECUTIVE SUMMARY

City Improvement Project #17-02 proposes to reconstruct four street segments within the River's Bend residential neighborhood including 147th Lane between Xkimo Street and Waco Street, 148th Avenue between Yakima Street and Xkimo Street, Xkimo Street between 147th Lane and 149th Avenue, and Yakima Street between 148th Avenue and 149th Avenue. These streets total approximately 2,774 linear feet (0.53 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

These street segments in the River's Bend neighborhood were constructed in 1985 with between 2 and 3½-inches of bituminous pavement, 4-inches of class 5 aggregate base, surmountable concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 30-feet from face-of-curb to face-of-curb, and is centered within a 60-foot wide right-of-way.

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

Proposed improvements include removing and replacing all damaged concrete curb and gutter sections, and reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process would involve milling the entire existing bituminous pavement section, along with one inch or so of existing aggregate base. This reclaim material would then be spread over the reshaped and compacted subgrade between the curb and gutter, then the top 3½ inches of reclaim material would be removed and hauled off site, after which 3½ inches of new bituminous pavement would be installed over the remaining compacted reclaim material. This would result in a 7-ton pavement design, which is standard for residential streets.

The existing sanitary sewer and watermain infrastructure are in good condition. The existing storm sewer system is also in good condition with only minor work being proposed.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $301,738.31. Estimated project costs include 5-percent contingency costs and 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B***.

A total of forty-four (44) parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary Assessment Map and Roll, which are attached in ***Appendix C***.

A total of twelve (12) pavement corings were completed by WSB and Associates (WSB) to assist with the preparation of this report. WSB offered pavement design recommendations, which were considered and incorporated to varying degrees while preparing this report. A copy of WSB's report is attached in ***Appendix D***.

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

Staff recommends using special assessments to pay for 25-percent of eligible improvement costs, which will be applied across 44 assessable properties using the "per lot" method of assessment, which is the typical method used for single family parcels having approximately the same size. All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, and since the existing and proposed pavement sections both meet 7-ton design standards meaning they are equivalent sections. This project does not include any ineligible project costs related to the use of special assessments.

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

Staff has not yet discussed the proposed improvements or the use of special assessments to pay for a portion of the improvements with the identified 44 benefiting property owners. However, Staff has scheduled a neighborhood information meeting and has mailed invitations to these property owners and will explain the proposed improvements and assessments in detail at the meeting, and will gather their input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will present the feedback received to Council during the Public Hearing process.

On January 24, 2017, the City Council directed Staff to postpone the River's Bend Street Reconstructions project until the 2018 construction season, allowing the project to be constructed in conjunction with the Stanhope Terrace Street Reconstructions project. The intent of this direction was to provide for the most cost-effective project by combining it with a similar project in close proximity, thereby potentially realizing a cost savings due to economies of scale.

This project was initially intended to be a mill and overlay improvements project, but after learning that the existing bituminous pavement section would not allow for a mill and overlay due to pavement thicknesses in some locations of only 2-inches, the project was converted to a full pavement reconstruction.

This project is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein. However, it would be most cost-effective to construct this project in conjunction with the Stanhope Terrace and The North Forty Street Reconstructions projects in 2018.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on January 10, 2017. This project has been designated as City Improvement Project No. #17-02.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the existing bituminous pavement section is proposed to be reconstructed, damaged concrete curb and gutter sections will be removed and replaced, and other appurtenant work will be completed as outlined in this report.

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

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

In the fall of 2016, these street segments in the River's Bend neighborhood were rated with PASER ratings of 3.

2.3 Scope

City of Ramsey Improvement Project 17-02 proposes to reconstruct the existing bituminous pavement, to remove and replace damaged concrete curb and gutter sections, and to complete other appurtenant work on four street segments within the River's Bend residential neighborhood including 147th Lane between Xkimo Street and Waco Street, 148th Avenue between Yakima Street and Xkimo Street, Xkimo Street between 147th Lane and 149th Avenue, and Yakima Street between 148th Avenue and 149th Avenue. These street segments total approximately 2,774 linear feet (0.53 miles) in length.

The existing bituminous pavement is proposed to be reconstructed using the full depth reclamation (FDR) process. This involves reclaiming the bituminous pavement section between the existing concrete curb and gutter sections, along with one inch or so of the existing aggregate base, then hauling and disposing of any excess reclaim material off site, spreading and compacting the remaining reclaim material on top of the reshaped and compacted subgrade, then placing 3½-inches of new bituminous pavement on top of the compacted reclaim material. The resulting pavement design would meet current City design standards.

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

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

All four street segments were constructed in 1985 with 2 to 3½-inches of bituminous pavement, 4-inches of class 5 aggregate base, and surmountable concrete curb and gutter. The streets were all constructed to a width of 30-feet from face-of-curb to face-of-curb, and are all centered within a 60-foot wide right-of-way. The existing speed limit is 30 mph along all street segments.

The pavement was cracksealed and sealcoated in 1988 and 1995, and spot patching has been applied on an as-needed basis since. In 2016, Staff observed Pavement and Surface Evaluation Ratings (PASER) of 3 on all street segments.

While traffic counts for these streets are not available, Staff believes it is reasonable to assume the average annual daily traffic (AADT) count is less than 1,000 vehicles, and that less than 5 percent of vehicles using these streets can be classified as truck traffic.

WSB and Associates (WSB) was employed to complete a total of twelve pavement corings. Their results showed an average bituminous pavement thickness between 2 and 3¼-inches, which was constructed over 4-inches class 5 aggregate base.

3.2 Watermain

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

3.3 Sanitary Sewer

Sanitary sewer was installed under each of the street segments in River's Bend. Staff believes the existing sanitary sewer is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, staff proposes to hire a firm to televise the sewer to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If any issues are detected, repairs would be made under separate contract before work commences on this project. Sewer televising for this project is estimated to cost $2,800.

3.4 Storm Sewer/Drainage

Storm sewer exists along Xkimo Street. Based on design calculations completed by City staff, no modifications will be required to the existing storm sewer system.

3.5 Streets

3.5.1 Existing Typical Sections

The street was constructed to a width of 30 feet from face-of-curb to face-of-curb, and is centered within a 60-foot wide City-owned right-of-way.

3.5.2 Maintenance History

The pavement was cracksealed and sealcoated in 1988, and again in 1995. Spot patching has been applied on an as-needed basis since.

3.6 Land Use

Properties in the River's Bend neighborhood are zoned single family residential.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

The four street segments within the River's Bend residential neighborhood proposed to be reconstructed include 147th Lane between Xkimo Street and Waco Street, 148th Avenue between Yakima Street and Xkimo Street, Xkimo Street between 147th Lane and 149th Avenue, and Yakima Street between 148th Avenue and 149th Avenue.

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

4.1.1 Street Improvements

The streets in River's Bend are proposed to be reconstructed to match their existing width of 30-feet. All damaged surmountable concrete curb and gutter is proposed to be removed and replaced in kind. A typical section for the proposed pavement street reconstructions improvements is shown in ***Figure 2*** in ***Appendix A.***

The proposed reconstructed bituminous pavement design is designed to accommodate a 7-ton design in accordance with the City of Ramsey's design standards. City staff is proposing a pavement section design of 1½-inches bituminous wear course, 2-inches bituminous base course, over 4-inches of existing aggregate base material after reshaping and compacting the base.

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

4.1.2 Storm Sewer Improvements

The existing storm sewer system is in good condition and is not proposed to be improved. The only proposed storm sewer improvements include resetting catch basin castings and grouting the catch basins. No stormwater quality treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

WSB completed twelve (12) pavement cores along the streets in River's Bend as shown in their Pavement Evaluations and Recommendations report, attached in ***Appendix D***.

WSB recommended leaving all intact existing curb and gutter in place, which staff estimates accounts for over 80-percent of the existing curb and gutter, which is only 30 years old.

WSB also recommended reconstructing only the bituminous pavement. In total, this work is estimated to cost about half as much as a total street reconstruction while resulting in a serviceable pavement design life of at least 30-years. Considering that much or all of the remaining curb and gutter may need to be replaced in 30-years or so, a total street reconstruction could be evaluated at that time. Another benefit to this design is that it would result in minimal impacts to site access and traffic during construction.

4.1.4 Other Considerations

Driveways:
One or more existing driveways may need to be reconstructed to varying degrees. The limits of construction will vary with each driveway based on the extent of curb and gutter removal and replacement required, the elevations of the street, and the driveway type. During design, staff will evaluate the construction limits for any impacted driveways and will incorporate this into the plans, but as with all street reconstruction projects the exact limits of construction will be determined in the field during construction. Right-of-entry forms would be obtained from private property owners if work is required outside City right-of-ways and easements.

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

Parking Restrictions:
Parking is currently allowed along both sides of the streets except for overnight parking per City code. During this project, parking is proposed to be restricted during allowable working hours also.

Pavement Corings:
Staff has been finding inconsistent existing pavement thicknesses on existing streets within the City during recent reconstruction projects. It is standard City practice to have staff on-site during pavement installation to insure the proper quantities are being placed. As further conformation, staff is proposing to have pavement corings taken at the conclusion of reconstruction projects. This is already a requirement on all State Aid projects, and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

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

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed as outlined within this report.

4.6 Private Utilities

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

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

4.7 Permits

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

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

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

4.8 Right-of-Ways/Easements

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

City staff will obtain any required right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2018 construction costs for the proposed improvements, plus 5-percent contingency costs and 23-percent indirect costs for administrative, engineering, financing and legal costs.

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

WSB and Associates, Inc. prepared their Pavement Evaluations and Recommendations report, which is included in ***Appendix D***, at a not-to-exceed cost of $3,290.

5.2 Funding

5.2.1 Assessments

The City's adopted Special Assessments Policy allows special assessments in an amount not to exceed 25-percent of eligible street reconstruction project costs to be levied against benefiting properties. Eligible project costs include costs required to reconstruct the street at its current width, and to reconstruct the pavement without increasing its structural capacity. Benefiting properties are considered to be any parcel that has their primary access onto any of the street segments being reconstructed. A total of 44 benefitting properties have been identified for this project. The Preliminary Assessment Map and Roll are included in ***Appendix C***.

The engineer's opinion of probable costs for eligible assessment costs totals $301,738.31. Assessable residential parcels are preliminarily proposed to be assessed for 25-percent of eligible project costs, which totals $75,434.58 and equals $1,714.42 per parcel. Assessment terms are proposed at ten years. Interest rates are proposed at two percent above the bond interest rate.

The "per lot" method of assessment identified in the City of Ramsey's Special Assessments Policy is proposed to be used to calculate assessments for this project considering that all parcels are roughly equivalent in size and will benefit equally. All properties having their primary access onto any of the reconstructed streets are considered to benefit and are proposed to be assessed.

The City is still in the early years of applying special assessments on street reconstruction projects. In addition, State Statute and the City Charter do not allow assessments to exceed the benefit to the property. Therefore, Staff is requesting Council authorization to order a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

5.2.2 City Contribution

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

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

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

Table 1 illustrates the proposed project funding based on the proposed design outlined within this report. This funding program assumes construction will occur in 2018.

TABLE 1
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Estimated Costs	**$75,434.58**	**$226,303.73**	**$301,738.31**

Total Estimated Project Cost		**$301,738.31**
Less Special Assessments (25%)	-	$75,434.58
Subtotal	**=**	**$226,303.73**
Less City Bonding Funds	-	$224,803.73
Subtotal	**=**	**$1,500.00**
Less Stormwater Utility Funds	-	$1,500.00
Total Remaining Cost	**=**	**$0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... January 10, 2017

Council Accepts Feasibility Report ..... January 24, 2017

Council Accepts Updated Feasibility Report/Orders Public Hearing..... October 24, 2017

Staff Publishes Notice of Public Hearing ..... October 27 & November 3, 2017

Neighborhood Information Meeting ..... November 2, 2017

Council Conducts Public Hearing/Authorizes Plans and Specifications ..... November 14, 2017

Staff Conducts Private Utility Coordination Meeting ..... December, 2017

Council Approves Plans and Specifications/Authorizes Ad for Bids ..... January 9, 2018

Staff Advertises for Bids ..... January 12 & 19, 2018

Staff Receives Bids ..... February 6, 2018

Council Awards Contract ..... February 13, 2018

Contractor Begins Construction ..... May/June 2018

Contractor Completes Construction ..... September 7, 2018

Council Orders Assessment Roll/Hearing ..... September 11, 2018

Council Conducts Assessment Hearing ..... October 9, 2018

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project #17-02 proposes to reconstruct the existing bituminous pavement, remove and replace damaged concrete curb and gutter, and complete miscellaneous appurtenant work on four street segments within the River's Bend residential neighborhood including 147th Lane between Xkimo Street and Waco Street, 148th Avenue between Yakima Street and Xkimo Street, Xkimo Street between 147th Lane and 149th Avenue, and Yakima Street between 148th Avenue and 149th Avenue. These street segments measure approximately 2,774 linear feet (0.53 miles).

It is the recommendation of City staff that City Project #17-02 is feasible, necessary, and cost-effective from an engineering standpoint. However, it would be most cost-effective to construct this project in conjunction with the Stanhope Terrace and The North Forty Street Reconstructions projects in 2018.

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

1. Staff recommends reconstructing the four street segments within the River's Bend residential neighborhood including 147th Lane between Xkimo Street and Waco Street, 148th Avenue between Yakima Street and Xkimo Street, Xkimo Street between 147th Lane and 149th Avenue, and Yakima Street between 148th Avenue and 149th Avenue in conjunction with the Stanhope Terrace and The North Forty Street Reconstructions projects in 2018.

2. Staff recommends ordering a benefit appraisal consultation to ensure that the preliminary special assessments proposed herein will not exceed the benefit received as a result of the improvements in accordance with the City's Special Assessments Policy.

3. Staff recommends excluding private irrigation system work from this project, and from all future City Improvement Projects, and instead recommends notifying property owners of pending construction as far in advance as possible and instructing them to relocate the irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

4. Staff recommends meeting with all owners of assessable properties on November 2, 2017, to inform them of the proposed improvements, the proposed use of special assessments, and to gather their input prior to conducting the Public Hearing and requesting Council authorization to prepare plans and specifications on November 14, 2017.

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

1. Accept the preliminary residential special assessment rates proposed herein.

2. Authorize a benefit appraisal consultation report to ensure all special assessments are commensurate with the benefit received as a result of the improvements.

3. Adopt Resolution #17-10-273 accepting this Feasibility Report and ordering the Public Hearing for November 14, 2017.

APPENDIX A

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

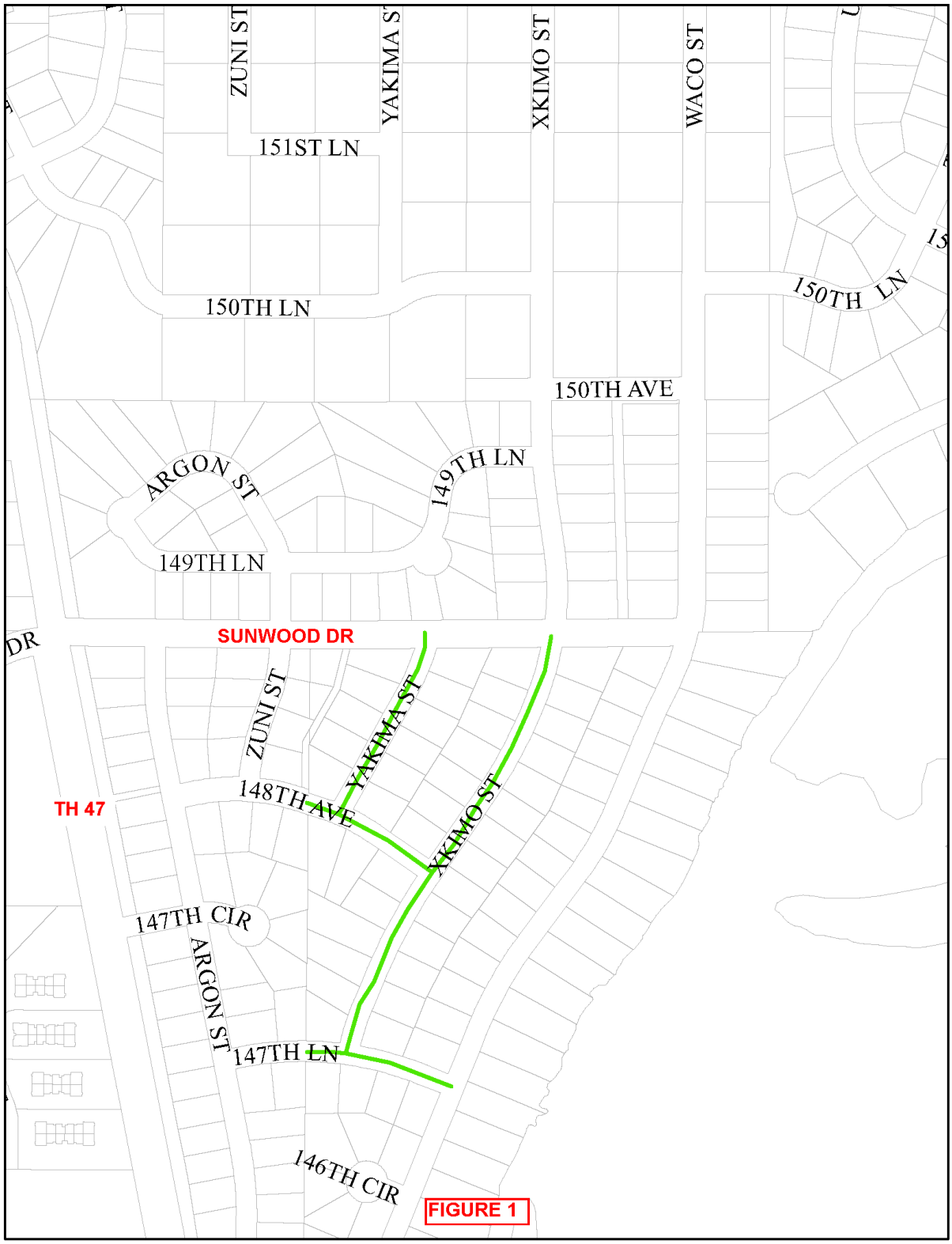


FIGURE 1
PROJECT SCOPE

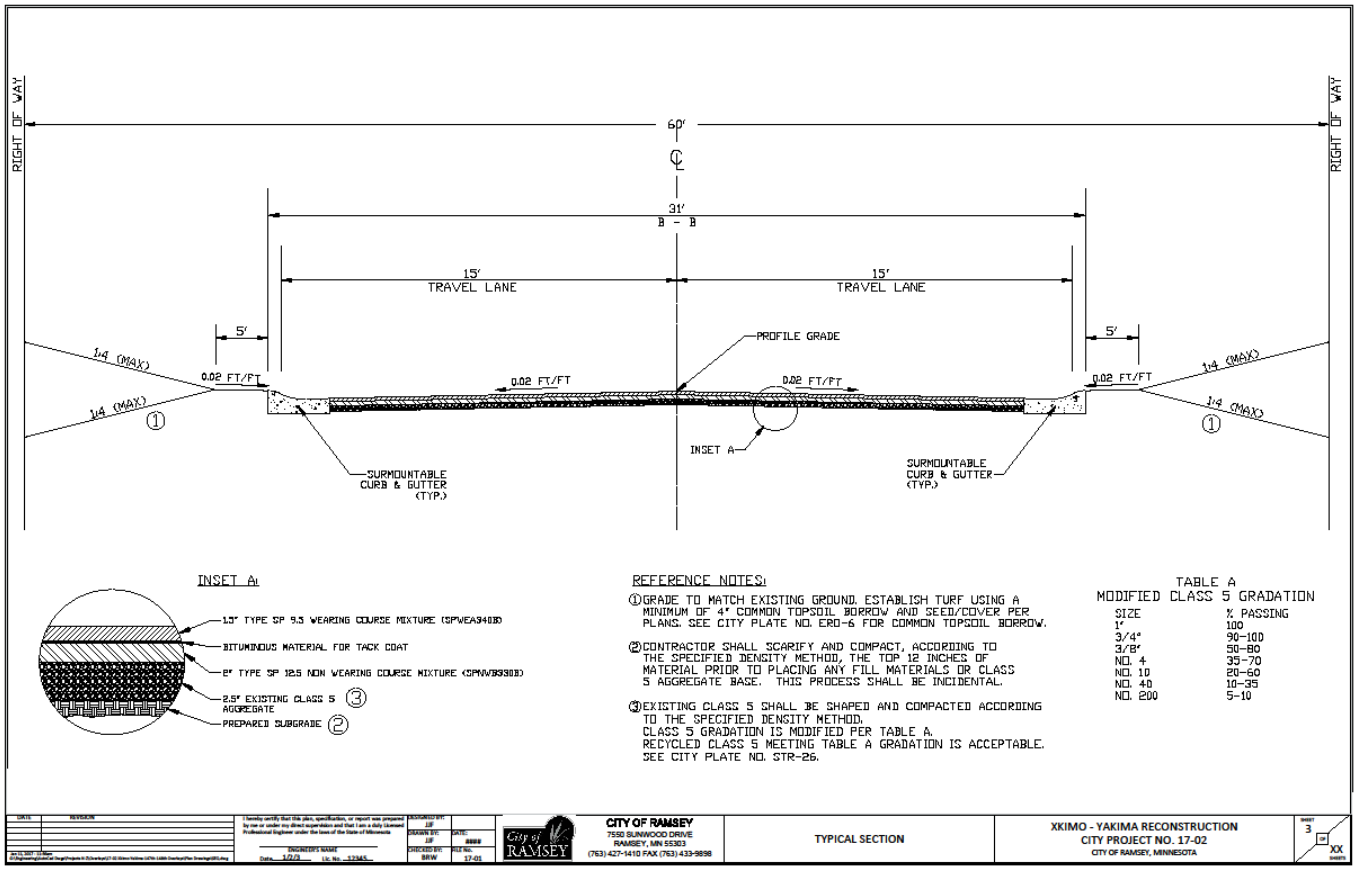


FIGURE 2
TYPICAL SECTION

PROJECT SITE PICTURES









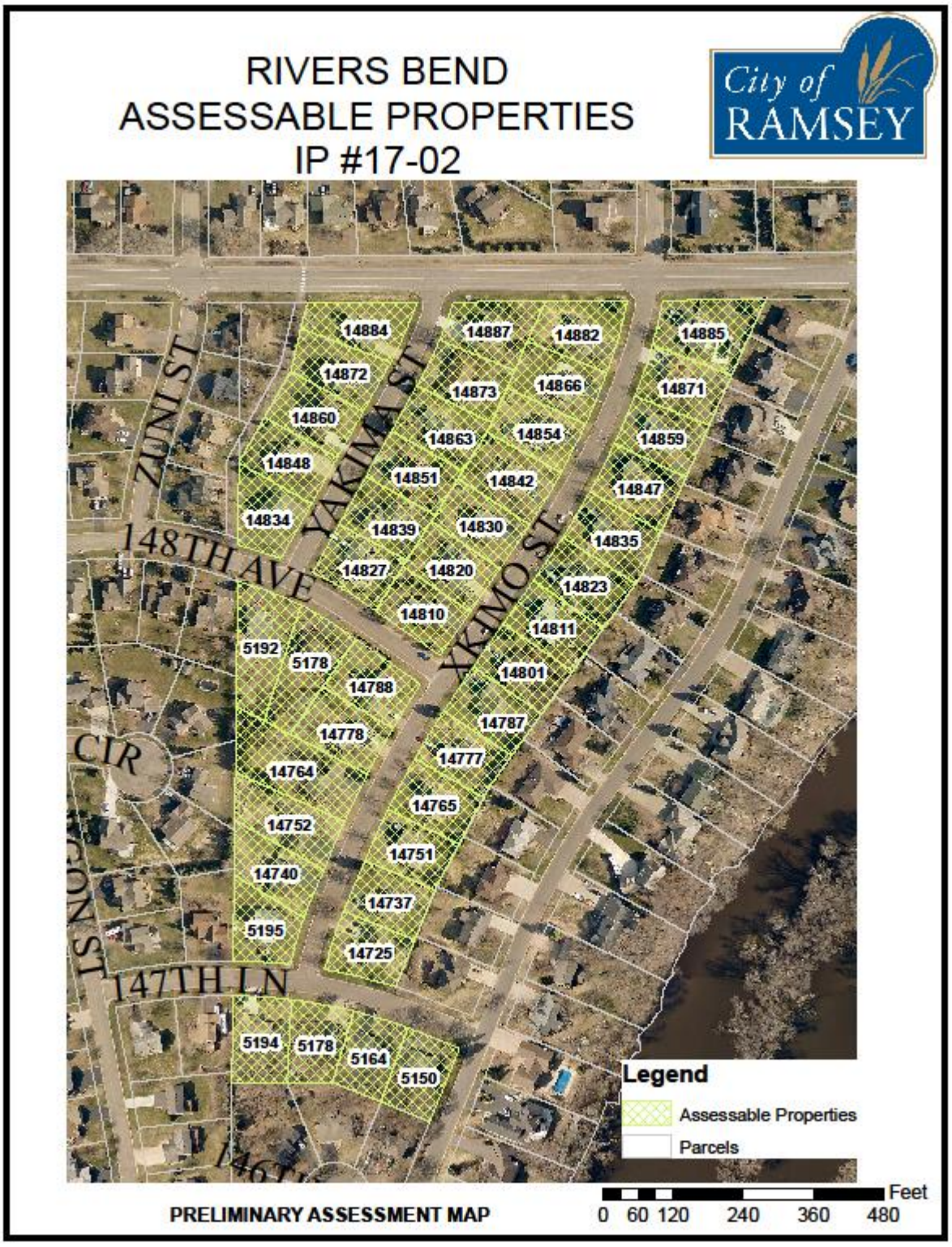
APPENDIX B

Opinion of Probable Costs

17-02 RIVER'S BEND STREET RECONSTRUCTIONS						
ENGINEER'S ESTIMATE						
10/19/2017						
ITEM NO.	**MNDOT NO.**	**ITEM DESCRIPTION**	**UNIT**	**UNIT COST**	**ESTIMATED QUANTITY**	**COST EXTENSION**
1	2021.501	MOBILIZATION	LS	$ 11,000.00	1	$ 11,000.00
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	$ 5.50	500	$ 2,750.00
3	2104.505	REMOVE CONCRETE VALLEY GUTTER	SY	$ 25.00	65	$ 1,625.00
4	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	$ 6.00	100	$ 600.00
5	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	$ 3.00	200	$ 600.00
6	2105.201	COMMON EXCAVATION (EV)	CY	$ 12.00	220	$ 2,640.00
7	2112.501	SUBGRADE PREPARATION	RDST	$ 200.00	26	$ 5,200.00
8	2130.501	WATER	MGAL	$ 30.00	50	$ 1,500.00
9	2211.503	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	$ 20.00	1060	$ 21,200.00
10	2215.501	BITUMINOUS PAVEMENT RECLAMATION (FULL DEPTH)	SY	$ 2.00	7929	$ 15,858.00
11	2232.501	MILL BITUMINOUS PAVEMENT (1.5" D X 18" W)	SY	$ 20.00	45	$ 900.00
12	2331.607	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	$ 11.00	1718	$ 18,898.00
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	$ 3.00	555	$ 1,665.00
14	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340B) (1.5")	TON	$ 68.00	785	$ 53,380.00
15	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB330B) (2.0")	TON	$ 60.00	1047	$ 62,820.00
16	2504.602	ADJUST VALVE BOX	EA	$ 300.00	9	$ 2,700.00
17	2506.522	ADJUST FRAME AND RING CASTING	EA	$ 550.00	13	$ 7,150.00
18	2531.501	CONCRETE CURB & GUTTER DESIGN SURMOUNTABLE (HE)	LF	$ 25.00	300	$ 7,500.00
19	2531.501	CONCRETE CURB & GUTTER DESIGN B618 (HE)	LF	$ 25.00	200	$ 5,000.00
20	2531.604	7" CONCRETE VALLEY GUTTER (HE)	SY	$ 80.00	65	$ 5,200.00
21	2563.601	TRAFFIC CONTROL	LS	$ 3,000.00	1	$ 3,000.00
22	2575.505	SODDING TYPE LAWN	SY	$ 18.00	111	$ 1,998.00
23	2575.525	COMMON TOPSOIL BORROW (LV)	CY	$ 30.00	15	$ 450.00
					TOTAL ESTIMATED CONSTRUCTION COST	*$ 233,634.00*
					5% CONTINGENCY COSTS	*$ 11,681.70*
					23% INDIRECT COSTS	*$ 56,422.61*
					TOTAL ESTIMATED PROJECT COST	***$ 301,738.31***

APPENDIX C

Preliminary Assessment Map
Preliminary Assessment Roll



PRELIMINARY ASSESSMENT MAP

PRELIMINARY ASSESSMENT ROLL - IP # 17-02 RIVER'S BEND STREET RECONSTRUCTIONS							
PID	Name/Owner	Address 1	City	State	Zip	Assessable Units	Proposed Assessment
253225120056	RONDO ANGELA M & JERRY D	5195 147TH LN NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120057	CICH JONATHAN	5194 147TH LN NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120058	CLOBES ADELE	5178 147TH LN NW	RAMSEY	MN	55303	1	$ 1,714.42
253225130002	GEORGES ROBERT J & RUTH F	5164 147TH LN NW	RAMSEY	MN	55303	1	$ 1,714.42
253225130003	SPOHN PAMELA A	5150 147TH LN NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120049	NEWBERGER JAKE	5192 148TH AVE NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120050	UPHOFF ROGER	5178 148TH AVE NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120007	TAMBA PATRICK	14882 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120008	JANIAK MICHAEL L & TINA M	14866 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120009	HEFFRON GLEN R & PAMELA J	14854 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120010	MORGAN JR JOE	14842 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120011	BUBANY BRETON	14830 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120012	COMSTOCK GREGORY J & LYNN A	14820 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120013	MARSHALL JAMES & AUDREY	14810 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120035	EMERSON EDWARD J & AMY C	14725 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120036	MALEK DAVID J & CINDY L	14737 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120037	MERKL CHRIS S & JESSICA A	14751 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120038	BAUER DANIEL	14765 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120039	BRUNEAU STEPHANIE	14777 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120040	SCHULTE ERICA	14787 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120041	DRAYNA ROBERT	14801 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120042	PAYNE RYAN L	14811 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120043	TOVSEN CAITLIN	14823 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120044	TESSMAN JILEEN	14835 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120045	HENNES RICHARD & JUDITH	14847 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120046	MANCINI FRANK E	14859 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120047	JOHNSON MARK	14871 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120048	HIGH DANIEL	14885 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120051	CLAYTON JEFFREY	14788 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120052	STROUP TIMOTHY D & VICTORIA E	14778 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120053	ROMANCHUK GERALD	14764 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120054	REYNOLDS BRIAN R & SHEILA B	14752 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120055	DANIELS JULIE A	14740 XKIMO ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120002	ACEVES II WILLIAM & ACEVES CHRISTY	14884 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120003	RUMPCA JAMES L & SUSAN A	14872 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120004	DUNAWAY ANDREW & LAURA M	14860 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120005	FLORES ANTHONY JR	14848 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120006	DESONIA ELIZABETH	14834 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120014	HOFF WENDY	14827 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120015	MILLER CORY	14839 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120016	WINDOM LADELL	14851 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120017	MARDAUS JOHN M & RENEE	14863 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120018	FOWLKES CHERYL	14873 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
253225120019	AUGUSTSON TRUSTEE DEBORAH & AUGUSTSON TRUSTEE TERRANCE	14887 YAKIMA ST NW	RAMSEY	MN	55303	1	$ 1,714.42
TOTALS						**44**	**$ 75,434.58**

APPENDIX D

Pavement Evaluations and Recommendations
(WSB & Associates – 11 pages)

701 Xenia Avenue South | Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

December 27, 2016

Mr. Bruce Westby P.E.
City Engineer
7550 Sunwood Drive NW.
Ramsey, MN 55303

Re: Pavement Evaluations and Recommendations for City of Ramsey Improvement Project #17-02
2017 Mill and Overlay Improvements

Observation: On December 20, 2016 WSB & Associates cored the 147th, 148th, Yakima, and Xkimo roadways in the City of Ramsey, MN. The following observations were made during the investigation. The Hot Mix Asphalt (HMA) cores ranged in thickness from 2 inches to 3.25 inches, with the average thickness being 2.4 inches. The base material observed appears to be a mainly sandy select granular material. With the frozen ground, we were only able to chisel to depth of approximately 4 inches with no change in the base material observed. The coring locations can be found in Appendix A of this report. Pictures of each core can be found in Appendix B. Due to the streets being covered by snow it was hard to observe existing crack patterns, but the cores taken appear to be in very good condition for the age of the HMA.

Recommendations: Based on the following information, these streets are true residual streets, constructed in the mid-1980s, and have performed satisfactorily. It would be our recommendation to remove the existing HMA, then re- compact the granular (sand) base and repave with 3 inches of level 3 Super Pave with ½ inch mixture with 3 percent air voids made with a PG -34 binder. An example would be SPWEA330C or A, mix. Using a ½ minus mix with 3 percent air voids design should yield a very tight surface that should greatly diminish the infiltration of water into the HMA surface. Using a PG-34 binder should delay cracking over a PG-28 binder. One last suggestion to think about is possibly priming the granular base with a penetrating emulsion prime (PEP) to protect the bottoms of the HMA from damage from water coming thru the base materials.

Please let me know if you have any other questions of comments regarding this report.

Sincerely,

WSB & Associates, Inc.

Thomas J. Wood
Project Manager

Appendix A

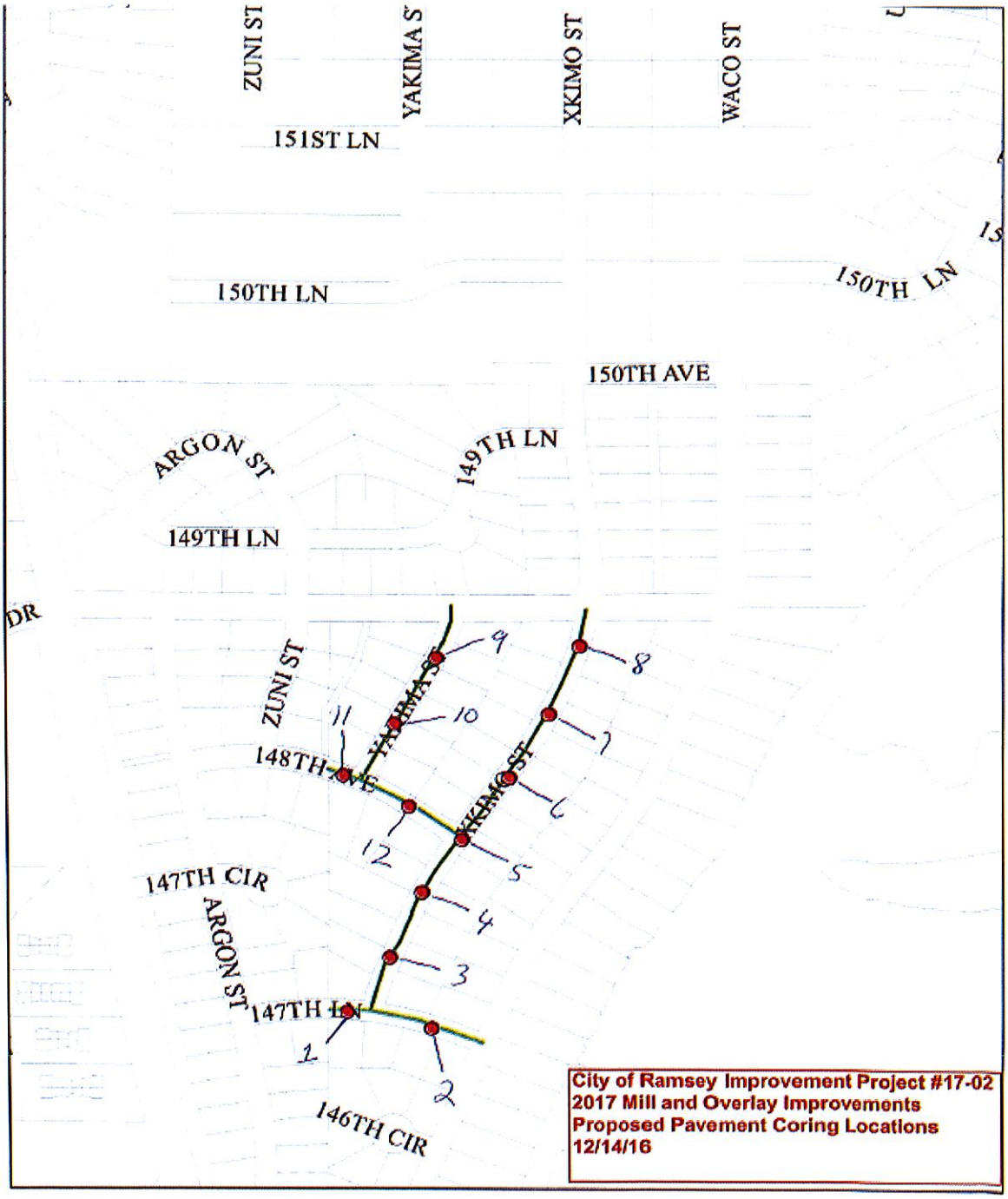
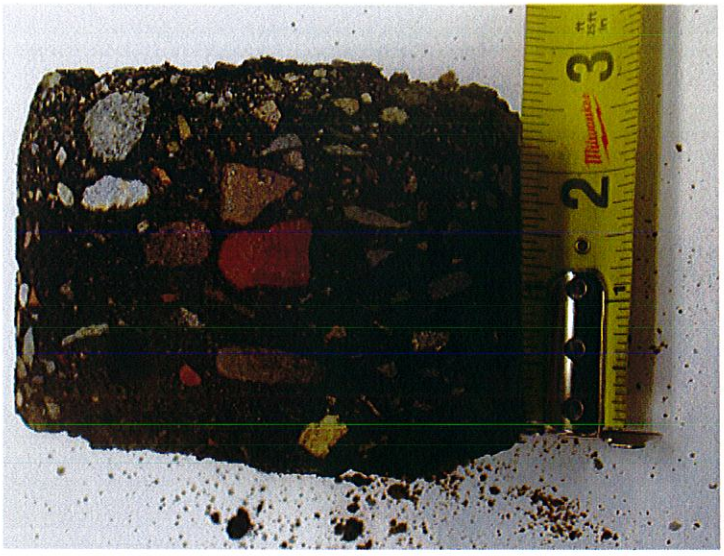


Figure 1: Coring Locations

Appendix B

Core 1



Core 2



Core 3



Core 4



Core 5



Core 6



Core 7



Core 8



Core 9

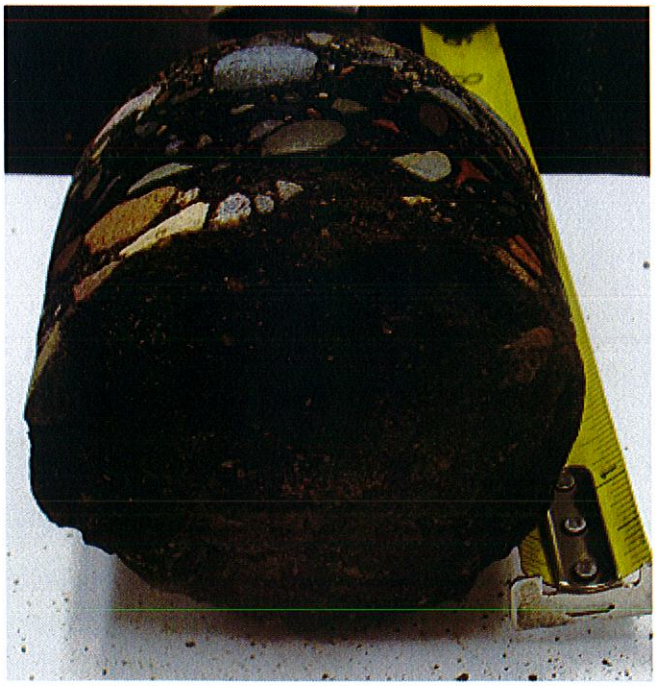


Core 10



Core 11





Core 12



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

CC Regular Session **7. 7.**

Meeting Date: 10/24/2017

By: Tim Gladhill, Community Development

Information

Title:

Introduce Ordinance #17-18 Amending Street Names in the Riverstone Subdivision; Case of Capstone Homes/Riverstone Development, LLC

Purpose/Background:

The purpose of this case is to introduce an ordinance officially amending street names in the Riverstone subdivision. On September 12, 2017, the City Council approved a framework of a deviation from the Anoka County street name grid. This step is the official process to change the names on the plat that was already recorded (first phase of Riverstone). Moving forward, the City will not need to do a follow up ordinance for street names; amended street names will simply be incorporated in future plats for subsequent phases.

For background, the original case from September 12, 2017 is attached.

Notification:

Notification is not required.

Observations/Alternatives:

The approved street name amendments are as follows (as it pertains to Riverstone only):

Grid Name	Approved Name
Quagga Street	Quintana Street
Rabbit Street	Rabbit Street
Sloth Street	Snowy Owl Street
Tiger Street	Tiger Street

Funding Source:

All costs associated with processing the application are the responsibility of the Applicant. There are no occupied dwellings on these streets at this time, so no impacts to existing residents or businesses will be experienced.

Recommendation:

Staff recommends approval of the ordinance.

Action:

Motion to introduce Ordinance #17-18 amending street names in the Riverstone subdivision.

Attachments

Site Location Map
Riverstone Overall Development Plan
September 12, 2017 City Council Case
Public Works Committee Minutes dated July 18, 2017
City Council Minutes dated September 12, 2017
Ordinance #17-18

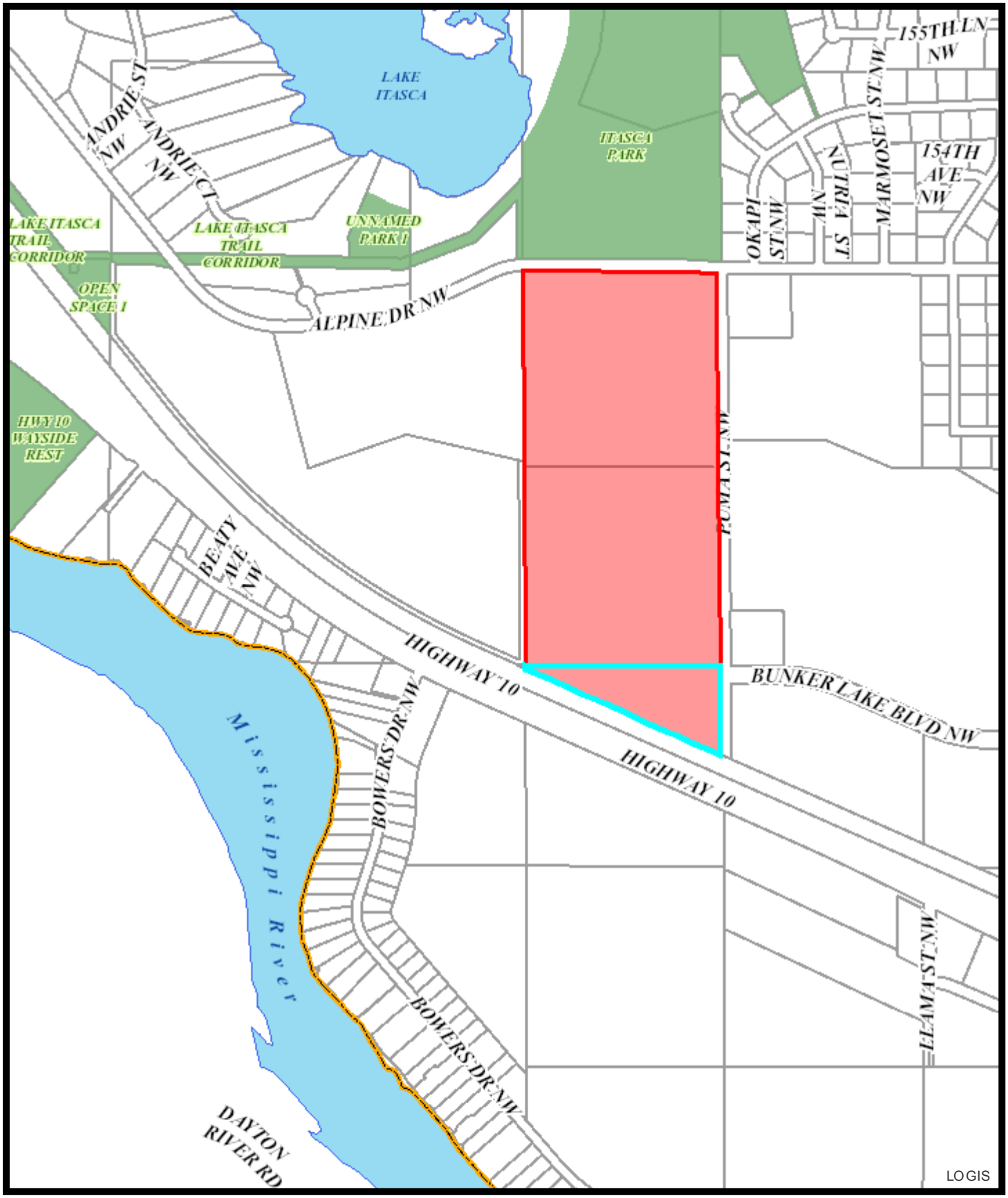
Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM
Form Started By: Tim Gladhill		Started On: 10/17/2017 01:51 PM
Final Approval Date: 10/19/2017		

29-32-25-22-0004

Site Location Map

Riverstone



Feet

0 215430 860 1,290 1,720

Print Date: March 10, 2017


CAPSTONE HOMES
TO LAKE ITASCA PARK
FUTURE "COR" ACCESS
PUMA STREET N.W.
ALPINE DRIVE N.W.
POND
POND
POND
POND
PARK
PLAY AREA
NEIGHBORHOOD GREEN AREA
U.S. HIGHWAY 10 / U.S. HIGHWAY 169
N
LINKS AT NORTHFORK GOLF COURSE
Carlson McCain
ENVIRONMENTAL • ENGINEERING • SURVEYING
Riverstone
ramsey, mn

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

CC Regular Session 7. 7.

Meeting Date: 09/12/2017

By: Tim Gladhill, Community Development

Information

Title:

Review Framework for Request to Deviate from Street Name Grid for Riverstone Addition; Case of Capstone Homes

Purpose/Background:

The purpose of this case is to consider a request from Capstone Homes to deviate from the existing street name grid for Riverstone Development. The street name grid is an important component of public safety response. Staff has been attempting to balance that need with that of quality street names, flexibility, etc.

Notification:

Notification is not required for this request at this time. This case is to set policy direction. Once policy direction is provided, the official Ordinance requirement to change street names (plat was already recorded).

Observations/Alternatives:

Staff was aware that this request was forthcoming. In the interest of time in getting the plat recorded, the Developer agreed to record the Plat with the existing street name grid, but desired to circle back on this topic before homes were sold or occupied. There are no existing homes that would be impacted by this change.

The existing grid would require the following names:

1. Quagga Street
2. Rabbit Street
3. Sloth Street
4. Tiger Street

The Public Works Committee has reviewed this request. Direction from that meeting was to allow for some flexibility with the following assumptions.

1. Must retain the animal theme
2. Must follow the existing sequence (Q, R, S, T)

Both Staff and Developer have struggled with a solution that follows this direction and balances the public safety need to stick close to the grid naming convention. Staff does recommend that Rabbit and Tiger Street should be used, as those streets exist in other areas of the community. Staff does not have an issue with change Quagga or Sloth Street, but is struggling to find a suitable replacement.

This case is to have an open dialogue on the issue and provide policy direction to Staff to bring forward a formal request at a future date.

Funding Source:

All costs associated with processing this request are the responsibility of the Applicant.

Recommendation:

Based on discussion.

Action:

No action requested. By consensus, provide direction on street naming conventions in the Riverstone development.

Attachments

DRAFT Public Works Committee Minutes dated July 18, 2017

Developer Request

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	09/07/2017 02:08 PM
Kurt Ulrich	Kurt Ulrich	09/07/2017 02:08 PM
Form Started By: Tim Gladhill		Started On: 09/06/2017 09:52 PM

Final Approval Date: 09/07/2017

5.01: Review Anoka County Street Name Grid

Community Development Director Manager Gladhill stated requests have been received from several northern border developments to deviate from the Anoka County street naming grid. He added all streets were laid out in a grid fashion, using an orderly naming convention in general, for ease of use within community, which determines house numbers and street numbers. He noted these requests are based on the perceived quality of the street names.

Mr. Gladhill stated several representatives of the Police Department were present to talk about how they use the grid, and how important it is to them to be able to use it wherever possible. He added the City has the authority to deviate from the street naming grid, but there is a benefit to keeping it. He noted Capstone has indicated they would prefer to deviate from street names like Rabbit, Sloth and Tiger, as well as Zeolite and Quagga.

Mr. Gladhill stated street name deviations were used in the COR on a few projects. He added, for instance, Center Street would have been Variolite Street, and Ramsey Parkway would have been 148th Avenue.

Mr. Gladhill stated changing the street names would impact safety team response, as Geographic Information Systems (GIS) systems technology is not always reliable. He added it is easier for mutual aid partners from other cities to use the grid and follow the street names. He asked the officers who were present if they had any comments or feedback on this issue. He noted more details on this issue will be available in the coming weeks, and this is a preliminary review for the Public Works Committee.

Chief of Police Jeff Katers thanked Mr. Gladhill for his accurate summary. He added the Police Department relies heavily on GIS systems, but they can potentially fail, and in times of disaster, they do fail. He noted outside agencies are often relied on for assistance, and if street names are changed, they would have to rely on a map, unless it is a place they know and have been to before.

Chief Katers stated he understands the names are not the best choice. He added maybe other animal names could be used, or a category within a specific zone, so first responders can find the streets. He noted a large wall map is used to train new officers as well as mapping systems, to ensure that they know major thoroughfares, and can respond without a map.

Councilmember Kuzma stated it would be difficult to look at a map at night in the dark.

Chief Katers agreed, adding there is more risk involved in terms of situational awareness, and the risk of officers giving way their position by turning on a light in their vehicle.

Another officer stated it is a consistency issue, and responders need to be able to rely on their past training. He added the grid map is consistent from north to south, and dispatchers can name any street to responders and they will know where the street is located. He noted he can understand

why the names were changed in the COR, but changing other developments will lead to confusion, and responders have enough to worry about without trying to figure out where they are going.

Captain Tim Frankfurth stated he agrees that names such as Quagga and Sloth are not desirable, and they have not been built yet. He added another animal name using the same letter could be used.

Captain Frankfurth stated Rabbit is a concern because it is a lengthy street, so the whole street would have to be changed.

Councilmember Kuzma asked if these animal street names are used in other parts of Anoka County, and whether changing the names would be a problem for them. He added Ramsey should not deviate from the street names grid if it is established elsewhere.

Chairperson Riley stated the same first letter could be still be used.

Councilmember Johns asked whether are there other names that are not currently being used that could be considered.

An officer confirmed this, adding he was referring to the current development.

Chairperson Riley stated these specific names are being mentioned because they were they likely to be used in the Riverstone addition.

Mr. Gladhill confirmed this, adding Capstone would like to replace those four names.

Councilmember Johns stated she would support changing the names that do not have addresses yet, such as Sloth, and only the grid within City limits.

Mr. Gladhill confirmed that the Public Works Commission has indicated they are not opposed to staying with alphabetical animal names.

Chairperson Riley agreed and stated changing Puma would only affect one address.

Mr. Gladhill confirmed this. He added all new parcels would be based off new internal roads. He added there is not a north/south road in the Riverstone addition.

Chairperson Riley asked whether the developer gets to pick the majority of street names.

Mr. Gladhill stated the City picks the street names. He added this issue will be discussed during the final plat review for Riverstone at next week's City Council meeting.

DRAFT

Chairperson Riley asked whether there is a Zeolite Street in the north that lines up with the COR's temporary road named Zeolite.

An officer confirmed this.

Chief Katers stated he just did an online search, and Nowthen changed Sloth to Sugarbush Road.

Chairperson Riley stated he still would like to see Zeolite changed. He asked whether there will there be any addresses on it.

Mr. Gladhill stated there will not be addresses on the current segment of Zeolite, and the development plan does not show a connection, but plans can change. He agreed to look into that.

Chairperson Riley asked whether Zeolite is a permanent street.

Mr. Westby stated it will eventually be permanent but it is not right now.

DRAFT

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, September 12, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Acting Mayor John LeTourneau
Councilmember Mark Kuzma
Councilmember Chris Riley
Councilmember Melody Shryock
Councilmember Kristine Williams

Members Absent: Mayor Sarah Strommen
Councilmember Jill Johns

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

1. CALL TO ORDER

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

2. PRESENTATION

2.01: Presentation Proclaiming September 17-23, 2017 as Constitution Week

Acting Mayor LeTourneau read aloud the proclamation declaring September 17-23, 2017 as Constitution Week, noting that the item will appear on the consent agenda for Council adoption. He stated that he will present this proclamation to the Daughters of the American Revolution.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

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

4.01: Receive Cash and Investments for Period Ending August 31, 2017
4.02: Approve the following Meeting Minutes:
1) City Council Work Session dated August 22, 2017
2) City Council Regular dated August 22, 2017
4.03: Approve Rental Licenses
4.04: Approval of Tuition Reimbursement
4.05: Adopt Resolution #17-09-228 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 17, 2017 through September 6, 2017
4.06: Adopt Resolution #17-09-210 Declaring Costs to be Assessed and Calling for a Public Hearing on Proposed Assessment for Past Due Charges on Municipal Utility Bills (which may include water, sewer, street lighting, recycling, storm water charges and penalties incurred) and Current Services Rendered
4.07: Adopt Resolution #17-09-213 Ordering Assessment Roll and Calling Assessment Hearing for Improvement Project #17-00, Sunwood Drive Reconstruction
4.08: Adopt Resolution #17-09-209 Approving a Conditional Use Permit for a Two-Story Accessory Building (Project #17-107); Case of Raymond and Linda Bonifas
4.09: Adopt Resolution #17-09-229 Approving an Amended Development Agreement for Regency Commons Addition (Project No. 16-108); Case of National Self Storage
4.10: Adopt Resolution #17-09-226 to Promote the Lead Police Records Technician to the Police Department Office Supervisor
4.11: Adopt Resolution #17-09-227 to Hire an Engineering Intern
4.12: Adopt Resolution #17-09-231 Proclaiming September 17-23, 2017 as Constitution Week

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adopting Resolution #17-09-215 Approving Easement Vacation and Final Plat for Gobernatz 3rd Addition (Project No. 17-139); Case of Jolene and Scott DeJarlais

Presentation

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-09-215 granting approval of the Final Plat for Gobernatz 3rd Addition and vacating certain drainage and utility easements on the subject property.

Public Hearing

Motion by Councilmember Shryock, seconded by Councilmember Williams, to open the public hearing.

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

The public hearing was opened at 7:07 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:07 p.m.

Council Business

Motion by Councilmember Williams, seconded by Councilmember Kuzma, to Adopt Resolution #17-09-215 Granting Approval of an Easement Vacation and Final Plat for Gobernatz 3rd Addition.

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

6.02: Public Hearing to Consider Adoption of Ordinance #17-12 Vacating Certain Drainage and Utility Easements Related to the Cole Addition; Case of Bryon and Lynn Cole (Project No. 17-132)

Presentation

Community Development Intern Henderson reviewed the staff report and recommendation to adopt Ordinance #17-12 vacating certain drainage and utility easements on the subject property. He noted that the approved Final Plat does dedicate to the public drainage and utility easements in accordance with the City Code.

Councilmember Kuzma stated that there was some discussion on a sidewalk at the last meeting and asked how that turned out.

Community Development Director Gladhill stated that the approval included the requirement of the sidewalk. He noted that if the sidewalk were to be removed, that would require the Final Plat to come back before the City Council.

Public Hearing

Motion by Councilmember Williams, seconded by Councilmember Kuzma, to open the public hearing.

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

The public hearing was opened at 7:11 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:11 p.m.

Council Business

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #17-12 Vacating Certain Drainage and Utility Easements in the City of Ramsey, Anoka County, Minnesota, contingent upon recording of the Plat.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

7. COUNCIL BUSINESS

7.01: Consider Adopting Resolution #17-08-207 Approving Contract with the University of Minnesota for the Resilient Communities Project

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-08-207 approving the final contract with the University of Minnesota for participation in the Resilient Communities Project.

Councilmember Kuzma stated that he was not in favor of this last February and is still not in favor of the project as he believes that the funds could be used in better ways. He stated that a consultant was being used for the park planning and he suggested that the students be used for that process and was told that the students would not have the necessary knowledge.

Community Development Director Gladhill stated that this was never intended to take away project management from the City team but instead provide assistance with data collection. He noted that residents also may be more open to sharing different perspectives with students rather than the same City staff team. He noted that the parks project was intended to stay with the current team but the students will be used to supplement some elements of the project. He noted that this project would provide more "boots on the ground" work. He stated that in speaking with others that have participated in the program, there has been an amount of work equal to $100,000 to $300,000 worth of time for the cost the City will pay. He stated that the importance of the contract is to ensure that there are clear deliverables and if they do not perform on those, the element will be fixed or the City would receive funds back.

Councilmember Riley stated that it sounds like there is a good plan in place and wanted to ensure that there is a real world focus rather than an academic exercise as the project moves along.

Community Development Director Gladhill stated that staff has been pushing the program director on that piece and that is where the contract comes into play to ensure that the City receives the deliverables agreed upon.

Councilmember Shryock stated that she has been very excited with this opportunity as it is an opportunity for the City to capture some experience and fresh perspective while also assisting in providing real world experience for the students.

Motion by Councilmember Shryock, seconded by Councilmember Williams, to Adopt Resolution #17-08-207 Authorizing Contract with the University of Minnesota for the Resilient Communities Project.

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

7.02: Consider Adopting Resolution #17-09-239 Approving Amendment to Development Agreement for COR Three North Commons (Project No. 16-63); Case of Purmort Homes

Community Development Director Gladhill reviewed the staff report and recommendation to approve of the amendment to the Development Agreement for COR North Commons.

Councilmember Williams asked if the financial surety would remain in place to ensure the sidewalk is constructed.

Community Development Director Gladhill confirmed that although the surety has been reduced there is more than enough to cover the sidewalk and any remaining issues.

Councilmember Williams stated that nothing about this parcel is precedent setting as every element seems unique and therefore she is comfortable stating that these are unique circumstances.

Acting Mayor LeTourneau agreed with the comments of Councilmember Williams.

Motion by Councilmember Williams, seconded by Councilmember Kuzma, to Adopt Resolution #17-09-230 Granting an Amendment to the Development Agreement for COR Three North Commons.

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

7.03: Consider Multiple Actions Related to a Subdivision known as Lavern Estates (Project No. 17-137); Case of Joshua Peterson

1. **Consider Resolution #17-09-220 Approving Final Plat; Comprehensive Plan Amendment and Authorizing Staff to Submit the Amendment to the Metropolitan Council**
2. **Introduce Ordinance #17-11 Zoning Amendment**

Community Development Intern Henderson reviewed the staff report and noted that the Planning Commission voiced general support of the Minor Plat at their August 3, 2017 meeting and recommended approval of the Comprehensive Plan and Zoning Amendments.

Councilmember Riley asked for information from the applicant as to the plan.

Josh Peterson, applicant, stated that his goal is to utilize the property for personal use, to build a home that he will live in.

Motion by Councilmember Riley, seconded by Councilmember Williams, to Adopt Resolution #17-09-220 Approving Final Plat, Development Agreement, Comprehensive Plan Amendment, authorize staff to submit Comprehensive Plan amendment to the Metropolitan Council, and

introduce Ordinance #17-11 rezoning subject area from R-1 Residential (MUSA) to R-1 Residential (Rural Developing).

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

7.04: Consider Multiple Actions Related to a Proposed Subdivision Known as Estates of Silver Oaks 2nd Addition (Project 17-119); Case of Silver Oaks Realty

1. **Adopt Ordinance #17-09 for a Zoning Map Amendment**
2. **Adopt Resolution #17-09-219 Granting Approval of the Final Plat and Development Agreement**

Community Development Director Gladhill reviewed the staff report and recommendation to approve the Final Plat, Zoning Amendment, and Development Agreement contingent upon compliance with the Staff Review letters. He stated that while the project will result in the loss of some significant tree cover, it does comply with the Tree Preservation Ordinance. He stated that the Final Plat does show a relocated driveway access to Highway 47 for Lot 5, Block 2, further north on the property to address concerns previously noted by the Planning Commission. He stated that while this project would require a Zoning Amendment and a Comprehensive Plan Amendment, the area immediately south of the subject property is zoned R-1 Residential (MUSA) and was reguided to LDR with a previous Comprehensive Plan Amendment.

Councilmember Riley asked for more information on the Comprehensive Plan Amendment.

Community Development Intern Henderson stated that as proposed the applicant would like a higher density development which would require a rezoning to LDR. He noted that the property to the south is already zoned MUSA and therefore this rezoning would be compliant with the neighboring zoning.

Community Development Director Gladhill stated that the act of the rezoning and Comprehensive Plan Amendment would extend the MUSA area and result in quarter acre lots rather than two acres lots. He noted that mailings were sent to the surrounding neighborhoods and there were no negative comments received.

Councilmember Riley asked if this property would have access onto Highway 47.

Community Development Intern Henderson stated that there was safety concerns with the existing access and therefore the access would be relocated to a better position and no additional accesses would be added.

Councilmember Shryock asked if land is going to be reserved for trail easements in the future.

Community Development Director Gladhill stated that a trail easement is not requested but noted that there is space and that could be added as a separate recordable document.

Councilmember Shryock commented that would be important to her.

Motion by Councilmember Riley, seconded by Councilmember Williams, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #17-09 Approving a Zoning Amendment for the Subject Property to R-1 Residential (MUSA).

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

Motion by Councilmember Shryock, seconded by Councilmember Williams, to Adopt Resolution #17-09-219 Granting Final Plat and Development Agreement Approval of Estates of Silver Oaks 2nd Addition, contingent upon staff review, Metropolitan Council approval, zoning amendment, and Development Agreement review of legal form by the City Attorney and requiring proper trail easement for the property along Highway 47.

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

7.05: Consider Adopting Resolution #17-09-218 Granting a Conditional Use Permit for Motor Vehicle Sales at 7103 Highway 10 NW (Project 17-140); Case of Motors on 10

Community Development Director Gladhill reviewed the staff report and recommendation to approve the Conditional Use Permit to allow the expansion of the parking lot.

Motion by Councilmember Riley, seconded by Councilmember Shryock, to Adopt Resolution #17-09-218 Approving the Issuance of a Conditional Use Permit to Motors on Ten, LLC, to Expand a Lawful Nonconforming Use and to Allow Motor Vehicle Sales in the H-1 Highway 10 Business District and Declaring Terms of Same.

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

7.06: Consider Adopting Resolution #17-09-216 Granting Final Plat Approval to Bunker Lake Industrial Park (Project #17-127); Case of PSD, LLC

Community Development Director Gladhill suggested moving this item to later in the agenda as the applicant is not present.

Acting Mayor LeTourneau agreed to move this item to later in the agenda.

7.07: Review Framework for Request to Deviate from Street Name Grid for Riverstone Addition; Case of Capstone Homes

Community Development Director Gladhill reviewed the staff report and stated that the purpose of the case is to consider a request from Capstone Homes to deviate from the existing street name grid for Riverstone Development. He asked for input from the Council.

Councilmember Kuzma stated that he would like to hear about the public safety element.

Police Chief Katers stated that the position remains the same to change the names. He stated that there is a public benefit to remain with the County grid system and they do not see that there is a public benefit for changing that which would exceed the benefit from remaining with the County grid system. He stated that the calls for service are dispatched from the County and the grid system allows the department to find the locations (in Ramsey and other neighboring communities) without the use of GPS or Google Maps, as those services could be unavailable. He provided the example of bird names being used in Coon Rapids and Andover and stated that if a bird name is used in Ramsey that could confuse other municipalities noting that because the dispatching is done by the County, other municipalities hear those calls.

Councilmember Shryock agreed that the names should not be changed and would be in favor of keeping the names in order to maintain continuity throughout the County.

Councilmember Riley stated that the Public Works Committee agreed that they should stay with the letter system and animal names. He stated that the Committee was in favor of changing the Q and S names.

Councilmember Shryock stated that she could agree to change those names as Councilmember Riley suggested.

Heather Lorch, Capstone Homes, stated that City staff and Capstone have reviewed lists five times with a mix of stones, elements, and animals. She recognized that public works is concerned with names that might be in other categories but have suggested fitting names. She stated that Riverstone is contained within the neighborhood and does not connect and therefore they believed that public works would recognize that Riverstone would remain with the Riverstone neighborhood. She appreciated the ability to deviate from the Q and S names as proposed. She stated that they are pretty far down the path and models are in for permits and therefore they really need the addresses and would like to get this resolved so that planning and design can be completed with the next phase of development. She noted that grading has been completed and street names have the potential to hold them up.

Councilmember Kuzma asked if Capstone would be willing to keep Rabbit over Riverstone.

Ms. Lorch stated that they would be willing to make that change but simply wanted the opportunity to bring the option of Riverstone to the Council.

Councilmember Kuzma stated that if Rabbit and Tiger could be agreed upon, it seems the Council would accept the alternate Q and S names.

Ms. Lorch confirmed that they would agree with that.

Acting Mayor LeTourneau asked Police Chief Katers how he would feel with using Riverstone in terms of the existing grid.

Police Chief Katers stated that staff would still be opposed to the use of Riverstone although he could appreciate the developer's point. He stated that for City staff and outside agencies, including the use of mutual aid, if there are deviations from the grid systems that would make it more difficult for public safety officers to reach the necessary destination.

Councilmember Williams stated that she would agree with the staff recommendation as presented.

It was the consensus of the Council to accept the proposed names as presented by staff in the report.

7.06: Consider Adopting Resolution #17-09-216 Granting Final Plat Approval to Bunker Lake Industrial Park (Project #17-127); Case of PSD, LLC (Continued)

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #17-09-216 granting Final Plat approval of Bunker Lake Industrial Park. He stated that the proposed project appears to comply with the bulk standards of the City Code and the proposed use would be an asset to the community's growing employment base.

Councilmember Riley stated that this has been on a fast track, moving quickly, and asked if there is any reason this should not be approved as Final Plat tonight.

Community Development Director Gladhill stated that he does not see any reason this cannot be approved. He noted that the staff review letters include the necessary standard contingencies.

Councilmember Kuzma asked for an update from the applicant.

Matt Kuker, PSD LLC, stated that they are making a lot of progress on the site, moving about 110,000 yards of dirt and an additional 50,000 yards of dirt that Capstone requested. He stated that they do have a phased permit application which staff is reviewing. He stated that the conditions mentioned by Community Development Director Gladhill are standard items that they agree with. He stated that he has been fielding interest calls on the speculative building and noted that it continues to be a positive project.

Motion by Councilmember Kuzma, seconded by Councilmember Williams, to Adopt Resolution #17-09-216 Granting Final Plat Approval of Bunker Lake Industrial Park, contingent upon compliance with the staff review letter.

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

Mr. Kuker thanked the Council for pushing his item back on the agenda so that he could attend his daughter's soccer game.

7.08: Consider Adopting Resolution #17-09-214 Approving Plans and Specifications and Authorizing Advertisement for Bids for Improvement Project #17-10; Puma Street Utility Extensions

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #17-09-214 approving Plans and Specifications and authorizing advertisement for bids for Improvement Project #17-10, Puma Street Utility Extensions.

Councilmember Riley asked for more information on manual pumping mentioned in the staff report.

City Engineer Westby noted that the controls and pumps may not be on line right away. He stated that if the lift station needs to be used, it has a large capacity wet well and can be manually pumped when necessary into a truck. He stated that perhaps that would happen two or three times. He noted that would be an expense the City would ask Capstone to pay.

Community Development Director Gladhill stated that while the Development Agreement would allow the developer to obtain permits for model homes, a different date is provided for certificate of occupancy.

Councilmember Williams stated that it is her understanding that this expense to make the lift station deeper is to offset future expenses and that it would be less costly to follow this process.

City Engineer Westby explained that the City would pay those costs upfront but then the future development community would reimburse those expenses. He confirmed that it would be less expensive to proceed in this manner than to attempt to do that expansion in the future.

Motion by Councilmember Williams, seconded by Councilmember Shryock, to Adopt Resolution #17-09-214 Approving Plans and Specifications and Authorizing Advertisement for Bids for Improvement Project #17-10, Puma Street Utility Extensions.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Acting Mayor LeTourneau echoed the comments that the Happy Days Festival was a great event and thanked the City staff for their hard work.

Councilmember Shryock stated that the Youth First Community Promise is hosting its annual Taste of Community event at Greenhaven Golf Course and invited residents to attend. She stated that Friday is National POW/MIA Recognition Day.

9. ADJOURNMENT

Motion by Councilmember Williams, seconded by Councilmember Shryock, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:32 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

ORDINANCE #17-18

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AMENDING STREET NAMES IN THE RIVERSTONE SUBDIVISION.

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. AMENDMENT

The following street names are amended as follows in the RIVERSTONE subdivision only:

Anoka County Grid Street Name	Approved Street Name for RIVERSTONE
Quagga Street NW	Quintana Street NW
Rabbit Street NW	Rabbit Street NW (no change)
Sloth Street NW	Snowy Owl Street NW
Tiger Street NW	Tiger Street NW (no change)

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 this the 24th day of October, 2017.

_____
Mayor Sarah Strommen

ATTEST:

_____
City Clerk Jo Ann M. Thieling

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

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

CC Regular Session **7. 8.**

Meeting Date: 10/24/2017

By: Chris Anderson, Community Development

Information

Title:

Actions Related to Pearson Place (Project No. 16-31); Case of Development Consulting Services, LLC

1. Adopt Ordinance #17-10 Approving Zoning Amendment
2. Adopt Resolution #17-10-269 Granting Approval of Final Plat and Development Agreement for Pearson Place

Purpose/Background:

The City has received an application for Final Plat of Pearson Place, a proposed fourteen (14) lot single family residential subdivision located on the north side of Bowers Drive near the end of the cul-de-sac where there is a gap between existing homes (the "Subject Property"). Note that the Preliminary Plat consisted of twelve (12) new buildable lots. The Final Plat also consists of twelve (12) new, buildable lots but also includes two (2) existing homes to address setback concerns and to avoid an outlot containing a structure. The net increase in lots remains at twelve (12). As noted above, the other two (2) lots are simply reconfiguration of existing property lines. This is consistent with the Preliminary Plat approval.

The Planning Commission reviewed a concept plan for this project in March of 2016 and the City also hosted two (2) public workshops regarding that concept plan in 2016 as well. The Planning Commission reviewed the official Sketch Plan for Pearson Place on June 1, 2017 and the Preliminary Plat and Zoning Amendment on July 6, 2017. The City Council approved the Preliminary Plat and introduced Ordinance #17-10 to rezone the Subject Property from R-1 Residential (MUSA) to Planned Unit Development (PUD) on July 25, 2017.

Notification:

Staff attempted to notify all Property Owners within a 700 foot radius of the Subject Property and all Property Owners on Bowers Drive of the Public Hearing via Standard US Mail. The Public Hearing was also published in the City's official newsletter, the Anoka County Union Herald. The project site is located within the Mississippi River Critical Corridor Area (MRCCA) and so Staff also notified the Minnesota Department of Natural Resources (DNR).

Observations/Alternatives:

The Subject Property is located on the north side of Bowers Drive, near the end of the cul-de-sac, which is slightly over a mile long. The twelve (12) new single family residential lots are on the north side of the road where there is a gap of approximately 1,400 feet between existing homes. The Final Plat also includes three (3) outlots. Outlot A runs along the rear lot lines of the existing homes on the north side of Bowers Drive to serve as a buffer to potential future development of the remaining agricultural land. Outlot C would reserve a corridor for a possible future street connection should the adjacent agricultural land be developed in the future. Outlot B simply addresses the remainder of the property (approximately 90 acres).

The portion of the Subject Property proposed for development at this time is guided as Low Density Residential in the Comprehensive Plan, is zoned R-1 Residential (MUSA), and is located in the MRCCA Overlay District. As was noted during the Sketch Plan review, the DNR just recently completed a rulemaking process that created new districts in the MRCCA and, for non-riparian lots, primarily defers to the underlying zoning district for dimensional standards. However, the City has yet to receive the necessary guidance from the DNR to proceed with updating our Zoning Code and Comprehensive Plan and thus, are caught in a transitional time.

As a result, the Applicant has also applied for a Zoning Amendment to rezone the land to a Planned Unit Development, which, if approved, is a legal instrument that would allow deviations from certain standards (setbacks, use of private utilities rather than municipal services, etc.). The proposed lot size, lot width, and density all appear to conform to the R-1 Residential (MUSA) bulk standards, as outlined in the Staff Review Letter. Furthermore, the DNR has previously commented that they would be generally supportive of this approach as the proposed lots would comply with the new MRCCA rules. The public benefit would be the fifty (50) foot wide outlot (Outlot A) along the rear boundary of the existing homes on the north side of the road to serve as a buffer to future development. This area is heavily wooded and would provide both visual and noise buffering from future uses. This idea came out of the public workshops held last year and is supported by the developer and property owner. The Zoning Amendment was introduced by City Council in July, when action was taken on the Preliminary Plat.

At the public workshops last year, the primary issues raised by attendees focused on concerns with construction traffic on Bowers Drive and the lot sizes proposed. More recently, Staff understands that concerns have been raised about the loss of vegetation along Bowers Drive. As previously noted, per the new MRCCA rules, one (1) acre lots would be acceptable. They also seem to be compatible with many of the other lots along Bowers Drive, with the exception of four or five lots directly across the street. These lots were platted as part of Bowers Mississippi Acres 3rd Addition and are each approximately 200 feet in width. When measured at the building setback line, the proposed lots range from approximately 103 feet in width up to 127 feet in width. While narrower than those directly across the street, the lots are very similar to the majority of existing lots on Bowers Drive. Additionally, the proposed lots range in size from 1.04 acres to 1.89 acres in size, which is consistent with the existing lots (ranging from about 0.44 acres to 1.84 acres in size).

The submittal does include a Tree Preservation and Landscape Plan that does identify the significant trees, as defined in City Code, within the limits of construction. The only real impact to this thin strip of vegetation along the right-of-way will be the result of installing a driveway to access each lot. However, based on the submitted plan set, it appears that only one (1) significant tree would need to be removed to accommodate a driveway. The Developer has also indicated that each lot will be planted with two (2) front yard trees, per City Code requirements.

As noted previously, Bowers Drive is a long cul-de-sac with no other access point. While many of the residents noted at the workshops that they enjoy this setting, it is also a major factor in their concern about construction traffic and potential road damage due to heavy equipment. At the direction of the City, the Sketch Plan, Preliminary Plat, and now the Final Plat does reserve a sixty (60) foot wide corridor (Outlot C) that could serve as a future access if/when the remaining agricultural land develops in the future, even if only reserved for emergency access. The City's Public Works and Public Safety Teams very much prefer improved access abilities to this neighborhood for a variety of reasons.

The proposal includes serving each lot with a private well and septic system, similar to all the existing homes on Bowers Drive. The plan set does identify both a primary and secondary site for a septic system, a requirement that was not in place when this neighborhood was originally platted. The primary and alternate sites are a requirement of Minnesota Rules 7080, which exist to provide baseline protections against contamination due to septic systems.

The City Council did approve the Preliminary Plat and introduced the Zoning Amendment to rezone the Subject Property to a Planned Unit Development (PUD) at their July 25, 2017 meeting.

Alternatives

Alternative 1: Approve the Final Plat and Zoning Amendment for Pearson Place, contingent upon compliance with the Staff Review Letter. The bulk standards (lot size, lot width, setbacks) of the R-1 Residential (MUSA) district

and the new MRCCA district (albeit not yet adopted) standards are generally met with this proposal with the exception of the use of private utilities rather than municipal sewer and water. However, the use of private utilities matches the existing development pattern on Bowers Drive and includes both primary and alternate locations for a septic system on each lot. Since this is a transitional time between existing MRCCA rules and new MRCCA rules, Staff supports the use of a PUD to address the differences in standards with the inclusion of the outlot that will serve as a buffer for the existing homes along Bowers Drive against potential development in the future. The Planning Commission supported this alternative.

Alternative 2: Deny the Zoning Amendment and Final Plat. The proposed subdivision seems to be generally compatible with the Bowers Drive neighborhood. It will provide a buffer for the existing homes against potential future development and reserves a corridor for a possible future street connection, which Public Safety Staff believes to be critical. Staff does not support this alternative.

Funding Source:

All costs associated with processing the Application are the responsibility of the Applicant. There are no City funds proposed to be utilized for the construction of this project.

Recommendation:

The Planning Commission recommends approving the Zoning Amendment and Final Plat, contingent upon compliance with the Staff Review Letter.

Action:

Motion to waive the Charter requirement to read the ordinance aloud and to adopt Zoning Amendment Ordinance #17-10 to rezone the Subject Property to Planned Unit Development.

Roll Call Vote

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

-and-

Motion to adopt Resolution #17-10-269 approving the Final Plat and Development Agreement for Pearson Place.

Attachments

Site Location Map
Planning Commission Meeting Minutes Dated March 3, 2016
Public Comments from March 10, 2016 Workshop
Public Comments from April 7, 2016 Workshop
Planning Commission Meeting Minutes Dated June 1, 2017
EPB Meeting Minutes Dated June 19, 2017
Planning Commission Meeting MInutes Dated July 6, 2017
City Council Meeting Minutes Dated July 25, 2017
Final Plat Plan Set
Staff Review Letter
Development Agreement

Orinance #17-10

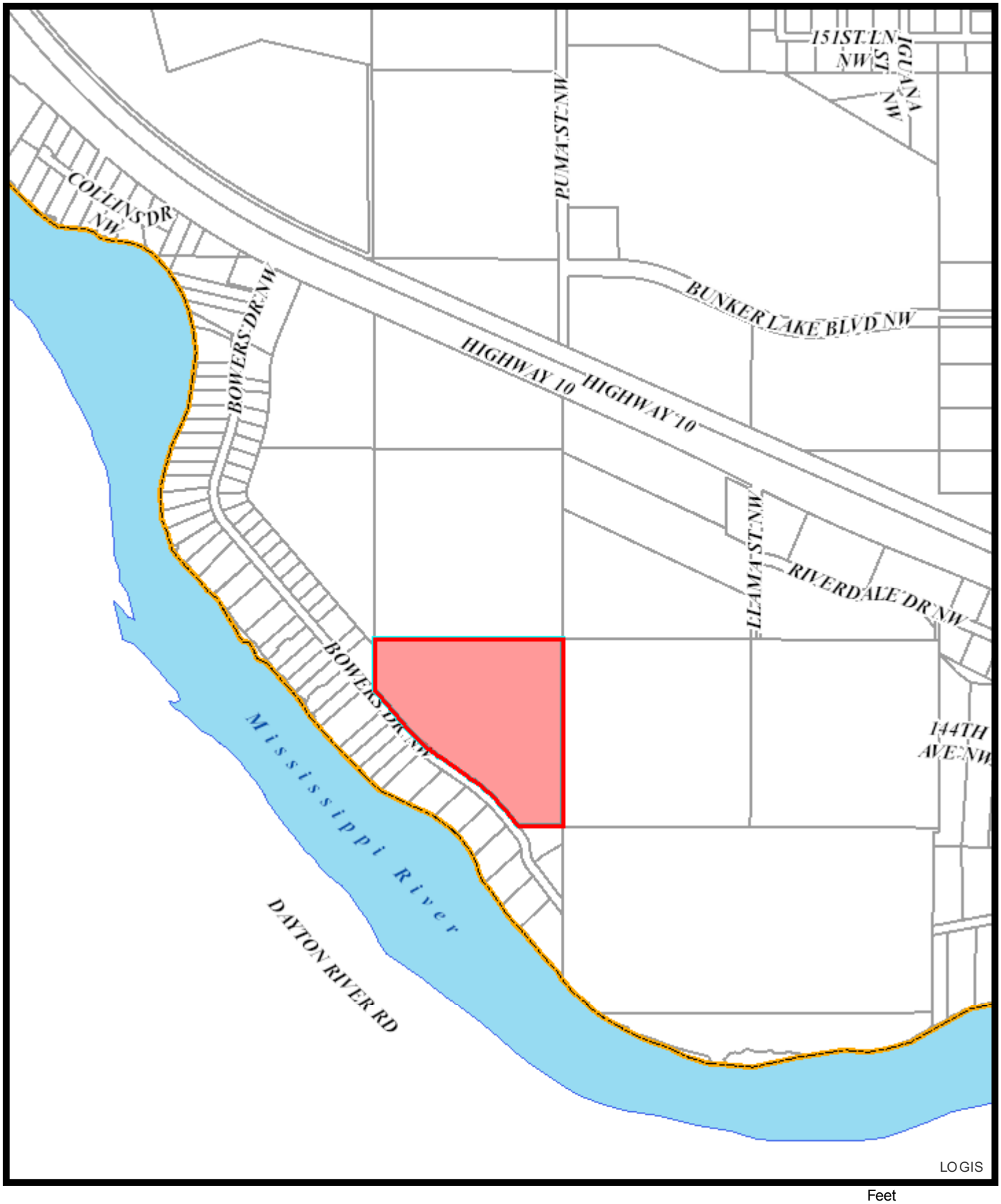
Resolution Final Plat and Development Agreement

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/19/2017 07:11 AM
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM
Form Started By: Chris Anderson		Started On: 10/16/2017 05:44 PM
Final Approval Date: 10/19/2017		

29-32-25-32-0008

Site Location Map



Feet
0 230460 920 1,380 1,840

Print Date: May 15, 2017

5.02: Review Concept Plan for Pearsons Bowers Drive Addition; Case of Pearson Properties, LLC

Presentation

Community Development Director Gladhill presented the staff report stating the City has been approached by Mr. John Dobbs of Development Consultant Services representing Pearson Properties, LLC from a land use planning perspective. Pearson Properties, LLC would like the Planning Commission's feedback on the attached concept plan consisting of thirteen (13) rural, single-family lots along an undeveloped portion of Bowers Drive. The site is located in the R-1 Residential (MUSA) District as well as the Mississippi River Corridor Critical Area. The proposed development pattern is inconsistent with these district regulations, but Staff would support a further discussion about appropriate tools to deviate from these standards in order to better blend with the actual built environment of the surrounding area (Bowers Drive) and locking in density transitioning to this neighborhood for future development. It was noted a public workshop has also been scheduled for Thursday, March 10 at 5:30 p.m. at the Ramsey Municipal Center. Staff requested input from the Commission regarding the Concept Plan.

Commission Business

John Dobbs, Pearson Properties, LLC, introduced himself to the Commission. He discussed the proposed development along Bowers Drive and thanked staff for their assistance. He requested comments or questions from the Planning Commission.

Chairperson Levine asked if there were other developed lots against the river.

Community Development Director Gladhill reported this was the case.

Commissioner Andrusko questioned what type of homes would be built.

Mr. Dobbs explained he was hoping to receive feedback from the neighbors on this topic. He anticipated the lots and homes would be market rate.

Commissioner VanScoy asked what size the lots would be.

Community Development Director Gladhill estimated the lots would be 90 to 100 feet wide. He reported the developer may go through the PUD process for this development. He reported the MUSA boundary would have to be investigated further before a recommended course of action could be provided by staff.

Commissioner Nosan wanted to see the lot sizes within the new development be consistent with the existing properties.

Chairperson Levine inquired if the development would have a community septic system or individual septic systems.

Community Development Director Gladhill indicated the septic approach has not been discussed. He anticipated that individual septic systems would be pursued.

Commissioner VanScoy asked if the size of the lots were consistent with the R-1 MUSA zoning district.

Community Development Director Gladhill commented these lots met the minimum size requirements for the R-1 zoning district. However, the critical area overlay was the concern.

Commissioner Brauer believed the new development should mirror the homes across the street.

Commissioner Andrusko appreciated the fact that the developer was proposing similar size lots and he supported the developer moving forward with his concept plan.

Commissioner VanScoy favored the development as well. He asked who would make the final determination that the Pearson Bowers Drive Addition fit into the critical area overlay district.

Community Development Director Gladhill reported the DNR set the minimum standards and noted the City was responsible for administering the critical area overlay district. He believed the proposed development met the rules and intent of the critical area overlay district due to the proposed development pattern.

Commissioner Brauer indicated the lots on the other side of Bowers Drive were similar in size and scale to the proposed lots. For this reason, he supported the new development.

Commissioner Bauer asked if the City sent out notices to adjacent homeowners regarding the proposed development.

Community Development Director Gladhill commented the City sent out notices via U.S. Mail regarding the public hearing that would be held on Thursday, March 10th at 5:30 p.m. to all property owners on Bowers Drive.

Chairperson Levine stated the consensus of the Planning Commission was for this development to move forward.

COMMENTS
March 10, 2016 Workshop

- Safety concerns with 13 homes being built in a short timeframe (machinery/construction traffic). Would ask the City to restrict building permits to mas of 2 per year unless there is an access road from the farm side used.
- Would like to wait to develop these until the Pearson's additional parcels are sold and plans for Riverdale are solidified.

- No commercial property.
- Riverdale does not connect to Bowers.
- Use farm roads for construction. I shouldn't be assessed for road projects so someone else can make money.
- Tree buffer behind all of Bowers.

- Concern about additional ground water use with 13 more houses.
- Prefer single family homes, but larger lots (200' wide).

- Future development – single family residential only south of Highway 10, not multi family or commercial.

- Are you doing a water study on how this will affect the well water level?
- Who is responsible for road damage with all heavy equipment going up and down road?
- Is the electric co. going to update wiring so we don't have blow-outs?
- Are these lots sold or are they going to be a mud hole with heavy equipment sitting there for two years.

- Buffer zone behind new lots.
- New access road through farmland to connect either to Armstrong or Highway 10.
    - Keeps construction vehicles off Bowers.
    - Keeps traffic lower at current Bowers/Highway 10 if another road exiting Bowers.
- Keep new lots equal to river lot size.
    - Reduces number of new lots to 8 or 9.

- Can ground water support 13 additional wells with 2,000,000 gallon a year additional usage?
- Thirteen sceptics and effect on the wells downstream of ground water flow.
- Aquifer depletion?
- Larger lots would be preferred if plan goes forward (200' wide).

- I would like to see the new lots mirror the lots directly across from them in their width.

- No connecting of Riverdale to Bowers Drive.
- Problem with added bike & foot traffic to Bowers with no street lights which Bowers residents oppose.

- Want to keep the quiet and personal feeling – lesser homes is better.
- Would like a buffer on the non-river side so that homes & lots don't go in right behind us.
- Keeping it quieter with less traffic.
- Want to keep commercial businesses out if possible.
- I understand it will be built on & that's OK – would like to maintain integrity.
- Want Riverdale Drive not to intersect with Bowers.

- Buffer on the back side.
- Seven lots.
- Traffic from the construction kept off Bowers.

- I do not like people putting houses in front of ours.

COMMENTS
April 7, 2016 Workshop

- Thank you for your time to let residents provide input into the process. It helps just to look at options and know how decisions were made.

- Regarding the development, road traffic and Dobbs counter argument that they can't bring trucks from the back because it would compact the soil, which would make septic unfeasible:
    - You could still have a road and just have all trucks/construction traffic come in thru the one spot versus coming all the way down Bowers Drive. So not the back of each lot, but in thru one access point and that would get them on the road to access the lots from the front.

Notes to bring to the next City of Ramsey meeting set for Thursday, April 7th

Do I want 3 1/2 Homes in front of my one lot?

Who is Pearson properties and do they have the experience to build and maintain this so-called covenant. What are the Covenant details?

What is Pearson's properties track record with homebuilding?

Who will maintain and finance the water and septic systems? Where will they go as they are not shown on the plan?

Will the covenant or shared septic be a mound system and if so, what about the constant power outages? Do you think 39 people will know not to use water and flush toilets during a power outage? If not, where will the sewer overflow go? (Average household size in Ramsey 3 x 13 = 39)

Where will the storm runoff and drainage go? Will there be a run off pond? What will this do to the environment and to the existing neighbor's water and sewer systems? Has anyone approached the Coon Creek Watershed on whether they will even allow this without creating a building area retention pond or water storage system?

If you have 13 homes most likely you will have 26 drivers at a minimum, going to and from work daily. That is 52 trips down Bowers Drive each day, then add their children's cars and truck deliveries.

Code stats, construction dirt and debris on roadways needs to be kept clean and open excavation areas needs to be watered down from blowing sand. Who will maintain a road free clean environment? Will the city enforce these laws to keep this clean and in control and do we have the cities word they will enforce this?

Will there be a cost to us homeowners that appears on our electric bill for the storm drainage utility ordinance?

Can the Electric co-op guarantee the existing home owners enough power in the coming years to not dig up Bowers Drive and replace the existing Power?

The minimum lot size in Ramsey is 2.5 acres. Why do we make standards for the lot sizes if we change them for a favor?

13 lots 100 X 200 = 20,000 Sq. Ft or .45 Acres totaling 5.85 Acres.
This equates to 2 Legal lots

My 1.65 Acre lot = 71,873 Sq. Ft. Which means I can fit 3.5 Lots on my property. Will the city of Ramsey grant me a permit to tear down my home and build 3.5 houses much less two on my property?
(Reference, 1 Acre = 43,559 Sq. Ft, 2.5 Acre lot = 108,899 Sq. Ft)

There should be no development on Bowers Drive until the future Riverdale Drive is completely intact.

The Developer should pay for improvements to Bowers Drive to handle additional traffic burdens without assessments to existing Bowers Drive residents.

I started this out with, do I want 3 1/2 Homes in front of my one lot? No I do not.

I don't normally get involved in these antics because I know who usually wins in the long run.

The City of Ramsey 2030 Comprehensive Plan, Chapter 5: Land use under Future Land Use 2. The General plan b. Low Density Residential reads:

b) Low Density Residential
Areas guided Low Density Residential must have urban services before development can take place. These areas will average 3 units per acre and contain single family, detached dwellings.

Where Low Density Residential is directly adjacent to areas guided Rural Developing that contain 2.5 acre lots, strategies for density transitioning will be employed. This means that while an area of Low Density Residential may average 3 units per acre, those lots directly adjacent to
2.5 acre lots will be closer in size to 2.5 acres in order to provide an effective transition that maintains the existing character of the neighborhood. Screening methods, such as landscaping must also be employed to transition between very low density areas and urban lots.

The City of Ramsey 2030 Comprehensive Plan, Chapter 5: Land use under 4. Future Land Use Categories, c) Urban Residential reads:

It is the intention of this plan to assure compatibility between future urban housing and existing residential developments by establishing some form of transition between existing single family homes and future (new) urban development. Areas where transitions are necessary are primarily (but not exclusively) located along the edges of the urban services boundary and are to be served by municipal sewer and water.

The City of Ramsey 2030 Comprehensive Plan, Chapter 5: Land use under 4. Future Land Use Categories, Low Density Residential Performance Criteria reads:

3. Higher intensity housing shall have direct access to major roadways (local collectors) so excessive traffic is not routed through local streets and lower density neighborhoods.

6. Where possible and practical, traffic generated by new development shall be routed to collector streets rather than through adjacent local neighborhood streets.

8. New development that is adjacent to existing single- family detached development shall be compatible in density and type with existing and planned development.

References:

http://www.city-data.com/city/Ramsey-Minnesota.html

http://www.cityoframsey.com/sites/default/files/documents/Planning/ComPlan/Chapter%2005%20-%20Land%20Use%20FINAL.pdf

5.03: Review Sketch Plan for Pearson Place (Project No. 16-31a); Case of John Dobbs.

Presentation

City Planner Anderson presented the staff report stating the purpose of this case is to review the official Sketch Plan, prepared by Otto Associates and dated May 4, 2017, for a proposed twelve (12) lot residential subdivision near the southern/eastern end of Bowers Drive. The Sketch Plan Review process affords the Planning Commission to opportunity to provide early direction on the layout of the proposed plat, before the Developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading Plan, Utility Plan, Landscape Plan, and Street Light Plan. It was noted the City hosted two (2) public workshops regarding a concept plan for this project in 2016. Comments from attendees of those workshops was reviewed with the Commission. Staff reviewed the request in further detail and requested feedback from the Commission on the sketch plan for Pearson Place.

Commission Business

Commissioner Anderson stated he supported the concept and believed this was a nice addition. He suggested Outlot C be flattened out to allow for better access in the case of an emergency during construction.

Commissioner Nosan requested further information on the buffer.

City Planner Anderson described the location of the 50-foot buffer that is behind the existing homes along Bowers Drive to provide a buffer for them from potential future development of the adjacent agricultural land.

Commissioner VanScoy believed the buffer was very generous. He questioned how the City would address street damage that may occur during construction.

City Planner Anderson stated this issue would have to be addressed with the applicant. He noted an escrow could be requested from the applicant by the City and the amount could be reduced over time as the lots develop.

Community Development Director Gladhill reported the applicant has been working with the City Engineer on a surety for construction damage.

John Dobbs, Pearson Place developer, discussed his development in further detail and thanked the Commission for their feedback. He discussed the proposed lot depths for both sides of the street. He clarified he would not be controlling the future of Outlot C and then discussed the grading that would occur within the development for the retention ponds. He explained he would work to install 12 driveways without removing significant trees from the proposed lots.

Commission VanScoy asked what the capacity of Bowers Drive was.

Mr. Dobbs stated he has had conversations with the City Engineer regarding this matter and would address the road limits with the future contractors.

Commissioner VanScoy stated his only concern with the project was access for emergency vehicles. He inquired if there was an alternative access point, other than Outlot C.

Mr. Dobbs did not believe there was another option and noted this was a quiet neighborhood with a dead-end street.

Commissioner Surma questioned if the units would have underground septic or mound systems.

Mr. Dobbs anticipated each of the lots would have an underground septic system.

Chairperson Bauer asked for final thoughts from the Commission. There were no additional comments.

The Commission offered their support to the Sketch Plan.

5.04: Consider Natural Resources Elements of Pearson Place Preliminary Plat

City Planner Anderson presented the staff report. He reported that the purpose of this case is to review various elements of a Preliminary Plat, prepared by Otto Associated and dated May 24, 2017, for a proposed 12 lot residential subdivision near the southern/eastern end of Bowers Drive. He stated that a key decision occurs at Preliminary Plat, in which the layout can be approved, subject to approving final construction plans and Final Plat documents. He noted that the majority of the project area is cropland and thus, there should be minimal impact to trees. He noted that there is a row of trees along Bowers Drive (within the right-of-way) and also in the southeastern corner of the project site (Lot 11, Block 2) but nothing beyond that. He noted that the applicant has verbally stated that the only impacts to existing trees would be from providing access to each lot via a driveway. He provided additional information on the Mississippi River Corridor Critical Areas (MRCCA) and the existing rules, compared to the new State rules that have yet to be adopted by the City. He noted that the developer has proposed a PUD in order to bridge the gap between what is in place currently and what will be in effect after the rules are adopted. He highlighted a strip of heavily wooded area that would be preserved to create a buffer from the existing homes on Bowers Drive. He stated that while the area is within the MUSA, the nearest connection is not close and therefore this development would have lots served by private septic and water service. He stated that the proposed lot sizes would fit the character of the existing homes along Bowers Drive. He noted the exception of the homes directly across the street that have 200-foot lot widths compared to the 100-foot widths proposed in this development. He stated that he proposal appears to avoid removal of any significant trees and noted that the additional trees proposed would exceed the requirements. He stated that at the direction of staff, the developer would provide Outlot C, which could serve as a future road connection should an adjacent parcel develop.

Board Member Valentine stated that he does not have any concerns.

Councilmember LeTourneau stated that he has had a few conversations with people from his neighborhood and their concerns were outlined in the memorandum. He stated that the residents would like to see that buffer preserved and it seems the developer is in favor of that as well. He stated that this appears to be low impact development. He noted that the buffer area is very low quality and is mainly brush.

Board Member Hiatt asked why this area has remained undeveloped for this long.

Councilmember LeTourneau stated that the land has been farmed and is currently farmed.

City Planner Anderson confirmed that there is a very thin line of vegetation that acts as a buffer.

Board Member Hiatt stated that perhaps the additional landscaping and development could improve the quality of the existing lots.

Councilmember LeTourneau stated that the 50-foot buffer is a nice addition to the project. He stated that the neighborhood is talking about creating a discussion with the City to acquire the woods to protect that from development in perpetuity.

City Planner Anderson stated that he is not requesting formal action because the information was submitted to close to the meeting date and therefore the Board did not have time to thoroughly review the information as it was just presented tonight.

5.05: Public Hearing: Consider Preliminary Plat and Zoning Amendment for Pearson place (Project No. 16-31); Case of Development Consulting Services, LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 8:32 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application for a Zoning Amendment and Preliminary Plat for Pearson Place, a proposed twelve (12) lot single family residential subdivision located on the north side of Bowers Drive near the end of the cul-de-sac where there is a gap between existing homes (the "Subject Property"). The Planning Commission reviewed a concept plan for this project in March of 2016 and the City also hosted two (2) public workshops regarding that concept plan in 2016 as well. The Planning Commission reviewed the official Sketch Plan for Pearson Place on June 1, 2017. Staff recommends approving the Zoning Amendment and Preliminary Plat contingent upon compliance with the Staff Review Letter.

Citizen Input

John Dobbs, 22 McClellond Street in Maplewood, thanked staff for their assistance through the Preliminary Plat process. He stated he was excited to be bringing a development to the City of Ramsey.

Terry Luke, 14250 Bowers Drive, stated he loved living in the country. He expressed concern with the zoning for the property to the north and east beyond the 50-foot area. He questioned if this land would be zoned high density.

Chairperson Bauer indicated this property was not being considered this evening but noted it was currently zoned R-1 Residential MUSA.

John Fuhreck, 14573 Bowers Drive, stated he was generally in favor of the proposed Preliminary Plat and urged the Commission to offer their support.

John Jacobson, 14691 Bowers Drive, expressed concern with the zoning of the property behind his home. He understood a 50-foot buffer was in place, but he did not want to see an apartment complex behind his home.

Chairperson Bauer reported the land behind Mr. Jacobson was not being considered this evening.

Mr. Dobbs explained the 50-foot buffer zone was an outlot that would be deeded to the City.

Mr. Luke appreciated the plat that has been presented and encouraged the Commission to offer their support.

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

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

Chairperson Bauer closed the public hearing closed at 8:51 p.m.

Commission Business

Commissioner Van Scoy thanked the developer for working with the neighborhood on this project.

Motion by Commissioner Van Scoy, seconded by Commissioner Surma, to recommend that City Council adopt Ordinance #17-10 approving the Zoning Amendment.

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

Motion by Commissioner Nosan, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #17-07-163 approving the Preliminary Plat for Pearson Place, contingent upon compliance with the Staff Review Letter.

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

7.08: Consider Approval of Actions Related to Pearson Place (Project No. 16-31), Resolution #17-07-163; Case of Development Consulting Services, LLC

1. **Introduce Ordinance #17-10 Approving Zoning Amendment**
2. **Adopt Resolution #17-07-163 Approving Preliminary Plat**

City Planner Anderson reviewed the staff report and recommendation to approve the Preliminary Plat and Zoning Amendment for Pearson Place, contingent upon compliance with the Staff Review Letter. He stated that the bulk standards of the R-1 Residential (MUSA) District and the new Mississippi River Critical Corridor Area (MRCCA) District standards are generally met with this proposal with the exception of the use of private utilities rather than municipal sewer and water; however, the use of private utilities matches the existing development pattern on Bowers Drive and includes both primary and alternate locations for a septic system on each lot. He stated that since this is a transitional time between the existing MRCCA rules and the new MRCCA rules, staff supports the use of a PUD to address the difference in standards with the inclusion of the outlot that will serve as a buffer for the existing homes along Bowers Drive against potential development in the future.

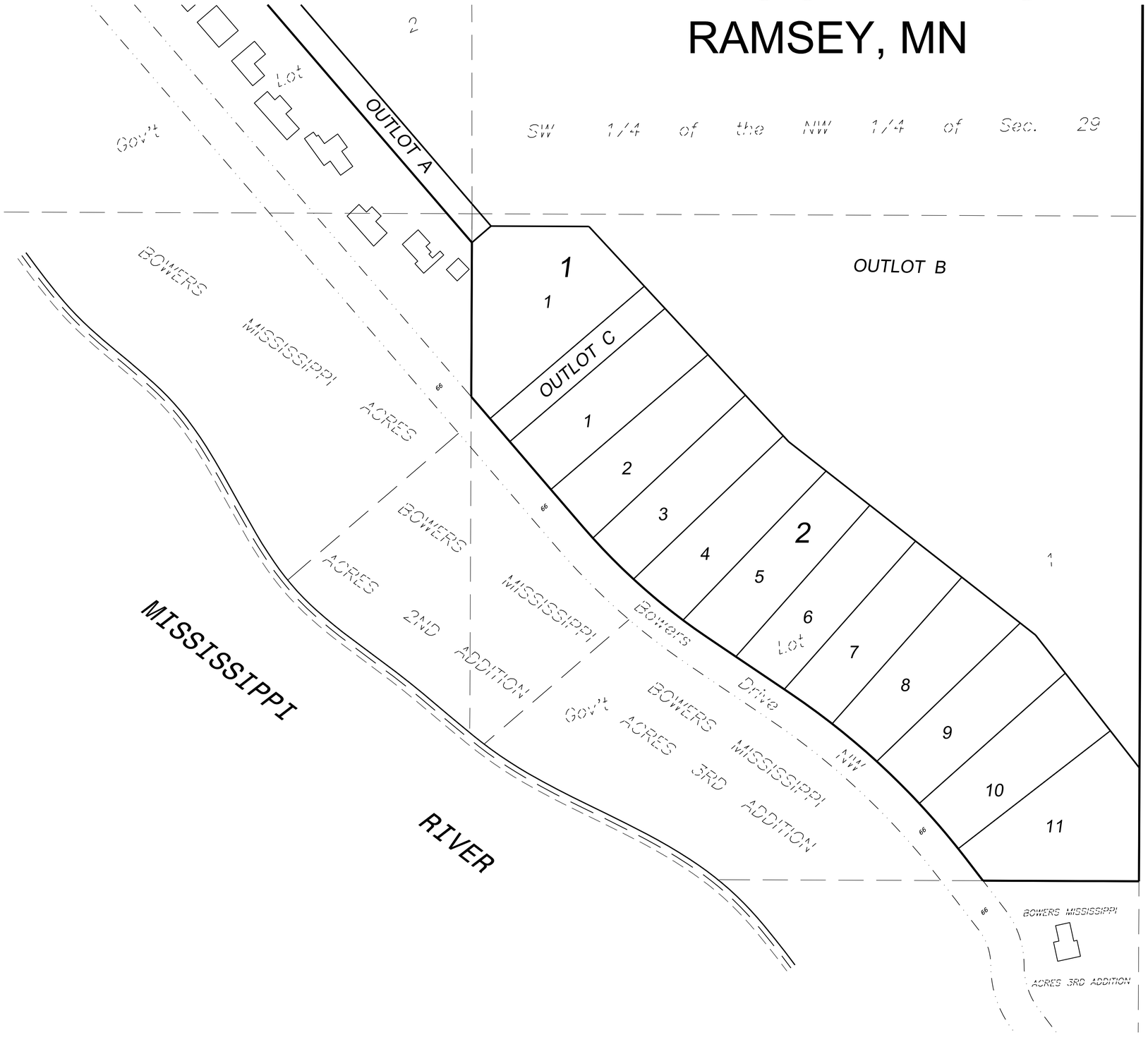
Councilmember LeTourneau stated that he does live on Bowers Drive and is very much tuned in to what is going on with this development. He stated that he has participated in some of the meetings with the neighbors and while there is a group of people that may not be ready for development, they do understand that development is coming. He noted that the developer has done a great job of accommodating concerns and issues from the neighborhood and stated that he does appreciate that and is welcome of this development moving forward.

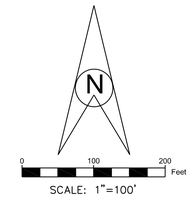
Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to introduce an Ordinance amending Section 117-90 "Map" of Chapter 117 of the City Code of Ramsey, Minnesota and to Adopt Resolution #17-07-163 Granting Preliminary Plat Approval of Pearson Place.

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

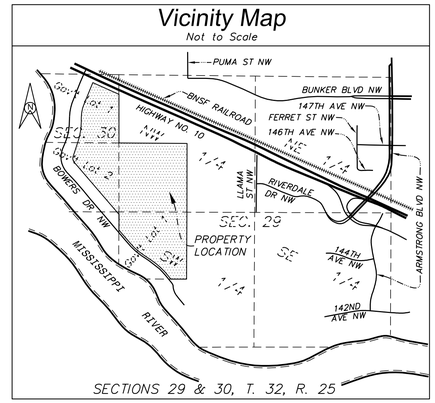
PEARSON PLACE

RAMSEY, MN





SCALE: 1"=100'



SHEET INDEX

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	GRADING PLAN – WEST
3	GRADING PLAN – EAST
4	STORMWATER POLLUTION PREVENTION PLAN
5	STORMWATER POLLUTION PREVENTION PLAN NARRATIVE
6	DETAILS

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED CSO DRAWN TJB

CHECKED CSO

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.

Cara M. Schwahn Otto
License # 40433 Date: 9-15-17

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

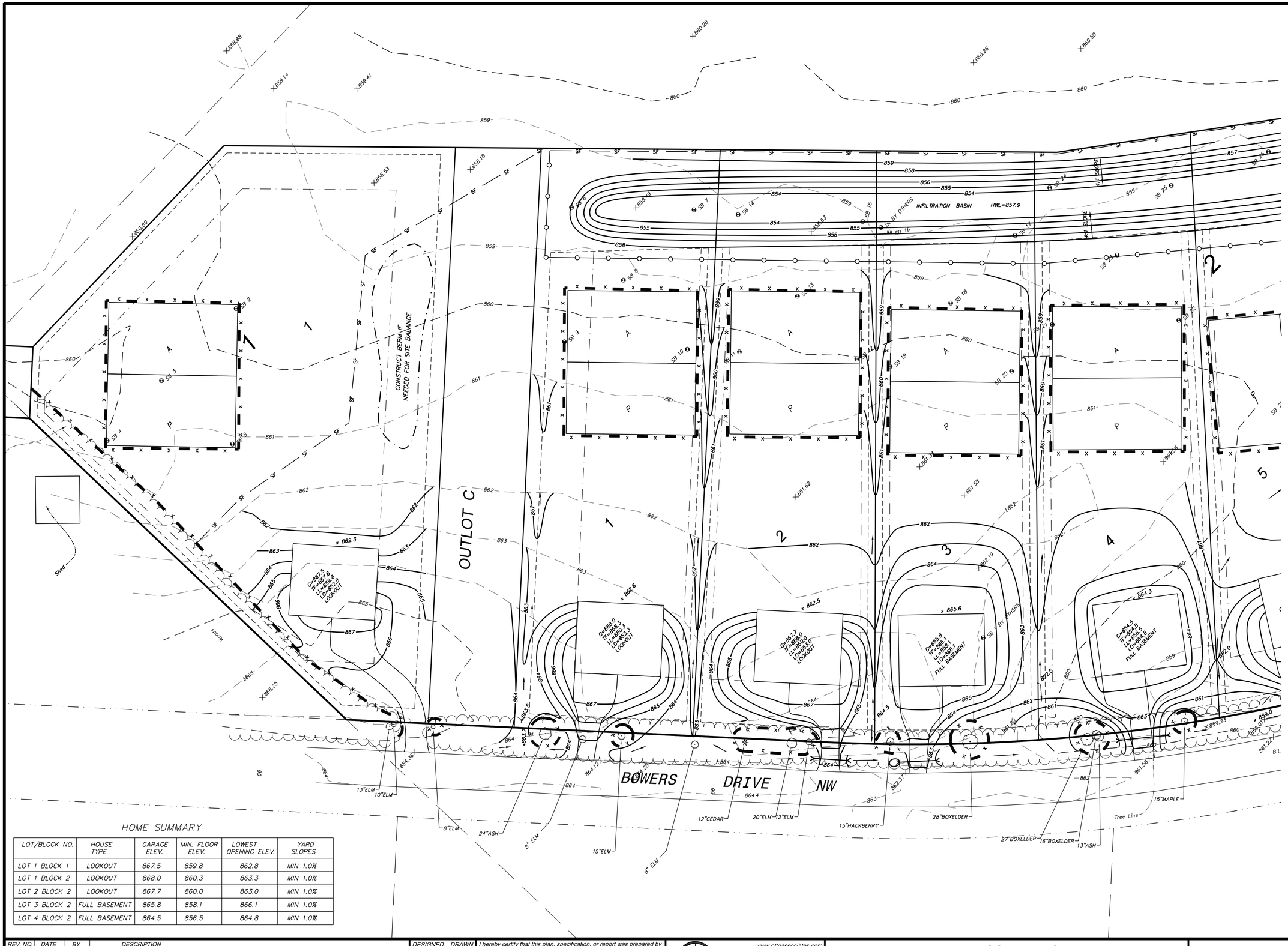
PEARSON PLACE
DEVELOPMENT CONSULTING SERVICES, LLC
RAMSEY, MN

COVER SHEET

SHEET NO. 1 OF 6 SHEETS

PROJECT NO: 17-0145

DATE: 9/15/17



0 30 60 Feet

LEGEND

- denotes proposed future driveway culvert
- 862 denotes Existing Contour
- 862.00 × denotes Existing Spot Elevation
- × 862.5 denotes Proposed Spot Elevation
- 862 denotes Proposed Contour
- ST denotes Proposed Storm Sewer
- x x denotes Proposed Construction Fencing
- SF denotes pre-grading silt fence
- denotes post-grading silt fence
- denotes Soil Boring
- denotes Test Hole
- denotes Building Setback Line (Front = 40' Side = 10' Side (Corner Lot) = 40' Rear = 30')
- denotes Drainage & Utility Easement
- P denotes Proposed 50' x 90' Primary Septic Area
- A denotes Proposed 50' x 90' Alternate Septic Area

OUTSIDE GRADE ELEV → ×855.8
GARAGE ELEV → G=861.0
TOP OF FOUNDATION ELEV → TF=861.3
LOW LEVEL ELEV → LL=853.3
LOW OPENING ELEV → LO=856.3
HOUSE TYPE → LOOKOUT

NOTE: 60'x50' HOUSE PAD AREA SHOWN

HOUSE PAD DETAIL

HOME SUMMARY

LOT/BLOCK NO.	HOUSE TYPE	GARAGE ELEV.	MIN. FLOOR ELEV.	LOWEST OPENING ELEV.	YARD SLOPES
LOT 1 BLOCK 1	LOOKOUT	867.5	859.8	862.8	MIN 1.0%
LOT 1 BLOCK 2	LOOKOUT	868.0	860.3	863.3	MIN 1.0%
LOT 2 BLOCK 2	LOOKOUT	867.7	860.0	863.0	MIN 1.0%
LOT 3 BLOCK 2	FULL BASEMENT	865.8	858.1	866.1	MIN 1.0%
LOT 4 BLOCK 2	FULL BASEMENT	864.5	856.5	864.8	MIN 1.0%

NOTES:
1. CONSTRUCTION FENCING SHALL BE INSTALLED AROUND SEPTIC SITES PRIOR TO ANY GRADING ACTIVITIES BY DEVELOPER OR HOMEBUILDER TO PREVENT DISTURBANCE.
2. ALL DISTURBED AREAS MUST BE SEEDED AND MULCHED WITHIN 7 DAYS AFTER SURFACE DISTURBANCE CEASES.

PRIOR TO ANY EXCAVATION THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES.
CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL:
TWIN CITY AREA 651-454-0002
MN TOLL FREE 1-800-252-1166

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED CSO DRAWN CSO CHECKED

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.
Cara M. Schwahn Otto
License # 40433 Date: 9-15-17

OTTO ASSOCIATES Engineers & Land Surveyors, Inc.
www.ottoassociates.com
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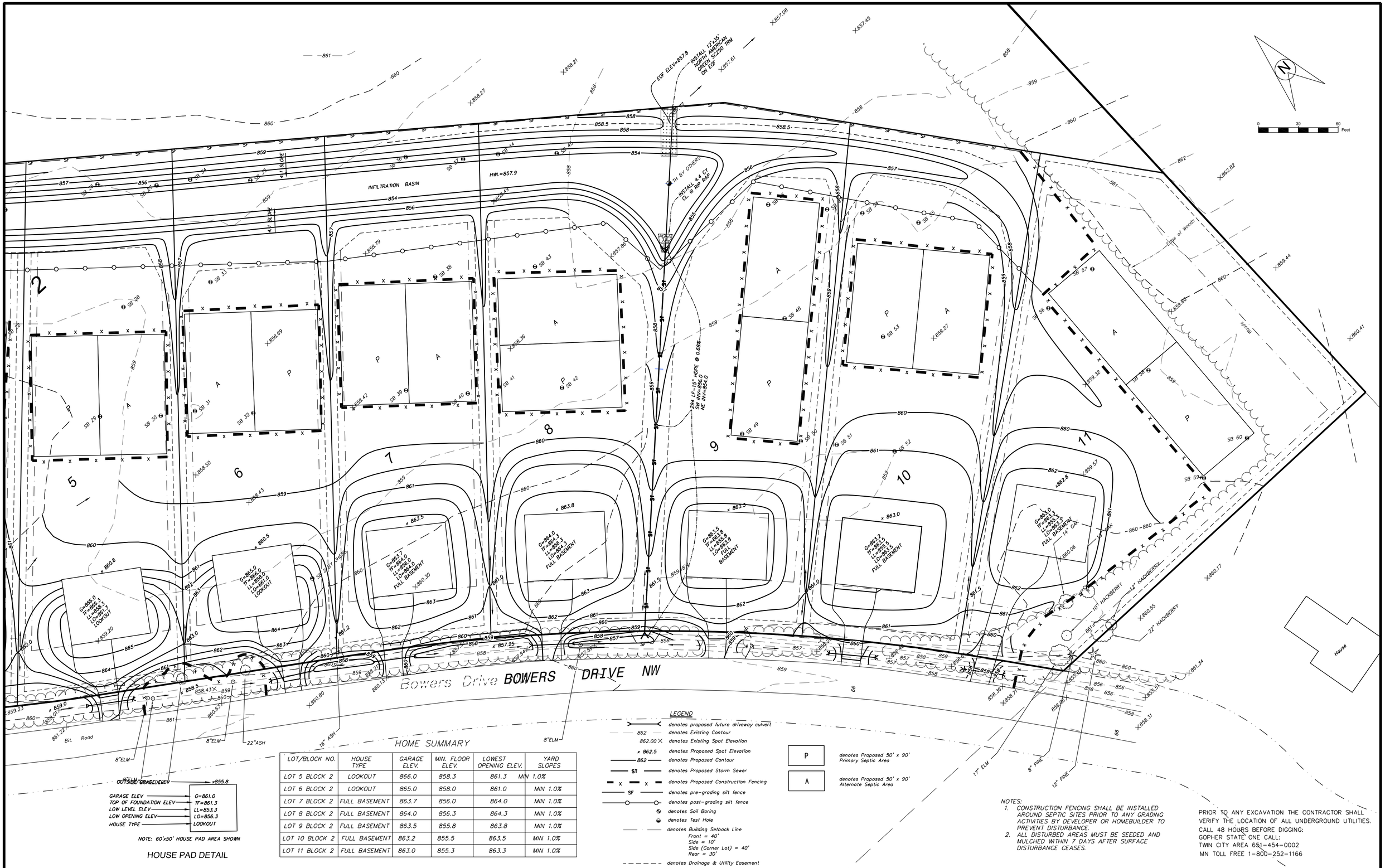
PEARSON PLACE
DEVELOPMENT CONSULTING SERVICES, LLC
RAMSEY, MN

GRADING PLAN - WEST

PROJECT NO: 17-0145

SHEET NO. 2 OF 6 SHEETS

DATE: 9/15/17



NOTE: 60'x50' HOUSE PAD AREA SHOWN

HOUSE PAD DETAIL

HOME SUMMARY

LOT/BLOCK NO.	HOUSE TYPE	GARAGE ELEV.	MIN. FLOOR ELEV.	LOWEST OPENING ELEV.	YARD SLOPES
LOT 5 BLOCK 2	LOOKOUT	866.0	858.3	861.3	MIN 1.0%
LOT 6 BLOCK 2	LOOKOUT	865.0	858.0	861.0	MIN 1.0%
LOT 7 BLOCK 2	FULL BASEMENT	863.7	856.0	864.0	MIN 1.0%
LOT 8 BLOCK 2	FULL BASEMENT	864.0	856.3	864.3	MIN 1.0%
LOT 9 BLOCK 2	FULL BASEMENT	863.5	855.8	863.8	MIN 1.0%
LOT 10 BLOCK 2	FULL BASEMENT	863.2	855.5	863.5	MIN 1.0%
LOT 11 BLOCK 2	FULL BASEMENT	863.0	855.3	863.3	MIN 1.0%

LEGEND

- denotes proposed future driveway culvert
- 862 — denotes Existing Contour
- 862.00 X — denotes Existing Spot Elevation
- x 862.5 — denotes Proposed Spot Elevation
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- denotes post-grading silt fence
- denotes Soil Boring
- denotes Test Hole
- denotes Building Setback Line
  - Front = 40'
  - Side = 10'
  - Side (Corner Lot) = 40'
  - Rear = 30'
- denotes Drainage & Utility Easement

P — denotes Proposed 50' x 90' Primary Septic Area

A — denotes Proposed 50' x 90' Alternate Septic Area

NOTES:
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MN TOLL FREE 1-800-252-1166

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED CSO DRAWN CSO
CHECKED

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.

Cara M. Schwahn Otto
License # 40433 Date: 9-15-17

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

PEARSON PLACE

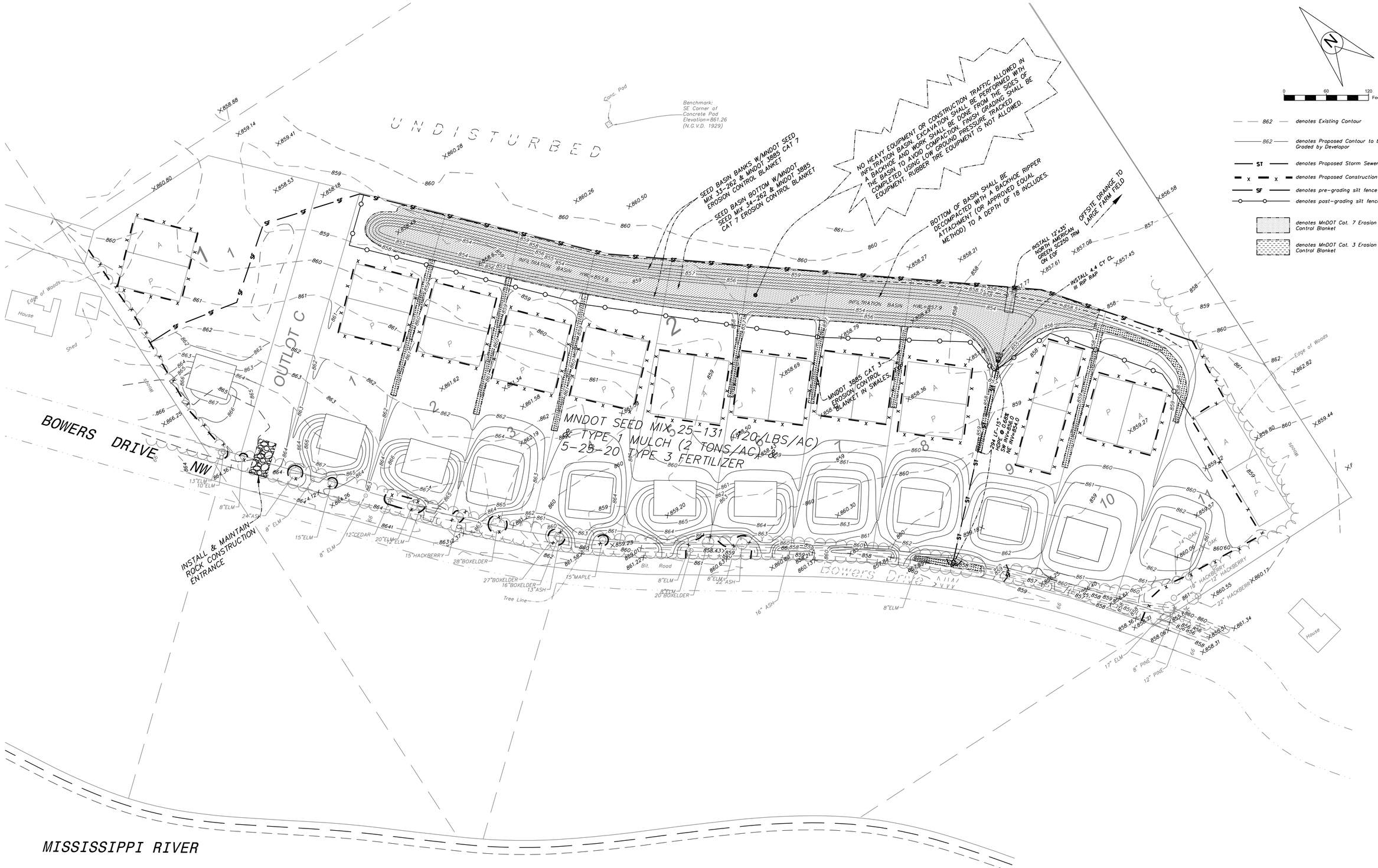
DEVELOPMENT CONSULTING SERVICES, LLC
RAMSEY, MN

GRADING PLAN - EAST

SHEET NO. 3 OF 6 SHEETS

PROJECT NO: 17-0145

DATE: 9/15/17


UNDISTURBED
OUTLOT C
BOWERS DRIVE NW
BOWERS DRIVE NW
SEED BASIN BANKS W/MNDOT SEED MIX 33-262 & MNDOT 3885 EROSION CONTROL BLANKET
SEED BASIN BOTTOM W/MNDOT SEED MIX 34-262 & MNDOT 3885 CAT 7 EROSION CONTROL BLANKET
NO HEAVY EQUIPMENT OR CONSTRUCTION TRAFFIC ALLOWED IN INFILTRATION BASIN. EXCAVATION SHALL BE PERFORMED WITH A BACKHOE AND WORK SHALL BE COMPLETED FROM THE SIDES OF THE BASIN TO AVOID COMPACTION. FINISH GRADING SHALL BE COMPLETED USING LOW GROUND PRESSURE TRACKED EQUIPMENT. RUBBER TIRE EQUIPMENT IS NOT ALLOWED.
BOTTOM OF BASIN SHALL BE DECOMPACTED WITH A BACKHOE RIPPER ATTACHMENT (OR APPROVED EQUAL METHOD) TO A DEPTH OF 18 INCLUDES.
INSTALL 12"-35" NORTH AMERICAN GREEN SC250 TRM ON EOF
OFFSITE DRAINGE TO LARGE FARM FIELD
INSTALL 4.4 CY CL III RIP RAP
MNDOT SEED MIX 25-131 (120/LBS/AC) & TYPE 1 MULCH (2 TONS/AC) 5-25-20 TYPE 3 FERTILIZER
MNDOT 3885 CAT 3 EROSION CONTROL BLANKET IN SWALES.
294 LF - 15" HDPE @ 0.68% SW INV=858.0 NE INV=856.0
INSTALL & MAINTAIN ROCK CONSTRUCTION ENTRANCE
MISSISSIPPI RIVER
Benchmark: SE Corner of Concrete Pad Elevation=861.26 (N.G.V.D. 1929)
Conc. Pad
Edge of Woods
House
Shed
Bit. Road
Tree Line
Infil. Bsn. Bottom
Infil. Bsn. Bottom
Infil. Bsn. Bottom

GENERAL PROJECT INFORMATION

PROJECT LOCATION AND NARRATIVE:

THIS PROJECT CONSISTS OF A 12 LARGE LOT SUBDIVISION IN RAMSEY, MN. THE CENTER OF THE SITE IS LOCATED NEAR LONGITUDE -93.4887, LATITUDE 45.2317. THE SITE IS ACCESSED FROM BOWERS DRIVE NW. NO ROAD CONSTRUCTION IS PROPOSED SINCE ALL LOTS WILL ACCESS OFF THE EXISTING BOWERS DRIVE.

SOILS CONSIST PRIMARILY OF BECKER FINE SANDY LOAM AND DICKMAN SANDY LOAM. THE SITE IS CURRENTLY FARMED AND DRAINS TO THE NORTHEAST.

CONSTRUCTION ACTIVITIES INCLUDE PAD GRADING, INFILTRATION BASIN CONSTRUCTION, STORM SEWER INSTALLATION AND BUILDING CONSTRUCTION.

EXISTING DRAINAGE RATES ARE TO BE REDUCED DUE TO THE CONSTRUCTION OF AN INFILTRATION BASIN.

CONSTRUCTION IS PLANNED TO BEGIN IN THE FALL OF 2017, WITH BUILDING CONSTRUCTION ANTICIPATED TO EXTEND INTO 2019.

RESPONSIBLE PARTIES:

CONTRACTOR AND OWNER ARE REQUIRED TO APPLY FOR A NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY AT LEAST 7 DAYS PRIOR TO BEGINNING WORK.

CONTRACTOR AND OWNER SHALL IDENTIFY A PERSON KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMP'S WHO WILL OVERSEE THE IMPLEMENTATION OF THE SWPPP.

CONTRACTOR MUST BE TRAINED FOR BOTH CONSTRUCTION INSTALLER AND SITE MANAGEMENT PER REQUIREMENTS OF THE PERMIT, PART III.F.

DEVELOPMENT CONSULTING SERVICES, LLC	JOHN DOBBS	612-747-1463
OWNER	CONTACT PERSON	PHONE

OTTO ASSOCIATES, INC.	CARA SCHWAHN OTTO	763-682-4727
PLAN PREPARER	CONTACT PERSON	PHONE

TRAINING: 1/20/2016 (EXPIRES 2019) U OF MN CERTIFICATION - DESIGN OF CONSTRUCTION SWPPP
3/29/2017 (EXPIRES 2020) U OF MN CERTIFICATION - CONSTRUCTION SITE MANAGEMENT

TO BE DETERMINED		
CONTRACTOR (RESPONSIBLE FOR INSTALLATION & INSPECTION)	CONTACT PERSON	PHONE

PROJECT AREAS:

TOTAL PROJECT SIZE (DISTURBED AREA) = 14.5 ACRES

EXISTING AREA OF IMPERVIOUS SURFACE = 0.37 ACRES
POST-CONSTRUCTION AREA OF IMPERVIOUS SURFACE = 1.75 ACRES

STORMWATER MANAGEMENT:

WATER QUALITY VOLUME = 1.38 AC. X 1" = 5,009 CF
AN INFILTRATION BASIN IS PROPOSED ALONG THE NORTHERN PORTION OF THE SITE. THE PROPOSED INFILTRATION BASIN VOLUME IS 148,844 CF

RECEIVING WATERS:

SURFACE WATERS AND WETLANDS THAT WILL RECEIVE STORM WATER RUNOFF FROM THE SITE AND ARE WITHIN ONE (1) MILE OF THE SITE ARE INDICATED WITH DIRECTION ARROW ON THE SWPPP PLAN SHEET AND ARE LISTED BELOW:

NAME OF WATER BODY	TYPE OF IMPAIRMENT
MISSISSIPPI RIVER	NONE

THE OWNER SHALL SUBMIT A NOTICE OF TERMINATION (NOT) AFTER ONE OF THE FOLLOWING HAS BEEN COMPLETED, WHICHEVER OCCURS FIRST.

1. WITHIN 30 DAYS AFTER FINAL STABILIZATION IS COMPLETE.
2. WITHIN 30 DAYS AFTER SELLING OR OTHERWISE LEGALLY TRANSFERRING THE ENTIRE SITE.

ALTERNATIVELY, THE OWNER MAY SUBMIT A PERMIT MODIFICATION FORM FOR EACH LOT AS LOTS ARE SOLD. THE NEW OWNER/CONTRACTOR SHALL BE RESPONSIBLE FOR AMENDING THE SWPPP AS NECESSARY TO SPECIFICALLY ADDRESS THEIR WORK AND SUBMIT A NOTICE OF TERMINATION (NOT) ACCORDING TO THE SAME REQUIREMENTS ABOVE.

CONSTRUCTION ACTIVITY NOTES

ALL CONSTRUCTION ACTIVITIES MUST MEET THE REQUIREMENTS OF THE MPCA'S NPDES GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY.

EROSION PREVENTION:

ALL EXPOSED SOIL AREAS (INCL. STOCKPILES) MUST BE STABILIZED. STABILIZATION MUST BE INITIATED IMMEDIATELY TO LIMIT SOIL EROSION BUT COMPLETED NO CASE LATER THAN 7 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED.

TEMPORARY TURF RESTORATION SHALL BE MNDOT SEED MIX 25-131 @ 59 LB/ACRE WITH MNDOT TYPE 1 MULCH @ 2 TONS/ACRE (DISC ANCHORED) AND 22-5-10 TYPE 3 FERTILIZER (350 LBS/ACRE).

INFILTRATION BASIN SHALL BE SEEDED WITH MNDOT SEED MIX 33-262 (BANKS) & 34-262 (BOTTOM) WITH CAT 7 EROSION CONTROL BLANKET.

PERMANENT TURF RESTORATION AFTER HOME BUILDING SHALL BE MNDOT SEED MIX 25-151 OR SOD.

THE FOLLOWING SHALL BE INSTALLED WITHIN 24 HOURS OF CONNECTION TO SURFACE WATER:

1) ENERGY DISSIPATION (RIPRAP) AT ALL OUTLET APRONS

2) STABILIZATION OF THE NORMAL WETTED PERIMETER OF ANY TEMPORARY OR PERMANENT DRAINAGE SWALES WITHIN 200' OF EDGE OF SITE OR CONNECTION TO SURFACE WATER

SEDIMENT CONTROL PRACTICES:

THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTROL SEDIMENT-LADEN SURFACE WATER FROM LEAVING THE CONSTRUCTION ZONE. ALL MOBILIZED SEDIMENT THAT HAS LEFT THE CONSTRUCTION ZONE SHALL BE COLLECTED BY THE CONTRACTOR AND PROPERLY DISPOSED OF AT NO ADDITIONAL COST TO THE OWNER.

ENTERING/EXITING THE SITE SHALL OCCUR ONLY AT ROCK CONSTRUCTION ENTRANCE TO LIMIT TRACKING OF SEDIMENT ONTO STREETS.

SEDIMENT TRACKED ONTO STREETS DURING WORKING HOURS MUST BE RECLAIMED VIA SCRAPING AND SWEEPING AT END OF EACH WORKING DAY.

TEMPORARY SOIL STOCKPILES SHALL HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS INSTALLED AROUND THE PERIMETER.

CONSTRUCTION SEQUENCING:

1) PRECONSTRUCTION MEETING.
2) INSTALL PERIMETER SILT FENCE & ROCK ENTRANCE.
3) ROUGH GRADE SITE.
4) INSTALL POST-GRADING SILT FENCE TO PROTECT INFILTRATION BASIN.
5) INSTALL STORM SEWER PIPE.
6) STABILIZE THE SITE AS INDICATED ON THE PLANS & ACCORDING TO PERMIT TIMELINES.
7) PRIVATE UTILITY INSTALLATION.
8) AFTER 70% VEGETATIVE DENSITY, TRANSER PERMIT TO HOMEBUILDER OR SUBMIT NOTICE OF TERMINATION (NOT) TO MPCA.

EROSION & SEDIMENT CONTROL BMP ESTIMATED QUANTITIES:

QUANTITIES LISTED ARE APPROXIMATE.

BMP	QUANTITY
ROCK CONSTRUCTION ENTRANCE	1 EACH
MNDOT SEED MIX 25-131, TYPE 1 MULCH, 22-5-10 TYPE 3 FERTILIZER	9.0 AC
MNDOT SEED MIX 33-262 W/MNDOT 3885 CAT 7 BLANKET	5240 SY
MNDOT SEED MIX 34-262 W/MNDOT 3885 CAT 7 BLANKET	2345 SY
SILT FENCE	3000 SF
MNDOT 3885 CAT 3 EROSION CONTROL BLANKET	1412 SY
CL. III RIP RAP	4.4 CY
NORTH AMERICAN GREEN SC250 TRM	420 SF

CONSTRUCTION NOTES

INSPECTIONS AND MAINTENANCE:

THE CONTRACTOR MUST ROUTINELY INSPECT THE CONSTRUCTION SITE ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS OF A RAINFALL EVENT GREATER THAN 0.5 INCHES IN A 24-HR PERIOD. INSPECTION LOGS SHALL INCLUDE ANY CORRECTIVE MEASURES TAKEN.

ALL INSPECTIONS MUST BE RECORDED AND RECORDS RETAINED WITH THE SWPPP ON SITE. THE SWPPP, ALONG WITH INSPECTIONS AND MAINTENANCE RECORDS, SHALL BE RETAINED FOR THREE YEARS AFTER SUBMITTAL OF THE NOTICE OF TERMINATION (NOT).

SILT FENCE MUST BE MAINTAINED WHEN ACCUMULATED SEDIMENT REACHES 1/3 OF THE DEVICE HEIGHT.

ROCK CONSTRUCTION ENTRANCE SHALL BE CLEANED AND REFRESHED AS NECESSARY TO CONFORM TO DETAIL.

OFF-SITE VEHICLE TRACKING SHALL BE REMOVED WITHIN 24 HOURS OF DISCOVERY.

ALL NON-FUNCTIONAL BMP'S MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMP'S WITHIN 24 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.

POLLUTION PREVENTION:

ALL SOLID WASTE GENERATED BY/COLLECTED FROM THE CONSTRUCTION SITE MUST BE DEPOSITED IN A DUMPSTER.

NO CONSTRUCTION MATERIAL SHALL BE BURIED OR BURNED ONSITE.

ALL HAZARDOUS MATERIALS (OIL, GASOLINE, FUEL, PAINT, ETC) MUST BE PROPERLY STORED/CONTAINED TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF HAZARDOUS WASTE MUST BE IN COMPLIANCE WITH ALL APPLICABLE STATE AND FEDERAL REGULATIONS. ALL VEHICLES LEFT ONSITE SHALL BE MONITORED FOR LEAKS TO REDUCE THE CHANCE OF CONTAMINATION.

EXTERNAL WASHING OF TRUCKS OR OTHER CONSTRUCTION VEHICLES, ENGINE DEGREASING, NOR CONCRETE WASHOUTS ARE ALLOWED ON SITE. TRUCKS ARE TO USE SELF-CONTAINED WASHOUT SYSTEM.

THE CONTRACTOR SHALL MONITOR AND PROVIDE DUST CONTROL CORRECTION WHEN NEEDED.

ALL SPILLS SHALL BE CLEANED IMMEDIATELY UPON DISCOVERY. SPILLS LARGE ENOUGH TO REACH THE STORM CONVEYANCE SYSTEM SHALL BE REPORTED TO THE MPCA STATE DUTY OFFICER AT 1-800-422-0798.

FINAL STABILIZATION:

THE CONTRACTOR MUST ENSURE FINAL STABILIZATION OF THE SITE. THE PERMITEE MUST SUBMIT A NOTICE OF TERMINATION WITHIN 30 DAYS AFTER FINAL STABILIZATION IS COMPLETE OR SITE CONTROL HAS BEEN PASSED TO ANOTHER OWNER.

SUFFICIENT TOPSOIL (6") SHALL BE PLACED ON DISTURBED AREAS FOR RE-VEGETATION.

ALL TEMPORARY EROSION CONTROL MEASURES AND BMP'S MUST BE REMOVED AS PART OF THE FINAL SITE STABILIZATION.

TRAINING REQUIREMENTS:

CONTRACTOR MUST BE TRAINED FOR BOTH CONSTRUCTION INSTALLER AND SITE MANAGEMENT PER REQUIREMENTS OF THE PERMIT, PART III.F. DOCUMENTATION SHALL BE ADDED TO THE SWPPP DOCUMENTS LOCATED ONSITE.

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED CSO DRAWN CSO
CHECKED

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.
Cara M. Schwahn Otto
License # 40433 Date: 9/15/17

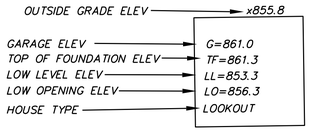
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PEARSON PLACE
DEVELOPMENT CONSULTING SERVICES, LLC
RAMSEY, MN

STORMWATER POLLUTION PREVENTION PLAN NARRATIVE

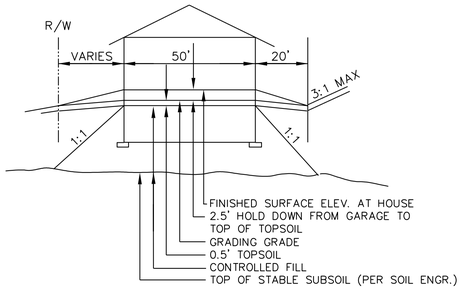
PROJECT NO: 17-0145

DATE: 9/15/17

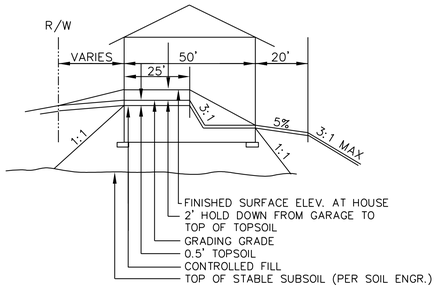


NOTE: 60'x50' HOUSE PAD AREA SHOWN

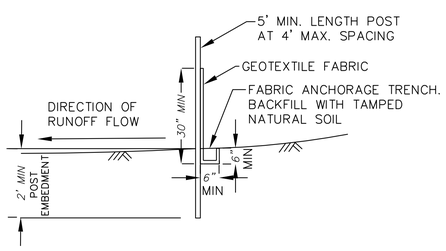
HOUSE PAD DETAIL



TYPICAL RAMBLER/FULL BASEMENT (FB)

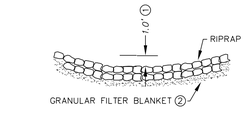


TYPICAL FULL BASEMENT
W/LOOKOUT WINDOWS (LO)

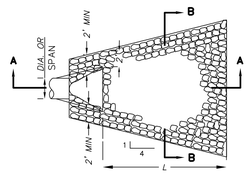


SILT FENCE DETAIL

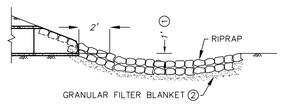
—SF—SF—SF— DENOTES SILT FENCE



SECTION B–B



PLAN



SECTION A–A

TABLE OF QUANTITIES

RIPRAP AT HDPE OUTLETS

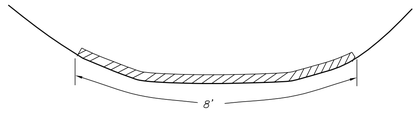
DIA. OF ROUND PIPE (IN.)	L (FT.)	CLASS II d_{50}= 6" 12" DEPTH RIPRAP (CU.YD.)	CLASS II d_{50}= 6" 6" DEPTH GRANULAR FILTER (CU.YD.)	CLASS III d_{50}= 9" 18" DEPTH RIPRAP (CU.YD.)	CLASS III d_{50}= 9" 9" DEPTH GRANULAR FILTER (CU.YD.)	CLASS VI d_{50}= 12" 24" DEPTH RIPRAP (CU.YD.)	CLASS VI d_{50}= 12" 12" DEPTH GRANULAR FILTER (CU.YD.)
12	8	2.8	1.4	4.1	2.1	5.5	2.8
15	8	2.9	1.5	4.4	2.2	5.8	2.9
18	10	3.9	2.0	5.9	3.0	7.8	3.9
21	10	4.2	2.1	6.3	3.2	8.4	4.2
24	12	5.5	2.8	8.3	4.2	11.0	5.5
27	12	5.8	2.9	8.7	4.4	11.6	5.8
30	14	7.3	3.7	10.9	5.5	14.5	7.3
36	16	9.2	4.6	13.8	6.9	18.3	9.2
42	18	10.9	5.5	16.3	8.2	21.7	10.9
48	20	12.9	6.5	19.4	9.7	25.8	12.9

NOTES:
REQUIREMENTS FOR RIPRAP SIZE AND THICKNESS AND FILTER BLANKET WILL BE DESIGNATED IN THE PLANS.

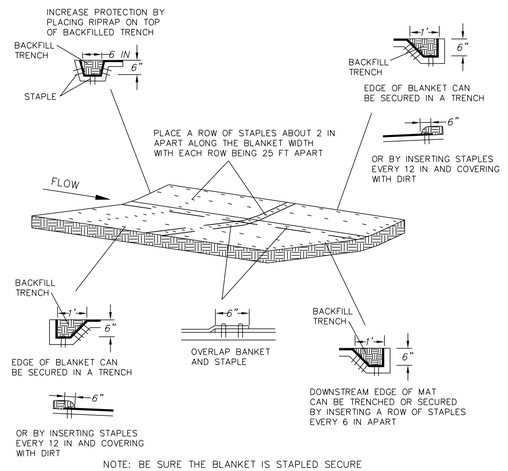
① FOR PIPES GREATER THAN OR EQUAL TO 30", USE 1.5'.

② THE CONTRACTOR, AT HIS OPTION, MAY SUBSTITUTE A GEOTEXTILE FABRIC, SPEC. 3601, FOR THE GRANULAR FILTER BLANKET UNLESS OTHERWISE SPECIFIED IN THE PLANS. THE FABRIC SHOULD COVER THE AREA OF THE RIPRAP AND EXTEND UNDER THE CULVERT APRON 3 FT.

RIPRAP AT HDPE OUTLETS

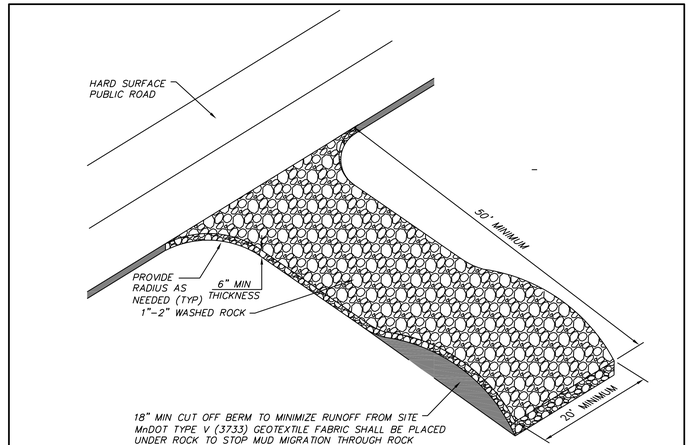


8' WIDE BLANKET IN DITCH BOTTOM

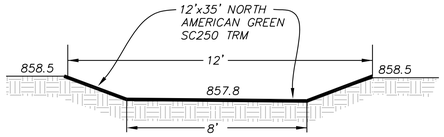


NOTE: BE SURE THE BLANKET IS STAPLED SECURE TO THE GROUND USING MANUFACTURER'S SPECIFICATIONS.

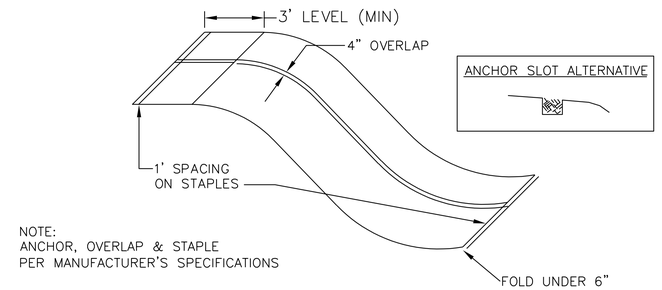
MN/DOT 3885 CAT. 3
EROSION CONTROL BLANKET
(DITCH INSTALLATION)



ROCK CONSTRUCTION ENTRANCE
NOT TO SCALE



BASIN EOF



EROSION CONTROL BLANKET INSTALLATION
(SLOPE INSTALLATION)

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED CSO DRAWN CSO
CHECKED

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.

Cara M. Schwahn Otto
License # 40433 Date: 9–15–17

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DEVELOPMENT CONSULTING SERVICES, LLC
RAMSEY, MN

DETAILS

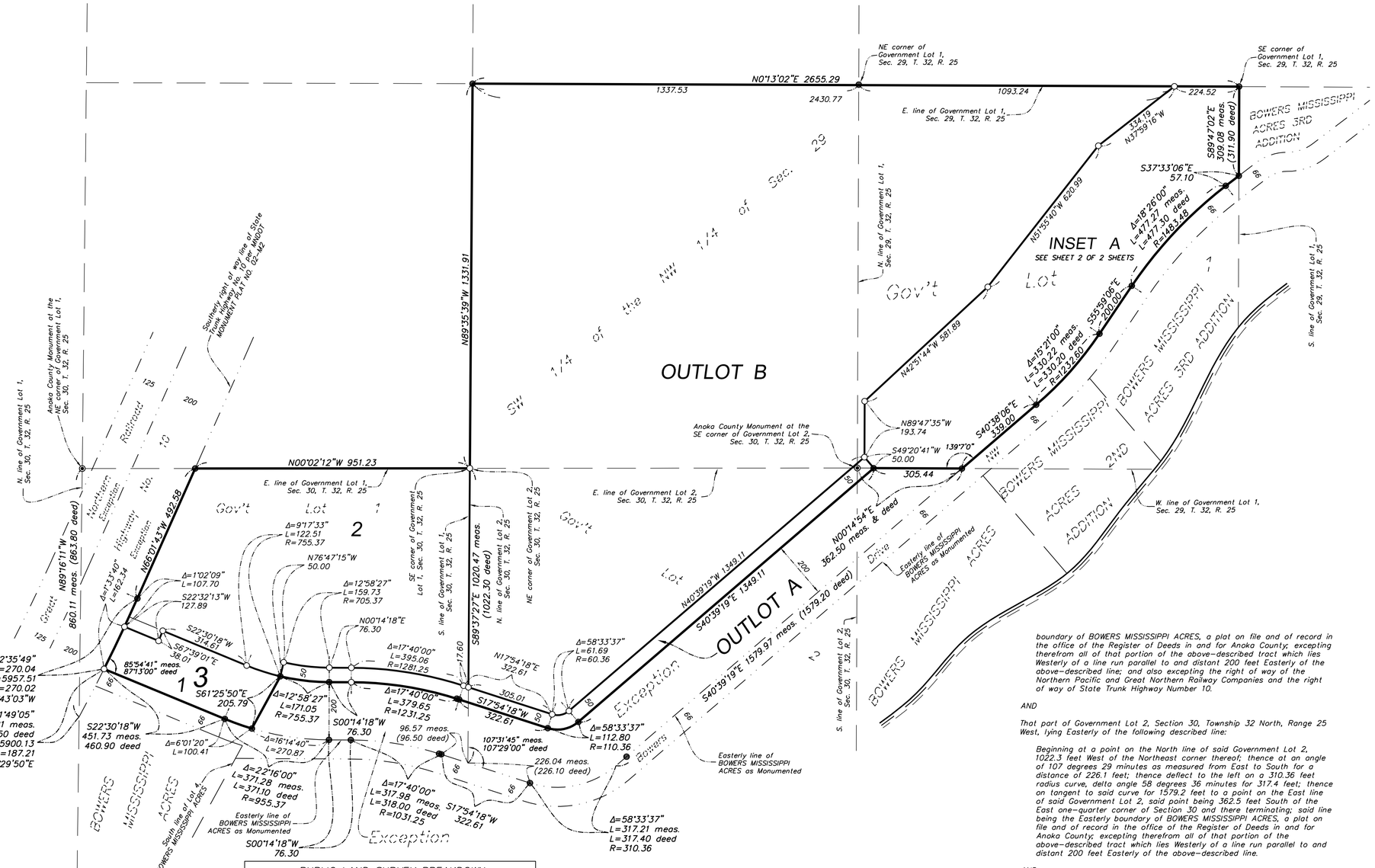
SHEET NO. 6 OF 6 SHEETS

PROJECT NO: 17-0145

DATE: 9/15/17

PEARSON PLACE

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 29 & 30, TWP. 32, RNG. 25



STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20_____ by _____, _____ of Development Consulting Services, LLC, a limited liability company, on behalf of the company.

_____

_____

Notary Public, _____County, Minnesota.

My Commission Expires: _____

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

Dated this _____ day of _____, 20_____.

_____
Paul E. Otto, Licensed Land Surveyor
Minnesota License Number 40062

STATE OF MINNESOTA
COUNTY OF WRIGHT

This instrument was acknowledged before me on this _____ day of _____, 20_____ by Paul E. Otto.

_____

_____

Notary Public, _____County, Minnesota

My commission expires _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

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

City Council, City of Ramsey, Minnesota

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

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

By: _____
Larry D. Hoium
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

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

_____
Property Tax Administrator

By: _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of PEARSON PLACE was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20_____, at _____ o'clock __M. and was duly recorded as Document Number _____.

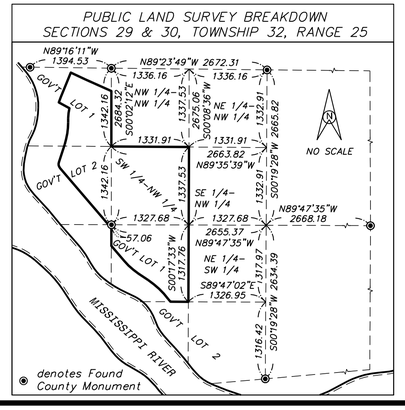
_____
County Recorder/Registrar of Titles

By _____, Deputy

Bearing Note:
The East line of Government Lot 1, Section 30, Township 32, Range 25, Anoka County, Minnesota, is assumed to bear N00°02'12"W.

- ● denotes iron monument found
- ○ denotes 1/2 inch by 14 inch iron pipe set and marked by License number 40062.
- ◉ denotes found Anoka County Cast Iron Monument unless otherwise noted.

PUBLIC LAND SURVEY BREAKDOWN
SECTIONS 29 & 30, TOWNSHIP 32, RANGE 25



KNOW ALL PERSONS BY THESE PRESENTS: That Development Consulting Services, LLC, a limited liability company, fee owner of the following described property, situated in the County of Anoka, to wit:

The Southwest Quarter of the Northwest Quarter of Section 29, Township 32 North, Range 25 West, Anoka County, Minnesota.

AND

That part of Government Lot 1, Section 30, Township 32 North, Range 25 West, lying Easterly of the following described line:

Beginning at a point on the North line of said Government Lot 1, 863.8 feet West of the Northeast corner thereof, said point being at the intersection of said North line and the Southerly right of way line of State Trunk Highway Number 10, the same as now located and established; thence Southeasterly along the said Southerly right of way line, same being on a 00 degrees 58 minutes 15 seconds curve, for 185.5 feet; thence run Southwesterly at an angle of 87 degrees 13 minutes with the tangent of said curve at said point, for 460.9 feet; thence deflect to the left on a 955.37 feet radius curve, delta angle 22 degrees 16 minutes, for 371.1 feet; thence on tangent to said curve for 76.3 feet; thence deflect to the right on a 1031.25 feet radius curve, delta angle 17 degrees 40 minutes, for 318.0 feet; thence on tangent to said curve for 96.5 feet to a point on the South line of Government Lot 1, said point being 1022.3 feet West of the Southeast corner thereof, and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line; and also excepting the right of way of the Northern Pacific and Great Northern Railway Companies and the right of way of State Trunk Highway Number 10.

AND

That part of Government Lot 2, Section 30, Township 32 North, Range 25 West, lying Easterly of the following described line:

Beginning at a point on the North line of said Government Lot 2, 1022.3 feet West of the Northeast corner thereof; thence at an angle of 107 degrees 29 minutes as measured from East to South for a distance of 226.1 feet; thence deflect to the left on a 310.36 feet radius curve, delta angle 58 degrees 36 minutes for 317.4 feet; thence on tangent to said curve for 1579.2 feet to a point on the East line of said Government Lot 2, said point being 362.5 feet South of the East one-quarter corner of Section 30 and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line.

AND

That part of Government lot 1, Section 29, Township 32 North, Range 25 West, lying Northerly and Easterly of the following described line:

Beginning at a point on the West line of said Government Lot 1, 362.5 feet South of the Northwest corner thereof; thence at an angle of 139 degrees 7 minutes measured from North to East for a distance of 339.0 feet; thence deflect to the left on a 1232.6 feet radius curve, delta angle 15 degrees 21 minutes, for 330.2 feet; thence on tangent to said curve for 200.0 feet; thence deflect to the right on a 1483.48 feet radius curve, delta angle 18 degrees 26 minutes, for 477.3 feet; thence on tangent to said curve for 57.1 feet to a point on the South line of said Government Lot 1, said point being 311.9 feet West of the Southeast corner thereof, and there terminating.

Has caused the same to be surveyed and platted as PEARSON PLACE and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat. Also dedicating to the State of Minnesota the right of access onto Minnesota State Highway No. 10 as shown on this plat.

In witness whereof said Development Consulting Services, LLC, a limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20_____.

DEVELOPMENT CONSULTING SERVICES, LLC

_____

_____

_____, _____

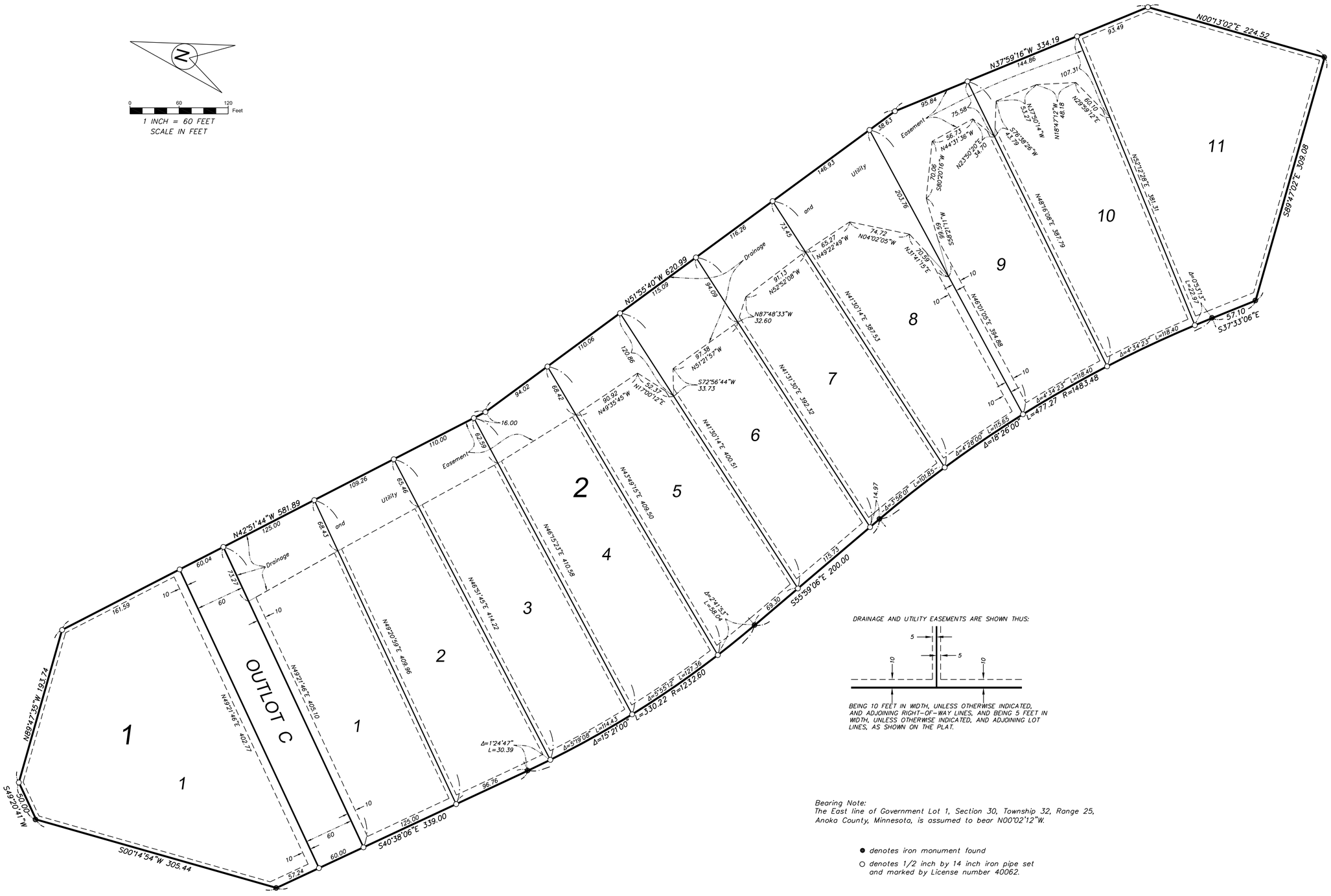
OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.

PEARSON PLACE

INSET A

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 29 & 30, TWP. 32, RNG. 25

1 INCH = 60 FEET
SCALE IN FEET



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AND BEING 5 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AS SHOWN ON THE PLAT.

Bearing Note:
The East line of Government Lot 1, Section 30, Township 32, Range 25, Anoka County, Minnesota, is assumed to bear N00°02'12"W.

● *denotes iron monument found*

○ *denotes 1/2 inch by 14 inch iron pipe set and marked by License number 40062.*

TTO ASSOCIATES
Engineers & Land Surveyors, Inc.

TREE PRESERVATION PLAN SUMMARY

TOTAL SIGNIFICANT TREES WITHIN CONSTRUCTION LIMITS (DBH)	431"
-SUB-TOTAL SIGNIFICANT TREES TO BE PRESERVED	423"
-SUB-TOTAL SIGNIFICANT TREES TO BE REMOVED	8"
-40% RETAINMENT THRESHHOLD (431" X 0.4)	172.4"
TOTAL TREE REPLACEMENT REQUIRED (DBH IN INCHES)	**0"**

EXISTING ON-SITE TREE SCHEDULE

Tree ID	Common Name	Scientific Name	Remove/Preserve*	Reason for Removal*	Size (DBH)	Condition (1)	Notes
1	American Elm	Ulmus americana	Preserve		13"	3	
2	American Elm	Ulmus americana	Preserve		10"	3	
3	American Elm	Ulmus americana	Preserve		8"	1	
4	Green Ash	Fraxinus pennsylvanica	Preserve		24"	5	
5	American Elm	Ulmus americana	Remove	Driveway Construction	8"	3	
6	American Elm	Ulmus americana	Preserve		15"	5	
7	American Elm	Ulmus americana	Preserve		8"	3	4 Trunks-8",5",4",3"
8	Eastern Red Cedar	Juniperus virginiana	Preserve		12"	5	
9	Siberian Elm	Ulmus siberica	Preserve		20"	3	
10	American Elm	Ulmus americana	Preserve		12"	4	
11	Common Hackberry	Celtis occidentallis	Preserve		15"	3	
12	Box Elder	Acer negundo	Preserve		28"	3	
13	Box Elder	Acer negundo	Preserve		27"	2	
14	Box Elder	Acer negundo	Preserve		16"	2	
15	Green Ash	Fraxinus pennsylvanica	Preserve		13"	2	
16	Silver Maple	Acer saccharinum	Preserve		15"	4	
17	Box Elder	Acer negundo	Preserve		19"	2	
18	Green Ash	Fraxinus pennsylvanica	Preserve		22"	4	
19	Green Ash	Fraxinus pennsylvanica	Preserve		16"	5	
20	American Elm	Ulmus americana	Preserve		8"	3	2 Trunks-8", 5"
21	Red Oak	Quercus rubra	Preserve		14"	3	
22	American Elm	Ulmus americana	Preserve		17"	3	
23	Jack Pine	Pinus banksiana	Preserve		8"	1	
24	Red Pine	Pinus resinosa	Preserve		12"	5	
25	Red Oak	Quercus rubra	Preserve		13"	4	
26	Common Hackberry	Celtis occidentallis	Preserve		12"	5	
27	Common Hackberry	Celtis occidentallis	Preserve		22"	2	
28	Common Hackberry	Celtis occidentallis	Preserve		10"	5	

(1) Tree Condition Classification Criteria

5 - Perfect Specimen. Excelllent form and vigor. No major injuries

4

3 - Average Condition and vigor. May show minor insect, disease, or physiological problems

2

1 - General state of decline. May show severe mechanical, insect, or disease injury, but death not iminent

OUTLOT C

INFILTRATION BASIN HWL=857.9

BOWERS DRIVE NW

Edge of Woods

Woods

#1-13" AMERICAN ELM
#2-10" AMERICAN ELM
#3-8" AMERICAN ELM
#4-24" GREEN ASH
#5-8" AMERICAN ELM
#6-15" AMERICAN ELM
#7-8" AMERICAN ELM
#8-12" EASTERN RED CEDAR
#9-20" SIBERIAN ELM
#10-12" AMERICAN ELM
#11-15" COMMON HACKBERRY
#12-28" BOX ELDER
#13-27" BOX ELDER
#14-16" BOX ELDER
#15-13" GREEN ASH
#16-15" SILVER MAPLE
#17-20" BOX ELDER
#18-22" GREEN ASH
#19-16" GREEN ASH
#20-8" AMERICAN ELM
TREE LINE (TYP.)
#21-14" RED OAK
#22-17" AMERICAN ELM
#23-8" JACK PINE
#24-12" RED PINE
#25-13" RED OAK
#26-12" COMMON HACKBERRY
#27-22" COMMON HACKBERRY
#28-10" COMMON HACKBERRY

LEGEND

- SIGNIFICANT DECIDUOUS TREE (OAKS > 4" DIA., ALL DECIDUOUS TREES > 8" DIA.)
- SIGNIFICANT EVERGREEN TREE (EVERGREENS > 4" DIA.)
- PROPOSED TREE PROTECTION LIMITS
- PROPOSED SIGNIFICANT TREE REMOVAL
- PROPOSED SILVER MAPLE (ACER SACCHARINUM) (TO BE PLANTED WITH HOMEBUILDING)
- PROPOSED BUR OAK (QUERCUS MACROCARPA) (TO BE PLANTED WITH HOMEBUILDING)
- PROPOSED CULVERT

PROPOSED TREE PLANTING SCHEDULE

QTY	SYM	SCIENTIFIC NAME	COMMON NAME	SIZE
12	AS	ACER SACCHARINUM	SILVER MAPLE	2.5" CAL. B&B
12	QM	QUERCUS MACROCARPA	BUR OAK	2.5" CAL. B&B

0 60 120
SCALE FEET

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H:\DEVELCON_PR\A13114402\CAD\C3D\Tree Preservation Plan FINAL.dwg 9/18/2017 2:00 PM

BOLTON & MENK
12224 NICOLLET AVENUE
BURNSVILLE, MINNESOTA 55337
Phone: (952) 890-0509
Email: Burnsville@bolton-menk.com
www.bolton-menk.com

REV	ISSUED FOR	DATE

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

JONATHAN D. NELSEN
LIC. NO. 53433 DATE 9-15-2017

DESIGNED JDN
DRAWN JDN
CHECKED JDN

TREE PRESERVATION PLAN

PEARSON PLACE SUBDIVISION

DEVELOPMENT CONSULTING SERVICES, LLC
RAMSEY, MN

SHEET 1 of 1

FACTUAL

GEOTECHNICAL EXPLORATION AND ENGINEERING REVIEW

Pearson Place

North of Bowers Drive

Ramsey

Minnesota

NTI Project No. 17.62064.100

***Prepared For**:*

Development Consulting Services
604 Bielenberg Drive
Woodbury, Minnesota 55125

NTI
NORTHERN TECHNOLOGIES, LLC

6160 Carmen Avenue East
Inver Grove Heights, MN 55076
P: 651.389.4191 F: 651.389.4190

www.NTIgeo.com

Unearthing confidence™

September 15, 2017

Development Consulting Services
604 Bielenberg Drive
Woodbury, Minnesota 55125

Attention: Mr. John Dobbs

Subject: Factual Geotechnical Exploration and Engineering Review
Pearson Place
Ramsey, Minnesota
NTI Project No. 17.62064.100

Dear Mr. Dobbs,

In accordance with your request and subsequent authorization, Northern Technologies, LLC (NTI) conducted a Geotechnical Exploration for the above referenced project. Our services included advancement of exploration hand auger probes, two (2) Double-Ring Infiltrometer tests, and the preparation of a factual engineering report with the results of our fieldwork. Our work was performed in general accordance with our proposal dated May 11, 2017.

Soil samples obtained at the site will be held for 60 days at which time they will be discarded. Please advise us in writing if you wish to have us retain them for a longer period. You will be assessed an additional fee if soil samples are retained beyond 60 days.

We appreciate the opportunity to have been of service on this project. If there are any questions regarding the soils explored or our review and recommendations, please contact us at your convenience at (651) 389-4191.

Northern Technologies, LLC

Richard Jett, E.I.T.
Graduate Engineer

Steven D. Gerber, P.E.
Senior Engineer

Contents

1.0 INTRODUCTION 1

1.1 Site / Project Description 1

1.2 Scope of Services 1

2.0 EXPLORATION PROGRAM RESULTS 1

2.1 Exploration Scope 1

2.2 Subsurface Conditions 1

2.3 Groundwater Conditions 1

2.4 Laboratory Test Program 2

2.5 Infiltration Test Results 2

3.0 CLOSURE 3

1.0 INTRODUCTION

1.1 Site / Project Description

The proposed project consisted of a site geotechnical investigation of the future Pearson Place development located north of Bowers Drive in Ramsey, Minnesota.

1.2 Scope of Services

The purpose of this factual report is to present a summary of our geotechnical exploration and provide the soil conditions encountered at the project area. Our "Scope of Services" was limited to the following:

1. Explore the project subsurface by means of two (2) hand auger probes extending to depths of approximately 12 and 14 feet below existing grade.
2. Conduct laboratory test(s) on representative samples for characterizing the index and engineering properties of soils strata.
3. Perform two (2) Double-Ring Infiltrometer (DRI) tests at the client selected location.
4. Provide a factual geotechnical report with the results of our field and laboratory tests results.

2.0 EXPLORATION PROGRAM RESULTS

2.1 Exploration Scope

Site geotechnical exploration began on May 25, 2017, with individual hand auger probes advanced to the water table at approximate locations as presented on the diagram within the appendices. Soil samples were taken at soil strata changes.

Probes were surveyed by Otto Associates, Engineers and Land Surveyors, Inc.

The probe holes were backfilled with auger cuttings. Minor settlement of the probe holes will occur. Owner is responsible for final closure of the probe holes.

2.2 Subsurface Conditions

Please refer to the probe logs within the appendices for a detailed description and depths of stratum at the probe locations. Additional comment on the evaluation of recovered soil samples is presented within the report attachments.

2.3 Groundwater Conditions

NTI field staff observed the probe holes for groundwater (if any) during and at the completion of hand auger activities. At the time of the field exploration, measurable groundwater was encountered at both SB-1 and SB-2 locations. At SB-1, groundwater was observed at an approximate elevation of 848.5 feet. At SB-2, groundwater was observed at an approximate elevation of 849.0 feet.

Redoximorphic soil features (soil staining) was obscured due to the heavy irrigation in the farm field. We anticipate that the seasonal high groundwater would be comparable to this level, however, due to the above average precipitation over the year as well as inputs from irrigation.

2.4 Laboratory Test Program

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

2.5 Infiltration Test Results

In total, two (2) DRI tests were completed (see appendix for location). Test #1 was completed approximately 3 feet below existing grade, just below the agricultural till layer. In general accordance with the Minnesota Pollution Control Agency Stormwater Manual, and the results of our DRI test, the design infiltration rate for this test depth was found to be 0.25 inches per hour. Test #2 was completed approximately 5 feet below existing grade. In general accordance with the Minnesota Pollution Control Agency Stormwater Manual, and the results of our DRI test, the design infiltration rate for this test depth was found to be 1.5 inches per hour. NTI perform an additional test on September 1, 2017. The design infiltration rate for that test was found to be 2.75 inches per hour. The MPCA recommends using an average of values for tests in the same stratum. The average would be approximately 2 inches per hour.

2.6 Low Floor Elevation

As mentioned above, we encountered groundwater at elevations of 848.5 and 849. Redoximorphic features (soil staining) were obscured by the heavy irrigation that occurred during the farming process; however, due to the relatively wet year and regular irrigation, we anticipate that this elevation will be similar to the seasonal high water elevation. It is our opinion that a low floor elevation of 854 would provide a sufficient buffer (at least 5 feet) against transient groundwater conditions.

3.0 CLOSURE

This report has been prepared for the exclusive use of Development Consulting Services and their agents for specific application to the proposed Pearson Place project in Ramsey, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

Northern Technologies, LLC

Richard Jett, E.I.T.
Graduate Engineer

Steven D. Gerber, P.E.
Senior Engineer

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

Steven D. Gerber
Date: 9-15-2017 Reg. No. 52743

APPENDIX A

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

FIELD EXPLORATION PROCEDURES

GENERAL NOTES

WATER LEVEL SYMBOL

DESCRIPTIVE TERMINOLOGY

RELATIVE PROPORTIONS

PARTICLE SIZES

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

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

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

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

FIELD EXPLORATION PROCEDURES

Soil Sampling – Standard Penetration Boring:

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

Soil Sampling – Power Auger Boring:

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

Soil Classification:

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

GENERAL NOTES

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

WATER LEVEL SYMBOL

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

DESCRIPTIVE TERMINOLOGY

RELATIVE DENSITY		*CONSISTENCY*	
TERM	**N_{60} Value** (corrected)	**TERM**	**N_{60} Value** (corrected)
Very Loose	0 – 4	Soft	0-4
Loose	5 – 8	Medium	5-8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

RELATIVE PROPORTIONS

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

PARTICLE SIZES

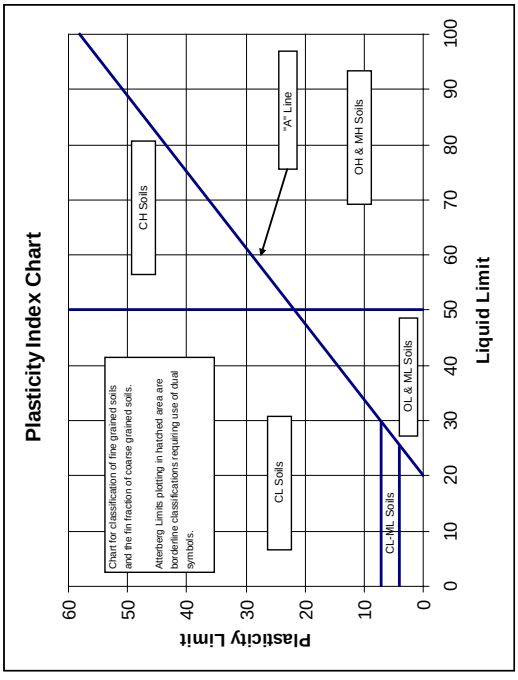
MATERIAL	**DESCRIPTION**	**U.S. SIEVE SIZE**
Boulders		Over 3"
Gravel	Coarse	3" to ¾"
	Medium	¾" to #4
Sand	Coarse	#4 to #10
	Medium	#10 to #40
	Fine	#40 to #200
Silt and Clay	Determined by Hydrometer Test	

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES

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

Major Divisions			Group Symbol	Typical Name	Classification Criteria
Course Grained Soils: More than 50% retained on No. 200 sieve *	Gravels: 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	GW	Well –graded gravels and gravel-sand mixtures, little or no fines.	Cu = D60 / D10 greater than 4. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines.	Not meeting both criteria for GW materials.
		Gravels with Fines	GM	Silty gravels, gravel-sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. greater than 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			GC	Clayey gravels, gravel-sand-clay mixtures.	
	Sands: More than 50% of coarse fraction passes No 4 sieve.	Clean Sands	SW	Well-graded sands and gravelly sands, little or no fines.	Cu = D60 / D10 greater than 6. Cz = (D30)2 / (D10 x D60) between 1 & 3.
			SP	Poorly-graded sands and gravelly sands, little or no fines.	Not meeting both criteria for SW materials.
		Sands with Fines	SM	Silty sands, sand-silt mixtures.	Atterberg limits below "A" line, or P.I. less than 4. / Atterberg limits above "A" line with P.I. > 7. — Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			SC	Clayey sands, sand-clay mixtures.	
Fine Grained Soils More than 50% passes No. 200 sieve *	Silts and Clays: Liquid Limit of 50% or less		ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.	
			CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.	
			OL	Organic silts and organic silty clays of low plasticity.	
	Silts and Clays: Liquid Limit greater than 50%.		MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.	
			CH	Inorganic clays of high plasticity, fat clays.	
			OH	Organic clays of medium to high plasticity.	
	Highly Organic Soils		Pt	Peat, muck and other highly organic soils.	

Classification on basis of percentage of fines.
Less than 5% passing No. 200 Sieve: GW, GP, SW, SP
More than 12% passing No. 200 Sieve: GM, GC, SM, SC
From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of duel symbols.



APPENDIX B

PROBE LOCATION DIAGRAM

SOIL PROBES



Probe Location Diagram
Pearson Place
Ramsey, Minnesota
NTI Project #: 17.62064.100
NOTE: Probe locations are approximate.

Completed Soil Probes:

Completed DRI Tests:

N

NTI NORTHERN TECHNOLOGIES, LLC

Northern Technologies, LLC
6160 Carmen Ave E
Inver Grove Heights, MN 55076
P: 651-389-4191 F: 651-389-4190
www.NTIgeo.com

BORING NUMBER SB-1

CLIENT Development Consulting Services
PROJECT NAME Pearson Place
PROJECT NUMBER 17.62064.100
PROJECT LOCATION Ramsey, Minnesota
DATE STARTED 5/25/17 **COMPLETED** 5/25/17
GROUND ELEVATION 861.9 ft **HOLE SIZE** 3 1/4 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD HA
▽ **AT TIME OF DRILLING** 13.50 ft / Elev 848.40 ft
LOGGED BY Richard Jett **CHECKED BY** Deb Schroeder
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevations determined by Otto Associates, Engineers and Land Surveyors, Inc.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0.0		POORLY GRADED SAND WITH CLAY, (SP-SC) dark brown, fine to medium grained, moist, trace gravel, trace organics (Agricultural Till)	HA 1									
1.5												
		SILTY SAND, (SM) dark brown, fine grained, moist (Agricultural Till)	HA 2									
2.5												
2.5		SILTY SAND, (SM) brown, fine grained, moist (Agricultural Till)	HA 3									
3.0												
		POORLY GRADED SAND, (SP) light brown to brown, fine to medium grained, moist (Glacial Outwash)	HA 4					5				1
4.5												
		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist to saturated, trace gravel (Glacial Outwash)	HA 5					4				2
5.0												
7.5												

(Continued Next Page)

NTI GEOTECH COLUMNS W/NOTES - NTI 2016-08-10.GDT - 8/29/17 12:14 - Z:\1-PROJECTS\2017 PROJECTS\PEARSON PLACE - GEO - (17.62064.100)\ENGINEERING\ENGINEERING REPORTS\GINT\PEARSON.GPJ

Northern Technologies, LLC
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Inver Grove Heights, MN 55076
P: 651-389-4191 F: 651-389-4190
www.NTIgeo.com

BORING NUMBER SB-1

CLIENT Development Consulting Services **PROJECT NAME** Pearson Place

PROJECT NUMBER 17.62064.100 **PROJECT LOCATION** Ramsey, Minnesota

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
10.0		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist to saturated, trace gravel (Glacial Outwash) *(continued)*										
12.5		▽										
14.0		847.9										
		Bottom of borehole at 14.0 feet.										

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BORING NUMBER SB-2

CLIENT Development Consulting Services
PROJECT NAME Pearson Place
PROJECT NUMBER 17.62064.100
PROJECT LOCATION Ramsey, Minnesota
DATE STARTED 5/25/17 **COMPLETED** 5/25/17
GROUND ELEVATION 859.9 ft **HOLE SIZE** 3 1/4 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD HA
AT TIME OF DRILLING 11.00 ft / Elev 848.90 ft
LOGGED BY Richard Jett **CHECKED BY** Deb Schroeder
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevations determined by Otto Associates, Engineers and Land Surveyors, Inc.

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0.0		CLAYEY SAND, (SC) dark brown to black, fine to medium grained, moist, trace organics (Agricultural Till)	HA 1									
1.5		858.4										
		CLAYEY SAND, (SC) brown, fine to medium grained, moist (Agricultural Till)	HA 2									
2.5												
3.0		856.9										
		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, trace gravel (Glacial Outwash)	HA 3					3				2
5.0												
7.0		852.9										
		POORLY GRADED SAND WITH GRAVEL, (SP) brown, fine to coarse grained, moist (Glacial Outwash)	HA 4					4				3
7.5												

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BORING NUMBER SB-2

CLIENT Development Consulting Services **PROJECT NAME** Pearson Place

PROJECT NUMBER 17.62064.100 **PROJECT LOCATION** Ramsey, Minnesota

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
		POORLY GRADED SAND WITH GRAVEL, (SP) brown, fine to coarse grained, moist (Glacial Outwash) *(continued)*										
9.5		850.4										
10.0		POORLY GRADED SAND, (SP) light brown, fine to coarse grained, moist to saturated, trace gravel (Glacial Outwash)	HA 5									
12.0		847.9										

Bottom of borehole at 12.0 feet.

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BORING NUMBER SB-3

CLIENT Development Consulting Services
PROJECT NAME Pearson Place
PROJECT NUMBER 17.62064.100
PROJECT LOCATION Ramsey, Minnesota
DATE STARTED 8/13/17 **COMPLETED** 8/13/17
GROUND ELEVATION 858.5 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD HA
▽ **AT TIME OF DRILLING** 11.00 ft / Elev 847.50 ft
LOGGED BY Richard Jett **CHECKED BY** Steve Gerber
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevations estimated using MnTOPO contour lines

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0.0		SILTY SAND, (SM) dark brown, fine to medium grained, moist, trace gravel, trace organics (Agricultural Till)										
0.5		858.0										
		SILTY SAND, (SM) dark brown, fine to medium grained, moist, trace organics (Agricultural Till)	SS 1 DCP DCP		6/2" 6/2" 7/2"							
2.0		856.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill)	SS 2 DCP DCP		7/2" 6/2" 8/2"							
2.5												
3.0		855.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) light brown, fine to medium grained, moist, occasional black silty sand (SM) balls (Fill)	SS 3 DCP DCP		5/2" 6/2" 10/2"							
4.0		854.5										
		POORLY GRADED SAND, (SP) brown, fine to medium grained, moist (Glacial Outwash)	SS 4 DCP DCP		8/2" 9/2" 8/2"							
5.0			SS 5 DCP DCP		7/2" 8/2" 7/2"							
6.0		852.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to coarse grained, moist, trace gravel (Glacial Outwash)	SS 6 DCP DCP		10/2" 6/2" 9/2"							
7.5			SS 7 DCP DCP		10/2" 8/2" 9/2"							

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BORING NUMBER SB-3

CLIENT Development Consulting Services **PROJECT NAME** Pearson Place

PROJECT NUMBER 17.62064.100 **PROJECT LOCATION** Ramsey, Minnesota

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to coarse grained, moist, trace gravel (Glacial Outwash) *(continued)*	SS 8		10/2"							
			DCP		5/2"							
			DCP		6/2"							
			SS 9		9/2"							
			DCP		9/2"							
			DCP		5/2"							
10.0		10.0 848.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, trace gravel (Glacial Outwash)	SS 10		8/2"							
			DCP		9/2"							
			DCP		8/2"							
		▽	SS 11		7/2"							
			DCP		6/2"							
			DCP		7/2"							
		11.8 846.7										

Bottom of borehole at 11.8 feet.

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Northern Technologies, LLC
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www.NTIgeo.com

BORING NUMBER SB-4

CLIENT Development Consulting Services
PROJECT NAME Pearson Place
PROJECT NUMBER 17.62064.100
PROJECT LOCATION Ramsey, Minnesota
DATE STARTED 8/13/17 **COMPLETED** 8/13/17
GROUND ELEVATION 858.5 ft **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD HA
▽ **AT TIME OF DRILLING** 11.50 ft / Elev 847.00 ft
LOGGED BY Richard Jett **CHECKED BY** Steve Gerber
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevations estimated using MnTOPO contour lines

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0.0		SILTY SAND, (SM) dark brown, fine to medium grained, moist, trace organics (Agricultural Till)	SS 1 DCP DCP		13/2" 14/2" 13/2"							
2.0		856.5										
		SILTY SAND, (SM) brown to dark brown, fine grained, moist, trace organics (Agricultural Till)	SS 2 DCP DCP		13/2" 12/2" 13/2"							
2.5												
3.0		855.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) light brown, fine to medium grained, moist to saturated, trace gravel (Glacial Outwash)	SS 3 DCP DCP		6/2" 5/2" 6/2"							
			SS 4 DCP DCP		7/2" 6/2" 7/2"							
5.0			SS 5 DCP DCP		7/2" 8/2" 7/2"							
			SS 6 DCP DCP		7/2" 8/2" 9/2"							
7.5			SS 7 DCP DCP		7/2" 7/2" 7/2"							

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BORING NUMBER SB-4

CLIENT Development Consulting Services **PROJECT NAME** Pearson Place

PROJECT NUMBER 17.62064.100 **PROJECT LOCATION** Ramsey, Minnesota

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
		POORLY GRADED SAND WITH SILT, (SP-SM) light brown, fine to medium grained, moist to saturated, trace gravel (Glacial Outwash) *(continued)*	SS 8		6/2"							
			DCP		7/2"							
			DCP		6/2"							
			SS 9		7/2"							
			DCP		7/2"							
			DCP		6/2"							
10.0			SS 10		6/2"							
			DCP		5/2"							
			DCP		6/2"							
		▽	SS 11		6/2"							
			DCP		5/2"							
12.0			DCP		5/2"							
		Bottom of borehole at 12.0 feet.	846.5									

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CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	10/20/17	**PROJECT ADDRESS**	TBD
PROJECT. TITLE	PEARSON PLACE – FINAL PLAT AND ZONING AMENDMENT		
PROJECT #	16-31		
DEPARTMENT:	Community Development – Planning Division		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: canderson@cityoframsey.com		

We offer the following comments regarding your Final Plat submittal, which consists of nine total (9) sheets (Sheets C1-C6, and FP1 and FP2, prepared by Otto Associates and dated September 15, 2017, and Sheet L1, prepared by Bolton & Menk, also dated September 15, 2017).

The following revisions to the plan set are required:

Sheet C2:

- Add match line and note to each sheet where the plan continues.
- Add spot elevations to show that two percent (2%) is attained for yard slopes.
- Amend note in legend to specify that minimum culvert size permitted is fifteen (15) inches.
- Add note that specifies pad shall be graded as shown on plans during mass grading of project. Grading responsibility may not be passed on to lot buyers.
- Lowest floor elevation must be at least two (2) feet above the 100-year elevation of stormwater pond, at or above 859.9 feet.
- Minimum required lot grade is two percent (2%); revise the table and revise the grading plan.
- A 16.5 foot setback from the normal water level elevation of a stormwater pond is required and must be encumbered with a drainage and utility easement. Adjust the drainage and utility easement boundary as needed or add measurement and note that verifies easement boundary complies with this standard.
- Update legend to contain all lines and symbols used on page. Note that this applies to ALL sheets.

Sheet C3:

- Add match line and note to each sheet where the plan continues.
- Add tree save fencing to sheet on Lot 11, Block 2, between the primary and alternate septic field locations and the tree line.
- Specify the sheet where the detail(s) for the North American Green SC250 TRM can be found.
- Amend note in legend to specify that minimum culvert size permitted is fifteen (15) inches.
- Add spot elevations within ditch to demonstrate how drainage is achieved. Note that minimum ditch slope permitted is two percent (2%).
- Lowest floor elevation must be at least two (2) feet above the 100-year elevation of stormwater pond, at or above 859.9 feet.
- Minimum required lot grade is two percent (2%); revise the table and revise the grading plan.

- Add note that specifies pad shall be graded as shown on plans during mass grading of project. Grading responsibility may not be passed on to lot buyers.
- Provide a profile for the storm sewer.
- For readability purposes, break lines under text and move text so that it is not overlapping.
- A 16.5 foot setback from the normal water level elevation of a stormwater pond is required and must be encumbered with a drainage and utility easement. Adjust the drainage and utility easement boundary as needed or add measurement and note that verifies easement boundary complies with this standard.
- Update legend to contain all lines and symbols used on page. Note that this applies to ALL sheets.

Sheet C4:

- Specify the sheet(s) where the detail(s) for the various products can be found.
- CAT 7 blanket is not identified in the MnDOT 2017 Specifications. A detailed description of this product must be added to the plan set.
- For readability purposes, break lines under text and move text so that it is not overlapping.
- Add tree save fencing to sheet on Lot 11, Block 2, between the primary and alternate septic field locations and the tree line.
- Seed mix 34-262 is identified as a wet prairie mix; however, the groundwater is ten (10) feet below the bottom of the infiltration basin. Verify that this seed mix will work in this area.
-

Sheet C5:

- Add column to the BMP table indicating the sheet where is BMP is installed.
- Under construction sequencing, add note stating "Have silt fence inspected by City prior to commencing work".
- Add note that the City must approve the Notice of Termination before it is submitted.
- Email a copy of each inspection record to the City immediately after an inspection. Submit a full log of the inspections to the City prior to project closeout.
- Under pollution prevention, revise sentence regarding truck washout and degreasing to more clearly communicate what is/in not permitted. No external washing of trucks or engine degreasing can occur on site, given the proximity to the Mississippi River.
- Under Sediment Control Practices, add note: "The contractor shall have a sweeper on site or available within three (3) hours after notice from the City that sweeping is required to remove debris from the street."

Sheet C6:

- Add detail for CAT 7 Blanket.
- Add detail for SC250 TRM.

Sheet L1:

- Add note that states that driveway location to comply with Tree Preservation Plan. Homebuilder cannot remove trees that are shown to be preserved for any purpose (including to accommodate the driveway or house pad location).

General Information

The project site is located in the R-1 Residential (MUSA) zoning district, as well as the Mississippi River Critical Corridor Area (MRCCA) Overlay District. The MN DNR just recently completed a rulemaking process that amended various standards in the MRRCA. However, they have yet to provide the necessary

guidance to municipalities as to how to proceed with updating local Zoning Codes. Until that guidance is received, municipalities are 'stuck' with outdated MRCCA standards. Staff has had discussions with the MN DNR and they have indicated that a Planned Unit Development (PUD) would be an acceptable zoning tool to utilize to address deviations from the current MRCCA standards as they appear to actually comply with the new MRRCA standards.

The project proposes to subdivide the land into fourteen residential lots and three (3) outlots; however, only twelve (12) of the residential lots are new, buildable lots (the other two have existing homes on them).

Comprehensive Plan

The development site is guided as Low Density Residential in the Comprehensive Plan. The Comprehensive Plan defines Low Density Residential as areas that are within the MUSA and would average three (3) units per acre. The development site is within the MUSA and the proposed average density will be 1.3 units per acre [Zoning Code allows for up to 3 units per acre].

The Low Density Residential designation requires that urban services be available for development. However, the entire Bower's Drive neighborhood, while also guided as Low Density Residential, is served by private septic systems and individual wells. The Sketch Plan and now the Preliminary Plat proposes that the twelve (12) new lots also be served by private services. The proposal also includes a request for a Zoning Amendment to process this development as a Planned Unit Development. That designation, if approved by City Council, would allow for certain deviations from the underlying Zoning District standards, including the use of private utilities, with a defined public benefit.

The submittal again includes a fifty (50) foot wide outlot behind the existing lots on the north side of Bowers Drive that would serve as a buffer from future development of the agricultural land. This was a result of comments received from the neighborhood during multiple workshops last year and is being proposed as that public benefit. However, it is not clear is who will ultimately own Outlot A. *Please provide clarification as to the ultimate owner of this outlot.*

Mississippi River Critical Corridor Area Overlay District

The development site is located within the Mississippi River Critical Corridor Area (MRCCA) Overlay District. This statutory designation applies to the entire stretch of the Mississippi River through the City of Ramsey. The MN DNR has recently completed a rulemaking process in which revisions to the existing standards have been completed and approved by an Administrative Law Judge. Regarding lot size and other bulk standards, the updated MRCCA rules for non-riparian lots no longer contain more restrictive standards. In fact, they simply defer to the underlying zoning district standards per the local zoning code.

While the rulemaking process is complete, the MN DNR has not yet provided municipalities with the required guidance on how to update our local zoning code. Until guidance is received, the City cannot move forward with updating our zoning code. Furthermore, it is our desire, if feasible, to address those updates as part of the City's broader Comprehensive Plan Update process and implementation, which will not be completed until sometime in 2018.

Zoning Designation

The project is being generally reviewed under the standards of the existing MRCCA Overlay District and the R-1 Residential District (this district implements the Low Density Residential (LDR) designation of the Comprehensive Plan). The intent of the R-1 Residential District is to accommodate single-family dwellings at a density up to three (3) dwelling units per acre. Through a PUD, deviation from certain standards is possible, including the use of private utilities rather than municipal services. This is consistent and compatible with the existing Bowers Drive neighborhood.

R-1 Residential (MUSA) Bulk Standards

Miscellaneous Standards	Existing MRRCA Standards	New MRRCA Standards	MUSA	Proposed (via PUD)
Lot size	2.5 acres	Underlying Zoning District	10,800 square feet	43,560 square feet (1 acre)
Density (net)	Not Addressed	Not Addressed	Up to 3.0 units per acre	1.3 units per acre
Lot width	200 feet	Underlying Zoning District	80 feet (measured at front yard setback)	80 feet*
Front yard setback	40 feet	Underlying Zoning District	30 feet	40 feet
Miscellaneous Standards	**Existing MRRCA Standards**	**New MRRCA Standards**	**MUSA**	**Proposed (via PUD)**
Side yard setback (uninhabitable)	10 feet	Underlying Zoning District	6 feet	10 feet
Side yard setback (habitable)	10 feet	Underlying Zoning District	10 feet	10 feet
Side yard setback for corner lots**	Not Addressed	Underlying Zoning District	30 feet	40 feet
Rear yard setback	35 feet	Underlying Zoning District	30 feet	30 feet
Maximum lot coverage	30%	Underlying Zoning District	35%	Not shown
Maximum building height (measured	35 feet	Underlying Zoning District	35 feet	Not shown

from mean ground level to mean gable)

* Lot 1 Block 1 shows 57 feet at the front lot line, but exceeds the standard of 80 feet at the building setback line.
** Will apply to Lot 1 Block 1 and Lot 1 Block 2 as the intent of Outlot C is for a future road.

As has been noted already, the development site is located within the 2020 MUSA boundary and thus, is required to be serviced with municipal sewer and water. However, the requested Zoning Amendment to designate the site as a PUD is a legal zoning tool that allows for the deviation to utilize private utilities (if approved by City Council). Please note that as configured, the future home owners will have limited use of the rear yards due to the locations of the primary and alternate septic systems. It would be helpful if that message could be conveyed to the buyers of these parcels.

Wetlands and Floodplains

The project site does not appear to contain any floodplain areas or wetlands.

Grading and Drainage

The project will be subject to the Lower Rum River Watershed Management Organization standards for managing stormwater, including both quantity and quality. Please see additional comments within the Engineering Review Memo regarding the grading and drainage plans.

Streets and Access

The new lots will be accessed via Bowers Drive. The Final Plat does include a sixty (60) foot wide outlot that can provide future access to the land north of the development site. This will eventually create a second point of access to Bowers Drive, which will assist with public safety response in the future. Will the current property owner retain ownership of Outlot C? *Please provide clarification of who ultimately will own Outlot C*.

Residents along Bowers Drive raised concerns about construction traffic and possible damage to the existing street at a public workshop in 2016. As has been discussed, a Financial Surety will be required to protect against potential damage to Bowers Drive as a result of construction activity. This will be specified within the Development Agreement.

Tree Preservation and Landscaping

A Tree Preservation and Landscape Plan has been submitted. All significant trees, defined as oaks and evergreens with a Diameter at Breast Height (DBH) of four (4) inches and all other deciduous trees with a DBH of eight (8) inches or greater, have been identified. That plan does include a

table identifying each significant tree, the species, DBH, condition, status (preserved or removed), and reason for removal.

Each lot is required to have two (2) front yard trees planted. Being within the MRCCA, Staff would strongly encourage the use of native trees to satisfy this requirement. Note that existing trees in the front yard(s), if included in the Tree Inventory and Preservation Plan and are identified in the Ramsey Tree Book as being either Acceptable or Preferred, can be used to satisfy the landscape requirements.

Development Fees and Agreement

Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Final Plat is recorded and at the rate in effect when the plat is recorded. An executed Development Agreement will also be required prior to releasing the plat for recording.

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR ESTATES OF SILVER OAKS 2ND ADDITION

This Agreement (hereinafter the "Agreement") is dated as of this _____ day of _____, 2017 and is by and between the City of Ramsey, a Minnesota municipal corporation (the "**CITY**") and Development Consulting Services, LLC, 4791 Stimson Trail, Woodbury, MN 55129, (the "**DEVELOPER**").

WHEREAS, the **DEVELOPER** is the owner of land legally described on the attached Exhibit A (the "Subject Property").

WHEREAS, the **DEVELOPER** received approval from the **CITY** to subdivide the Subject Property and plat the same as PEARSON PLACE (the "Plat").

WHEREAS, the Plat subdivides the Subject Property into Lot 1, Block 1, Lots 1-11, Block 2 (Inclusive), Lots 1-2, Block 3 (Inclusive), and Outlots A, B and C PEARSON PLACE, Anoka County, Minnesota.

THEREFORE, THE **CITY** AND THE **DEVELOPER** AGREE AS FOLLOWS:

1. Conditions of Approval. The **CITY** approved the Plat subject to satisfaction of the following conditions subsequent:

   a. The **DEVELOPER'S** Execution of this Agreement. That the **DEVELOPER** enter into this Agreement.

   b. Marketable Title. That prior to recording the Plat, the **DEVELOPER** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy**.**

2. The Plans. The term "Plans" as used in this Agreement means the Final Plat and Plans prepared by Otto Associates and Bolton & Menk, both dated September 15, 2017, revised _____. The Plans remain subject to: (a) **CITY** Staff's review and approval of the revisions to, among other things, confirm that the revisions requested in the **CITY** Staff's October 20, 2017 review letter have been made; and (b) such further revisions as the **DEVELOPER** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

3. Stage I Improvements. The improvements, as stated in City Code Section 117-615 (b) (1), the **DEVELOPER** is required to construct or install are as follows (unless otherwise noted):

   a. Trunk and lateral sanitary sewer (not required)

b. Trunk and lateral water main (not required)
c. Storm drainage facilities
d. Stormwater maintenance through ninety percent (90%) buildout
e. Streets (not required)
f. Concrete curb and gutter (not required)
g. Street traffic control signals (not required)
h. Lot grading
i. Trail development (not required)
j. Sidewalks (not required)
k. Electricity (within one-fourth mile)
l. Phone (within one-fourth mile)
m. Natural gas (within one-fourth mile)
n. Boulevard sodding
o. Water shut off boxes (not required)
p. Easement acquisition
q. As-built plans
r. Stage I financial surety

(the "Stage I Improvements").

The **DEVELOPER** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **DEVELOPER** shall provide the **CITY** with a set of re-producible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in Section 6 below until said as-built plans are provided to the **CITY**. Additionally, the **DEVELOPER** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

4. Additional Requirements Related to Certain Stage I Improvements. The **DEVELOPER** is required to hold a pre-construction meeting at **CITY** offices. The **DEVELOPER** shall be responsible for contacting the **CITY** to schedule the preconstruction meeting. The **CITY** will contact all utilities listed above and prepare the agenda for the pre-construction meeting. Work within existing rights of way and roadways must be completed under traffic, be brought back up to grade, and must be restored to existing conditions within 24 hours.

5. Lot Corner Staking. The **DEVELOPER** must install lot corner stakes at all lot corners.

6. Stage I Improvement Financial Guarantee. The **DEVELOPER** shall provide a financial guarantee, in a form of cash or an irrevocable letter of credit, to the **CITY** guaranteeing the construction of the Stage I Improvements and their timely completion. The **DEVELOPER** shall be responsible for a financial guarantee in the amount of Eighty Three Thousand Four Hundred Thirty Dollars and No Cents **($83,430.00),** which amount is 125% of the Engineer's Estimate of the Stage I Improvements. Upon completion of Stage I Improvements (including the removal of "temporary" erosion control measures as identified in the approved Grading Plan), and acceptance by the **CITY**, supported by appropriate lien waivers, the **DEVELOPER** may request a reduction in the amount of the financial guarantee. The accepted engineer's estimate is attached as Exhibit C hereto.

7. Inspection Fees for the Stage I Improvements. The **DEVELOPER** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements. The **DEVELOPER** shall be responsible for an inspection fee in the amount of Three Thousand Three Hundred Thirty Seven Dollars and No Cents **($3,337.00)**, which amount is 5% of the Engineer's Estimate of the Stage I Improvements. The inspection fee must be in the form of a cash escrow. The **DEVELOPER** may request a refund of the remaining balance in the escrow upon completion of the inspections for the Stage I Improvements and acceptance by the **CITY**.

8. Installation of the Stage I Improvements. The **DEVELOPER** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **DEVELOPER** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion and acceptance of the Stage I Improvements, the **DEVELOPER** shall provide the **CITY** with a complete set of reproducible "As Built" plans in CAD format for the Stage I Improvements.

9. Time of Performance for the Stage I Improvements. The **DEVELOPER** must complete the Stage I Improvements within one (1) year after the recording of the Plat.

10. Ownership of the Stage I Improvements. The **DEVELOPER** owns the Stage I Improvements until the **CITY'S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY'S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial guaranty described in Section 6 and except to the extent the **CITY** and the **DEVELOPER** may agree, in writing, to defer the **CITY'S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 6.

11. Stage I Improvements License. The **DEVELOPER** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **DEVELOPER'S** installation of the Stage I Improvements. The license shall expire after the **CITY** accepts ownership of Stage I Improvements.

12. Stage II **CITY** Improvements. The future improvements the **DEVELOPER** must construct or install are as follows:

a. Street striping and signing (street signs to be installed by the **CITY**)
b. Seal coating (not required)
c. Street lights (not required)
d. Inspections
e. Installation of survey monumentation.
f. Stage II cash deposit (not required)

(the "Stage II Improvements"). The **DEVELOPER** must complete the construction of the Stage II Improvements within one (1) year after the date upon which the Plat is recorded.

DEVELOPER must install the Stage II Improvements in accordance with the Plans. Per City Code Section 117-615, the **DEVELOPER** shall provide the **CITY** with a set of re-producible as-built plans CAD format upon completion of the Stage II Improvements and acceptance by the **CITY**. Additionally, the **DEVELOPER** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage II Improvements.

13. Stage I and Stage II Improvements to Outlots. *This paragraph intentionally deleted*.

14. Financial Guaranty for Stage II Improvements. The **CITY** does not require a financial guaranty to secure the **DEVELOPER'S** obligation to construct the Stage II Improvements.

15. Warranty for Stage I and Stage II Improvements. The **DEVELOPER** shall provide a one-year warranty in the amount of Sixteen Thousand Six Hundred Eighty Six Dollars and No Cents **($16,686.00)** ($66,744.00 x .25), which is 25% of the cost of the Stage I and Stage II Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvements. The warranty must be in the form of an Irrevocable Letter of Credit in a form acceptable to the **CITY'S** Finance Director or cash escrow.

16. Street Cleaning and Clean Up. The **DEVELOPER** shall be responsible for clearing any soil, earth, or debris from the streets. From time to time, the **CITY** may remove

accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **DEVELOPER'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **DEVELOPER** for such costs shall be paid within fifteen (15) days of the date of the invoice.

17. Payment of Development Fees. The **DEVELOPER** must pay to the **CITY** the fees described on Exhibit B which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Stormwater Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.

18. Requirements for Building and Occupancy Permits.

a. No building permit for any lot in the Plat shall be issued until the **DEVELOPER** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c) provided the financial guaranty described in Section 6 to the **CITY**; and d) obtained all necessary permits from the Lower Rum River Watershed Management Organization, the Anoka County Soil Conservation District, and any other agencies, and has provided a copy of each such permit to the **CITY.**

b. No occupancy permit for any lot in the Plat shall be issued until the **DEVELOPER** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Agreement requires to serve the lot and such utilities and storm water facilities are in place, operational and the **CITY** has accepted those utilities and storm water facilities; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.

19. **DEVELOPER** Defaults. If the **DEVELOPER** defaults in the performance of one or more of the **DEVELOPER'S** obligations under this Contract, i) the **CITY** gives the **DEVELOPER** thirty (30) days written notice of the default and ii) the **DEVELOPER** fails to cure the default within said thirty (30) days, then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:

a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **DEVELOPER'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **DEVELOPER'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **DEVELOPER** as promptly as possible that the **CITY** is undertaking to perform the **DEVELOPER'S** obligation or obligations. If the **CITY** performs one or more obligations of the **DEVELOPER**, the **DEVELOPER** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **DEVELOPER**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **DEVELOPER** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **DEVELOPER** provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **DEVELOPER** Property. As an alternative to seeking recovery from the **DEVELOPER** or the financial guaranty, the **CITY** may levy special assessments against the **Subject** Property in accordance with Minnesota Statutes Section 429, and the **DEVELOPER**, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **DEVELOPER** may have to such special assessments;

b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;

c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **DEVELOPER** has cured all of its defaults; and

d. The **CITY** may draw upon all or any portion of the financial guaranty the **DEVELOPER** provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY**

obtains against the **DEVELOPER** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 21 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 20 (d).

20. Miscellaneous.

a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraphs or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

b. Written Amendments Only. The action or inaction of the **CITY** or the **DEVELOPER** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **DEVELOPER'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

c. Compliance with Laws and Regulations. The **DEVELOPER** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **DEVELOPER** does comply. Upon the **CITY**'**S** demand **DEVELOPER** shall cease work until there is compliance.

d. Mailbox Locations. If the **DEVELOPER** desires to construct mailboxes within the public right of way, the **DEVELOPER** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary. Mailboxes shall not be located within the bulb of cul-de-sacs.

e. Boulevard and Wetland Restoration. The **DEVELOPER** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **DEVELOPER** shall be responsible for the cost of cleaning any soil, earth, or debris from

the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.

f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. (Saturdays require 72-hour notice to the **CITY**). The **DEVELOPER** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.

g. Construction Site Maintenance. The **DEVELOPER** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.

h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I and Stage II Improvements, unless qualified as fixed amounts, are estimated. The **DEVELOPER** agree to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

i. Plat Approval Expenses. The **DEVELOPER** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall also be paid within a fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.

j. Reimbursement to the **CITY**. The **DEVELOPER** agree to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S**

Building Official that authorizes the structure to be used for its intended purposes.

l. Financial Guarantee for Condition of Bowers Drive. The **DEVELOPER** shall provide a separate financial guarantee, in the form of an irrevocable Letter of Credit or a Cash Escrow in the amount of Fifty Thousand Dollars and No Cents (**$50,000.00**), to the **CITY** guaranteeing that the post-construction condition of Bowers Drive is the same or will be restored to the same as the pre-construction condition. The financial guarantee shall be provided prior to the commencement of any work on the **Subject Property**.

The **DEVELPER** and the **CITY** shall have an on-site meeting to review the existing condition of the road prior to commencement of any construction activity. Partial reductions of this financial guarantee may be requested by the **DEVELOPER**, subject to the approval of the **CITY**, as Certificates of Occupancy are issued within the Plat. The **PERMITTEE** shall request an on-site meeting with the **CITY** to review the post-construction condition of the road prior to final release of the financial guarantee.

m. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO DEVELOPER:
Edward J. Dobbs
Development Consultant Services, LLC
4791 Stimson Trail
Woodbury, MN 55129

TO THE CITY:
City of Ramsey
Attn: Community Development Director
7550 Sunwood Drive NW Ramsey,
MN 55303

[The remainder of this page is intentionally left blank.]

DEVELOPER:

_____
Edward J. Dobbs

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, ____, by Edward J. Dobbs, the _____ of Development Consulting Services, LLC, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____

Notary Public

CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2017, by Sarah Strommen and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

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

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

EXHIBIT A

Legal Description of the Subject Property

The Southwest Quarter of the Northwest Quarter of Section 29, Township 32 North, Range 25 West, Anoka County, Minnesota

AND

That part of Government Lot 1, Section 30, Township 32 North, Range 25 West, lying Easterly of the Following described line:

Beginning at a point on the North line of said Government Lot 1, 863.8 feet West of the Northeast corner thereof, said point being at the intersection of said North line and the Southerly right of way line of State Trunk Highway Number 10, the same as now located and established; thence Southeasterly along the said Southerly right of way line, same being on a 00 degrees 58 minutes 15 seconds curve, for 185.5 feet; thence run Southwesterly at an angle of 87 degrees 13 minutes with the tangent of said curve at said point, for 460.9 feet; thence deflect to the left on a 955.37 feet radius curve, delta angle 22 degrees 16 minutes, for 371.1 feet; thence on tangent to said curve for 76.3 feet; thence deflect to the right on a 1031.25 feet radius curve, delta angle 17 degrees 40 minutes, for 318.0 feet; thence on tangent to said curve for 96.5 feet to a point on the South line of Government Lot 1, said point being 1022.3 feet West of the Southeast corner thereof, and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line; and also excepting the right of way of the Northern Pacific and Great Northern Railway Companies and the right of way of State Trunk Highway Number 10.

AND

That part of Government Lot 2, Section 30, Township 32 North, Range 25 West, lying Easterly of the following described line:

Beginning at a point on the North line of said Government Lot 2, 1022.3 feet West of the Northeast corner thereof; thence at an angle of 107 degrees 29 minutes as measured from East to South for a distance of 226.1 feet; thence deflect to the left on a 310.36 feet radius curve, delta angle 58 degrees 36 minutes for 317.4 feet; thence on tangent to said curve for 1579.2 feet to a point on the East line of said Government Lot 2, said point being 362.5 feet South of the East one-quarter corner of Section 30 and there terminating; said line being the Easterly

boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line.

AND

That part of Government Lot 1, Section 29, Township 32 North, Range 25 West, lying Northerly and Easterly of the following described line:

Beginning at a point on the West line of said Government Lot 1, 362.5 feet South of the Northwest corner thereof; thence at an angle of 139 degrees 7 minutes measured from North to East for distance of 339.0 feet; thence deflect to the left on a 1232.6 feet radius curve, delta angle 15 degrees 21 minutes, for 330.2 feet; thence on a tangent to said curve for 200.0 feet; thence deflect to the right on a 1483.48 feet radius curve, delta angle 18 degrees 26 minutes, for 477.3 feet; thence on tangent to said curve for 57.1 feet to a point on the South line of said Government Lot 1, said point being 311.9 feet West of the Southeast corner thereof, and there terminating.

-or upon recording-

Lot 1, Block 1, Lots 1-11, Block 2 (inclusive), Lots 1-2, Block 3 (Inclusive), and Outlots A, B, and C, PEARSON PLACE, Anoka County, Minnesota.

EXHIBIT B

Fees Payable to the City

1. Park Dedication. The **DEVELOPER** is responsible for satisfying applicable Park Dedication requirements. The 2017 Park Dedication Fee applicable to the Plat is $2,800 per residential unit. **DEVELOPER** must pay a Park Dedication Fee of Thirty-Three Thousand Six Hundred Dollars and No Cents ($2,800 x 12 units = **$33,600.00**). The **DEVELOPER** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

2. Trail Development Fees. The **DEVELOPER** is responsible for satisfying applicable Trail Development Fee requirements. The 2017 Trail Development Fee applicable to the Plat is $800 per residential unit. **DEVELOPER** must pay a Trail Development Fee of Nine Thousand Six Hundred Dollars and No Cents ($800 x 12 units = **$9,600.00**). The **DEVELOPER** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

3. Sanitary Sewer Connection (Trunk) Fees. The **DEVELOPER** is not responsible for satisfying applicable Sanitary Sewer Connection (Trunk) Fees.

4. Water Connection (Trunk) Fees. The **DEVELOPER** is not responsible for satisfying applicable Water Connection (Trunk) Fees.

5. Sanitary Sewer Lateral Benefit Fees. The **DEVELOPER** is not responsible for satisfying Sanitary Sewer Lateral Benefit Fees.

6. Water Lateral Benefit Fees. The **DEVELOPER** is not responsible for satisfying Water Lateral Benefit Fees.

7. Stormwater Management Fee. The **DEVELOPER** is responsible for satisfying applicable Stormwater Trunk Fee requirements. The 2017 Stormwater Management Fee is $473 per residential unit. The **DEVELOPER** must pay a Stormwater Management Fee of Five Thousand Six Hundred Seventy Six Dollars and No Cents ($473 x 12 units = **$5,676.00**). The **DEVELOPER** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

8. Street Light Operation and Maintenance Fee. The **DEVELOPER** is not responsible for satisfying Street Light Operation and Maintenance Fee requirements as no new street lights are being installed.

EXHIBIT C
Engineers Estimate



WE MOVE DIRT!

PEARSON PROPERTY
RAMSEY, MN

SITE GRADING AND EROSION CONTROL

ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	COMMON	CY	11,000.0	$ 2.00	$ 22,000.00
2	RESPREAD	CY	1,500.0	$ 2.00	$ 3,000.00
3	ROCK CONSTRUCTION ENT	EA	1.0	$ 800.00	$ 800.00
4	SILT FENCE AND CONST FENCE	LF	7,500.0	$ 1.50	$ 11,250.00
5	NORTH AMERICAN GREEN SC250 TRM	SF	420.0	$ 2.75	$ 1,155.00
6	SEEDING (MNDOT 25-131, TYPE 1 MULCH, 22-5-10 TYPE 3 FERT.)	ACRE	9.0	$ 600.00	$ 5,400.00
7	MNDOT SEED MIX 33-262 W/CAT7 BLANKET	SY	5,240.0	$ 1.75	$ 9,170.00
8	MNDOT 3885 CAT3 EROSION CONTROL BLANKET	SY	1,412.0	$ 1.50	$ 2,118.00
9	MNDOT SEED MIX 24-262 W/CAT7 BLANKET	SY	2,345.0	$ 2.00	$ 4,690.00
10	CL III RIP RAP	CY	4.4	$ 65.00	$ 286.00
11	15" HDPE STORM SEWER	LF	275.0	$ 25.00	$ 6,875.00
	SUBTOTAL GRADING				$ 66,744.00

Bid based on current plans. May need to be adjusted if plans change.
No sewer bypass included
No trail, curb, or sidewalk grading
Street Sweeping charged at $125/hr
No import/export unless noted
No frost or winter conditions
Respread with onsite materials only
Bid contingent on agreeable contract language
No dewatering or temporary drainage unless noted
No Bond or permits included
Import/Export will be paid by truck volume as verified by truck slips
No mulch or plantings, no pond liner, no responsibility for infiltration levels unless noted
Price does not include soil conditioning
No relocation of utilities
Bid based on current plan set, any plan changes could result in additional charges.
CAD is assumed to be representative of the site and is subject to verification, any significant differences in grades may result in additional charges.
No Haz Mat or Asbestos, no burrried trash or debris, no contaminated soil unless noted
No Fence removal or Demo Unless Noted
Subgrade correction will be charged for any correction below subgrade
No SWPPP permits or inspection unless noted.
No testing or retesting. No engineering or surveying.
No broad hold harmless, responsible for our work only
No repairs due to trench settling
No trench borrow unless noted
Bid is for one MOB, additional MOBs will be extra
No regrading after Utililty, Street Crews arrive unless previously arranged.
No pilings or shoring
Terry Bros., Inc. reserves the right to remove equipment from the site regardless of contract default or termination.
No dust control or Street Sweeping unless noted
Progess payments are due within 30 days of invoice, any delay in payment is subject to a service charge of 1.5%/month
No correction below 1' and no muck Excavation
No retaining wall excavation or grading unless noted
No Traffic Control

ORDINANCE #17-10

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from R-1 Residential (MUSA) to PUD (Planned Unit Development):

That part of the Northwest Quarter of the Southwest Quarter lying northeasterly of the northeasterly line of Bowers Drive NW, Anoka County, Minnesota, subject to easement of record.

-and-

The Southwest Quarter of the Northwest Quarter , Anoka County, Minnesota, subject to easement of record.

-and-

Government Lot 2, Section 30, Township 32, Range 25, except that part of said Government Lot lying westerly of a line parallel with and 200 feet easterly of east line of Bowers Mississippi Acres, Anoka County, Minnesota, subject to easement of record.

-and-

That part of Government Lot 1 lying southerly of Trunk Highway 10 and 169 and lying easterly of a line parallel with and 200 feet easterly of (as measured at right angles) easterly right of way line of Bowers Drive; Anoka County, Minnesota, subject to easement of record

Or upon recording of the plat known as Pearson Place:

Lot 1, Block 1 and Lots 1-11, Block 2 (inclusive)

(the “Subject Property”)

The following table outlines what deviations are permitted through this rezoning:

Miscellaneous Standards	Existing MRRCA Standards	New MRRCA Standards	MUSA	Proposed (via PUD)
Lot size	2.5 acres	Underlying Zoning District	10,800 square feet	43,560 square feet or greater
Density (net)	Not Addressed	Not Addressed	Up to 3.0 units per acre	1.3 units per acre
Lot width	200 feet	Underlying Zoning District	80 feet (measured at front yard setback)	80 feet*
Front yard setback	40 feet	Underlying Zoning District	30 feet	40 feet
Side yard setback (uninhabitable)	10 feet	Underlying Zoning District	6 feet	10 feet
Side yard setback (habitable)	10 feet	Underlying Zoning District	10 feet	10 feet
Side yard setback for corner lots**	Not Addressed	Underlying Zoning District	30 feet	40 feet
Rear yard setback	35 feet	Underlying Zoning District	30 feet	30 feet
Maximum lot coverage	30%	Underlying Zoning District	35%	Not shown
Maximum building height (measured from mean ground level to mean gable)	35 feet	Underlying Zoning District	35 feet	Not shown (will defer to underlying district standard of 35 feet)
City Water and Sewer	Not Addressed	Not Addressed	Required	Use of private wells and septic systems

* Lot 1 Block 1 shows 57 feet at the front lot line, but exceeds the standard of 80 feet at the building setback line.
** Will apply to Lot 1 Block 1 and Lot 1 Block 2 as the intent of Outlot C is for a future road.

SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of_____, 2017.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

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

RESOLUTION # 17-10-269

RESOLUTION GRANTING APPROVAL OF THE FINAL PLAT AND DEVELOPMENT AGREEMENT FOR PEARSON PLACE

WHEREAS, Development Consulting Services, LLC, hereafter referred to as "Developer", properly applied for Final Plat approval of the following described property located in the City of Ramsey:

The Southwest Quarter of the Northwest Quarter of Section 29, Township 32 North, Range 25 West, Anoka County, Minnesota

AND

That part of Government Lot 1, Section 30, Township 32 North, Range 25 West, lying Easterly of the Following described line:

Beginning at a point on the North line of said Government Lot 1, 863.8 feet West of the Northeast corner thereof, said point being at the intersection of said North line and the Southerly right of way line of State Trunk Highway Number 10, the same as now located and established; thence Southeasterly along the said Southerly right of way line, same being on a 00 degrees 58 minutes 15 seconds curve, for 185.5 feet; thence run Southwesterly at an angle of 87 degrees 13 minutes with the tangent of said curve at said point, for 460.9 feet; thence deflect to the left on a 955.37 feet radius curve, delta angle 22 degrees 16 minutes, for 371.1 feet; thence on tangent to said curve for 76.3 feet; thence deflect to the right on a 1031.25 feet radius curve, delta angle 17 degrees 40 minutes, for 318.0 feet; thence on tangent to said curve for 96.5 feet to a point on the South line of Government Lot 1, said point being 1022.3 feet West of the Southeast corner thereof, and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line; and also excepting the right of way of the Northern Pacific and Great Northern Railway Companies and the right of way of State Trunk Highway Number 10.

AND

That part of Government Lot 2, Section 30, Township 32 North, Range 25 West, lying Easterly of the following described line:

Beginning at a point on the North line of said Government Lot 2, 1022.3 feet West of the Northeast corner thereof; thence at an angle of 107 degrees 29 minutes as measured from East to South for a distance of 226.1 feet; thence deflect to the left on a 310.36 feet radius curve, delta angle 58 degrees 36 minutes for 317.4 feet; thence on tangent to said curve for 1579.2 feet to a point on the East line of said Government Lot 2, said point being 362.5 feet South of the East one-quarter corner of Section 30 and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line.

AND

That part of Government Lot 1, Section 29, Township 32 North, Range 25 West, lying Northerly and Easterly of the following described line:

Beginning at a point on the West line of said Government Lot 1, 362.5 feet South of the Northwest corner thereof; thence at an angle of 139 degrees 7 minutes measured from North to East for distance of 339.0 feet; thence deflect to the left on a 1232.6 feet radius curve, delta angle 15 degrees 21 minutes, for 330.2 feet; thence on a tangent to said curve for 200.0 feet; thence deflect to the right on a 1483.48 feet radius curve, delta angle 18 degrees 26 minutes, for 477.3 feet; thence on tangent to said curve for 57.1 feet to a point on the South line of said Government Lot 1, said point being 311.9 feet West of the Southeast corner thereof, and there terminating.

(the 'Subject Property');

WHEREAS, the City of Ramsey received a sketch plan for Pearson Place from the Developer on May 4, 2017; and

WHEREAS, the Planning Commission reviewed the sketch plan on June 1, 2017; and

WHEREAS, the City of Ramsey received an application for the preliminary plat of Pearson Place on June 1, 2017; and

WHEREAS, the Ramsey Environmental Policy Board (EPB) considered the tree preservation and landscape plan pertaining to the preliminary plat on June 19, 2017.

WHEREAS, on July 6, 2017, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat and zoning amendment and recommended approval; and

WHEREAS, on July 25, 2017, the Ramsey City Council approved the preliminary plat and introduced an ordinance to rezone the Subject Property to a Planned Unit Development (PUD); and

WHEREAS, on September 15, 2017, the City of Ramsey received an application for final plat for Pearson Place.

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

1) That the Ramsey City Council hereby grants approval of the final plat and development agreement for Pearson Place in accordance with relevant City Codes, subject to the following conditions:

    a) Compliance with the Staff Review Letter dated October 20, 2017.
    b) Adoption of Ordinance #17-10, which would rezone the property from R-1 Residential (MUSA) to Planned Unit Development (PUD).
    c) The Developer entering into a Development Agreement with the City.
    d) The Development Agreement being reviewed and approved as to legal form by the City Attorney.
    e) The Developer obtaining a permit from the Lower Rum River Watershed Management Organization.
    f) Review and approval of the Engineer's Estimate by the City Engineer.
    g) Developer providing proof of ownership of the Subject Property.

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 24th day of October, 2017

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 9.**

Meeting Date: 10/24/2017

By: Tim Gladhill, Community Development

Information

Title:

Preliminary Approvals related to proposed North Fork Meadows subdivision; Case of Paxmar, LLC (Project No. 17-126)

1. Introduce Ordinance #17-16 Approving a Conditional Zoning Amendment to Planned Unit Development
2. Adopt Resolution #17-10-276 Authorizing Conditional Rezoning Agreement

Purpose/Background:

The purpose of this case is to consider a introducing a Zoning Amendment from R-1 Residential (MUSA) to Planned Unit Development and entering into a Conditional Rezoning Agreement related to the same. Conditional Zoning Amendments are allowed by City Code Section 117-50 that allow a Zoning Amendment, but require that it follows a specific site plan to avoid the potential for a completely different project to be proposed after said Zoning Amendment.

The Planning Commission and City Council have reviewed this project on multiple occasions. The current proposal has been modified by the Developer in order to address comments received by the Public, Planning Commission, and City Council. Key issues at that time included, but were not limited to the following.

1. Density Transitioning
2. Reliability/Consistency of the Comprehensive Plan

The original concept has undergone Sketch Plan Review with the Planning Commission. The Planning Commission outlined a number of concerns indicated in the attached minutes from June 13. The City then held a public workshop on August 3, 2017. A follow up workshop was held on Thursday, October 12.

The original proposal was classified as a medium density residential development (4-7 units per acre). This area is guided as low density residential (2-4 units per acre) in the City's Comprehensive Plan. The original proposal would have required a Comprehensive Plan Amendment and a Zoning Amendment. There were subsequent revised concepts prepared and reviewed.

The current proposal has been modified in an attempt to remain in the low density residential category. This is the fifth revised concept prepared by the Developer. The Net Density as proposed appears to be less than four (4) units per acre, which allows this project to advance through the review process without the need for a Comprehensive Plan Amendment. However, the proposal still requires a Zoning Amendment to Planned Unit Development (PUD). While the density of the current concept is within the range of the Comprehensive Plan (planning/visionary document), the actual proposed lot sizes and lot widths are deficient of the minimums required by the Zoning Code (official controls/implementation tool) for the R-1 Residential (MUSA) District. Said Zoning District does allow density up to four (4) units per acre with the use of a PUD.

In the interest of clarity and avoiding confusion, Staff is only including the current proposal in this agenda packet. Staff's presentation will provide a very brief overview of the previous concepts and the sequence that arrived at the current concept.

The City has significant discretion in review of this project. Since the project requires a Zoning Amendment, the City is not obligated to approve and the Developer must demonstrate a compelling reason to approve the change. This results in a higher standard of review compared to projects that meet all minimum standards of their respective zoning district.

Finally, since the concept has changed significantly from the original proposal when the current set of public comments were received, Staff has removed these comments from the agenda packet and is re-setting the public hearing and public comment period. Minutes from the October 12, 2017 Planning Commission are attached for review. Additionally, a pubic workshop was also held on October 12, 2017. While a number of attendees of said workshop preferred a project that did not deviate from the R-1 Residential (MUSA) standards, multiple attendees did note a willingness to compromise.

Notification:

Staff attempted to notify all Property Owners within 700 feet of the Subject Property of the Sketch Plan Review.

Observations/Alternatives:

Sketch Plan Review

The project has gone through two (2) rounds of elevated Sketch Plan Reviewed (Sketch Plan was also reviewed by the City Council). The project is eligible to request review of next steps.

1. Zoning Amendment [current step]
2. Preliminary Plat
3. Final Plat

Conditional Zoning Amendment (PUD)

The Planned Unit Development process is outlined in City Code Section 117-123. Additionally, City Code Section 117-50 permits the City to make a Zoning Amendment conditional upon a specific proposal. A concern was raised by the public at a previous public meeting that there was the potential to approve the Zoning Amendment, then have a different project come in based on the new zoning district. These two tools allow the City to protect itself from that scenario. The City Attorney has expressed some hesitation with this approach, but feels the concern can be adequately mitigated with the correct language in an agreement. The City Attorney wants to avoid perceptions of Contract Zoning (approval of a Zoning Amendment in exchange for some material consideration, namely cash), which is not permissible. The Developer (Paxmar) desires to have the Zoning Amendment approved, conditioned on substantial compliance with the current concept, before preparing preliminary plat materials (due to cost to prepare a Preliminary Plat). Ordinarily, the Zoning Amendment would run parallel with the Preliminary Plat, not before.

A Planned Unit Development does allow the City the flexibility to negotiate any zoning standard; however, utilization of this tool requires a public benefit equal or greater than the off-setting flexibility. In this case, the working assumption is that the current Property Owner will dedicate the area necessary for the Lake Itasca Greenway at no additional cost to the City. This is separate from Park Dedication requirements and cannot be combined. While the number of lots proposed by the Developer is less than originally proposed, the flexibility utilized to arrive at the current concept plan nets approximately thirty (30) additional lots than without the utilization of the PUD tool.

The City can, but is not obligated to, approve said amendment. The City has discretion on how to move forward with the request. It is worth noting that an existing goal of the Comprehensive Plan is to provide for more meaningful density transitioning. This goal was in response to the practice of simply relying on landscaping buffer as a means of transition, as opposed to transition of actual lot size. This goal seems to have been confirmed through the early stages of the 2040 Comprehensive Plan Update.

Funding Source:

All costs associated with processing the Application are the responsibility of the Developer. The Developer will be responsible for the costs of construction of all infrastructure internal to the site.

The Developer has requested that a cost share agreement be approved for the final segment of Puma Street. The Developer proposes to share the cost between itself, the City, and Capstone Homes (Owner/Developer of parcel to the west). This will be discussed in detail with the Preliminary Plat. Action at this stage does not obligate or commit the City to any investment in the project.

Recommendation:

When considering a Staff Recommendation, Staff is reviewing the revised concept against the following talking points raised during the first stages of review.

1. Consistency of the Comprehensive Plan
2. Needing a more compelling reason to amend the Comprehensive Plan, or leave as Low Density Residential
3. Creating a more meaningful Density Transitioning Plan (wider lots AND deeper lots)

The Developer has chosen to revise the concept to comply with the Comprehensive Plan. The Developer is requesting a deviation to lot width and lot depth, necessitating a Zoning Amendment to Planned Unit Development. The Developer appears to have attempted to address the desire for wider and deeper lots adjacent to the existing residential neighborhood. The Property Owner has agreed in concept to conveying the area needed for the Lake Itasca Greenway.

With these factors considered, Staff feels that this is a reasonable compromise and would support the Planning Commission and City Council in approving this project. That being said, a reminder that the City is not obligated to approve this project. This is a policy-level decision that requires direction from the City Council.

Action:

Motion to introduce Ordinance #17-16 approving a Conditional Zoning Amendment to Planned Unit Development, conditioned upon substantial compliance with the Sketch Plan dated September 18, 2017.

Attachments

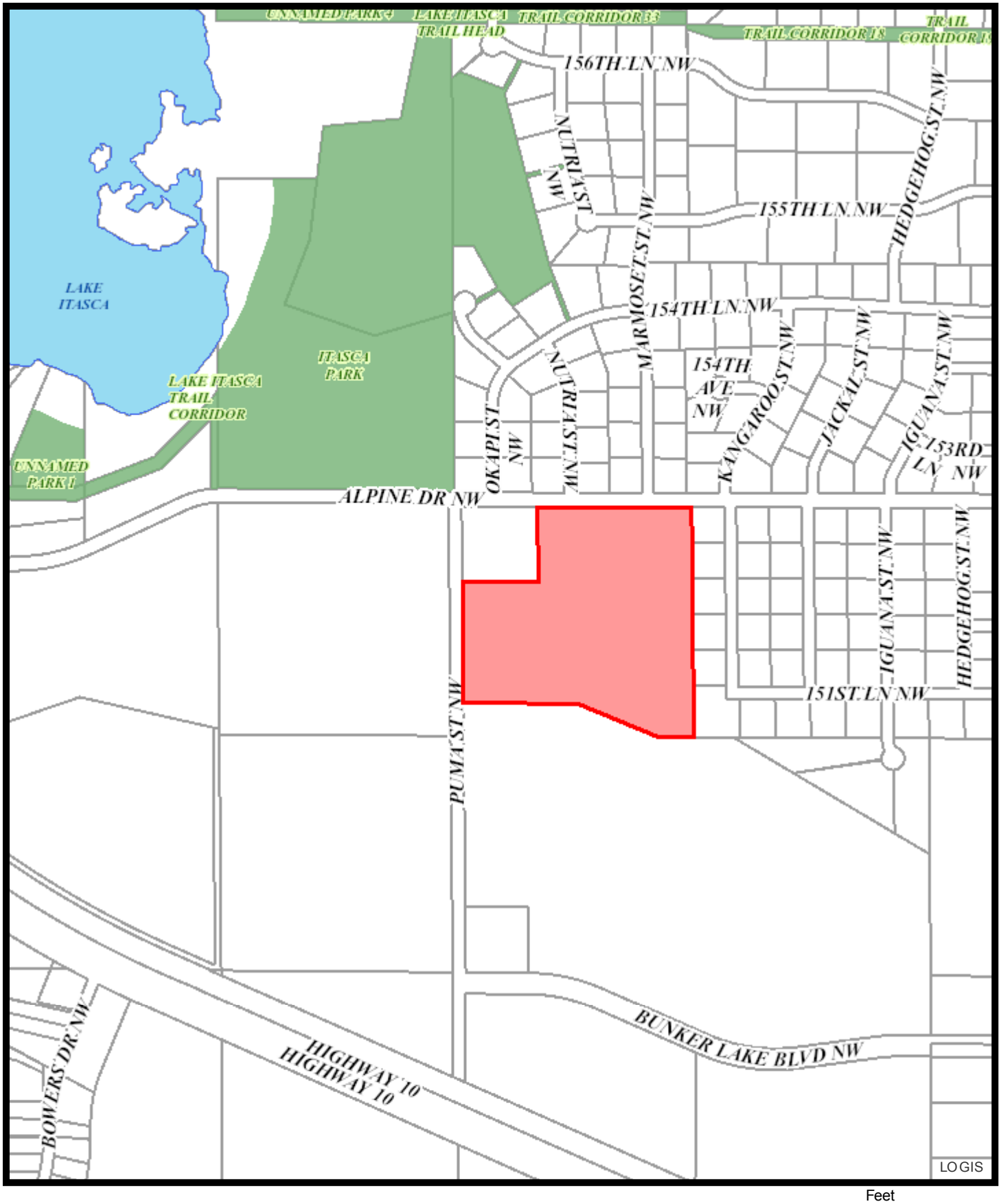
Site Location Map
Revised Sketch Plan
Planned Unit Development Requirements
Conditional Zoning Amendment Requirements
Staff Review Letter
Lake Itasca Greenway Concept
Draft Planning Commission Minutes dated June 12, 2017
DRAFT City Council Meeting Minutes dated June 27, 2017
DRAFT City Council Meeting Minutes dated August 22, 2017
DRAFT Planning Commission Minutes dated September 7, 2017
Planning Commission Presentation dated October 12, 2017
DRAFT Planning Commission Minutes dated October 12, 2017
Ordinance #17-16
Resolution #17-10-276
DRAFT Conditional Rezoning Agreement

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	10/19/2017 08:19 AM

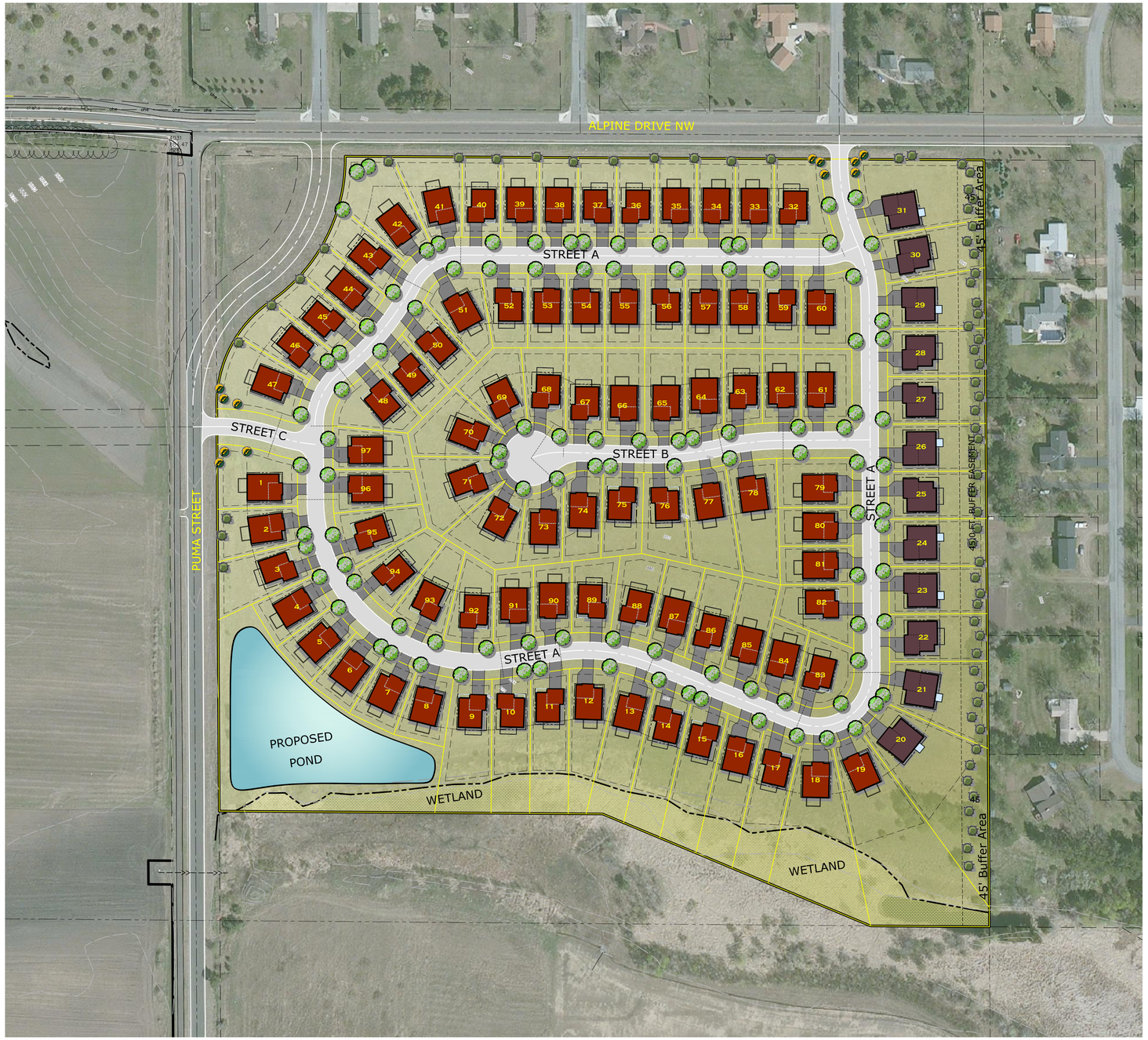
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM
Form Started By: Tim Gladhill		Started On: 10/17/2017 08:47 AM
Final Approval Date: 10/19/2017		

Site Location Map

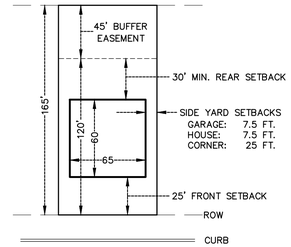


Feet
0 180 360 720 1,080 1,440

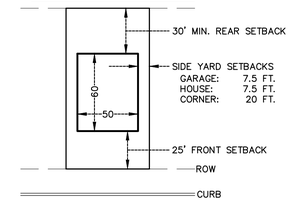
Print Date: May 16, 2017



80' LOT DETAIL



65' LOT DETAIL



LEGAL DESCRIPTION

Outlot A and part of Outlot C, ALPHA DEVELOPMENT, Anoka County, Minnesota

(Outlot C legal description subject to change at a future date.)

NOTES

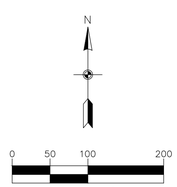
1) No field work has been completed at this time.
2) Subject property address – Southeast quadrant of Puma Street & Alpine Drive NW, Ramsey, MN 55303.
3) Topography shown is LIDAR which was provided by the Minnesota Department of Natural Resources.
4) Boundary shown taken from ALTA/NSPS LAND TITLE SURVEY prepared by Anderson Engineering, dated September 28, 2016.
5) Wetlands located by Kjolhaug Environmental Services, Inc., September 05, 2017.
6) No Title Work has been furnished for this survey, property is subject to all easements of record, if any.

SITE DATA

TOTAL BOUNDARY AREA	±33.5 AC.
TOTAL NUMBER OF LOTS	97
65 FT. LOTS	85
80 FT. LOTS	12
NET DENSITY (EXCLUDES ROW AND WETLAND)	3.69 LOTS/AC

BUILDING SETBACK DATA

FRONT:	25 FT.
SIDE:	7.5 FT.
REAR:	30 FT.
CORNER:	20 FT.



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ENVIRONMENTAL · ENGINEERING · SURVEYING
3890 Pheasant Ridge Drive NE,
Suite 100, Blaine, MN 55449
Phone: 763-489-7900 Fax: 763-489-7959

CONCEPT PLAN

NORTH FORK MEADOWS
Ramsey, Minnesota

PAXMAR
3495 Northdale, Suite 210
Coon Rapids, Minnesota 55448

REVISIONS
1. 08/28/17. Rev. layout.
2. 09/18/17. Rev. layout.
3.
4.
5.
6.

DRAWN BY:	C#
ISSUE DATE:	05/04/17
FILE NO:	XXX

Save Date: 09/19/17 J:\plats\6721 - 6740\6725 - Hageman property\cad civil\survey\Anyworks\725_layout & concept plan.dwg

Sec. 117-123. - Planned Unit Development District.

(a) *Intent.* The intent of the Planned Unit Development District is to provide a district that will encourage:

(1) Flexibility in land development in order to make better use of new techniques in building design and construction and land development.

(2) Housing affordable to all income groups.

(3) More efficient use of public infrastructure.

(4) Energy conservation through the use of more efficient building designs and through the clustering of buildings and land uses.

(5) Preservation of desirable land characteristics and open space and protection of sensitive environmental features such as steep slopes, poor soils and trees.

(6) More effective and efficient use of land, open space and public facilities through the mixing of land uses and assembly and development of land in larger lots.

(b) *Criteria.* Every proposal presented to the city for rezoning to Planned Unit Development District (PUD), shall be accompanied by a preliminary site plan as provided in subsection (k)(1) of this section. The city shall consider the following criteria and objectives in reviewing the PUD:

(1) A high quality of design and design compatible with surrounding land uses, both existing and planned.

(2) A wider range of housing types, price ranges and styles than could be accomplished under existing zoning.

(3) Public amenities, facilities and open spaces that are greater than the minimum requirements of existing zoning and determined to be in the public good.

(4) Compatibility with the purposes and intents of this chapter and the city's comprehensive plan, specifically residential density requirements. Increases in density may be allowed, provided that traffic patterns will not be adversely affected and that public facilities are adequate.

(5) Provision for a minimum of 20 percent public open space and/or 50 percent private open space protected by adequate covenants running with the land or by conveyances or dedications. Credit for public open space shall be given pursuant to the following schedule:

a. Woodlands, steep slopes, prairie and grasslands: 100 percent credit.

b. Water features and wetlands: 50 percent credit.

Private open space may include yard space, street boulevards, and other private common areas.

(6) The proposal shall exercise no substantial detrimental influence on the market value of surrounding properties.

(7) The proposal shall show a favorable economic impact on the community at large.

(8) The proposal shall not adversely impact natural features such as wetlands, water features, woodlands, and steep slopes.

(9) The proposal shall protect and preserve scenic qualities to the greatest extent possible.

(10) The proposal shall not impose any undue burden on public services and facilities, including fire and police protection, schools, streets, water systems, sanitary sewer systems and storm sewer systems.

(11) The proposal is designed in such a way to form a desirable and unified environment within its own boundaries, and also will not be detrimental to future land uses in the surrounding areas.

(12) The proposal is consistent with all other applicable city and state regulations.

(c) *Standards.* In order to provide maximum flexibility, PUDs are not required to meet typical zoning code standards when specifically approved as a part of the PUD. At the discretion of the city, certain zoning code standards may be used as guidelines when determined appropriate.

(d) *Procedure.*

(1) Prior to the preparation and filing of a preliminary site plan and formal application for the rezoning to the PUD District, the developers or landowners shall meet with city staff to review all applicable ordinances, regulations and plans that will affect the area to be rezoned.

(2) The developers or owners of the property shall prepare a preliminary site plan in accordance with the regulations of this chapter and shall submit the plan to the zoning administrator 45 days prior to the required public hearing.

(3) The preliminary site plan and the application for a PUD District shall be submitted to the city staff for review and comment, to ensure compliance with other city codes and regulations.

(4) The preliminary site plan shall be submitted to the park and recreation commission for its review and comment. The park and recreation commission shall submit in writing to the planning commission its report as to the appropriateness of the preliminary site plan.

(5) Upon staff review of the preliminary site plan and the application for rezoning, a public hearing shall be scheduled before the planning commission.

(6) The notice for public hearing shall be published in the official newspaper at least ten days, but not more than 30 days, prior to the public hearing, at which time the item will be heard. Notices will also be sent to property owners within 350 feet of the subject property.

(7) A written evaluation from the city staff shall be forwarded to the planning commission and the applicant prior to the public hearing.

(8) The planning commission shall simultaneously hold a public hearing on the preliminary site plan and proposed rezoning request. Following the public hearing, the planning commission shall submit in writing to the council its report, its findings, and its recommendation as to the appropriateness of the preliminary site plan, and shall recommend approval, modification, postponement, or disapproval based upon the criteria set forth in section 117-49.

(9) The preliminary site plan and the rezoning application shall be scheduled for a council meeting within 30 days after the submittal of the planning commission report.

(10) The council shall consider the application for rezoning pursuant to section 117-49 and shall approve, postpone, or disapprove the application for the rezoning. If the application for rezoning is approved, and the property is rezoned, the council shall approve or modify and approve the preliminary site plan.

(11) The applicant shall file final plans in accordance with the requirements in section 117-49 with the zoning administrator at least 30 days before the council meeting at which the final plans are to be considered.

(12) The council, upon receipt of the final plans may approve the final plans if, in its determination, the proposed development is consistent with the preliminary site plan, as approved.

(e) *Major changes.* If the applicant proposes major changes in the final site plan that are inconsistent with the preliminary site plan, these changes can only be made by re-submission of a new preliminary site plan and rezoning application to the zoning administrator, and scheduling of a new public hearing before the planning commission and review again by the council. The following constitute major changes:

(1) Increase in density.

(2) Change in architectural design or style.

(3) Change in type of ownership, private, condominium, or rental.

(4) Change of more than ten percent in total floor area of the proposed buildings.

(5) Increase in height of any building.

(6) Major modification in the landscape plan.

(7) Reduction in the proposed open space.

(8) Change in the development schedule.

(9) Change in the road location or standards.

(10) Any other changes determined to be major by the council.

(f) *Planned unit developments.* The developer shall be required to submit a sign plan for approval, drawn to scale with elevations. The sign plan shall include but not be limited to the following information: number of signs, type of signs, sign sizes, type of construction materials, and sign messages.

(g) *Minor changes.* The council may, in its discretion, permit minor deviations from the preliminary site plan that do not change the concept or intent of the proposed development as previously approved.

(h) *Denial.* The council shall deny any application if it finds the final plans do not substantially conform to the preliminary site plan as previously approved by the council. If the final plans are subsequently modified to conform to the approved preliminary plan, the applicant may resubmit said final plans to the council for approval.

(i) *Rezoning.*

(1) If final plan approval is not granted within one year from the time the council approved the rezoning and preliminary site plan, the council may initiate a rezoning to remove the PUD District zoning and rezone the property to the zoning that was in effect at the time of the PUD rezoning application. The applicant may request the council for no more than one six-month extension for final plan approval.

(2) If construction has not commenced in accordance with the approved development schedule, the council may initiate a rezoning of all or part of the land to change the PUD District zoning and rezone all or part of the property to the zoning that was in effect at the time of the PUD rezoning application.

(j) *Development guarantee.* Prior to the granting of any building permit within a PUD District, a deposit shall be made to the city, in cash or letter of credit, approved by the city, equal to 125 percent of the estimated cost of all site improvements including but not limited to road construction and landscaping improvements as required by the final plans.

(k) *Requirements for preliminary plans.*

(1) *Preliminary site plan.* The preliminary site plan shall be drawn at a scale of one inch equals 50 feet, 100 feet, or 200 feet. The submission may be composed of one or more sheets and drawings and shall provide the following:

a. Location of all proposed buildings and their proposed uses.

b. Location of driveways and parking areas (all driveways and parking areas must include curbing).

c. Front, side and rear yard setbacks shall be indicated.

d. Square footage and dimensions of all proposed lots shall be indicated.

e. Location of all easements, width and purpose.

(2) *Landscape plan.* The landscape plan shall be prepared at a scale of one inch equals 50 feet and shall provide the following:

a. Location of areas for berming and sodding.

b. Location of proposed plantings, identify plant materials.

c. Location of existing vegetation.

d. Trees to be removed shall be indicated.

(3) *Grading and drainage plan.* The grading and drainage plan shall be drawn at a scale of one inch equals 50 feet, 100 feet or 200 feet and shall provide the following:

a. Existing and proposed, grades with a minimum of two-foot contour intervals to a known sea level datum.

b. Sufficient spot elevations on all proposed hard surface areas.

c. Estimated runoff of the area based on ten- and 100-year storm events.

d. Provisions to carry runoff to the nearest adequate outlet, such as storm drain, natural drainageway, or street.

e. Location of proposed ponding areas, indicating the size and depth of the pond and amount of acre feet of water to be stored.

f. Finished floor elevations of all buildings.

g. Identification of soils by type and location, including identification of the water table, and suitability of soil for the proposed development.

h. Areas located in a flood hazard zone as identified by the department of natural resources.

(4) *Topographic map.* The topographic map shall be drawn at a scale of one inch equals 100 feet and shall contain the following information:

a. Two-foot contour intervals.

b. Watercourses, rock outcroppings, and other significant land features shall be indicated.

c. Use U.S. Geological Service datum for mapping.

(5) *Floor plans and elevations.* All floor plans and elevations shall be drawn to a legible scale and shall provide the following:

a. Floor plans indicating square footage and dimensions of all proposed rooms and areas within the structures.

b. Elevations of the proposed building, identifying exterior treatment, materials to be used, and paint color.

(6) *Platting requirement.* If a land subdivision is required, the subdivision requirements of article III of this chapter shall be followed.

(l) *Requirements for final plan.*

(1) *Final site plan.* The final site plan shall be prepared at a scale of one inch equals 50 feet, 100 feet or 200 feet, and shall provide the following:

a. Location of proposed structures.

b. Location of proposed driveways and parking areas (all driveways and parking must have curbing).

c. Front, rear and side yard setbacks shall be indicated.

(2) *Final landscape plan.* The final landscape plan shall be drawn at a scale of one inch equals 50 feet and shall provide the following:

a. Plant types (botanical and common names), number, location, and size.

b. Areas to be sodded.

c. Location of existing vegetation.

d. Trees to be removed shall be indicated.

(3) *Final grading and drainage plan.* The grading and drainage plan shall be drawn at a scale of one inch equals 50 feet, 100 feet or 200 feet and shall provide the following:

a. Existing and proposed grades with a minimum of two-foot contour intervals to a known sea level datum.

b. Sufficient spot elevations on all proposed hard surface areas.

c. Estimated runoff of the area based on ten- and 100-year storm events.

d. Provisions to carry runoff to the nearest adequate outlet, such as storm drain, natural drainageway, or street.

e. Location of any proposed ponding areas, indicating the size and depth of the pond and amount of acre feet of water to be stored.

f. Finish floor elevations of all buildings.

g. Identification of soils by type and location, including identification of the water table, and suitability of soil for the proposed development.

h. Areas located in a flood hazard zone as identified by the department of natural resources.

(4) *Floor plans and elevations.* All floor plans and elevations shall be drawn to a legible scale and shall provide the following:

a. Floor plans indicating square footage and dimensions of all proposed rooms and areas within the structures.

b. Elevations of the proposed building, identifying exterior treatment, materials to be used, and paint color.

(5) *Final plat.*

a. If a land subdivision is required, the final plat shall be prepared in accordance with article III of this chapter.

b. With the final plans, the developer shall submit, for approval by the city, a development schedule for construction of all structures, open space, and recreational facilities.

(m) *Compliance.* No development shall occur nor shall any building permits be issued for any construction that is not in accord with the approved final plans.

(Code 1978, §§ 9.12.11, 9.20.31; Ord. No. 86-2, 8-25-1986; Ord. No. 93-06, 4-23-1993; Ord. No. 94-02, 2-28-1994; Ord. No. 02-17, 7-15-2002; Ord. No. 03-21, 8-25-2003; Ord. No. 08-07, § 2, 2-12-2008; Ord. No. 08-25, § 2, 8-12-2008)

Sec. 117-50. - Conditional rezonings.

(a) *Purpose.* The purpose of conditional rezoning is to formalize development standards to ensure consistency and compatibility with surrounding land uses and neighborhoods.

(b) *Procedure.* The procedure for changing zoning district boundaries (rezoning) shall be as follows: Execution of a conditional rezoning agreement (CRA) recorded with the subject property shall be compulsory for all rezonings to multiple-family commercial, and/or industrial districts, including the following:

(1) R-2 Medium Density Residential District.

(2) R-3 High Density Residential District.

(3) B-1 General Business District.

(4) B-2 Highway Business District.

(5) E-1 Employment District.

(6) E-2 Employment District.

(7) P Public Facilities District.

(8) PUD Planned Unit Development District.

(c) *Standards.* The following shall be included in the CRA:

(1) Agreement to lay out, develop and maintain the subject property as presented in the accompanying preliminary plat or site plan.

(2) Provision to allow the city council to commence rezoning of the subject property to the previous zoning district if the preliminary plat or site plan is not adhered to. Said zoning change shall not be contested by the subject property owner or parties to CRA.

(3) Additional standards may be included to protect the health, safety, and general welfare of surrounding land uses.

(d) *Modifications.* Any modification or revision to the CRA or attached plan shall be prohibited without consent of the city council. Any substantial modification as determined by the city council shall be subject to a public hearing and notification of adjacent property owners pursuant to the public hearing requirements of this chapter.

(Code 1978, § 9.03.04; Ord. No. 73-05, 5-21-1973; Ord. No. 86-2, 8-25-1986; Ord. No. 95-02, 2-13-1995; Ord. No. 00-04, 5-22-2000; Ord. No. 03-20, 8-25-2003)

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	OCTOBER 6, 2017	**PROJECT ADDRESS**	TBD
PROJECT. TITLE	NORTH FORK MEADOWS (SKETCH PLAN AND ZONING AMENDMENT – PUD)		
ESCROW #	115697		
DEPARTMENT:	Community Development: Planning Division		
TECHNICAL REVIEWER:	Name: Tim Gladhill Phone: 763-433-9826 Email: tgladhill@cityoframsey.com		

Revised Sketch Plan and Conditional Zoning Amendment Review

We offer the following comments regarding the revised plans submitted for North Fork Meadows as it relates to the City's Zoning Code. The current submittal includes one (1) sheet prepared by Carlson McCain dated September 18, 2017.

It is noted that the current proposal has been revised from original concepts in order to comply with the City's Comprehensive Plan (still requires a Zoning Amendment for design standards). This review memo focuses on the current Sketch Plan. The files for previous reviews are available upon request.

Level of Discretion

The proposed development includes a request for a Zoning Amendment to Planned Unit Development (PUD). This increases the level of discretion available to the City.



Source: League of Minnesota Cities

Comprehensive Plan

The project site is located in the Low Density Residential area. Areas guided Low Density Residential must have urban services before development can take place. These areas will average three (3) units per acre and contain single family, detached dwellings, but allows for densities up to four (4) units per acre. The current proposal does not require a Zoning Amendment, as the proposed Net Density is less than four (4) units per acre (subject to confirmation).

Areas guided Low Density Residential must have urban services before development can take place. These areas will average three (3) units per acre and contain single family, detached dwellings.

Where Low Density Residential is directly adjacent to areas guided Rural Developing that contain 2.5-acre lots, strategies for density transitioning will be employed. This means that while an area of Low Density Residential may average three (3) units per acre, those lots directly adjacent to 2.5 acre lots will be closer in size to 2.5 acres in order to provide an effective transition that maintains the existing character of the neighborhood. Screening methods, such as landscaping must also be employed to transition between very low-density areas and urban lots. [Note: In this case, the existing neighborhood has lot sizes at approximately one (1) acres. The density-transitioning goal is to match this lot size, not 2.5 acres].

Zoning District

The project site is currently located within the R-1 Residential (MUSA) District. Standards for said district are found in City Code Section 117-111. The proposed development is deficient in lot width and lot depth.

The Developer is proposing to negotiate lot width and lot size requirements in exchange for the dedication of open space to complete the Lake Itasca Greenway. A requirement of the PUD is a clear public benefit above the minimum requirements of existing City Code. The public benefit cannot count towards other minimum requirements such as park dedication.

Standard	Minimum	Proposed
Lot size	10,800 square feet	7,475 square feet & 10,800 square feet
Density	3 units per acre/4 units per acre with PUD (net)	3.69 units/acre* (need to confirm)
Lot width	80 feet/corner lot 90 feet	65 feet
Front yard setback	30 feet	25 feet
Side yard setback uninhabitable	6 feet	7.5
Side yard setback habitable	10 feet	7.5
Side yard setback for corner lots	30 feet	20 feet
Rear yard setback	30 feet	30 feet
Maximum Building Height	35 feet	Unknown
Minimum Floor Area – Rambler with garage	912 square feet (main floor)	Unknown
Minimum Floor Area – Split Level with garage	720 square feet (total of main living areas)	Unknown
Two Story with garage	720 square feet (main floor)	Unknown

Areas of deficiency highlighted in blue.
Standards needing clarification highlighted in orange.

Density Transitioning

Residential development transitioning is required for this project, as is it adjacent to an existing neighborhood within the R-1 Residential (Rural Developing) District. Density transitioning is guided by City Code Section 117-110. The project site is currently located within the R-1 Residential (MUSA) District, and is adjacent to an existing neighborhood in the R-1 Rural Developing District. Per Subd. (c)(2)(a)(2), transition is required. However, the City is able to negotiate the attainment level through the PUD process. The City shall have the authority to make a determination on the proper attainment level if determined necessary. There are three (3) options for density transitioning for this project.

1. Match Existing Lot Size
2. 35 foot wide buffer yard with a berm and following planting schedule per 100 feet
    a. 4 overstory trees
    b. 4 evergreen trees
    c. 4 understory trees
3. 45 foot wide buffer yard without a berm and following planting schedule per 100 feet
    a. 8 overstory trees
    b. 8 evergreen trees
    c. 8 understory trees

The Developer has chosen Option 3. This appears reasonable based on discussions with the adjacent neighborhood and utilization of the PUD.

Planned Unit Development

In order to provide maximum flexibility, PUDs are not required to meet typical zoning code standards when specifically approved as part of the PUD. As stated, a PUD requires a public benefit that has a nexus with the level of change. Standards for PUDs are found in City Code Section 117-123. The Developer is responsible for reviewing these standards and contacting Staff in writing if there is any clarification needed.

Conditional Rezoning Agreement

The Developer has requested that the Zoning Amendment be approved prior to Final Plat. In order to accomplish this goal, the Developer must enter into a Conditional Rezoning Agreement. City Code Section 117-123 (Planned Unit Development District) requires certain plan sheets similar to a Preliminary Plat. Those have not yet been provided by the Developer, whom desires to defer these requirements until after a Zoning Amendment is approved. This was raised as a concern during previous review. The Zoning Amendment will be conditioned upon substantial compliance with the Sketch Plan dated September 18, 2017.

The CRA shall include the following:

1. Agreement to lay out, develop and maintain the subject property as presented in the accompanying preliminary plat or site plan.
2. Provision to allow the city council to commence rezoning of the subject property to the previous zoning district if the preliminary plat or site plan is not adhered to. Said zoning change shall not be contested by the subject property owner or parties to CRA.
3. Additional standards may be included to protect the health, safety, and general welfare of surrounding land uses.

It is noted that this scenario increases certain risks to the City (real and perceived). While the City has some concern with this approach, we feel this can be mitigated with the proper agreement. It is hereby noted that the

City is not obligated to take this step, and can require that the Zoning Amendment run parallel with the Preliminary Plat.

Staff provides the following comments that require revision:

The following Sketch Plan requirements are missing from the submittal and must be included in future plan sets, or the Application shall be considered incomplete. These items must be shown on the plan set, not a separate document.

1. The Sketch Plan is deficient in sidewalks. Sidewalks must be added to future plan sets for review, or shall be considered incomplete.
2. Name and Address of Owner of Subject Property
3. Boundary Line Survey for Lake Itasca Greenway. This will need to be deeded to the City as a separate outlot.
4. Net Density calculations (subtracting wetlands)
5. Architectural Renderings of model homes to be utilized within the development.

Greenway Trail Connection



Greenway Trail Connection Plan (Jacobs, 2015)

This essential Greenway Trail Connection provides another opportunity within The COR to meet overlapping objectives for multiple use, district systems, wildlife habitat and other desired functional and aesthetic outcomes. While traditional bicycle/ pedestrian trails and related amenities will certainly be a key component, the series of ponds, wetlands and other water-resource related features will provide the unique setting and ecological benefit derived from a more innovative approach to greenway design. For the purposes of defining potential costs for future construction, a preliminary list of greenway trail elements (or basic design program) includes:

- Combined bicycle / pedestrian trail
- Multiple locations for rest stops, interpretive / educational elements
- Multiple locations for boardwalk/ bridge crossings
- Integrated drainage / stormwater management system to serve this district

Recommendations

There is an opportunity to explore alignments for this Greenway Trail Connection that might provide greater benefits to the northwest quadrant of The COR- measured in sodal, economic and environmental value added. With modest enhancements to the existing trail along Bunker Lake Boulevard, and expanded greening initiatives west of the Ramsey Parkway, there is great potential to frame this quadrant on the north and south with attractive green corridors. Both of these travel routes accommodate multi-modal options, but with heavy emphasis on the automobile.

A third option, a meandering Greenway Trail Connection through the center of this quadrant not only provides a much-needed green amenity in this part of The COR, but also creates another valuable development 'frontage' to enhance land value and encourage private investment This centrally located alignment will also provide opportunities for innovative approaches to district systems, particularly water resources – with the added benefit of an off-street, dedicated bicycle and pedestrian corridor linking local and regional trail networks.

The location and alignment of the Greenway Trail Connection will have considerable influence on development patterns in this quadrant of the COR. The various scenarios illustrated on pages 10 and 11 attest to the wide range ofland use options; from 'super blocK car oriented, destination convenience shopping, to finer grained, pedestrian-scaled, residential neighborhoods. This kind of imbedded public amenity will build value across multiple objectives, at individual site and district scale-leading to innovative, economically sustainable outcomes.

5.02: Consider Sketch Plan Review for Northfork Meadows located Near Puma Street and Alpine Drive; Case of Paxmar (Project #17-126)

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review a sketch plan for a 149-lot subdivision (56 detached single-family lots with 65-foot-wide lots, and 93 detached townhome lots). 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. Please note that the request requires a Comprehensive Plan Amendment. The City can approve said amendment, but is not obligated to approve said amendment. The City has discretion on how to move forward with the request.

Commission Business

Chairperson Bauer stated he was not on the Planning Commission when the current Comprehensive Plan was put in place. He understood the Commission had to thoroughly evaluate each change and questioned why the current zoning designation was put in place.

Community Development Director Gladhill explained the current zoning designation (Low Density Residential) has been in place for the past 20 years. However, in the yearly 2000's Pulte homes proposed a housing development which matched the LDR zoning. He indicated this development was never completed. He reported this zoning designation was reconfirmed in the 2030 Comprehensive Plan.

Commissioner Brauer recalled this property had been zoned LDR since before The COR was developed.

Commissioner Gengler asked if the neighborhood to the east was zoned LDR.

Community Development Director Gladhill reported this property was zoned Rural Developing and was outside of the MUSA.

Commissioner Nosan questioned if Capstone's subdivision would be across the street from Paxmar's proposed project.

Community Development Director Gladhill stated this was the case.

Commissioner Nosan inquired what the differences were between the Capstone and Paxmar developments.

Community Development Director Gladhill explained both developments were medium density projects. He described the differing buffers between the two projects.

Kent Roessler, Paxmar Land Development, introduced himself to the Commission and thanked them for their time. He explained he had several national and local builders that were interested in a housing development in Ramsey. He stated he currently had a development in Elk River with 250 to 300 lots, and other developments he was working on in Blaine, Buffalo and North Branch. He discussed the proposed detached townhouse community in further detail with the Commission and indicated these types of units were in demand. He reported this development would have a homeowner's association to maintain the exterior of the units. He provided further comment on the styles and types of detached townhome units

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that would be constructed, along with the proposed price points. He then discussed the advantages of his proposed upscale neighborhood.

Commissioner Brauer asked if the developer believed the site was being proposed for multi-family based on the site or current market conditions.

Mr. Roessler stated he had considered both the site location and the market conditions. He discussed the developments that surrounding the subject property and recommended the Commission consider re-guiding the property. He anticipated his development would nicely complement the Capstone development.

Commissioner Brauer commented on the density transition issue. He questioned if the developer could amend his plans.

Mr. Roessler explained there was no easy way to completely buffer the project from the three adjacent homeowners. He reported there was an existing tree line in place that was quite dense. He stated he could work with staff to enhance the rear elevation of the units.

Commissioner Gengler asked what the price range would be for the detached townhome units.

Mr. Roessler stated the single-family homes would be in the high $200,000 to $400,000. He noted the detached townhome units would range in price from $190,000 to $250,000.

Commissioner Nosan believed Paxmar completed nice developments and noted her daughter lived in a Paxmar development in Monticello. She stated she was having a hard time with the transition between the proposed project and the existing homeowners. She questioned how much space was between the new units and the existing homes.

Mr. Roessler reviewed the rear yard setback (30 feet) with the Commission and noted most of his units were 50 feet from the property line. He encouraged the Commission to consider the greater good for the entire community and not strictly how six properties will be impacted.

Community Development Director Gladhill provided further comment on the City's landscaping and buffer requirements. He understood that more work had to be done to address density transition and stated the City was aware of the fact that the existing residents were important to Ramsey.

Commissioner Brauer recommended that the City keep the promises that it has made to its existing residents.

Commissioner Anderson stated he was not in favor of 28 foot streets as this was too narrow. He reviewed the variances from City Code within the project and suggested these areas of the development be further considered. He questioned if the detached townhouse units would have brick.

Mr. Roessler reported the front of the units would have brick or stone.

Commissioner Anderson indicated he was struggling with the proposed unit types but stated he would be willing to listen to future plans from the developer.

Commissioner Surma expressed concern with the existing homeowners and how their property rights would be impacted.

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Steve Bona, Capstone Homes, stated he did not oppose the development of this property. He explained he designed his neighborhood with the understanding the subject property would be zoned R-1. He feared the market would be flooded with too many high to mid-density units if both projects were completed. He believed the Paxmar units did not fit with the character of the surrounding neighborhood and for this reason he encouraged the Commission to keep this property zoned R-1.

Chairperson Bauer recommended a worksession meeting be held on this development to allow for further discussion of the project.

Community Development Director Gladhill stated staff could set a date for a worksession meeting.

Commissioner Brauer stated he would like to see the neighboring property owners involved in the discussions for the proposed development. He did not see how the Planning Commission could move forward on this project until the Commission received direction from the City Council on the Comprehensive Plan amendment. He explained he did not see a compelling reason to change the Comprehensive Plan at this time.

Commissioner Brauer encouraged the developer to continue to work with the City and not take the feedback from the Commission as a no.

Chairperson Bauer recommended a work session meeting be scheduled if the City Council supports the Comprehensive Plan amendment.

Community Development Director Gladhill anticipated that a worksession meeting would not be able to be scheduled until July.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, June 27, 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 (arrived at 5:35 p.m.) Councilmember Melody Shryock
Members Absent:	Councilmember John LeTourneau Councilmember Kristine Williams
Also Present:	City Administrator Kurtis Ulrich Police Chief Jeff Katers Public Works Superintendent Grant Riemer Community Development Director Timothy Gladhill City Engineer Bruce Westby City Planner Chris Anderson Asst. City Administrator/Economic Development Manager Patrick Brama Information Technology Manager Jason Fredrickson Elwyn Tinklenberg, The Tinklenberg Group Greg Damron, CivicPlus Jaime Shannon, CivicPlus

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: City of Ramsey Website Redesign Update, Recommendation, and Demonstration

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report.

Councilmember Riley arrived at 5:35 p.m.

Greg Damron, CivicPlus, introduced himself noting that his company has been in business for 20 years and has designed over 2,600 websites. He explained that they only work with governmental entities.

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Jaime Shannon, CivicPlus, provided examples of other municipal websites that they have created for cities of similar sizes. She highlighted features which allow users to sign up for mobile/email alerts. She stated that the attention span of users is very short, six to 11 seconds and therefore it must be easy for users to find the information they need. She stated that the "how do I" drop down menu makes it easy for residents to find the page they need within the website without having to know which department handles that duty. She noted that a search bar within the website also makes it easy for users to find the information they are looking for.

Mr. Damron stated that they try to make it easy for users to find the information they need through multiple options, so they can choose the option they are most used to using.

Ms. Shannon stated that more pictures and less text also helps to draw people in and keep their attention. She highlighted a City events calendar noting that each department can update their own events which will then load into an overall calendar with the same formatting. She provided details on the ease of uploading information and pictures to the website for City staff members. She provided additional details on how an online forum can be set up on the website in order to gather information from residents and then noted that a select staff person can be set up to receive the forum information. She stated that analytics for online surveys can also be provided. She stated that the website can be set up to accept reservations for amenities such as park shelters, with each amenity linking to its own calendar and able to accept e-payments to complete the reservation.

Mr. Damron stated that all of the features available for the website can also be made available for the City's intranet, noting that just as residents can reserve park facilities, staff can reserve conference rooms through the intranet. He stated that everything that they use for the site is ADA compliant and mobile responsive. He stated that the City would also have the ability to create an app but noted that he would not necessarily recommend that as the entire site is mobile responsive and therefore the only benefit to an app would be the ability for push notifications.

Ms. Shannon highlighted another city website that features a scrolling newsfeed with items from each department that bring you to the specific department page when clicked on.

Mr. Damron provided an example of a department header. He explained that most companies will create a subsite for each department but noted that his company can carry forward the same type of dropdown menu and features as the homepage but specific to each department.

Councilmember Kuzma asked how the past archives and history would be handled.

Ms. Shannon stated that there is a document center and archive center that would be created in order to be searchable on the site.

Mr. Damron stated that they would also optimize the current content. He explained that they will condense the eight-sentence paragraph into two or three sentences. He stated that they make it simple to update, using the example of an employee that receives a promotion and noting that the title can be updated in one place and it will automatically update that title in each of the locations that title appears.

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Councilmember Kuzma stated that it seems that the onboarding process is six to eight months.

Mr. Damron stated that the typical timeline is 16-26 weeks and they have never missed a go live date because of something that they have done. He noted that sometimes there are delays in receiving necessary information from departments, which can push the timeline slightly.

Ms. Shannon stated that website security is one of their priorities. She noted that it is a proprietary system that is hosted in a tier two facility and they have never had a breach of information. She stated that they monitor 24/7 because they manage local government websites.

Councilmember Kuzma asked if there is backup.

Ms. Shannon stated that they have three redundant data centers around the country.

Mr. Damron stated that you will never have to call the company with a security problem, the company would be calling you. He stated that they created and manage the Ferguson, Missouri website and that did not get hacked or go down during that incident.

Councilmember Shryock asked the benefit of having an app.

Mr. Damron stated that if you have multiple products (Civic Engage, Civic HR, Civic Rec), you can manage all of the products within that one app.

Ms. Shannon stated that as a resident if you have signed up for "notify me" you will get a push notification when the City updates a notifying item.

Councilmember Kuzma asked if the package would include the app.

Mr. Damron stated that the package the City has been quoted does not include the app but that could be added if the City desires.

Mayor Strommen stated that this has been a great demonstration. She confirmed the consensus of the Council to select this vendor based upon what they have seen tonight. She asked staff at what point the Council will be brought in to give some update.

Information Technology Manager Fredrickson stated that they are just getting the Civic Engage package. He noted that the City can select additional aspects if they would like.

Asst. City Administrator/Economic Development Manager Brama stated that he has tracked the questions tonight and can bring some information back to the Council along the way.

2.02: Update on WiFi Service

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Information Technology Manager Fredrickson reviewed the staff report. He noted that he has begun to research the dead spots within the City Hall and confirmed that there are funds available through QCTV to address the problem.

2.03: Update on Past Legislative Session and Other Transportation Related Legislative Activity

Elwyn Tinklenberg, The Tinklenberg Group, provided an update on recent legislative action. He stated that the work that has gone on within the community from staff and the Council has made a huge difference to make people understand why these rail crossing projects are so important. He stated that they were not able to get in the House or Senate bonding bill for the crossings. He commended Senator Abeler for his efforts and his willingness to assist but noted that both Senator Abeler and Representative Whelan had other priority items that they were working on as well. He provided additional details on the process that was followed to get language added specifying that any excess funding from the Hanson Boulevard crossing would be used for another priority project, which would be Ramsey. He stated that was done within the last two hours and the only reason that happens is because of the work the community has done. He stated that $1,500,000 was included in the Hanson Boulevard crossing for Ramsey and it is equally important that the funds be made available to Ramsey rather than waiting for the Hanson crossing to be completed before releasing the remaining funds for Ramsey.

Mayor Strommen asked at what point the County can specify the portion of the funds that Hanson Boulevard will use and declare the remainder surplus that can be used for Ramsey.

Mr. Tinklenberg stated that Hanson Boulevard has already received additional funds and he believes that the County can move forward and determine funds that will be surplus and can be used for Ramsey. He also advised of additional funds that may be available for work near the Armstrong interchange. He stated that Representative Hortman would also like a list of projects that can be available for the next legislative session, which is good for the projects along Highway 10. He stated that it was an interesting session that opens the door for what can be done in the future.

Councilmember Riley asked what the Council needs to do.

Mr. Tinklenberg stated that the discussion tomorrow will be important as there were a lot of people that were not in the room when the last-minute legislative discussions were occurring. He stated that it will be important for the elected officials to be a part of the discussion with the County.

City Administrator Ulrich stated that tomorrow the meeting is for the Highway 10 Working Group. He stated that they have a clear agenda and talking points set.

Mayor Strommen stated that it is important for all of the folks at the meeting tomorrow to get into the loop on what the funds are meant for and noted that the discussion on timing and when Ramsey can have access to the funds will most likely occur in a separate meeting with the County. She thanked Mr. Tinklenberg for his continued efforts.

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2.04: Consider Options for Proposed Plat Known as Northfork Meadows Located Near Puma Street and Alpine Drive; Case of Paxmar (Project #17-126)

Community Development Director Gladhill reviewed the staff report.

Mayor Strommen noted that the discussion tonight should focus on whether the City is willing to entertain more conversation to this and not alternative plans.

Councilmember Riley asked why staff would prefer a PUD rather than changing the zoning.

Community Development Director Gladhill noted that the PUD is a change to the zoning but it also allows flexibility for other items.

Councilmember Kuzma stated that if the density was able to be figured out for Capstone, he would not have a problem with this but would like to see a wider street.

Community Development Director Gladhill stated that with Capstone was consistent with the Comprehensive Plan with massaging at the edges while this would be a change.

Kent Roessler, Paxmar Development, stated that they are a local developer and brought this request to staff. He stated that the problem with this is the infrastructure and the investment that would be needed for Puma Street. He stated that they went back to the drawing board and came up with a version that would allow them to fund $800,000 in infrastructure. He stated that all the units, single family and townhomes, would be involved in the homeowners' association. He stated that there are several users interested in this site. He stated that they develop single family lots for home builders. He stated that Ramsey is an up and coming community and builders want to build products in the community. He stated that this would add multiple builders, up to six, to build products in Ramsey. He noted that the problem is that in order to fund the $800,000 on Puma investments, you cannot do a straight R-1 development without reaching $400,000 homes. He stated that they would like direction from the Council on whether they should invest the funds to move forward on this process or not. He stated that they would like to be here and work with the City.

City Administrator Ulrich stated that the developer would be willing to work with the neighborhoods, noting that this is an extraordinary step to change the Comprehensive Plan. He stated that if the developer is willing to work with the neighbors, hopefully they can develop a compromise as it moves along.

Councilmember Shryock agreed that they should try to do work with the existing residents in the area. She stated that she is supportive of the option to work with different builders and would like to see a different transition option.

Councilmember Johns echoed the comments regarding the public process and density transition.

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Councilmember Riley stated that he is absolutely interested in working with the developer and looking at different options for density transition. He stated that they are probably aware of what the neighborhood thinks and therefore that should be fairly short.

Mayor Strommen stated that she shares the concerns regarding density transition but also has a concern that in the past when Ramsey was going through a housing boom and did several Comprehensive Plan amendments, the Plan became kind of a non-plan. She stated that she is interested in remaining true to the essence of the plan but also keeping that fluid when necessary. She stated that she is not interested in reopening the wounds of the community in the constant changing of the Comprehensive Plan.

Councilmember Shryock stated that perhaps through this process it would be helpful to have comparison drawings of what could occur under the current zoning and what would be proposed. She stated that helps to remove the fear of the unknown and provides a comparison.

Councilmember Johns stated that she agrees that the public process piece is important to not just the adjacent neighbors but the community as a whole as this would be a change to the Comprehensive Plan.

Mayor Strommen stated that it comes down to whether you can rely on what the Comprehensive Plan says, noting that she has experience with a piece of park land that no longer became park land.

Additional written comments were received from Stephen Bona, Capstone Homes, Inc. and Mary and George Tafoya, 15130 Kangaroo Street NW, Ramsey, after the agenda was published. Those written comments are attached to be a part of the permanent record for this case.\

The consensus of the Council was to continue the discussions and to include a public process.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:58 p.m.

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Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, August 22, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Community Development Director Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:02 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

None.

3. CITIZEN INPUT

Patrick Surma, 161st Avenue NW, stated that there are big events, such as the Game Fair, where the parking fills up. He stated that with the trail connection the crosswalk needs to be improved. He noted that there also needs to be a way to move people down the road to the crosswalk and wanted to make sure that the topic stays on the top of the agenda for the City. He noted that he intended to attend the County Board meeting earlier today but was not able to.

4. CONSENT AGENDA

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

4.01: Receive July 2017 Financial Reports – General Fund and Enterprise Funds
4.02: Note the Following Boards and Commissions Meeting Minutes:

- Planning Commission Meeting Minutes dated June 1, 2017
- Economic Development Authority Meeting Minutes dated June 8, 2017
- Park and Recreation Meeting Minutes dated June 8, 2017
- Special Planning Commission Meeting Minutes dated June 12, 2017
- Environmental Policy Board Meeting Minutes dated June 19, 2017

4.03: Approve Licenses:

Transient Merchant
JWT Heavenly Springers/5900 75th Ave SE, St. Cloud/8241 161st Ave NW
Transient Merchant
FML Solutions Inc./429 Minnesota St N, Ortonville/8154 161st Ave NW
Transient Merchant
Ice Coffee Girl/14540 Bowers Dr NW/8404 161st Ave NW
Transient Merchant
G.I. Joe's Food Truck/10006 Oakwood Ct N, Brooklyn Park/8204 161st Ave NW
Therapeutic Massage Establishment
Balance Through Bodywork, LLC/14141 Iodine St NW
Therapeutic Massage Therapist
Michele Reid – Balance Through Bodywork, LLC/14141 Iodine St NW

4.04: Approve Rental Licenses
4.05: Approve the following Meeting Minutes:
1) City Council Work Session dated August 8, 2017
2) City Council Regular dated August 8, 2017
4.06: Approve Lease Agreement Amendment: Northern Light Church: 6701 Highway 10 Office Space
4.07: Adopt Resolution #17-08-204 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received during the Period of August 3, 2017 through August 6, 2017
4.08: Adopt Resolution #17-08-203 Approving an Encroachment Agreement for a Chain Link Fence in a Drainage and Utility Easement at 7066 167th Crossing NW

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

5. APPROVE AGENDA

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

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

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6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Consider Adopting Resolution #17-08-197 Approving a Request for an Amended Conditional Use Permit for Motor Vehicle Sales and Repair at 6845 Highway 10 NW (Project No. 17-136); Case of EJ Properties LLC

Community Development Director Gladhill reviewed the staff report and recommendation to approve Resolution #17-08-197 granting an Amended Conditional Use Permit to allow additional motor vehicle sales/repair tenants to operate on the subject property; as long as the applicant brings the property into compliance with the terms of the Conditional Use Permit and Zoning Code. He noted that staff and the Planning Commission support this recommendation.

Motion by Councilmember Kuzma, seconded by Councilmember LeTourneau, to Adopt Resolution #17-08-197 Approving the Issuance of an Amended Conditional Use Permit to EJ Properties LLC, to Allow Motor Vehicle Repairs and Motor Vehicle Sales in the H-1 Highway Business District and Declaring Terms of Same, contingent upon bringing the subject property into compliance with the terms of the Conditional Use Permit and Zoning Code.

Further discussion: Councilmember LeTourneau stated that obviously the issues on the site would need to be brought into compliance and wanted to ensure that it remain a high priority. He stated that he would like an effort to be put together to ensure that this property remains in compliance and was unsure how the property keeps getting out of compliance. He stated that it is odd that a user would not be in compliance with code and then would ask for a conditional use permit for an exception outside of that code. Community Development Director Gladhill noted that the easy to address items have been addressed and confirmed that would continue to remain a focus as that is a goal of the City Council.

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

7.02: Consider Approval of Final Plat and Site Plan for Greenway Terrace (Project #16-84); Case of Aeon, LLC

Community Development Director Gladhill reviewed the staff report and recommendation to approve the requested Final Plat and Site Plan. He noted that the proposed project appears to comply with the bulk standards of The COR Design Framework and the proposed use would be an asset to The COR development as well as the City of Ramsey. He stated that staff supports this recommendation contingent upon compliance with the Staff Review Letter.

Councilmember LeTourneau stated that the Council has seen this a number of times and noted that he does support the request. He recognized that the Planning Commission recommended approval, the project meets objectives of the Strategic Plan, provides housing that is needed and

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also helps the City to accomplish goals that the rest of the community wants in terms of retail and entertainment. He noted that as more housing units are provided, that inches the City towards the goal of getting more businesses.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to Adopt Resolution #17-08-188 Granting Final Plat Approval of Greenway Terrace and Resolution #17-08-189 Granting Site Plan Approval for Greenway Terrace, contingent upon compliance with the Staff Review Letter.

Further discussion: Mayor Strommen stated that this will provide an opportunity for the other amenities in The COR that the rest of the community desires. She stated that the original vision for The COR included apartments and townhomes and a large amount of density. She stated that the idea was always to concentrate density around the transit oriented development. She noted that while people may have thought those elements would all come in together, the timing may not be coordinated in the way people may want, as it comes in pieces. Community Development Director Gladhill stated that the piece that people often forget is the strategy for the community to plan for growth in order to maintain the rural character of the community that has been echoed throughout by many residents. He noted that this strategy allows the City to better manage its growth to reach goals and maintain that rural character while still providing options for life cycle housing. He noted that there are now housing products available for those moving out of their parent's home, buying their own home with their family, and for the senior stages when people often downsize or move into senior housing.

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

7.03: Consider Approval Actions for Cole Addition Located Near 168th Ave NW and 168th Ln NW; Case of Bryon and Lynn Cole (Project No. 17-132)

1. **Introduce Ordinance #17-12 Vacating Certain Drainage and Utility Easements**
2. **Adopt Resolution #17-08-202 Approving Final Plat and Development Agreement**

Community Development Director Gladhill reviewed the staff report and recommendation to introduce Ordinance #17-12 Vacating Drainage and Utility Easements on the subject property and adopt Resolution #17-08-202 granting Final Plat approval for Cole Addition contingent upon compliance with the Staff Review Letter. He noted that the developer has revised the plans to meet the minimum design standards for the cul-de-sac and provided sufficient documentation to verify that no wetlands exist on the subject property.

Councilmember Kuzma asked for more information on the variance on the sidewalk and if that would delay the project.

Community Development Director Gladhill stated that variances are issued by the Planning Commission and therefore the developer would need to make that request to be reviewed by the Planning Commission. He stated that the deadline for the September meeting is tomorrow and he was unsure that could be met. He noted that the variance would be reviewed by the physical

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conditions of the site and therefore he was unsure that would be granted. He stated that in the position of the developer, time is of the essence, and therefore they have decisions to make as well. He noted that the developer can choose to take the decision of the City Council or could choose to pursue the option for a variance but noted that there is no guarantee the variance would be approved.

Brian Cole, 6918 118th Avenue NW, thanked Community Development Director Gladhill and his staff for getting the process to this point as he began working on this years ago. He stated that he has been a Ramsey resident for 40 years, 20 of that at his current home. He stated that the only issue is the sidewalk issue. He stated that he has no problem putting the sidewalk on his plat, if that is required by the Code, but asked who would be responsible for the cost outside of his plat, as he does not believe he should be responsible for that cost. He noted that there are four cul-de-sacs within Brookfield and only one has a sidewalk. He thanked Community Development Director Gladhill and his staff for all their time and hard work throughout this process.

Councilmember Kuzma asked if it would make a difference if there is a sidewalk or not.

Mr. Cole stated that it does not matter to him. He stated that he spoke with the neighbor to the north last week and told him he did not think there would need to be a sidewalk. He stated that once he heard from staff he updated the neighbor. He stated that it is not a hardship for him but he cannot speak for the neighbor.

Councilmember Kuzma stated that if it does not affect the project, he would support this going back to the Planning Commission to see if a variance could be granted to waive the sidewalk requirement.

Mayor Strommen stated that the applicant would need to apply for that variance and he is not asking for that.

Councilmember Johns stated that there was a mention that there would be a credit for the portion for the sidewalk not within his plat and asked for more information.

Community Development Director Gladhill stated that the estimate was $10,000 to extend the sidewalk outside of this parcel and believed the trail credit would be about $4,800, which would leave a gap. He stated that the Council could direct staff to look for a funding mechanism to fill the gap if desired. He identified the parcel that is opposed to the sidewalk, noting that the property owner prefers to park vehicles that would then overhang the sidewalk. He advised that the portion of land is still within the public right-of-way.

Motion by Councilmember Johns, seconded by Councilmember Williams, to introduce Ordinance #17-12 vacating certain drainage and utility easements in the City of Ramsey, Anoka County, Minnesota and to Adopt Resolution #17-08-202 Granting Approval of a Development Agreement and Final Plat for Cole Addition, contingent upon compliance with the staff review letter.

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

7.04: Consider Adoption of Resolution #17-08-205 Granting Final Plat and Development Agreement for Anoka Hennepin 2nd Addition; Case of Anoka Hennepin School District

Community Development Director Gladhill reviewed the staff report and recommendation to approve of the Plat. He noted that this is a Minor Plat (with three or less lots and no public infrastructure at this time) and therefore the request was not reviewed by the Planning Commission. He noted that the Commission will review all future steps in the review process.

Chuck Holden, Anoka Hennepin School District, stated that they have great plans for Ramsey noting that it is an exciting time. He stated that part of the global referendum going to the voters in November is a new school in Ramsey which would be a sister school to Oxbow Elementary and Rum River Elementary which are two-story schools. He provided a mockup of the new school which would align the entrance to 170th Street. He stated that the site would be about 34 acres in size and could house 1,000 students with 42 classrooms. He reviewed the two-story design and explained that the two-story concept would allow pods of grade levels around the gym, media center and cafeteria while still providing additional classroom space on the upper level. He stated that they spoke with staff at Oxbow and Rum River in order to obtain tips on what works and does not work in the layout and design. He noted that the two-story design works well and would be an attractive building and site. He stated that they are looking to do the same thing in Blaine on Lever Street as the population in that city is increasing even more quickly than Ramsey. He stated that if approved and if the referendum is approved they would bid the project this winter and begin construction in the spring with the intent to open in the 2019/2020 school year. He noted that the intent with the referendum would also be to remodel Anoka High School. He stated that the use of portable classrooms is a safety risk as they require children to walk outside in all types of weather. He noted that they would intend to remove the portable classrooms as Anoka High School and Anoka Middle School. He noted that the referendum would also support remodel of other facilities including libraries to meet the demand of the current time. He stated that the tax impact for the entire referendum is about $11 per month for the average home price in the School District at $200,000.

Councilmember Riley stated that this looks great and asked if this would keep all the Ramsey kids in Ramsey.

Mr. Holden confirmed that would be the intent, to cut down the population at Ramsey Elementary and allow growth for both locations. He noted that middle school students would still attend Anoka Middle School with upgrades to those classrooms as well.

Councilmember LeTourneau asked for information on the rumor that he has heard that Ramsey Elementary is at capacity and is not allowing additional enrollment.

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Mr. Holden noted that the current enrollment for Ramsey Elementary is 1,330 which is over capacity. He stated that there are 145 Ramsey kindergarten students that will attend Wilson Elementary.

Mayor Strommen stated that she has a student that recently graduated Ramsey Elementary and attested that the school is busting at the seams.

Councilmember LeTourneau stated that he has heard many comments about this topic from residents and is happy to see this solution coming forward.

Mayor Strommen noted that Councilmember Williams participated in the Task Force for the School District on this topic.

Councilmember Williams acknowledged that there was a lot of thoughtful discussion on the topic, the needs, issues of capacity, and the referendum. She stated that the School Board took into consideration all the input received from the public to make an informed discussion. She commended the teachers and administrative staff that have done an amazing job using buildings that are past their lifespan. She expressed the importance of getting out and speaking and finding a way to plan for the future.

Mr. Holden thanked Councilmember Williams for her work and thoughtful contributions.

Motion by Councilmember Williams, seconded by Councilmember Johns, to Adopt Resolution #17-08-205 Granting Final Plat and Development Agreement Approval of Anoka Hennepin 2nd Addition.

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

7.05: Receive Update on Proposed Plat Known as Northfork Meadows Located Near Puma Street and Alpine Drive; Case of Paxmar (Project #17-126)

Community Development Director Gladhill reviewed the staff report and stated that staff believes that it is reasonable to move to the next step in the review process to include Preliminary Plat and a Comprehensive Plan Amendment. He noted that taking this step does not obligate the City Council to approve the project but will continue discussions and continue momentum towards compromise.

Community Development Director Gladhill confirmed that the majority of the site would require a Comprehensive Plan amendment, although a portion of the site could go by without it. He stated that another opportunity would be to use a Planned Unit Development, which would provide flexibility in addition to the Comprehensive Plan Amendment.

Mayor Strommen asked if any of the discussions have included the issue of whether the City has the right designation in the Comprehensive Plan. She stated that she has a high threshold for

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significant amendments to the Comprehensive Plan. She questioned if something has changed and whether that should be considered from a higher-level planning perspective.

Community Development Director Gladhill stated that staff has not done a full market study but the developer brings up a number of points as to what is happening around there and what can be sustained as well as what needs to be pulled through that site in terms of infrastructure. He stated that staff is trying to work towards something in the middle in terms of density. He stated that the property owner is willing to provide conservation easements and contributions towards the Itasca Trail Corridor which would be a benefit to the community. He stated that the big picture would look at the overall development in this area and what would be appropriate density transition. He noted that the same developer owns another parcel and similar conversations will occur for that parcel.

Councilmember Riley asked for information from the resident meetings and asked whether the residents agree that the density transitioning is a good compromise.

Community Development Director Gladhill stated that some supported that transitioning as a compromise but there is still some sentiment that this property has been guiding as low-density residential for years.

Councilmember Shryock stated that there are still a lot of comments from residents regarding the density transitioning. She stated that there are also comments regarding the public utilities and infrastructure and whether existing residents in already built developments would be required to hook-up.

Community Development Director Gladhill stated that the public sewer and water would only be pulled into this parcel and not existing developments. He noted that even if the infrastructure were being pulled through previous developments, the City Charter specifies that existing residential properties would have the option whether or not to hook-up to services and would not be required to hook-up.

Councilmember LeTourneau stated that he appreciates the input and participation from staff and the public along with the developer. He stated that he continues to be curious how to best move forward as he would like to learn more and encourage the engagement between staff and the community. He stated that he supports the continuation of this adventure.

Community Development Director Gladhill stated that staff intends to continue the trend of resident participation and noted that there would be more opportunities to continue the community engagement process.

Mayor Strommen stressed that decisions have not been made at this point one way or the other.

Councilmember Riley stated that he likes the density transitioning and from that standpoint it would make sense.

Councilmember Kuzma stated that he would like to hear input from residents.

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Mayor Strommen stated that they could allow resident input but encouraged the input to remain on a high level as this is very early in the process.

Val Kruger, 15021 Kangaroo Street, thanked the Council for allowing her to present her opinion on the proposed Comprehensive Plan amendment, noting that 97 percent of her neighbors have signed a petition of the same opinion. She stated that she and her husband have lived in Ramsey for over 40 years and have lived in a quite atmosphere as they desired even though the City continued to grow. She stated that they always knew that the land near them would be developed under low density residential as identified in the Comprehensive Plan. She stated that her worry is that if the density is changed that would change the quiet life that people in that area have enjoyed for years. She stated that the increased density would increase traffic and noise. She acknowledged that those items would still exist with lower density but the stress on traffic and noise would be lessened with lower density. She stated that they oppose the change in zoning but are not opposed to development of the parcel. She stated that they support low density residential, which would be a good transition from the rural residential lots that they live on. She stated that they attended the public meeting with the developer and staff and while the revised plan is a step in the right direction, they still question if changing the Comprehensive Plan is the right decision for Ramsey. She noted that the developer is asking for a lot of changes that make the development work for the developer only. She stated that they would support the larger lot size required under the zoning. She stated that if the Council does allow this to move forward she would ask that the lot size be made 80 feet for the homes along Kangaroo Street, which has been provided in the revised plan. She also asked for a noise buffer along the homes on Kangaroo Street through a landscape berm and trees. She referenced the comparison of the Capstone development and noted that includes a lot of open space for its residents to play on while this proposal does not include any. She stated that they are not opposing the growth of the City but the change to the Comprehensive Plan and zoning code.

Lonnie Brock, 14215 Kangaroo Street, stated that her property has already been reduced because Alpine is growing in what it was designated to be. She asked which direction the City sewer and water would come to reach this site, whether it would come from Alpine or Bunker. She stated that if it comes down Alpine she would not have to hook-up to it but believed that she would have to pay for it to come past her house. She stated that if the density is too high, it would be hard for the residents on her street to get onto the roadway. She stated that she built on her property because it was an open, rural community and noted that if the City starts putting in high density housing, when the land is zoned low density, she would hope not to live long enough to see it happen. She stated that it would be such a change in what she intended and has been able to live on her property for years. She believed that her opinion should count at least a little bit.

Community Development Director Gladhill noted that the utilities would come from Bunker and Puma Street. He noted that eventually a line may come down Alpine in order to loop the watermain to provide redundancy in the system. He noted that even if there is a line in the future to loop the trunk line, existing residents would not have to hook-up to the service. He noted that if the utility is pulled past a home, that would not be the obligation of the homeowner. He provided an example of Garnett Street in which sewer and water were provided but the homeowners were only charged if they desired to hook-up to the utility.

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Leslie Clark, 15150 Kangaroo Street, stated that when they purchased their property they did their research to determine the homes that would eventually be built behind them. She stated that Kangaroo Street has the least number of trees behind their property and the concern would be that she would see 4.5 homes behind her. She stated that she could envision two to three homes, which would be the 80-foot lot width, but did not want to see 4.5 homes behind her home as that would change the rural character of her home. She stated that while she likes the idea of trees or a berm that was suggested by another resident, she loves to be around people and the opportunity to meet new neighbors and therefore felt that a trail would be a great amenity. She stated that she would also want to see a park as there would be a lot of homes in that area without a park to play in. She stated that this would also put more pressure on the schools so she was glad to hear the presentation from Mr. Holden. She noted that her home is in the boundaries for Franklin Elementary in Anoka and therefore do not attend school in Ramsey.

May Tafoya, __ Kangaroo Street, echoed the comments made by Val and Lonnie and urged the City not to change the Comprehensive Plan.

Mayor Strommen thanked the residents for their input tonight and throughout the process thus far.

Kent Racer, Paxmar, stated that they had the opportunity to meet the residents at the public meeting and are happy to meet some of their desires. He noted that it would not be feasible to build homes with 80-foot lots. He stated that they have a lot of experience and know what would work and what would not work. He stated that they have incorporated the concessions that the residents asked for at the public meeting into the revised plan except for making all the homes 80-foot lots. He stated that they decreased the density by 19 lots, extended the lot lines along the homes on Kangaroo Street to 80-foot lots and added the additional screening between those homes. He stated that they are here tonight to get the input of the Council before they invest more money into this process. He stated that if the Council is not interested, they would like to hear that now before they go further.

Mayor Strommen stated that she would not want to cut off the conversation prematurely. She stated that the Comprehensive Plan looks at the big picture to infrastructure and roadways. She recognized the concern with traffic and the impacts on Highway 10. She stated that therefore the risks to changing the plan needs to be considered. She agreed with the comments regarding greenspace. She noted that with this many families there needs to be places close to home for those kids to play rather than expecting families to get in the car to travel to a bigger park further away.

Councilmember Shryock stated that through the planning process she always appreciates everyone being able to comment. She noted that the residents have been great stepping up and Paxmar has been listening to find something that everyone can live with. She was confident that they would be able to find something that everyone will like in the end. She agreed that keeping communication open would be important.

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Councilmember LeTourneau stated that he cannot provide an opinion at this point and would like more time to process all the information to understand the underlying reasons are for the concerns.

Councilmember Riley stated that this seems to fit pretty well with what was approved with Capstone and would seem to be an extension of that. He noted that the decision for Capstone was not slaved over, most likely because of the lack of neighbors that came forward.

Councilmember LeTourneau agreed that is what he is struggling with.

Community Development Director Gladhill noted that the super majority of the Capstone parcel was already zoned correctly for that development but acknowledged that a Comprehensive Plan amendment was needed for a portion of that site that was designated commercial.

Councilmember Kuzma stated that the landowner has land that he wants to sell to a developer and acknowledged the concern of the neighbors but noted that there is a balance there.

Lonnie Brock asked if there could be a signal light at Alpine and Highway 10, noting that you cannot get onto Highway 10 from Alpine because of the traffic.

Mayor Strommen replied that the City is in the business of eliminating the lights on Highway 10 rather than putting more lights onto the highway.

Community Development Director Gladhill noted that there is a Highway 10 planning study which identifies an improvement for that intersection outside of a stoplight.

7.06: Review Inland Group Proposed Project

City Administrator Ulrich reviewed the staff report. He noted that the Planning Commission and EDA have reviewed this information and based on the input from the developer, EDA and Planning Commission, Concept Layout C appears to be the preferred site. He asked for input from the Council.

Keith James, Inland Group, thanked the Council for their time. He noted that this is his third time out to meet a body of the Ramsey government and stated that he continues to be impressed. He stated that Inland began about 30 years ago with a focus on multi-family construction. He stated that they branched out into affordable senior housing as well as traditional retirement housing. He stated that there seemed to be a gap in the affordable senior housing and the traditional retirement housing which left a gap for seniors in the middle of those two groups that did not qualify for the income limits of the affordable product and did not need the service provided in traditional retirement communities/assisted living. He stated that the Affinity brand was then born. He stated that they came to Minnesota with their product and they like to have a node within a market. He provided a summary of the units that would be available at the development. He noted that the Affinity product does not use an activities staff person to draw people out and instead use a grassroots effort. He explained that there are many residents with gardening knowledge and therefore they are beneficial to the gardening program. He noted that

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the grassroots concept helps to build a sense of community between the residents. He stated that while they are based in Washington, they would hire local contractors, builders, and architects. He stated that they are not attempting to rebuild the wheel and would instead use local expertise. He hoped that the welcome they received from the EDA and Planning Commission would continue with the Council.

Councilmember Kuzma asked for more information on the financial stability and how the project would be funded.

Mr. James replied that of the 20 communities that have been built or under construction have been privately financed. He stated that they have a portfolio that would support private financing and they would use their own equity. He estimated 18 months to construct and about 12 months to stabilize at which point they would get permanent funding noted that they have substantial relationships with lenders such as USBank.

Councilmember Shryock stated that this is a timely product and agreed that there is a needed niche in the market. She stated that she agrees with Concept C and appreciates that the residents would have access to the park and the other residents in the community would also have access to that park that has always been desired.

Mr. James stated that Concept C was their clear choice as well, mostly because of the view of the park that would be provided to residents. He stated that they also like that Concept C did not have a building along Sunwood, noting that if his building was placed along Sunwood that could create a canyon affect along the roadway. He stated that he much prefers the building setback with the ability for commercial and retail buildings to fill in on Sunwood.

Councilmember LeTourneau stated that he is happy that Mr. James is here and believes that the project is worthy and likes the idea of 55 plus housing. He stated that he likes that Mr. James understands the needs in the market and the gap that this project would fill. He stated that he would prefer the building to be along the roadway to understand why the early concept for The COR was to have building on the roadway and not parking lots. He stated that he does like the integration of retail but is unsure of the awkward visual that could create.

Mr. James stated that these are conceptual plans and not the actual concept of the developer. He stated that their intent would be to park within a garage structure under the building and therefore would shoot for less surface parking than what is shown. He stated that they like the idea of a central park and having that open on all sides.

Councilmember LeTourneau stated that he is more concerned with the retail space and parking along Sunwood that would be proposed. He stated that Concept D aligns more with his perception.

Community Development Director Gladhill confirmed that these concepts were developed by economic development staff in order to discuss possible locations and not from the developer.

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Mayor Strommen stated that part of the confusion is that this discussion is regarding site location and the layout is different for each concept because it was developed by staff.

Councilmember Williams stated that in the EDA meeting the group liked Concept C because it would allow the commercial development to remain on Sunwood Drive and would push the residential development further from the roadway. She provided additional details on the road alignment and how that could be moved. She stated that there was also discussion with what a four-story building might look like compared to the existing buildings in The COR. She noted that Concept C was the preference of the EDA.

Councilmember Johns stated that she is very excited to see this product come to Ramsey as it is a very needed product here. She agreed with Councilmember LeTourneau that she does not want to see parking lots lining Sunwood Drive and perhaps drawing the building forward. She believed that either Concept C or D would be a good fit. She was very supportive of the project and would love to see it move through to the next stage.

Mayor Strommen also agreed that this is a good project and agreed that Concept C is a good fit. She stated that people seem to be caught up on the parking for the remnant commercial parcel that would be left and noted that if the concept was drawn differently with the parking that could have eliminated the comments on that element. She noted that this appears to be heading in the right direction and hoped to see Mr. James back in the future.

7.07: Consider Approving Settlement Agreement and Mutual Release by and between the City of Ramsey, Minnesota and McDonald's USA, LLC

City Administrator Ulrich reviewed the staff report and recommendation to approve the settlement agreement mutual release by and between the City of Ramsey and McDonald's USA, LLC.

Councilmember Riley asked if this would release the City from all claims.

Jason Asmith, Brigs and Morgan, confirmed that the settlement would give both parties release from any claims the other party may have. He stated that by virtue of filing the resolution and quick claim deed the title would be returned to the City.

Mayor Strommen stated that this has been a thoroughly frustrating and disappointing experience.

Councilmember Williams stated that while a McDonald's would have been preferred, she is excited to see what better options may come forward.

Motion by Councilmember Williams, seconded by Councilmember LeTourneau, to approve the settlement agreement and mutual release by and between the City of Ramsey, Minnesota and McDonald's USA, LLC.

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

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8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 9:05 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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6.01: Receive Update on Proposed Plat Known as Northfork Meadows located Near Puma Street and Alpine Drive; Case of Paxmar (Project No. 17-126).

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to receive an update and provide general policy direction prior to the Developer (Paxmar) submitting a Preliminary Plat for official review. The City Council previously reviewed this case on June 27. Direction at that time was to host a public engagement workshop. The City Council noted two (2) topics to focus on:

1. Density Transitioning
2. Reliability/Consistency of the Comprehensive Plan

Community Development Director Gladhill reported the original concept has undergone Sketch Plan Review with the Planning Commission. The Planning Commission outlined a number of concerns indicated in the attached minutes from June 13. The City then held a public workshop on August 3, 2017. The City Council discussed next steps for review of this project on August 22nd. Concept #1 as outlined below was presented to the City Council. Subsequent to that discussion, the Developer provided a second concept to consider at this time (all 65-foot-wide, detached single-family lots, no detached townhomes). Staff provided a more detailed presentation of the requested and requested feedback from the Commission.

Commission Business

Chairperson Bauer summarized the comments made by the Planning Commission at a previous meeting. He asked if Paxmar would be willing to consider another parcel for their project to eliminate the need for a rezoning.

_____, Paxmar Development, commented on the proposed development and stated all plans were preliminary in nature. He reported one parcel would be geared toward empty-nester villas. He noted the other parcel would be 132 units. He explained the proposed lot width (65 feet) was necessary in order to make this development economically possible. He understood there were a lot other parcels in the City that would accommodate 80-foot lots. He anticipated this parcel would have to sit and wait it out, if the Commission did not support the proposed lot width. He described how his proposed development would assisting in raising property values for surrounding property owners. He understood that this was only a sketch plan and noted he appreciated any feedback from the Commission.

Val Kruger, 15210 Kangaroo Street, stated she and her husband live just east to the proposed development and have lived there for the past 43 years. She expressed concern with the proposed amendment to the Comprehensive Plan. She did not support there being no buffer between her rurally zoned home and the proposed medium density subdivision. She commented that 93% of her neighbors have supported a petition that opposes the proposed project. She recommended the City uphold the Comprehensive Plan and current zoning for this site (low density residential). She feared the proposed development was lacking green space and would greatly increase traffic in her neighborhood.

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Chairperson Bauer questioned how many lots would be within the development if the project was low-density residential.

Mr. _____ stated the project was originally 150+ lots and was scaled down to 132 lots. However, after hearing from the neighbors this project was reduced even further to 101 lots. He explained the project did not work financially with 80 foot lots as this would only yield 70 to 80 lots.

Leslie Clark, 15150 Kangaroo Street, asked if Paxmar would be willing to keep the 80-foot property width for the homes that will abut the existing neighborhood. She explained she did not have a large number of trees in her rear yard and was hoping she wouldn't have to look into a wall of homes.

Jan Groth, 15240 Kangaroo Street, commented the second proposal seemed a fit better given the size of the adjacent lots. She understood that the field would be built on at some point in the future, but stated the parcel was not zoned for 65-foot lots.

Community Development Director Gladhill understood PUD requirements and density transition were issues that still needed to be addressed by the City.

Commissioner Anderson questioned if the developer would consider having 80-foot lots adjacent to the existing homes.

Mr. _____ stated on the east side of the development he could support having 80-foot lots if this would gain him neighborhood support. It was noted this would reduce the project by three lots.

Ms. Clark explained she opposed the development having townhome units on small lots. She stated her biggest concern was the need for a buffer or transition area between the new development and existing homes.

Ms. Kruger agreed a buffer between the two neighborhoods was key.

Commissioner VanScoy asked if any of the diagrams presented this evening met the Council's requests.

Community Development Director Gladhill stated the Council has not seen the most recent scenario with the wider and deeper lots.

Commissioner VanScoy stated he could not support a PUD at this time as he was not understanding the benefits to the City from the proposed project.

Mr. _____ explained the benefits were the neighborhood would have covenants that would ensure high quality homes and building materials. In addition, he could dictate which

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homes got built on which lots, while also requiring additional landscaping along the east property line. He commented on how he could work with the City on Puma Street.

Community Development Director Gladhill anticipated the City could continue to work with the applicant to refine the PUD further.

Mr. _____ stated he was willing to compromise to have 80 foot lots along the east property line and would be willing to have additional screening in order to create a buffer.

Commissioner VanScoy encouraged staff to speak further with the applicant regarding the 80 foot lots along the east property lone, along with a potential buffer.

Commissioner Nosan stated she was originally against this development, but was pleased how all parties were coming together to improve the buffer and spacing of the houses along the east property line.

Community Development Director Gladhill asked if the Commission was willing to support a Comprehensive Plan Amendment for the proposed project.

Commissioner VanScoy stated he would have difficulty supporting a Comprehensive Plan Amendment.

Chairperson Bauer thanked everyone for their input and he looked forward to all parties continuing to work to reach a compromise for this development.

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North Fork Meadows

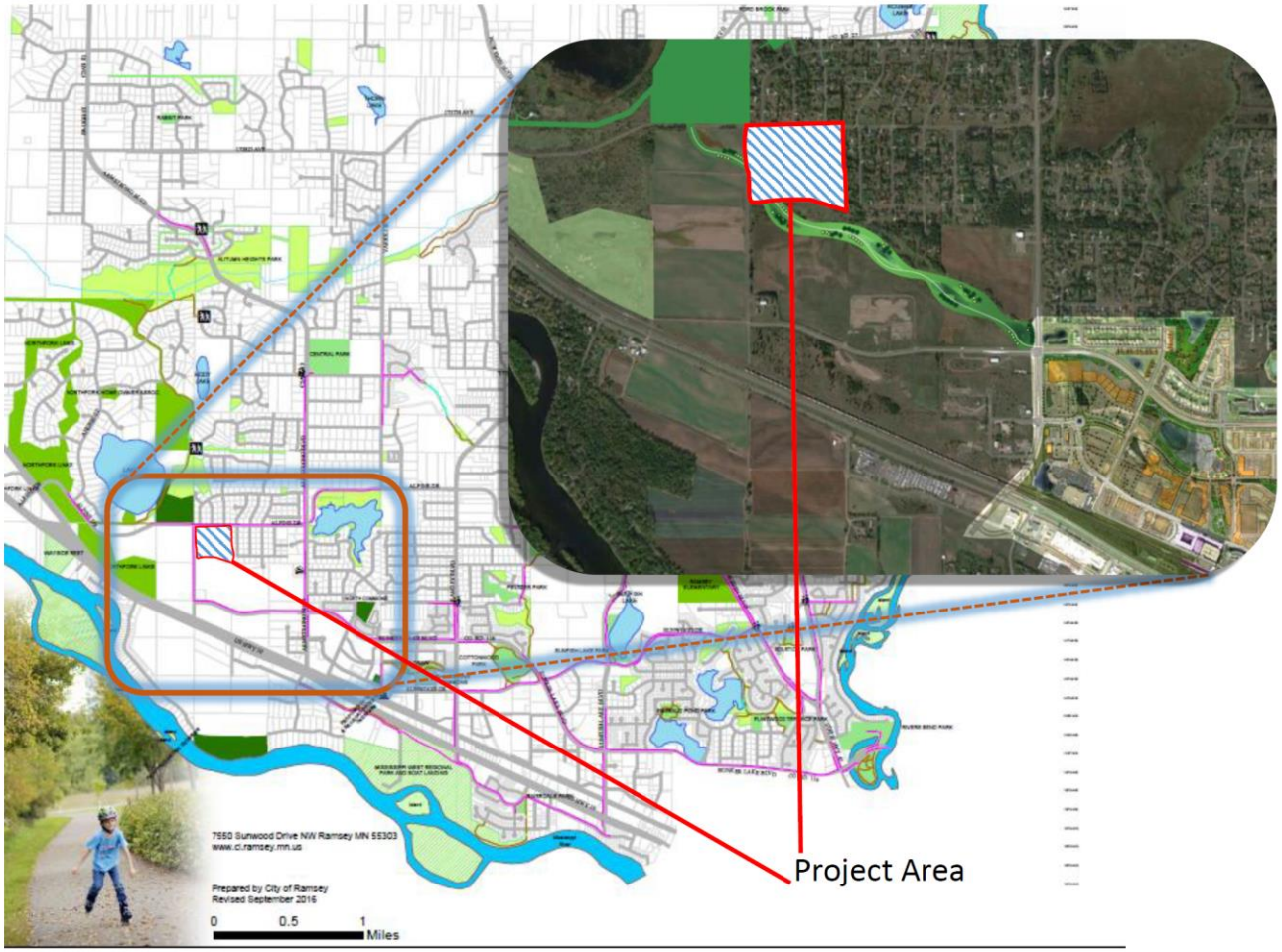
Sketch Plan and Zoning Amendment

CURRENT LAYOUT



City of RAMSEY

Public Benefit Test



City of Ramsey, Lake Itasca Greenway

City of RAMSEY

Previous Layouts (Compromise and Consensus)

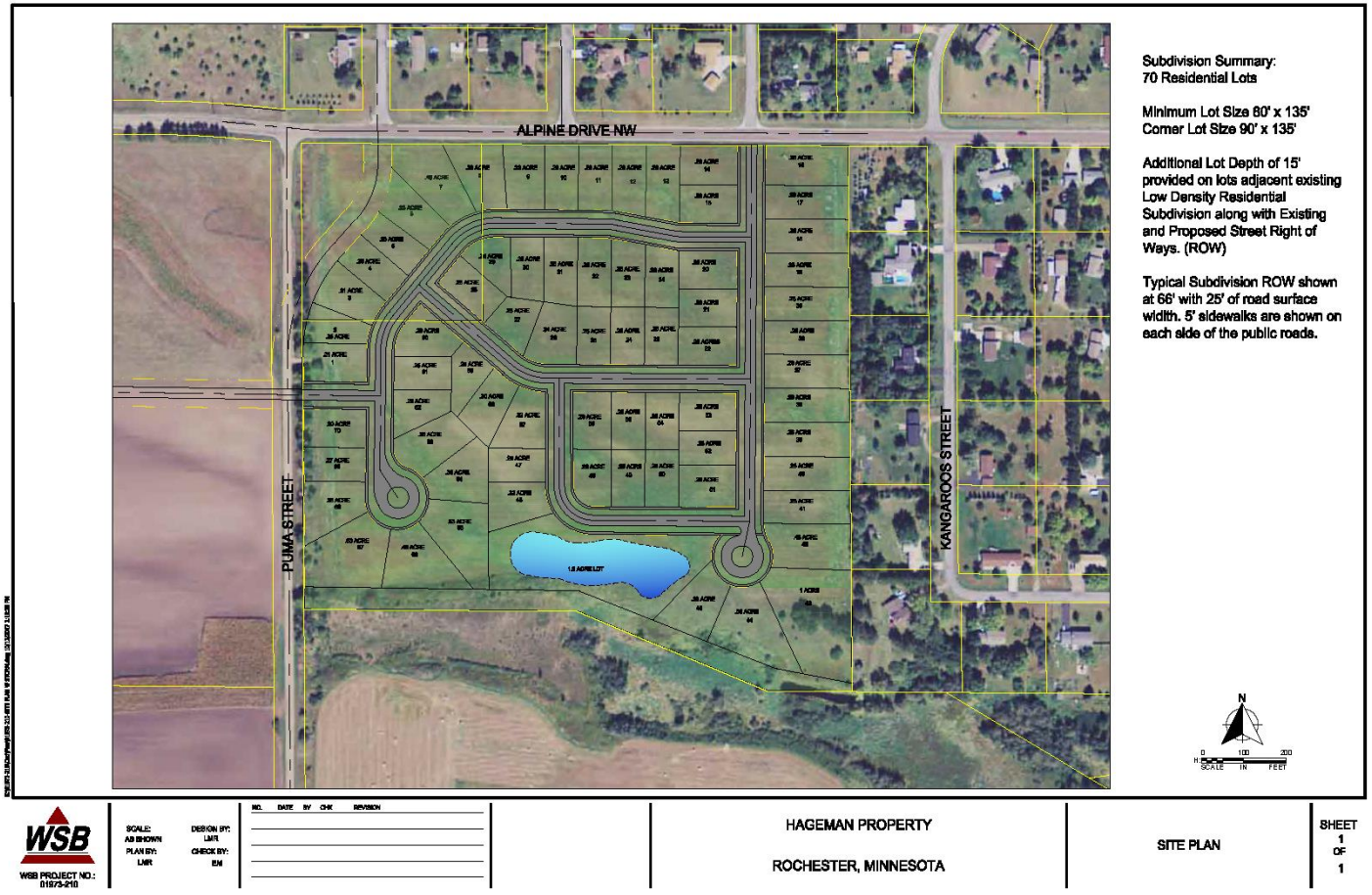






City of RAMSEY

No Amendment Scenario



Note: this is not an actual proposal. This is a Staff rendering of a potential development without a Zoning Amendment.

City of RAMSEY

5.03: Public Hearing: Consider Conditional Zoning Amendment to Planned Unit Development for proposed Plat known as Northfork Meadows located near Puma Street and Alpine Drive; Case of Paxmar (Project No. 17-126).

Public Hearing

Chairperson Bauer called the public hearing to order at 7:24 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to consider a recommendation on a Zoning Amendment for R-1 Residential (MUSA) to Planned Unit Development. The Planning Commission has reviewed this project on multiple occasions. The current proposal has been modified by the Developer in order to address comments received by the Public, Planning Commission, and City Council. Key issues at that time included, but were not limited to the following.

1. Density Transitioning
2. Reliability/Consistency of the Comprehensive Plan

Community Development Director Gladhill explained the original concept has undergone Sketch Plan Review with the Planning Commission. The Planning Commission outlined a number of concerns indicated in the attached minutes from June 13. The City then held a public workshop on August 3, 2017. A follow up workshop was scheduled to be held on Thursday, October 12.

Community Development Director Gladhill reported the original proposal was classified as a medium density residential development (4-7 units per acre). This area is guided as low density residential (2-4 units per acre) in the City's Comprehensive Plan. The original proposal would have required a Comprehensive Plan Amendment and a Zoning Amendment. There were subsequent revised concepts prepared and reviewed.

Community Development Director Gladhill indicated the current proposal has been modified in an attempt to remain in the low density residential category. This is the fifth revised concept prepared by the Developer. The gross density is 3.69 units per acre. However, the City (and Metropolitan Council) calculate Net Density, which would subtract wetlands from the net buildable area. Staff has requested this calculation, as the net density appears to be close to the maximum density allowed within the low density residential classification. Finally, the proposal still requires a Zoning Amendment to Planned Unit Development (PUD). While the density of the current concept is within the range of the Comprehensive Plan (planning/visionary document), the actual proposed lot sizes and lot widths are deficient of the minimums required by the Zoning Code (official controls/implementation tool) for the R-1 Residential (MUSA) District. Said Zoning District does allow density up to four (4) units per acre with the use of a PUD.

Community Development Director Gladhill reported the City has significant discretion in review of this project. Since the project requires a Zoning Amendment, the City is not obligated to approve

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and the Developer must demonstrate a compelling reason to approve the change. This results in a higher standard of review compared to projects that meet all minimum standards of their respective zoning district. Finally, since the concept has changed significantly from the original proposal when the current set of public comments were received, Staff has removed these comments from the agenda packet and is re-setting the public hearing and public comment period.

Citizen Input

Chairperson Bauer commended the neighbors and developer for working together on this proposal.

Commissioner VanScoy asked if the greenway could be marked on the site plan.

Community Development Director Gladhill reviewed the location of greenway on the site plan with the Commission noting it would continue to the south and east. Further discussion ensued regarding the trail within the proposed project and surrounding area. It was noted no dead-end trail segments would be created.

Commissioner Brauer questioned how many lots could be within this development if the developer followed the R-1 zoning requirements.

Community Development Director Gladhill stated this would be approximately 70 lots.

Commissioner Surma inquired if the proposed project layout was more acceptable to the adjacent homeowners than was previously discussed.

Community Development Director Gladhill commented he did not want to speak for the adjacent homeowners. He encouraged the Commission to take comments from the public. He stated it was his understanding that the neighbors have reached a compromise with the developer.

Commissioner Surma asked if the developer supported the proposed project design.

Community Development Director Gladhill reported the developer did not support this design.

Allen Roessler, Paxmar, thanked staff for the thorough presentation. He reviewed the steps that he had gone through to date and commented on how the project plans have changed from 150 units down to 97. He believed the trail corridor and landscape buffer was addressing the neighbors' concerns. He explained that if the project were only 70 units within the development, he would not be pursuing the project as it was not economically feasible.

Commissioner VanScoy requested further information regarding the landscaping buffer.

Mr. Roessler commented on the proposed landscaping berm and noted the property owner was proposing to donate the greenway to the City.

Commissioner Nosan asked if the properties on the north side would have a transition space.

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Mr. Roessler explained the road would provide a natural buffer and no additional plantings were being proposed.

Commissioner Nosan stated she would like to see a row of trees along this roadway.

Val Kruger, 15210 Kangaroo Street, thanked the Commission for raising interesting questions. She commented on the process this development has taken and was pleased to learn that the City had a choice in the matter. She was pleased the neighbors would not have to compromise given the fact the property was zoned R-1. She fully supported the proposed development having 80-foot lots.

Leslie Clark, 15150 Kangaroo Street, stated she would prefer 80-foot lots. She stated she was willing to compromise with slightly smaller lots, but she wanted to see the greenway remain in place.

Michael Altimari, Hagman Holding (landowner), thanked staff for their work on this project. He stated he appreciated the collaboration efforts between the City, the developer and the neighbors. He explained the developer has made it clear this project would not work with only 70 lots. He reported he was willing to donate the greenway space to the City in order for the parkway to be completed. He encouraged the City to continue to work with the developer in order to reach a compromise for this property.

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

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

Chairperson Bauer closed the public hearing closed at 8:06 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to recommend that City Council approve the Conditional Zoning Amendment to Planned Unit Development, conditioned upon substantial compliance with the Sketch Plan dated September 18, 2017.

Further discussion

Commissioner Brauer stated he was a person of principle and noted he was a first generation American. He explained his grandfather put together a coalition that opposed Hitler and was sentenced to death in 1933. He was told that was the best he could get. He expressed frustration that all he has heard from the developer were financial concerns and noted the Comprehensive Plan has never been changed in the past for this reason. He believed that this development was not the best it could be. He reported he has been on the Planning Commission for the past 16 years and he has made a promise that this property would remain R-1.

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Community Development Director Gladhill explained the City does not have to amend the Comprehensive Plan for this development, however, a Zoning Amendment was required.

Commissioner Brauer thanked staff for their hard work on this development.

Commissioner VanScoy understood that a PUD was needed for this development and noted the greenway portion of the project would greatly benefit the City. However, believed the proposed transition was still inadequate. He recommended more be done for this portion of the project.

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

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ORDINANCE #17-16

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from R-1 Residential (MUSA) to PUD (Planned Unit Development), contingent upon compliance with the Sketch Plan prepared by Carlson McCain dated September 18, 2017 and the owner (Hageman Holdings) and developer (Paxmar) entering into a Conditional Rezoning Agreement with the City:

Outlot A, Alpha Development, Anoka County, Minnesota

SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04. Publication will not occur until a Conditional Rezoning Agreement is executed.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of_____, 2017.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-276

RESOLUTION AUTHORIZING A CONDITIONAL REZONING AGREEMENT FOR NORTH FORK MEADOWS

WHEREAS, Paxmar, hereafter referred to as "Developer", properly applied for a conditional rezoning agreement from R-1 Residential (MUSA) to Planned Unit Development (PUD) on the following described property located in the City of Ramsey:

Outlot A, Alpha Development, Anoka County, Minnesota

(the 'Subject Property');

WHEREAS, on October 12, 2017, the Planning Commission conducted a public hearing regarding the conditional rezoning.

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 a Conditional Rezoning Agreement with Paxmar and authorizes the Mayor and City Administrator to sign on behalf of the City.

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

and the following 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 24th day of October, 2017.

_____

Mayor

ATTEST:

_____

City Clerk

CITY OF RAMSEY
CONDITIONAL REZONING AGREEMENT FOR OUTLOT A, ALPHA DEVELOPMENT

This Agreement (hereinafter the "Agreement") is dated as of this __ day of ____, 2017 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**"), **PAXMAR, LLC** a Minnesota Corporation (the "**PERMITTEE**"), and **HAGEMAN HOLDINGS, LLC**, a Minnesota Corporation (the "**OWNER**"). .

Recitals

A. The **OWNER** is the owner of land legally described on the attached Exhibit A (the "Subject Property").

B. The **PERMITTEE** requested a Zoning Amendment to Planned Unit Development in advance of preliminary plat review.

C. Said zoning amendment would normally be processes concurrent with preliminary plat review.

D. City Code section 117-50 entitled "Conditional rezonings" allows a process to consider a zoning amendment prior to preliminary plat approval.

Agreement

1. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.

2. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:

   a. The **PERMITTEE'S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.

   b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a

currently certified abstract, registered property abstract or title insurance commitment or policy**.**

c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.

d. Conformance with Sketch Plan. The Conditional Rezoning must be consistent with the Sketch Plan prepared by Carlson McCain, Inc. dated September 18, 2017 (the "Sketch Plan"). The **PERMITTEE** agrees to layout the preliminary plat and site plan consistent with the Sketch Plan.

e. No Contest. The **PERMITTEE** agrees not to contest a rezoning commenced by the **CITY** if the preliminary plat and site plan do not conform with the Plans.

f. Additional Standards. The **PERMITTEE** agrees that the **CITY** may include additional standards to protect the health, safety, and general welfare of surrounding land uses.

g. Public Benefit/Lake Itasca Greenway. The plat is being proposed as a planned unit development (PUD). Planned unit developments must pass a public benefit test. The **PERMITTEE** agrees to convey all land necessary to achieve completion of the Lake Itasca Greenway as illustrated on Exhibit B attached hereto.

3. The Plans. The term "Plans" as used in this Agreement means the Final Plat Plans prepared by Carlson McCain, Inc., dated September 18, 2017. The Plans remain subject to: (a) **CITY** Staff's review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff's review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

4. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

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TO PERMITTEE:
Paxmar
Attn: Kent Roessler
3495 Northdale Blvd NW #210
Coon Rapids, MN 55

TO THE CITY:
City of Ramsey
Attn: Community Development Director
7550 Sunwood Drive NW
Ramsey, MN 55303

TO OWNER:
Hageman Holdings, LLC
Attn: Michael Hageman
13200 43rd St NE
Saint Michael, MN 55376

[The remainder of this page is intentionally left blank.]

DRAFT

THE PERMITTEE:

PAXMAR, LLC.

By: _____, Kent Roessler

Its: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ , 2017, by Kent Roessler, _____ of Paxmar, LLC, a Minnesota Corporation, under the laws of the State of Minnesota on behalf of the corporation.

_____
Notary Public

DRAFT

THE OWNER:

Hageman Holdings, LLC.

By: _____, Michael Hageman

Its: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ , 2017, by Michael Hageman, _____ of Hageman Holdings, LLC, a Minnesota Corporation, under the laws of the State of Minnesota on behalf of the corporation.

_____
Notary Public

DRAFT

THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2017, by Sarah Strommen and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

DRAFT

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

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

EXHIBIT A

Legal Description of the Subject Property

Outlot A, ALPHA DEVELOPMENT, Anoka County, Minnesota

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EXHIBIT B

Greenway Trail Connection



Greenway Trail Connection Plan (Jacobs, 2015)

This essential Greenway Trail Connection provides another opportunity within The COR to meet overlapping objectives for multiple use, district systems, wildlife habitat and other desired functional and aesthetic outcomes. While traditional bicycle/ pedestrian trails and related amenities will certainly be a key component, the series of ponds, wetlands and other water-resource related features will provide the unique setting and ecological benefit derived from a more innovative approach to greenway design. For the purposes of defining potential costs for future construction, a preliminary list of greenway trail elements (or basic design program) includes:

- Combined bicycle / pedestrian trail
- Multiple locations for rest stops, interpretive / educational elements
- Multiple locations for boardwalk/ bridge crossings
- Integrated drainage / stormwater management system to serve this district

Recommendations

There is an opportunity to explore alignments for this Greenway Trail Connection that might provide greater benefits to the northwest quadrant of The COR- measured in sodal, economic and environmental value added. With modest enhancements to the existing trail along Bunker Lake Boulevard, and expanded greening initiatives west of the Ramsey Parkway, there is great potential to frame this quadrant on the north and south with attractive green corridors. Both of these travel routes accommodate multi-modal options, but with heavy emphasis on the automobile.

A third option, a meandering Greenway Trail Connection through the center of this quadrant not only provides a much-needed green amenity in this part of The COR, but also creates another valuable development 'frontage' to enhance land value and encourage private investment. This centrally located alignment will also provide opportunities for innovative approaches to district systems, particularly water resources – with the added benefit of an off-street, dedicated bicycle and pedestrian corridor linking local and regional trail networks.

The location and alignment of the Greenway Trail Connection will have considerable influence on development patterns in this quadrant of the COR. The various scenarios illustrated on pages 10 and 11 attest to the wide range ofland use options; from 'super blocK car oriented, destination convenience shopping, to finer grained, pedestrian-scaled, residential neighborhoods. This kind of imbedded public amenity will build value across multiple objectives, at individual site and district scale-leading to innovative, economically sustainable outcomes.

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

CC Regular Session **7. 10.**

Meeting Date: 10/24/2017

By: Jo Thieling, Administrative Services

Information

Title:

Filling Vacancies on Commissions, Committees, and/or Boards Created by Resignation of Councilmember Williams

Purpose/Background:

Purpose: To discuss and possibly appoint Councilmembers to fill vacancies on Commissions/Boards and Committees created by the resignation of Councilmember Williams.

Background: As Council is aware, Kristine Williams resigned from her Council seat, effective October 1, 2017. In January of each year, Councilmembers are appointed to serve on Commissions, Committees, and Boards. Ms. Williams served on the following:

- Economic Development Authority - Councilmember LeTourneau is the Alternate
- Happy Days Committee - Councilmember Riley is the Alternate
- Ramsey/Nowthen Joint Powers Board - Councilmember Kuzma is the Alternate
- Anoka County Fire Joint Powers Group - Councilmember Williams served as the Alternate - Council may determine if another alternate will be appointed.

Observations/Alternatives:

Observations: The Economic Development Authority meets every month while the other Boards/Commissions/Committees meet periodically. There are currently alternates appointed who attend the meetings in the absence of an appointed representative.

Alternatives: Mayor Strommen is appointing Councilmember LeTourneau to the EDA position and Councilmember Johns as alternate. This appointment is subject to Council approval, and she is requesting Council ratification of such appointment as required by ordinance.

Council has the option to appoint, or not appoint, representatives to the other Boards/Commissions/Committees since they meet periodically, and there is currently an alternate to serve in Councilmember Williams' place. The Council may wait and make the rest of the appointments after a new Councilmember is voted-in and issued the Oath of Office on April, 2018.

Council may also decide they wish to have full representation, including alternates, for all the above appointments, and could appoint someone this evening to fill those vacancies.

Recommendation:

Staff is recommending Council ratify Mayor Strommen's appointment of Councilmember LeTourneau to serve as the representative for the EDA, and Councilmember Johns as the alternate, and delay filling the other vacancies until the Council vacancy is filled.

Action:

Motion to ratify Mayor Strommen's appointment of Councilmember LeTourneau to fill the vacancy on the Economic Development Authority and Councilmember Johns to fill the position of alternate.

Note: no action is required for the remaining vacancies unless it is decided to make additional appointments at this time.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Patrick Brama	Jo Thieling	10/18/2017 04:22 PM
Kurt Ulrich	Kurt Ulrich	10/19/2017 11:50 AM
Form Started By: Jo Thieling		Started On: 10/17/2017 01:21 PM
Final Approval Date: 10/19/2017		

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

CC Regular Session **7. 11.**

Meeting Date: 10/24/2017

By: Jeff Katers, Police

Information

Title:

Adopt Resolution #17-10-279 Amending Policy for Donation of Surplus Equipment to a Nonprofit Organization

Purpose/Background:

The policy on Donation of Surplus Property to Non-Profits was adopted by City Council Resolution #16-10-205, October 25, 2016. Since that time, staff has received a request to consider disposing of unclaimed found bicycles to local non-profit groups. These groups would ultimately distribute repaired bicycles back into the community. Currently unclaimed property, including bicycles, are disposed of through public auction (publicsurplus.com).

The definition of Surplus Equipment in the current policy does not address bicycles or other unclaimed property, but rather equipment purchased by the City for use in police, fire, and public works operations. The law allows cities to to further define Surplus Equipment within their policy on donation to non-profits.

Observations/Alternatives:

Further defining what constitutes "Surplus Equipment" does not change the process for disposition within the policy. The Ramsey City Council approves of and makes all declarations of surplus property on the City Council Consent Agenda.

Alternative 1 - Leave the current policy on donation of surplus property to non-profits as is. Bicycles and other property owned by the City would not meet the definition of "Surplus Equipment" for donation to a non-profit.

Alternative 2 - Replace the definition of "Surplus Equipment" in the City of Ramsey Donation of Surplus Equipment Policy to include the following language:

A. Any tangible property or furnishings which are owned, retained, or in possession of city operated departments or facilities. It specifically includes equipment that is no longer needed by the city departments.
B. Unclaimed, lost, or confiscated property which has been retained by the Police Department for over 90 days. This shall include, but is not limited to unclaimed bicycles and other non-evidentiary items.
C. Equipment or property obtained through administrative or judicial criminal forfeiture under Minnesota State Statutes 169A.63 or 609.5315 cannot be deemed surplus property and thus municipalities are prohibited from donation and restricted on the sale of such property.

Recommendation:

Staff recommends Alternative 2, which is to amend the current policy to include bicycles and the like in the donation guidelines. Attached to this case is the current policy. The language to be removed is in red strike-through and the language to be added is in bold type and underlined.

Also attached is the Resolution amending the Donation Policy with the amended policy attached in final form.

Action:

Motion to adopt Resolution #17-10-279 Amending Policy for Donation of Surplus Equipment to a Non-Profit Organization.

Attachments

Current Donation Policy Redlined

Resolution Amending Donation Policy and Final Policy

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2017 12:12 PM
Jo Thieling	Jo Thieling	10/19/2017 01:41 PM
Kurt Ulrich	Kurt Ulrich	10/19/2017 02:39 PM
Form Started By: Jeff Katers		Started On: 10/16/2017 11:20 AM
Final Approval Date: 10/19/2017		

City of Ramsey
Policy for Donation of Surplus Equipment to a Nonprofit Organization

Purpose
The purpose of this Policy is to establish procedures for the donation of Surplus Equipment by the City to a Nonprofit Organization as required by Minnesota Statue § 471.3459 (2016).

Scope
This policy applies to all City departments that generate Surplus Equipment and governs the actions of all City employees and officials.

Definitions
"City" means the City of Ramsey, Minnesota.

"City Council" means the governing body of the City.

"Donation" means to contribute, donate or give Surplus Equipment at no cost to a Nonprofit Organization that serves a public purpose and benefits its community as a whole.

"Eligible Organization" means a Nonprofit Organization serving one or more of the following functions: cultural, historical, educational, safety, social services, environmental or economic.

"Fair Market Value" means the price at which property would change hands between a willing buyer and a willing seller, neither being under any compulsion to buy or to sell and both having reasonable knowledge of all relevant facts.

"Nonprofit Organization" means an organization formed under Section 501(c)(3) of the Internal Revenue Code.

"Policy" means this Policy adopted by the City Council.

~~"Surplus Equipment" means equipment used by the City's public works department, and cellular phones and emergency medical and firefighting equipment that is no longer needed by the City because it does not meet industry standards for emergency medical services, police, or fire departments or has minimal or no resale value.~~

"Surplus Equipment" means:

a. **Any tangible property or furnishings which are owned, retained, or in possession of city operated departments or facilities. It specifically includes equipment that is no longer needed by the city departments.**
b. **Unclaimed, lost, or confiscated property which has been retained by the Police Department for over 90 days. This shall include, but is not limited to unclaimed bicycles and other non-evidentiary items.**
c. **Equipment or property obtained through administrative or judicial criminal forfeiture under Minnesota State Statutes 169A.63 or 609.5315 cannot be deemed surplus property and thus municipalities are prohibited from donation and restricted on the sale of such property.**

"Surplus Equipment Form" means the form attached as Exhibit I to this Policy that must be filled

out by a Nonprofit Organization requesting a Donation of Surplus Equipment.

Procedure

The City shall determine all Surplus Equipment and may offer it for Donation in conformance with the following guidelines:

1. Identify Surplus Equipment. Department supervisors are responsible for monitoring their equipment and shall identify and report all Surplus Equipment to the City Clerk on at least an annual basis.

2. Determine the Fair Market Value of Surplus Equipment. The City Clerk shall work with City staff to determine the Fair Market Value of the Surplus Equipment.

3. City Council Declaration. The City Clerk will forward a list of the Surplus Equipment with each item's Fair Market Value to the City Council who shall approve or deny the Surplus Equipment as eligible for Donation. The City has no obligation to make a Donation of Surplus Equipment. Surplus Equipment that is not donated may be sold, recycled or discarded in the discretion of the City Clerk.

4. Donation. After the City Council has determined the Surplus Equipment is eligible for Donation, the City Clerk is responsible for coordinating the Donation of the Surplus Equipment in accordance with the terms of this Policy.

5. Transfer between Departments. All Surplus Equipment must first be considered for transfer between departments for the benefit of the City.

6. Advertisement. Surplus Equipment shall be posted as eligible for Donation on the City's website. The City may also use other reasonable means to notify Eligible Organizations about the availability of Surplus Equipment. The City shall wait at least 30 days after advertising Surplus Equipment before approving any Donation.

7. Surplus Equipment Form. Eligible Organizations interested in Surplus Equipment shall fill out a Surplus Equipment Form and submit the form to the City Clerk.

8. Approval of Donation. If the Surplus Equipment has a Fair Market Value less than $1,000, the City Clerk shall approve the Donation to an Eligible Organization, subject to review by the City Council. If the Surplus Equipment has a Fair Market Value greater than $1,000, the City Council must approve the donation by a majority vote of the City Council.

9. Prioritization of Donations. If more than one Eligible Organizations requests a Donation for the same Surplus Equipment, the City shall consider factors it deems relevant including how the Surplus Equipment will be used, the benefit to the Eligible Organization, the impact on the City, how the Donation will accomplish goals of the City Council, and any previous Donation to the Eligible Organization.

10. Conflict of Interest. All City employees and officials are prohibited from taking possession of any Surplus Equipment on behalf of an Eligible Organization.

11. As Is. A Donation of Surplus Equipment is made "as is" with no warranty, guarantee or representation of any kind, express or implied, as to the condition, utility, or usability of the Surplus Equipment offered. The Surplus Equipment may be defective and cannot be relied up for safety purposes.

12. Title. The City Clerk shall cause any title or other ownership documents to be transferred to the Eligible Organization at the time of transfer. Any fees required to transfer the Surplus Equipment are the responsibility of the Eligible Organization.

13. Transportation. In the Surplus Equipment Form, the Eligible Organization must provide a detailed plan for transporting the Surplus Equipment from the City to the Eligible Organization. The Eligible Organization must pay all expenses associated with the transportation of the Surplus Equipment.

14. Delegation. The City Clerk may delegate specific responsibilities for implementing this Policy.

15. Documentation. The City Clerk shall document the Donation of all Surplus Equipment and shall keep such records in accordance with the City's Records Retention Schedule.

16. Review of Policy. The City Clerk is responsible for maintaining and reviewing this Policy. Any changes to this Policy must be approved by the City Council.

Adopted by City Council on 10-25-16 Per Resolution #16-10-205

Amended by City Council on 10-25-2017 Per Resolution #17-10-279

Exhibit I

Surplus Equipment Form

Organization Name: _____

Organization Address:

_____
_____
_____

Organization Website: _____

(Attach proof of status as a nonprofit corporation under Section 501(c)(3) of the Internal Revenue Code.)

Organization Purpose: _____
_____
_____

Point of Contact
Name:_____
Address: _____
_____
Email: _____
Phone: _____

City Surplus Equipment of Interest: _____
_____
_____
_____

How will the requested Surplus Equipment benefit your organization?

_____
_____
_____
_____

How do you plan to transport the surplus property from the City to your location?

_____
_____
_____
_____

DISCLAIMER OF WARRANTIES. The City makes no agreement, warranty or representation, either express or implied, as to the value, design, condition, merchantability or fitness for any particular purpose or use of the Surplus Equipment by the recipient or any other user.

The recipient acknowledges the Surplus Equipment may be defective and that it cannot be relied upon for safety purposes. The recipient has a duty to inspect the Surplus Equipment before it is used for any purpose.

The recipient acknowledges that the City is not a manufacturer of the Surplus Equipment or a dealer therein; that the Surplus Equipment is being provided "as-is" and "with all faults," it being agreed and understood that all of the aforementioned risks are to be borne by the recipient or user of the Surplus Equipment.

In no event shall the City be liable for any damages in connection with or arising out of the recipient's or any other person's or entity's use of the Surplus Equipment.

I acknowledge that the Donation of any Surplus Equipment to my organization is subject to the City's Policy for Donation of Surplus Equipment to a Nonprofit Organization.

I have authority to request a Donation from the City and to bind my organization to the terms of this form.

Signature of Applicant _____

Date _____

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-10-279

RESOLUTION AMENDING POLICY FOR DONATION OF SURPLUS EQUIPMENT TO A NON-PROFIT ORGANIZATION

WHEREAS, a law that went into effect August 1, 2016, allowed Non-Profit Organizations 501(C)(3) to receive surplus property from the City as a donation in conformance with the certain guidelines. Such guidelines were adopted on October 25, 2016, by Ramsey City Council per Resolution #16-10-205; and

WHEREAS, since that time, staff has received requests to consider disposing of unclaimed found bicycles to local non-profit groups; and

WHEREAS, the definition of Surplus Equipment in the current policy does not address bicycles or other unclaimed property, but rather equipment purchased by the City for use in Police, Fire, and Public Works operations; and

WHEREAS, the law allows cities to further define Surplus Equipment within their policy on donation to non-profits; and

WHEREAS, the Policy for Donation of Surplus Equipment to a Non-Profit Organization is amended to reflect a broader definition of surplus equipment which will allow bicycles and the like to be donated. ***The amended policy is attached to this Resolution.***

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

1) That the City Council hereby approves the Policy for Donation of Surplus Equipment to a Non-Profit Organization with its Terms and Conditions, as amended.

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 24th day of October, 2017.

_____
Mayor Sarah Strommen

ATTEST:

_____
City Clerk Jo Ann M. Thieling

City of Ramsey
Policy for Donation of Surplus Equipment to a Nonprofit Organization

Purpose
The purpose of this Policy is to establish procedures for the donation of Surplus Equipment by the City to a Nonprofit Organization as required by Minnesota Statue § 471.3459 (2016).

Scope
This policy applies to all City departments that generate Surplus Equipment and governs the actions of all City employees and officials.

Definitions
"City" means the City of Ramsey, Minnesota.

"City Council" means the governing body of the City.

"Donation" means to contribute, donate or give Surplus Equipment at no cost to a Nonprofit Organization that serves a public purpose and benefits its community as a whole.

"Eligible Organization" means a Nonprofit Organization serving one or more of the following functions: cultural, historical, educational, safety, social services, environmental or economic.

"Fair Market Value" means the price at which property would change hands between a willing buyer and a willing seller, neither being under any compulsion to buy or to sell and both having reasonable knowledge of all relevant facts.

"Nonprofit Organization" means an organization formed under Section 501(c)(3) of the Internal Revenue Code.

"Policy" means this Policy adopted by the City Council.

"Surplus Equipment" means:

a. Any tangible property or furnishings which are owned, retained, or in possession of city operated departments or facilities. It specifically includes equipment that is no longer needed by the city departments.
b. Unclaimed, lost, or confiscated property which has been retained by the Police Department for over 90 days. This shall include, but is not limited to unclaimed bicycles and other non-evidentiary items.
c. Equipment or property obtained through administrative or judicial criminal forfeiture under Minnesota State Statutes 169A.63 or 609.5315 cannot be deemed surplus property and thus municipalities are prohibited from donation and restricted on the sale of such property.

"Surplus Equipment Form" means the form attached as Exhibit I to this Policy that must be filled out by a Nonprofit Organization requesting a Donation of Surplus Equipment.

Procedure
The City shall determine all Surplus Equipment and may offer it for Donation in conformance with the following guidelines:

1. Identify Surplus Equipment. Department supervisors are responsible for monitoring their equipment and shall identify and report all Surplus Equipment to the City Clerk on at least an annual basis.

2. Determine the Fair Market Value of Surplus Equipment. The City Clerk shall work with City staff to determine the Fair Market Value of the Surplus Equipment.

3. City Council Declaration. The City Clerk will forward a list of the Surplus Equipment with each item's Fair Market Value to the City Council who shall approve or deny the Surplus Equipment as eligible for Donation. The City has no obligation to make a Donation of Surplus Equipment. Surplus Equipment that is not donated may be sold, recycled or discarded in the discretion of the City Clerk.

4. Donation. After the City Council has determined the Surplus Equipment is eligible for Donation, the City Clerk is responsible for coordinating the Donation of the Surplus Equipment in accordance with the terms of this Policy.

5. Transfer between Departments. All Surplus Equipment must first be considered for transfer between departments for the benefit of the City.

6. Advertisement. Surplus Equipment shall be posted as eligible for Donation on the City's website. The City may also use other reasonable means to notify Eligible Organizations about the availability of Surplus Equipment. The City shall wait at least 30 days after advertising Surplus Equipment before approving any Donation.

7. Surplus Equipment Form. Eligible Organizations interested in Surplus Equipment shall fill out a Surplus Equipment Form and submit the form to the City Clerk.

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10. Conflict of Interest. All City employees and officials are prohibited from taking possession of any Surplus Equipment on behalf of an Eligible Organization.

11. As Is. A Donation of Surplus Equipment is made "as is" with no warranty, guarantee or representation of any kind, express or implied, as to the condition, utility, or usability of the Surplus Equipment offered. The Surplus Equipment may be defective and cannot be relied up for safety purposes.

12. Title. The City Clerk shall cause any title or other ownership documents to be transferred to the Eligible Organization at the time of transfer. Any fees required to transfer the Surplus Equipment are the responsibility of the Eligible Organization.

13. Transportation. In the Surplus Equipment Form, the Eligible Organization must provide a detailed plan for transporting the Surplus Equipment from the City to the Eligible Organization. The Eligible Organization must pay all expenses associated with the transportation of the Surplus Equipment.

14. Delegation. The City Clerk may delegate specific responsibilities for implementing this Policy.

15. Documentation. The City Clerk shall document the Donation of all Surplus Equipment and shall keep such records in accordance with the City's Records Retention Schedule.

16. Review of Policy. The City Clerk is responsible for maintaining and reviewing this Policy. Any changes to this Policy must be approved by the City Council.

Adopted by City Council on 10-25-16 Per Resolution #16-10-205

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Exhibit I

Surplus Equipment Form

Organization Name: _____

Organization Address:

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Organization Website: _____

(Attach proof of status as a nonprofit corporation under Section 501(c)(3) of the Internal Revenue Code.)

Organization Purpose: _____

_____

_____

Point of Contact
Name:_____
Address: _____

_____
Email: _____
Phone: _____

City Surplus Equipment of Interest: _____

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_____

_____

How will the requested Surplus Equipment benefit your organization?

_____

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_____

How do you plan to transport the surplus property from the City to your location?

_____

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_____

_____

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The recipient acknowledges that the City is not a manufacturer of the Surplus Equipment or a dealer therein; that the Surplus Equipment is being provided "as-is" and "with all faults," it being agreed and understood that all of the aforementioned risks are to be borne by the recipient or user of the Surplus Equipment.

In no event shall the City be liable for any damages in connection with or arising out of the recipient's or any other person's or entity's use of the Surplus Equipment.

I acknowledge that the Donation of any Surplus Equipment to my organization is subject to the City's Policy for Donation of Surplus Equipment to a Nonprofit Organization.

I have authority to request a Donation from the City and to bind my organization to the terms of this form.

Signature of Applicant _____

Date _____