City of Ramsey
Agenda
Regular City Council
Tuesday, December 12, 2017
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

3. Citizen Input

4. Consent Agenda

1. Receive Cash and Investments for Period Ending November 30, 2017

2. Note the Following Boards and Commissions Meeting Minutes:
- Economic Development Authority Meeting Minutes Dated October 12, 2017
- Planning Commission Meeting Minutes Dated October 12, 2017
- Park and Recreation Commission Meeting Minutes Dated October 12, 2017
- Environmental Policy Board Meeting Minutes Dated October 16, 2017

3. Schedule Public Hearing to Consider Adoption of 2018-2027 Capital Improvement Plan

4. Approve Licenses

5. Approve the Following Meeting Minutes:
1. City Council Work Session dated 11/28/2017
2. City Council Regular dated 11/28/2017

6. Approve Rental Licenses

7. Authorize Work Order from Tierney Brothers for Audio Visual Upgrades to City Hall Meeting Spaces

8. Authorize Renewal of Master Agreement With OPUS 21 (Utility Billing Provider) For Five Years

9. Adopt Resolution #17-12-310 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 23, 2017 through December 6, 2017

10. Adopt Resolution #17-12-314 Establishing Precinct and Polling Locations for 2018 Election Year

11. Adopt Resolution #17-12-312 to Hire Temporary Ice Rink Attendants

12. Adopt Resolution #17-12-313 to Hire a Temporary On-call Snow Plow Driver

13. Adopt Resolution #17-12-301 Approving Final Payment to AAA Striping Service Company for IP 17-04, Sunwood Drive Striping Improvements

14. Adopt Resolution #17-12-315 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #18-03, 2018 Street Overlay Improvements

15. Adopt Resolution #17-12-311 Accepting Fee Title to Outlot A, Covenant Meadows per the Approved Planned Unit Development (Project No. 17-102); Case of Brookview Estates, LLC

16.

Report from Public Works Committee meeting dated November 21, 2017.
1. Consider Recommending City Council Approval of Pedestrian Trail Easement Vacation on Lot 6, Block 3, Wildlife Sanctuary Third Addition: Ratify the recommendation of the Public Works Committee to recommend that the City Council not vacate the pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition, but talk with the resident about removing the blacktop with the resident responsible for restoration.
2. Consider Request for Additional Stop Signs at the Intersection of 163rd Avenue / Marble Street: Ratify the recommendation of the Public Works Committee to recommend that the City Council not install additional stop signs at this intersection based on the traffic counts and accident history, that speed limit signs be posted in both directions, and the Police Department continue to enforce the 30-mph speed limit in the area in an effort to reduce speeds on 163rd Avenue.
3. Consider Public Infrastructure Feasibility Study for The COR: Ratify the recommendation of the Public Works Committee to recommend that the City Council authorize the Bolton & Menk work order, not to exceed $25,384, to complete concept designs and feasibility reports for all remaining public infrastructure needed in The COR. This is being discussed as a separate case on tonight's agenda.
4. Consider Recommending City Council Approval of September 2017 Comprehensive Sanitary Sewer Study Update: Ratify the recommendation of the Public Works Committee to recommend that the City Council approval of the September 2017 Comprehensive Sanitary Sewer Study Update, including the sanitary sewer infrastructure needed to serve the 167th node area. Council approved the Comprehensive Sanitary Sewer Study Update on November 28th.
5. Consider Recommending City Council Approval of September 2017 Comprehensive Water System Study Update: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve of the September 2017 Comprehensive Water System Study Update and ask staff to address the questions raised relating to dead end stubs. Council approved the Comprehensive Water System Study Update on November 28th.
6. Consider Recommending City Council Approval of Municipal State Aid Maintenance Allocation Reduction: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve reducing the City of Ramsey's MSA maintenance allocation from 35% to 25%. Council approved the Municipal State Aid Maintenance Allocation Reduction on November 28th.
7. Consider the Addition of Street Lights in our Industrial Area: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve installation of priority street lights at the following intersections: Ramsey Boulevard / 143rd Avenue; Jaspar Street / 143rd Avenue; Ebony Street / 143rd Avenue; Ebony Street / 141st Avenue; and, Azurite Street / 144th Avenue.

5. Approve Agenda

6. Public Hearing

1. Public Hearing on 2018 Tax Levies and General Fund Budget & Adopt Resolution #17-12-302 Adopting the 2017, Payable 2018 Municipal Tax Levy; Adopt Resolution #17-12-303 Adopting the 2018 General Fund Budget and Adopt Resolution #17-12-304 Adopting the 2018 Economic Development Authority (EDA) Budget

7. Council Business

1. Adopt Resolution #17-12-305 to Authorize the City's 2018 Non-Union City Health and Dental Insurance Contributions and Cost of Living Adjustments

2. Adopt Resolution #17-12-307 to Hire a City Planner in Community Development

3. Adopt Resolution #17-12-308 to Hire a Streets Maintenance Worker to Fill a Vacant Position

4. Adopt Resolution #17-12-306 to Approve Increasing the IT Support Technician to Full-time

5. Approve Contract for Prosecution Legal Services with the Law Firm of Eckberg Lammers.

6. Adopt Ordinance #17-17 Vacating Drainage and Utility Easements on Outlot A, Estates of Silver Oaks (Project No. 17-119); Case of Royal Oaks Realty

7. COR System Plans: Public Infrastructure Feasibility Study

8. COR System Plans: Schematic Design for Parks

9. Adopt Resolution #17-12-316 Ordering Plans and Specifications for Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements

10. Adopt Resolution #17-12-309 Approving a Beekeeping License for the Property Located at 16137 Dysprosium St NW (Project No. 17-154); Case of Kathleen Rosenow

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **4. 1.**

Meeting Date: 12/12/2017

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending November 30, 2017

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending November 30, 2017.

Cash and investment report shows the monthly cash flow - receipts and expenditures through November 30, 2017 with the current listing of the city's investment portfolio.

Action:

None required. Informational only.

Attachments

Cash & Investments for Period Ending November 30, 2017

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Diana Lund		Started On: 11/29/2017 12:54 PM
Final Approval Date: 12/07/2017		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended November 30, 2017

	November-17 CURRENT MONTH	2017 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 65,914,790.40	$ 64,912,887.39
CASH INFLOWS:		
Daily Deposit	1,901,676.50	8,329,551.37
Tax Settlements	-	6,218,640.94
U/B Receipts	740,759.41	2,894,985.47
Credit Cards (Includes Utility Billing)	614,434.69	2,962,514.49
Interest Earnings [Net of Interest Paid on Investments]	102,895.43	848,531.03
Bond Proceeds	-	863,473.61
TOTAL CASH INFLOW	$ 3,359,766.03	$ 22,117,696.91
TOTAL CASH AVAILABLE	$ 69,274,556.43	$ 87,030,584.30
CASH OUTFLOWS:		
Prepaid Checks	591,710.00	7,097,510.09
Bills Lists	525,262.20	5,213,329.96
Pay Estimates	713,604.69	2,855,885.32
Credit Cards	10,031.19	63,975.20
Payroll - Net	304,268.80	3,551,725.54
Flex Reimbursement	3,193.99	50,101.66
Void Checks/Dormant Checks Paid	(892.93)	(72,995.16)
Debt Service	1,754,953.76	2,898,198.77
Miscellaneous [Bank Charges; etc.]	31.50	459.69
TOTAL CASH OUTFLOW	$ 3,902,163.20	$ 21,658,191.07
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 65,372,393.23**	**$ 65,372,393.23**
MEMO - NET 2017 CASH INFLOW (OUTFLOW)	**(542,397.17)**	**459,505.84**

INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 58,565,480.18**	**57,425,022.30**
Purchases	2,120,000.00	20,459,000.00
Maturities/Sales	(2,901,985.56)	(20,100,527.68)
ENDING BALANCE	**$ 57,783,494.62**	**$ 57,783,494.62**

Prepared by the City of Ramsey Finance Department
12/6/2017

2017 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
160623	6/23/2017	4M	Term Series 4M		2,000,000.00		2,000,000.00	0.00	2,000,000.00	0.70%
161208C	3/8/2017	4M	Term Series 4M		1,000,000.00		1,000,000.00	0.00	1,000,000.00	0.45%
170202	1/30/2018	4M	Term Series 4M			1,000,000.00	0.00	1,000,000.00	1,000,000.00	0.85%
171109A	2/28/2018	4M	Term Series 4M			500,000.00	0.00	500,000.00	500,000.00	1.05%
171109B	5/10/2018	4M	Term Series 4M			500,000.00	0.00	500,000.00	500,000.00	1.13%
170831	8/31/2018	4M	Term Series 4M			750,000.00	0.00	750,000.00	750,000.00	1.20%
170804	12/1/2017	4M	Term Series 4M			1,000,000.00	0.00	1,000,000.00	1,000,000.00	1.05%
170629A	6/29/2018	4M	Term Series 4M			2,000,000.00	0.00	2,000,000.00	2,000,000.00	1.20%
170509	11/9/2017	4M	Term Series 4M			1,000,000.00	1,000,000.00	0.00	1,000,000.00	0.88%
170406A	10/5/2017	4M	Term Series 4M			1,000,000.00	1,000,000.00	0.00	1,000,000.00	0.80%
170406B	4/13/2018	4M	Term Series 4M			1,000,000.00	0.00	1,000,000.00	1,000,000.00	0.92%
160927B	3/28/2017	4M	Term Series 4M		1,000,000.00		1,000,000.00	0.00	1,000,000.00	0.43%
160722B	1/23/2017	4M	Term Series 4M		500,000.00		500,000.00	0.00	500,000.00	0.43%
160825A	8/25/2017	4M	Term Series 4M		752,400.00		752,400.00	0.00	752,400.00	0.60%
160825B	8/25/2017	4M	CD-CIT BANK/ONEWEST-	58978	247,600.00		247,600.00	0.00	247,600.00	0.95%
14M1205C	10/11/2017	4M	CD-SONABANK (BOND PI	57968	161,000.00		161,000.00	0.00	161,000	0.75%
								6,750,000.00		
150701A	2/1/2020	BAIRD	WINTHROP MN TAX	976367ND0	290,000.00		0.00	290,000.00	290,000	2.43%
160322A	3/22/2021	BAIRD	FNMA	3136H3BT1	250,000.00		0.00	250,000.00	250,000	1.00%
160420A	2/1/2017	BAIRD	MINNENOTONKA MN ISI	604204QS9	120,000.00		120,000.00	0.00	120,000	1.04%
160322B	1/1/2020	BAIRD	MINNENOTONKA MN ISI	604195D20	100,000.00		0.00	100,000.00	100,000	1.55%
160323	3/23/2021	BAIRD	FNMA	3136G3CJ2	300,000.00		300,000.00	0.00	300,000	1.00%
150701B	2/1/2021	BAIRD	WINTHROP MN TAX	976367NE8	305,000.00		0.00	305,000.00	305,000	2.68%
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE	678519RP6	535,000.00		0.00	535,000.00	535,000	2.45%
								1,480,000.00		
160826A	8/27/2018	ICD SEC	CD-ADMIRALS BANK	007220AM8	200,000.00		0.00	200,000.00	200,000	1.00%
170629B	12/31/2018	ICD SEC	CD-ALLY BANK	02006L3SO		100,000.00	0.00	100,000.00	100,000	1.50%
171012	10/13/2020	ICD SEC	CD-ALLY BANK	03006L5Z2		74,000.00	0.00	74,000.00	74,000	1.95%
171013	10/15/2019	ICD SEC	CD-LAKESIDE BANK	51210SNQ6		101,000.00	0.00	101,000.00	101,000	1.60%
171027	10/27/2020	ICD SEC	CD-THIRD FEDERAL SAV	88413QBS6		249,000.00	0.00	249,000.00	249,000	1.95%
170922	5/26/2020	ICD SEC	CD-TEXAS EXCHANGE B.	88241TCA6		249,000.00	0.00	249,000.00	249,000	1.85%
170927	9/27/2019	ICD SEC	CD-KEY BANK	49306SYU4		100,000.00	0.00	100,000.00	100,000	1.65%
170928	3/27/2020	ICD SEC	CD-CONNECTONE BANK	20786ABV6		249,000.00	0.00	249,000.00	249,000	1.80%
170929	3/27/2020	ICD SEC	CD-LANDMARK COMM B	51507LBM5		249,000.00	0.00	249,000.00	249,000	1.85%
141212A	6/12/2017	ICD SEC	CD-ALLY BANK	02006LMP5	100,000.00		100,000.00	0.00	100,000	1.20%
160330B	10/2/2017	ICD SEC	CD-ALLY BANK	02006LZH9	74,000.00		74,000.00	0.00	74,000	0.85%
160728B	7/30/2018	ICD SEC	CD-ALLY BANK	02006LH30	75,000.00		0.00	75,000.00	75,000	1.00%
150710B	7/10/2017	ICD SEC	CD-AMERICAN COMMER	02519TAC0	250,000.00		250,000.00	0.00	250,000.00	1.00%
170829B	3/1/2019	ICD SEC	CD-AMERICAN EXPRESS	02587DX45		249,000.00	0.00	249,000.00	249,000	1.65%
171127	3/1/2019	ICD SEC	CD-ROCKFORD BANK &	77315PBM3		249,000.00	0.00	249,000.00	249,000	1.75%
171129B	11/29/2019	ICD SEC	CD-CRESCOM BANK	225862DH1		249,000.00	0.00	249,000.00	249,000	1.70%
171130A	11/29/2019	ICD SEC	CD-UNIVEST NATIONAL	91527PBF3		249,000.00	0.00	249,000.00	249,000	1.75%
171130B	11/29/2019	ICD SEC	CD-PONCE DELEON	73233AM1		53,000.00	0.00	53,000.00	53,000	1.70%
171130C	11/29/2019	ICD SEC	CD-HENRY COUNTY BAN	426336BM4		200,000.00	0.00	200,000.00	200,000	1.80%
170829A	5/29/2020	ICD SEC	CD-AMERICAN EXPRESS	02587CFQ8		249,000.00	0.00	249,000.00	249,000	1.75%
160930C	4/6/2018	ICD SEC	CD-AMERICAN NATIONA	02771RAQ6	249,000.00		0.00	249,000.00	249,000.00	0.90%
160930A	4/2/2018	ICD SEC	CD-AMERICAN NATIONA	02771PNK9	157,000.00		0.00	157,000.00	157,000.00	0.85%
140725B	1/25/2017	ICD SEC	CD-AMERICAN WEST BA	03059OD59	200,000.00		200,000.00	0.00	200,000	0.80%
151230A	6/30/2017	ICD SEC	CD-APPLE BANK FOR SA	03784JPH1	250,000.00		250,000.00	0.00	250,000.00	1.00%
170630A	6/29/2018	ICD SEC	CD-BANK BARODA	06062RAU6		98,000.00	0.00	98,000.00	98,000	1.25%
150415	4/13/2017	ICD SEC	CD-BANK CASTILE	061077BC6	150,000.00		150,000.00	0.00	150,000	0.70%
160615	6/15/2018	ICD SEC	CD-BANK LEUMI USA	063248FQ6	250,000.00		0.00	250,000.00	250,000	1.05%
170413	4/13/2018	ICD SEC	CD-BANK OF BARODA	06062Q2P8		151,000.00	0.00	151,000.00	151,000	1.05%
170509	11/9/2017	ICD SEC	CD-BANK OF CHINA	06426WFAS		99,000.00	0.00	99,000.00	99,000	1.00%
160707	7/7/2017	ICD SEC	CD-BANK OF CHINA	06426TSQ3	149,000.00		149,000.00	0.00	149,000	0.70%
160210B	2/10/2017	ICD SEC	CD-BANK OF CHINA	06426TPK9	100,000.00		100,000.00	0.00	100,000	0.70%
160826B	8/27/2018	ICD SEC	CD-BANK OF HOPE	062683AB3	249,000.00		0.00	249,000.00	249,000	1.00%
161230B	12/29/2017	ICD SEC	CD-BANK OF INDIA	06279HUR2	249,000.00		0.00	249,000.00	249,000	1.00%
150630B	3/30/2017	ICD SEC	CD-BANK OF NORTH CAI	06414QVR7	250,000.00		250,000.00	0.00	250,000	0.85%
151130B	11/30/2017	ICD SEC	CD-BANK UNITED	066519BC2	250,000.00		250,000.00	0.00	250,000.00	1.10%
170125B	1/25/2019	ICD SEC	CD-BANKERS West BANK	06610YFQ5		109,000.00	0.00	109,000.00	200,000	1.00%
170630B	12/28/2018	ICD SEC	CD-BAR HARBOR	066851VR4		249,000.00	0.00	249,000.00	249,000	1.50%
140716	7/16/2019	ICD SEC	CD-BARCLAYS BANK	0674OKHF7	250,000.00		0.00	250,000.00	250,000	2.05%
160706	6/7/2017	ICD SEC	CD-BEAL BANK	0737OWZX7	249,000.00		249,000.00	0.00	249,000	0.70%
151223	7/24/2017	ICD SEC	CD-BLC COMMUNITY BA	05549CGA2	250,000.00		250,000.00	0.00	250,000.00	1.05%
150923	9/22/2017	ICD SEC	CD-BMO HARRIS	05573J4P3	250,000.00		250,000.00	0.00	250,000.00	1.10%
170714A	1/14/2018	ICD SEC	CD-BMW BANK	05580AJP0		149,000.00	0.00	149,000.00	149,000	1.50%
161130	11/30/2018	ICD SEC	CD-BMW BANK OF NORT	05580AFN9	100,000.00		0.00	100,000.00	100,000	1.30%

2017 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
150626B	6/26/2017	ICD SEC	CD-BMW BANK OF NORT	0558OABY9	150,000.00		150,000.00	0.00	150,000	1.05%
151231	6/30/2017	ICD SEC	CD-BRICKELL BANK	10801DAA9	250,000.00		250,000.00	0.00	250,000.00	1.00%
160729A	4/30/2018	ICD SEC	CD-BROOKLINE BANK	113730CE6	176,000.00		0.00	176,000.00	176,000	0.85%
170131	7/31/2019	ICD SEC	CD-CAPE COD	13934CAB3		249,000.00	0.00	249,000.00	200,000	1.00%
170111	1/11/2019	ICD SEC	CD-CAPITAL ONE BANK	140420S92		148,000.00	0.00	148,000.00	200,000	1.00%
150624	12/26/2017	ICD SEC	CD-CAPITAL ONE BANK	29266NK71	100,000.00		0.00	100,000.00	100,000	1.30%
150715A	7/16/2018	ICD SEC	CD-CAPITAL ONE BANK	14042E4R8	250,000.00		0.00	250,000.00	250,000.00	1.60%
150930B	3/30/2017	ICD SEC	CD-CARDINAL BANK	14147VFD3	250,000.00		250,000.00	0.00	250,000.00	0.80%
160330A	6/30/2017	ICD SEC	CD-CELTIC BANK UT	15118RKY2	250,000.00		250,000.00	0.00	250,000	0.70%
170330B	9/30/2019	ICD SEC	CD-CENTRAL FEDERAL S	15347EAE9		249,000.00	0.00	249,000.00	249,000	1.55%
170728C	7/29/2019	ICD SEC	CD-CITIZENS STATE BAN	17669WGF6		249,000.00	0.00	249,000.00	249,000	1.65%
170331	9/30/2019	ICD SEC	CD-CITIZENS STATE BAN	17668UAP5		103,000.00	0.00	103,000.00	103,000	1.50%
160826C	2/28/2019	ICD SEC	CD-COMENITY CAP BANI	20033ARR9	249,000.00		0.00	249,000.00	249,000	1.20%
170208	8/8/2018	ICD SEC	CD-COMMERCIAL BANK	20146AAC4		101,000.00	0.00	101,000.00	101,000	1.20%
151130A	11/30/2017	ICD SEC	CD-COMPASS BANK	20451PNZ5	250,000.00		250,000.00	0.00	250,000.00	1.15%
150715B	7/17/2017	ICD SEC	CD-CONESTOGA BANK	20701PBQ6	250,000.00		250,000.00	0.00	250,000.00	1.00%
150717	1/17/2017	ICD SEC	CD-CRESCOM BANK	225862CE9	250,000.00		250,000.00	0.00	250,000.00	0.65%
140723A	1/23/2018	ICD SEC	CD-CUSTOMERS BANK	23204HBR8	200,000.00		0.00	200,000.00	200,000	1.30%
170719A	7/19/2019	ICD SEC	CD-DISCOVER BANK	2546726A1		100,000.00	0.00	100,000.00	100,000	1.65%
150715C	7/17/2017	ICD SEC	CD-DISCOVER BANK	254672SC3	100,000.00		100,000.00	0.00	100,000.00	1.15%
150730	7/30/2018	ICD SEC	CD-DISCOVER BANK	254672TA6	149,000.00		0.00	149,000.00	149,000.00	1.70%
151218A	3/20/2017	ICD SEC	CD-DMB COMMUNITY B/	23322GKG1	250,000.00		250,000.00	0.00	250,000.00	0.70%
160720	7/20/2018	ICD SEC	CD-EAGLE BANK	27002YCX2	249,000.00		0.00	249,000.00	249,000	0.90%
170724	7/24/2019	ICD SEC	CD-EAST BOSTON SAVIN	27119PBU4		249,000.00	0.00	249,000.00	249,000	1.65%
151218C	6/15/2017	ICD SEC	CD-EAST BOSTON SAVIN	27113PAT8	250,000.00		250,000.00	0.00	250,000.00	1.00%
170719C	7/19/2019	ICD SEC	CD-ENERBANK	29266N5Q6		249,000.00	0.00	249,000.00	249,000	1.65%
150515	5/15/2017	ICD SEC	CD-ENERBANK	29266NK71	99,000.00		99,000.00	0.00	99,000	0.90%
170228	5/1/2019	ICD SEC	CD-ESSA BANK & TRUST	29667RPN7		249,000.00	0.00	249,000.00	249,000	1.40%
160129	1/29/2018	ICD SEC	CD-EVERBANK	29976DH94	248,000.00		0.00	248,000.00	250,000	1.10%
151125	11/27/2017	ICD SEC	CD-FIRST BANK PUERTO	33767ASC6	250,000.00		250,000.00	0.00	250,000.00	1.20%
170630C	12/31/2018	ICD SEC	CD-FIRST BANK SOUTHE	31931TEP6		249,000.00	0.00	249,000.00	249,000	1.50%
170731	1/31/2019	ICD SEC	CD-FIRST COMMERCIAL	31984GEF2		249,000.00	0.00	249,000.00	249,000	1.45%
151113	11/13/2017	ICD SEC	CD-FIRST MERIT BANK	320844PU1	250,000.00		250,000.00	0.00	250,000.00	1.00%
160816	2/16/2018	ICD SEC	CD-FIRST NATIONAL BAI	332135GM8	249,000.00		0.00	249,000.00	249,000	0.90%
151218B	6/18/2018	ICD SEC	CD-FIRST SOURCE BANK	33646CFY5	250,000.00		0.00	250,000.00	250,000.00	1.25%
151029	10/27/2017	ICD SEC	CD-FRIST TEXOMA NATI	33717WAA2	100,000.00		100,000.00	0.00	100,000	0.85%
140822	2/22/2017	ICD SEC	CD-GE CAPITAL BANK	36161TX59	49,000.00		49,000.00	0.00	49,000	1.00%
130301	3/1/2018	ICD SEC	CD-GE CAPITAL BANK	3616ITJB2	200,000.00		0.00	200,000.00	200,000	1.10%
170327	7/27/2018	ICD SEC	CD-GNB BANK	36198JCP7		249,000.00	0.00	249,000.00	249,000	1.20%
150629	1/30/2017	ICD SEC	CD-GNB BANK	36198JAX2	250,000.00		250,000.00	0.00	250,000	0.80%
170726	7/27/2020	ICD SEC	CD-GOLDMAN SACHS	38148PLS4		249,000.00	0.00	249,000.00	249,000	1.85%
150930A	3/30/2017	ICD SEC	CD-GOLDMAN SACHS	38148JP62	100,000.00		100,000.00	0.00	100,000.00	0.85%
140828	2/28/2017	ICD SEC	CD-GREAT SOUTHERN B/	3912OVRK2	249,000.00		249,000.00	0.00	249,000	1.00%
140717	4/17/2017	ICD SEC	CD-GUARANTY BANK &	40082OBK1	250,000.00		250,000.00	0.00	250,000	0.85%
160729B	3/29/2018	ICD SEC	CD-HERITAGE BANK	42724JDF9	249,000.00		0.00	249,000.00	249,000	0.85%
160824	8/24/2018	ICD SEC	CD-HSBC BANK	404344BG1	249,000.00		249,000.00	0.00	249,000	1.10%
160721A	7/23/2018	ICD SEC	CD-INDEPENDENCE BAN	4534OKDP1	249,000.00		0.00	249,000.00	249,000	0.90%
161216A	12/17/2018	ICD SEC	CD-INVESTORS SAVINGS	46176PFV2	249,000.00		0.00	249,000.00	249,000	1.35%
151216B	1/17/2017	ICD SEC	CD-ION BANK	46203PAC6	208,000.00		208,000.00	0.00	208,000.00	0.75%
151211A	6/12/2017	ICD SEC	CD-ISRAEL DISCOUNT B/	465076HV2	250,000.00		250,000.00	0.00	250,000.00	1.00%
160831	8/31/2018	ICD SEC	CD-JP MORGAN CHASE	48126XCN3	249,000.00		0.00	249,000.00	249,000	1.05%
170222	2/28/2019	ICD SEC	CD-KEY BANK	493065XF8		149,000.00	0.00	149,000.00	149,000	1.55%
161019	10/19/2018	ICD SEC	CD-LAKESIDE BANK	51210SLX3	100,000.00		0.00	100,000.00	100,000	1.05%
160115	7/17/2017	ICD SEC	CD-LINCOLN PARK SAVI	53468JAG7	250,000.00		250,000.00	0.00	250,000	1.00%
161230A	12/30/2019	ICD SEC	CD-M BANK	55275FKK3	160,000.00		0.00	160,000.00	160,000	1.55%
161215	2/14/2019	ICD SEC	CD-MAIN STREET BANK	56034WAP6	249,000.00		0.00	249,000.00	200,000	1.45%
150710A	7/10/2017	ICD SEC	CD-MB FINANCIAL	55266CMR4	250,000.00		250,000.00	0.00	250,000.00	1.00%
170714B	1/14/2019	ICD SEC	CD-MEDALLION BANK	58403D7B6		249,000.00	0.00	249,000.00	249,000	1.50%
140610	6/9/2017	ICD SEC	CD-MEDALLION BANK	58403BP26	250,000.00		250,000.00	0.00	250,000	1.00%
170721	7/22/2019	ICD SEC	CD-MERRICK BANK	59013JZB8		249,000.00	0.00	249,000.00	249,000	1.70%
150130	1/30/2017	ICD SEC	CD-MERRICK BANK	59013JDA4	100,000.00		100,000.00	0.00	100,000	0.75%
160413	10/13/2017	ICD SEC	CD-MIDLANDS SB, IL	59774QE44	250,000.00		250,000.00	0.00	250,000	0.85%
170714C	7/15/2019	ICD SEC	CD-MIDSOUTH BANK	59805FAB5		249,000.00	0.00	249,000.00	249,000	1.70%
170728B	1/28/2020	ICD SEC	CD-NATIONWIDE BANK	63861NAH8		249,000.00	0.00	249,000.00	249,000	1.75%
151031	1/4/2018	ICD SEC	CD-NOA BANK	65487TBD2	150,000.00		0.00	150,000.00	150,000	0.90%
170330A	4/1/2019	ICD SEC	CD-NORTHFIELD BANK	66612ABG2		249,000.00	0.00	249,000.00	249,000	1.45%
160210A	2/9/2018	ICD SEC	CD-ORIENTAL BANK	686184WS7	200,000.00		0.00	200,000.00	200,000	1.20%
161221	6/21/2019	ICD SEC	CD-ORRSTOWN BANK	687377EA5	249,000.00		0.00	249,000.00	249,000	1.50%
170719B	7/19/2019	ICD SEC	CD-PEOPLES UNITED BAI	71270QQZZ		249,000.00	0.00	249,000.00	249,000	1.65%
170727	10/28/2019	ICD SEC	CD-PILOT BANK	721531BT7		249,000.00	0.00	249,000.00	249,000	1.65%
170728A	7/27/2018	ICD SEC	CD-PINNACLE BANK	72345SFJS		249,000.00	0.00	249,000.00	249,000	1.35%
161229	6/29/2018	ICD SEC	CD-PREFERRED BANK	740367FE2	249,000.00		0.00	249,000.00	249,000	1.15%
170317	9/17/2018	ICD SEC	CD-PRIVATE BANK & TR	74267GVR5		200,000.00	0.00	200,000.00	200,000	1.15%
161228A	6/28/2018	ICD SEC	CD-PROVIDENCE BANK	74374MAD6	249,000.00		0.00	249,000.00	249,000	1.20%

2017 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
161207	6/7/2018	ICD SEC	CD-ROLLSTONE BANK &	77579ABW5	200,000.00		0.00	200,000.00	200,000	1.15%
170125C	1/25/2019	ICD SEC	CD-RONDOUT SAVINGS I	776322AR0		200,000.00	0.00	200,000.00	200,000	1.00%
160916	9/17/2018	ICD SEC	CD-SAFRA NATIONAL BA	78/658QYZ0	249,000.00		0.00	249,000.00	249,000.00	1.10%
140924	9/25/2017	ICD SEC	CD-SALLIE MAE BANK	40082OBK1	249,000.00		249,000.00	0.00	249,000	1.40%
160224A	8/24/2017	ICD SEC	CD-SANTANDER BANK	80280JLV3	250,000.00		250,000.00	0.00	250,000	0.95%
170623	6/24/2019	ICD SEC	CD-STATE BANK OF INDI	856285BZ3		249,000.00	0.00	249,000.00	249,000	1.70%
160930D	4/30/2018	ICD SEC	CD-STEARNS BANK	857894RN1	249,000.00		0.00	249,000.00	249,000.00	0.95%
161228B	6/28/2019	ICD SEC	CD-STEUBEN TR CO	860010BG1	160,000.00		0.00	160,000.00	160,000	1.40%
170630D	6/28/2019	ICD SEC	CD-SUMMIT COMMUNIT	86604XLX2		205,000.00	0.00	205,000.00	205,000	1.55%
140305	3/6/2017	ICD SEC	CD-SYNOVOUS BANK	87164DEB2	200,000.00		200,000.00	0.00	200,000	0.85%
161123	5/23/2018	ICD SEC	CD-TCF NATIONAL BANK	872278XK7	100,000.00		0.00	100,000.00	100,000	0.90%
160721B	1/22/2018	ICD SEC	CD-TRANSPORTATION A	89388CBE7	249,000.00		0.00	249,000.00	249,000	0.75%
141209	9/27/2017	ICD SEC	CD-UNITED BANK	909552AQ4	250,000.00		250,000.00	0.00	250,000	0.65%
170421	4/22/2019	ICD SEC	CD-UNITED COMMUNITY	90983HAC8		249,000.00	0.00	249,000.00	249,000	1.40%
161219	12/19/2018	ICD SEC	CD-WEB BANK	947547JJ5	249,000.00		0.00	249,000.00	249,000	1.40%
160617	6/18/2018	ICD SEC	CD-WELLS FARGO BANK	9497485X1	150,000.00		0.00	150,000.00	150,000	1.20%
150925	9/25/2017	ICD SEC	CD-WELLS FARGO BANK	9497482H9	100,000.00		100,000.00	0.00	100,000.00	1.00%
151211B	12/11/2017	ICD SEC	CD-WEX BANK	92937CDH8	250,000.00		0.00	250,000.00	250,000.00	1.20%
170125A	1/25/2019	ICD SEC	CD-WHITNESY BANK	966594AV5		249,000.00	0.00	249,000.00	249,000	1.00%
160930B	4/2/2018	ICD SEC	CD-WOOD & HUSTON BA	978208AA4	249,000.00		0.00	249,000.00	249,000.00	1.00%
170112	1/11/2019	ICD SEC	CD-WORLDS FOREMOST	981571CS9		100,000.00	0.00	100,000.00	200,000	1.00%
170119	1/18/2019	ICD SEC	CD-WORLDS FOREMOST	981571CU4		100,000.00	0.00	100,000.00	200,000	1.00%
160525	8/25/2017	ICD SEC	CD-Z BANK	98878BAD0	249,000.00		249,000.00	0.00	249,000	0.75%
			2016 Investments & MM					19,165,000.00		
090102B	12/25/2018	Com Sec	FNR 2003-120 BY	31393UGR8	13,715.78		8,805.87	4,909.91	200,000	3.98%
								4,909.91		
160606	5/1/2020	Northland	ANCHOR BAY MI SCH DI	032879-TC-2	500,000.00		0.00	500,000.00	500,000	2.12%
161114B	2/1/2024	Northland	ANDOVER MN TAX	034313-ZU-3	300,000.00		0.00	300,000.00	300,000	2.25%
130412	2/1/2024	Northland	BECKER MN TAX	075671LJ4	50,000.00		0.00	50,000.00	50,000	2.75%
160317	2/1/2019	Northland	BECKER MN TAX	075663YH9	645,000.00		0.00	645,000.00	645,000	1.15%
150903	11/1/2018	Northland	BROOKFIELD WI, TAXAB	112857-BL-0	500,000.00		0.00	500,000.00	500,000	2.20%
110310	2/1/2020	Northland	BROOKLYN CENTER ISD	113853-KG-9	285,000.00		0.00	285,000.00	285,000	4.65%
120215B	6/1/2026	Northland	CEDAR RAPIDS IO TAX	150528-JU-2	50,000.00		0.00	50,000.00	50,000	4.55%
120606B	6/1/2022	Northland	CEDAR RAPIDS IO TAX	150528-N2-6	135,000.00		0.00	135,000.00	135,000	2.50%
120606A	6/1/2023	Northland	CEDAR RAPIDS IO TAX	150528-PA-9	140,000.00		0.00	140,000.00	140,000	2.70%
140620	12/1/2020	Northland	CELINA OHIO SCHOOL D	151069-FD-8	300,000.00		0.00	300,000.00	300,000	2.13%
130815A	12/1/2020	Northland	CHASKA, MN TAX	161664-DY-0	75,000.00		0.00	75,000.00	75,000	2.50%
130815B	12/1/2021	Northland	CHASKA, MN TAX	161664-DZ-7	75,000.00		0.00	75,000.00	75,000	2.75%
140502	2/15/2020	Northland	COLLINGSWOOD NJ TAX	194756-PQ-9	145,000.00		0.00	145,000.00	145,000	3.00%
140730A	6/1/2019	Northland	DES MOINES IA TAXABLI	25009X-GB-5	115,000.00		0.00	115,000.00	115,000	2.00%
140730B	6/1/2020	Northland	DES MOINES IA TAXABLI	25009X-GC-3	145,000.00		0.00	145,000.00	145,000	2.10%
170109	6/1/2022	Northland	DESMOINES IA TAX	250097-J3-7		200,000.00	0.00	200,000.00	200,000	2.30%
141104	2/1/2022	Northland	DULUTH MN TAXABLE	264438-G5-5	150,000.00		0.00	150,000.00	150,000	3.00%
151217A	12/1/2018	Northland	FARGO ND TAXABLE	30747N-BC-7	435,000.00		0.00	435,000.00	435,000	1.40%
151217B	12/1/2017	Northland	FARGO ND TAXABLE	30747N-BB-9	395,000.00		0.00	395,000.00	395,000	1.00%
151216A	6/14/2018	Northland	FFCB	3133EF-SH-1	500,000.00		0.00	500,000.00	500,000	1.17%
140326	9/26/2017	Northland	FHLB	313OA15P9	350,000.00		350,000.00	0.00	350,000	1.00%
151119B	11/19/2021	Northland	FNMA	3136GSSA6	400,000.00		400,000.00	0.00	400,000	1.00%
170712	7/1/2021	Northland	GARDENDALE ALA TAX	365478-DQ-6		240,000.00	0.00	240,000.00	240,000	2.20%
171129A	2/1/2019	Northland	CHASKA, MN TAX	161664-G4-7		120,000.00	0.00	120,000.00	120,000	1.70%
150601	6/1/2017	Northland	HAWKEYE COMMUNITY	42016A-KH-3	190,000.00		190,000.00	0.00	190,000	0.90%
170823A	3/1/2018	Northland	HAWLEY MN SCHOOL DI	420416-EY-1		150,000.00	0.00	150,000.00	150,000	1.40%
140320A	3/1/2019	Northland	HAWLEY MN SCHOOL DI	420416-EZ-8	390,000.00		0.00	390,000.00	390,000	1.85%
140117	11/1/2019	Northland	HONOLULU TAXABLE	438670-Q4-6	275,000.00		0.00	275,000.00	275,000	1.84%
110114A	2/1/2017	Northland	HOPKINS ISD #270	439881-HB-2	100,000.00		100,000.00	0.00	100,000	2.75%
150109	10/1/2022	Northland	HUBBARD COUNTY TAX	443348-DE-4	135,000.00		0.00	135,000.00	140,000	2.70%
121211D	6/1/2017	Northland	IOWA WESTERN COMM C	462612-QM-7	100,000.00		100,000.00	0.00	100,000	0.85%
120321	3/1/2022	Northland	MADISION WI SCHOOL D	558495-KN-6	500,000.00		0.00	500,000.00	500,000	2.50%
150708	2/1/2019	Northland	MAPLEWOOD MN TAX	56557-UM-5	350,000.00		0.00	350,000.00	350,000	1.80%
161101	3/1/2019	Northland	MARSHFIELD WI TAX	572852-W4-9	145,000.00		0.00	145,000.00	145,000	1.20%
110203A	4/1/2017	Northland	MEDFORD WIS SCHOOL I	58434T-DK-3	40,000.00		40,000.00	0.00	40,000	2.75%
121228B	9/1/2023	Northland	MIDDLETON WIS REFUNI	596782-T6-7	300,000.00		0.00	300,000.00	300,000	2.36%
120214B	9/1/2025	Northland	MIDDLETON WIS REFUNI	596782-TJ-1	315,000.00		0.00	315,000.00	315,000	2.85%
150430	2/1/2022	Northland	MINNETONKA ISD #276	604195-YG-6	270,000.00		0.00	270,000.00	270,000	3.00%
130702A	1/1/2019	Northland	MINNETONKA ISD #276	604195-VW-4	285,000.00		0.00	285,000.00	285,000	1.40%
130702B	1/1/2021	Northland	MINNETONKA ISD #276	604195-VY-0	400,000.00		0.00	400,000.00	400,000	2.10%
120215A	1/1/2028	Northland	MINNETONKA ISD #276	604195-SB-4	50,000.00		0.00	50,000.00	50,000	5.20%
160812	5/1/2023	Northland	MONROE MI TAX	611101-MF-0	190,000.00		0.00	190,000.00	190,000	2.26%
130722	2/1/2021	Northland	MOUND MN TAXABLE	620S35-W4-2	95,000.00		0.00	95,000.00	95,000	2.00%
100803B	2/1/2018	Northland	NEW PRAGUE BAB	648159-TX-9	70,000.00		0.00	70,000.00	70,000	3.75%
100803C	2/1/2019	Northland	NEW PRAGUE BAB	648159-TY-7	45,000.00		0.00	45,000.00	45,000	4.00%

2017 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
100803D	2/1/2020	Northland	NEW PRAGUE BAB	648159-TZ-4	70,000.00		0.00	70,000.00	70,000	4.25%
141006	6/1/2020	Northland	NORTHEAST IOWA COM	664214-JQ-7	320,000.00		0.00	320,000.00	320,000	1.90%
161003A	2/1/2018	Northland	OLIVIA MN TAX	681079-YD-5	45,000.00		0.00	45,000.00	45,000	2.00%
161003B	2/1/2019	Northland	OLIVIA MN TAX	681079-YE-3	95,000.00		0.00	95,000.00	95,000	2.00%
161003C	2/1/2020	Northland	OLIVIA MN TAX	681079-YF-0	100,000.00		0.00	100,000.00	100,000	2.00%
111031	6/1/2018	Northland	RACINE WIS TAXABLE	750021-6D-4	755,000.00		0.00	755,000.00	755,000	2.10%
130624A	2/1/2023	Northland	RAMSEY COUNTY TAXAI	751622-HH-7	595,000.00		0.00	595,000.00	595,000	2.75%
130624B	2/1/2022	Northland	RAMSEY COUNTY TAXAI	751622-HG-9	285,000.00		0.00	285,000.00	285,000	2.50%
160420B	10/1/2018	Northland	SHEBOYGAN WIS TAX	82102R-BY-0	250,000.00		0.00	250,000.00	250,000	1.00%
150804	11/1/2018	Northland	SHEBYGAN WISCON REF	82102R-BM-6	800,000.00		0.00	800,000.00	800,000	1.25%
120308A	12/1/2020	Northland	SHOREWOOD WIS TAX	825230-KU-8	150,000.00		0.00	150,000.00	150,000	2.50%
120308B	12/1/2022	Northland	SHOREWOOD WIS TAX	825230-KW-4	150,000.00		0.00	150,000.00	150,000	2.80%
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX	825230-LB-9	225,000.00		0.00	225,000.00	225,000	3.25%
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX	825230-LC-7	465,000.00		0.00	465,000.00	465,000	3.15%
170215	5/1/2019	Northland	SPARTA WIS REFUNDINC	846748-HC-8		100,000.00	0.00	100,000.00	100,000	1.80%
120214B	4/1/2017	Northland	ST FRANCIS ISD#15	789466-PU-7	250,000.00		250,000.00	0.00	250,000	4.40%
161222	2/1/2019	Northland	ST. PAUL MN PORT AUTI	793028-WR-8	145,000.00		0.00	145,000.00	145,000	2.00%
110608	2/1/2019	Northland	WADENA MN BAB	930217-JD-7	95,000.00		0.00	95,000.00	95,000	3.94%
170620A	6/1/2019	Northland	WATERLOO IOWA TAXAI	941647-VS-5		210,000.00	0.00	210,000.00	210,000	1.55%
170620B	6/1/2020	Northland	WATERLOO IOWA TAXAI	941647-VT-3		210,000.00	0.00	210,000.00	210,000	1.75%
130624C	6/1/2018	Northland	WATERLOO IOWA TAXAI	941647-NZ-8	345,000.00		0.00	345,000.00	345,000	2.00%
170823B	10/1/2019	Northland	WESTERN LAKE SUPERIC	958522-XW-9		120,000.00	0.00	120,000.00	120,000	1.20%
150626C	10/1/2017	Northland	WESTERN LAKE SUPERIC	958522-WS-9	245,000.00		245,000.00	0.00	245,000	1.35%
120215C	10/1/2019	Northland	WESTERN LAKE SUPERIC	958522-WU-4	100,000.00		0.00	100,000.00	100,000	3.15%
110816B	10/1/2017	Northland	WESTIN LAKE SUPERIOR	958522-WS-9	350,000.00		350,000.00	0.00	350,000	2.50%
160728A	5/1/2020	Northland	WISCONSIN STATE TAX	97705M-DS-1	500,000.00		0.00	500,000.00	500,000	1.15%
141205A	9/1/2018	Northland	WYANDOTTE KANSAS SI	982696-QE-9	125,000.00		0.00	125,000.00	125,000	1.93%
			2015 Investment					15,720,000.00		
120817A	5/1/2018	UBS	NYC-TAXABLE	64971QTU7	500,000.00		0.00	500,000.00	500,000	1.60%
160224B	12/1/2019	UBS	MCLEAN COUNTY IL SCI	582018Ff5	450,000.00		0.00	450,000.00	450,000	2.00%
161208A	4/1/2023	UBS	NEW HOPE CULTURAL EI	64542WAY6	250,000.00		0.00	250,000.00	250,000	2.27%
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH RE'	59447TJX2	250,000.00		0.00	250,000.00	250,000	2.51%
161216B	12/16/2022	UBS	CD-MERCANTIL COMM E	58733ADQ9	245,000.00		0.00	245,000.00	245,000	2.30%
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AI	52909MCA0	300,000.00		0.00	300,000.00	300,000	2.75%
160927A	5/1/2021	UBS	YPSILANTI MI SCHOOL D	987864NY7	405,000.00		0.00	405,000.00	405,000.00	2.18%
160928	3/28/2025	UBS	FHLB	3130A9CN9	300,000.00		0.00	300,000.00	300,000.00	1.25%
160930E	9/30/2019	UBS	CD-JEFFERSON BANK & T	472376AA0	245,000.00		0.00	245,000.00	245,000.00	1.15%
160802	12/1/2027	UBS	TOOLE CITY UT TAX	89033RBU7	400,000.00		0.00	400,000.00	400,000	2.76%
160826D	8/24/2026	UBS	FHLB	3130A8Z63	300,000.00		0.00	300,000.00	300,000	1.25%
160830A	8/28/2026	UBS	FHLB	3130A8ZF3	300,000.00		0.00	300,000.00	300,000	1.50%
160830B	8/28/2023	UBS	FHLMC	3134GAAKO	300,000.00		0.00	300,000.00	300,000	1.25%
160830C	8/1/2022	UBS	NEW YORK CITY TAXAB	64966MED7	300,000.00		0.00	300,000.00	300,000	1.60%
160830D	8/24/2023	UBS	FNMA	3136G32Y0	250,000.00		0.00	250,000.00	250,000	1.13%
160705	11/1/2021	UBS	MICHIGAN STATE TAX	594612CX9	300,000.00		0.00	300,000.00	300,000	1.78%
160718	12/1/2021	UBS	LITTLE MIAMI OHIO SCH	537292KY9	345,000.00		0.00	345,000.00	345,000	1.76%
160726	7/26/2024	UBS	FHLMC	3134G9N78	500,000.00		0.00	500,000.00	500,000	1.25%
160727	5/1/2022	UBS	NORTH BRAND SCHOOL '	657740F50	500,000.00		0.00	500,000.00	500,000	2.08%
160601	2/15/2022	UBS	MCALLEN TAX'	582018Ff5	200,000.00		0.00	200,000.00	200,000	1.75%
160613	12/1/2020	UBS	SCHILLER PARK TAX	8062721LM6	325,000.00		0.00	325,000.00	325,000	2.50%
160526	5/1/2020	UBS	MILAN MICH SCHOOL TA	598801JD1	500,000.00		0.00	500,000.00	500,000	1.51%
160412	5/1/2019	UBS	LINCOLN SD TAX	533883NG5	500,000.00		0.00	500,000.00	500,000	2.03%
160422	5/15/2021	UBS	UNIVERSITY OF CA TAX	91412GFS9	500,000.00		0.00	500,000.00	500,000	1.91%
160428	10/28/2022	UBS	FNMA	3136G3JS5	250,000.00		0.00	250,000.00	250,000	1.00%
161018	7/1/2024	UBS	SELMA ALA TAX	816459QV6	500,000.00		0.00	500,000.00	500,000	2.50%
161026	10/1/2024	UBS	HONOLULU TAX	4386705W7	300,000.00		0.00	300,000.00	300,000	2.37%
130611	5/21/2018	UBS	FNMA	3135GOXDO	750,000.00		0.00	750,000.00	750,000	1.29%
030630A	6/15/2018	UBS	FHR 2628 AB	31393VMQ1C	2,641.38		1,937.54	703.84	200,000	3.12%
030730A	8/25/2018	UBS	FNR 2003-74-KN	31393EAL3C	4,910.50		3,479.18	1,431.32	300,000.00	3.59%
030930A	9/15/2018	UBS	FHR 2677 KH	31394JTP2	56.81		56.88	-0.07	300,000	4.50%
121207	11/1/2018	UBS	NYC GEN TAX	64971QH55	500,000.00		0.00	500,000.00	500,000	1.28%
140710	7/10/2019	UBS	CD-AMERICAN EXPRESS	02587CAC4	240,000.00		0.00	240,000.00	240,000	1.95%
040730A	7/15/2019	UBS	FHR 2822 DB	31395C3S8	6,325.23		5,201.54	1,123.69	500,000	5.00%
130606B	11/1/2019	UBS	NYC GEN TAX	64971QH63	1,000,000.00		0.00	1,000,000.00	1,000,000	1.73%
150310	4/1/2020	UBS	MONTGOMERY ALA TAX	613035L69	400,000.00		0.00	400,000.00	400,000	2.15%
151207	12/1/2020	UBS	SACRAMENTO TAXABLE	786060BB8	300,000.00		0.00	300,000.00	300,000	3.00%
970625	2/25/2021	UBS	FNMA FNR-1991-7 H	31358FZW2	1,000.00		0.00	1,000.00	129,000	7.84%
970917B	9/15/2021	UBS	FHLMC REMIC SERIES FI	312904GT6C	357.00		265.88	91.12	255,714	7.21%
151119A	11/19/2021	UBS	FNMA	3136G2SA6	500,000.00		500,000.00	0.00	500,000	1.05%
151104	3/1/2022	UBS	NEW YORK TAXALBE	64966KQC0	500,000.00		0.00	500,000.00	500,000	2.26%

2017 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2017	PURCH 2017	SOLD/ MATURE 2017	BV PRIN BAL 12/31/2017	PAR	YTM
001127	7/25/2022	UBS	FNR G92-35	31358PHV2C	981.33		244.77	736.56	75,215	7.49%
021004	8/25/2022	UBS	FNR 1992-125L	31358PS40C	1,076.65		243.54	833.11	52,000	7.00%
020826	10/15/2022	UBS	FHR 1391D	312912LUO	957.62		292.48	665.14	59,990	6.00%
150812	6/1/2023	UBS	CHARLOTTE TAXABLE	161037L61	300,000.00		0.00	300,000.00	300,000	2.65%
010328	6/25/2023	UBS	FHG14A	312916PD5R	2,000.00		0.00	2,000.00	152,000	6.00%
151009	9/1/2024	UBS	NJ ENVIRONMENTAL INF	645791CAO	270,000.00		0.00	270,000.00	270,000	3.15%
151023	10/1/2024	UBS	MADISON TAXABLE	55844RKN3	640,000.00		0.00	640,000.00	640,000	2.39%
150311	3/11/2025	UBS	CD-HBSC BANK	40434ASB6	240,000.00		0.00	240,000.00	240,000	2.25%
								14,663,584.71		
	TOTAL INVESTMENTS				57,425,022.30	20,459,000.00	20,100,527.68	57,783,494.62		
			Unamortized Premiums		1,454,478.04	468.50		1,454,946.54		
			Unamortized Discounts		(3,290,662.99)	(2,001.20)		(3,292,664.19)		
			BOW		4,039,093.60	35,086,159.37	34,293,287.16	4,831,965.81		
			Money Market Accounts		5,284,956.44	8,724,133.46	9,414,439.45	4,594,650.45		
			Net Cash and Investments		64,912,887.39	64,267,760.13	63,808,254.29	65,372,393.23		

CC Regular Session **4. 2.**

Meeting Date: 12/12/2017

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

- Economic Development Authority Meeting Minutes Dated October 12, 2017
- Planning Commission Meeting Minutes Dated October 12, 2017
- Park and Recreation Commission Meeting Minutes Dated October 12, 2017
- Environmental Policy Board Meeting Minutes Dated October 16, 2017

Attachments

EDA 10 12 17

Planning 10 12 17

Park 10 12 17

EPB 10 16 17

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: JoAnn Shaw		Started On: 11/28/2017 02:47 PM
Final Approval Date: 12/07/2017		

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, October 12, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Jim Steffen Member Glen Hardin Member John LeTourneau Member Chris Riley Member Wayne Skaff
Members Absent:	Member Brian Burandt
Also Present:	Patrick Brama, Econ. Dev. Mgr./Assistant City Administrator Kurt Ulrich, City Administrator

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated September 14, 2017

Motion by Member Riley, seconded by Member Skaff, to approve the September 14, 2017, minutes as presented.

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

4. EDA BUSINESS

4.01: Receive Update on The COR Interim Development Plan

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

City Administrator Ulrich read aloud the vision statement, noting that the statement is less restrictive than it has been in the past, which provides the opportunity to be responsive to the current market and provides more flexibility.

Economic Dev. Mgr./Assistant City Administrator Brama highlighted the different subdistricts within The COR and the differences in opinion on the topic of floor area ratio. He provided additional details on the different colors used and the potential concepts. He stated that the Planning Commission recognized that the City needs to remain flexible in the northwest portion of The COR.

Chair Steffen noted that the plan should remain flexible throughout The COR to be open to market opportunities. He asked how the document would be used and who it would be shown to.

Economic Dev. Mgr./Assistant City Administrator Brama replied that the document is a roadmap for the Commissions and staff to make amendments to The COR Master Plan and zoning districts. He noted that the final formal adoption would occur through those documents.

City Administrator Ulrich stated that this will be a working plan used to review requests that come forward, as the City is still acting as developer.

Member Riley asked if the EDA still agrees with their comment on the plan or whether they would like to change that, specifically the green box on page six. He stated that there was a recent developer that came in and said that structured parking would be a deal killer. He stated that flexibility was created in the floor area ratio.

Chair Steffen asked how that would play out with the EDA and Planning Commission giving conflicting opinions.

City Administrator Ulrich stated that the Council would be the deciding body and perhaps the EDA would like to affirm their statement if that is still the position of this body.

Member Hardin stated that the theme seems to allow for different options and opportunities and therefore it does not seem to fit with the theme of the document to require a developer to include structured parking. He asked if the document would read in this manner in its final form, with the highlighted boxes or whether the form would be changed.

City Administrator Ulrich confirmed that the format would remain the same.

Member Skaff stated that he would like to reaffirm the statement of the EDA. He stated that shared parking works and if his church was forced to build structured parking they would not have been able to be located in that space. He stated that it has been a great success between the church, PACT, and Allina to share parking without the expense of structured parking.

Chair Steffen agreed to confirm that statement. He asked when the comment period would be ending.

Economic Dev. Mgr./Assistant City Administrator Brama reviewed the timeline, noting spring 2018 would be the end of the comment period when the document will return to the City Council.

Chair Steffen stated that he would be curious to hear a summary of the public input.

Member Hardin stated that the document has a lot of "City speak" and was unsure that the public would be able to follow some of the language.

City Administrator Ulrich noted that did come up at the Council level and noted that staff would repackage the language for presentation to the public to make the document and intent more user friendly.

Member Hardin stated that he has made some grammatic comments that he will provide to staff.

Motion by Member Skaff, seconded by Member Hardin, to reaffirm the previous EDA statement regarding The COR Interim Development Plan.

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

4.02: 2017 EDA Business Networking Event Update

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

Chair Steffen asked for details on the development update.

Economic Dev. Mgr./Assistant City Administrator Brama stated that the presentation would be a mix between himself, City Administrator Ulrich, and Community Development Director Gladhill and would focus on highlight updates.

5. MEMBER / STAFF UPDATE

The EDA reviewed the Staff Update. He provided updates on recent marking for development, and the Sunfish Lake gas station demolition. He provided information on an upcoming case for the EDA. He provided an update on the resilient communities program that the City has partnered with the University of Minnesota on. He stated that staff continues to work on shovel ready certifications and identified prospects within the City for development. He stated that this is the highest level of prospects that the City has ever seen, which is a good indication that the City is heading in the right direction. He highlighted some of the concerns that staff continues to hear regarding demographics. He noted that staff is concerned that there is a lag in the data regarding demographics and current development projects. He stated that the City previously worked with Buxton, noting that the group has approached the City once again with a desire to work together. He noted that Buxton has a new approach and product model. He asked if the EDA would have interest in providing Buxton with the opportunity to make a presentation to the

EDA. He stated that it is a different approach than the City has looked at in the past, noting that the City has not had overwhelming success with the other approaches and therefore believed it would be worth it to hear what they have to say.

Member Skaff stated that he heard the pitch in the past. He asked if there is a way to share the cost.

Economic Dev. Mgr./Assistant City Administrator Brama agreed that there would be value to others in the community and therefore there could be an option to share the cost. He noted that the contract time could range from one to three years.

Member Riley stated that finding out this type of information could be helpful and has been suggested by the Planning Commission in the past. He stated that although he is not certain that this is the best product. He stated that the City could buy this but retailers and developers still use their own data and therefore it could be redundant. He stated that he would be interested in hearing more but perhaps his concerns could be shared with the group prior to their presentation.

Chair Steffen stated that perhaps the deliverable from nine years ago could be dusted off to be discussed at the presentation. He asked the repeat customer range.

Economic Dev. Mgr./Assistant City Administrator Brama stated that he would prepare a good list of questions if the EDA would like to take the time to hear the presentation.

Member LeTourneau stated that the community sells itself short sometimes and believes that the City knows what is going on in the market. He stated that in instances like this perhaps the City is looking for someone to tell them what they want to hear, rather than what they already know. He stated that he is not opposed to hearing the presentation but would be skeptical. He stated that the City is emerging, but is not there yet in attracting the prospects they want to have here. He stated that this seems that the City would be spending money to hear what they already know.

Chair Steffen agreed noting that the City has seen more prospects lately than they have ever seen and are hearing the concerns from the market directly. He noted that he would be open to hearing the presentation.

City Administrator Ulrich agreed that staff could do more research. He agreed that retailers and developers are still doing their own research and is unsure that a retailer would jump on a site because Buxton says they are a good fit. He stated that perhaps $50,000 would be better spent on the City doing its own research or on a restaurant incentive program.

City Administrator Ulrich noted that there will be a special election for former Councilmember on April 10, 2018. He stated that Member LeTourneau was the designated alternate and a formal designation will soon go before the Council to make Member LeTourneau the formal Member with a new alternate. He stated that the date has been extended to accept applications for the current vacant position on the EDA and noted that the Council will conduct interviews on October 24th. He stated that the City held a tour with the Metropolitan Council on Tuesday night.

Member Skaff stated that he spoke with two of the representatives from the Met Council who were happy to be a part of the tour.

Member Hardin stated that each one of the staff members that spoke did a great job. He commended staff for their planning of the event.

Chair Steffen advised of a new business that will be coming to The COR, My Computer Hero, was a homebased business, and is operated by two Ramsey residents. He encouraged members of the EDA to stop in and share their support.

Economic Dev. Mgr./Assistant City Administrator Brama stated that will fill the last vacancy in that retail node.

6. ADJOURNMENT

The regular meeting of the Economic Development Authority adjourned at 8:27 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.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, October 12, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Ralph Brauer Commissioner Cheri Gengler Commissioner Cindy Nosan Commissioner Patrick Surma Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Community Development Director Timothy Gladhill City Planner Chris Anderson Assistant City Admin/Economic Development Manager Pat Brama Planning Intern 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 Anderson, seconded by Commissioner VanScoy, to approve the agenda as presented.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated September 7, 2017

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to approve the following minutes as presented: Planning Commission Meeting Minutes dated September 7, 2017.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for a Variance to Construct a Detached Accessory Building Nearer the Front Property Line than the Home at 7155 160th Lane NW (Project No. 17-146); Case of Francis and Lorrie Kaas.

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating over the past few months, City Staff has been working with Francis and Lorrie Kaas regarding the possible location for a new, detached accessory building on the property located at 7155 160th Lane NW. Locations in the rear and side yards were considered but ultimately, the Applicant selected a location in front of the home on the Subject Property. Staff provided further comment on the request and recommended approval of the variance. It was noted the applicant had brought forward a sheet with signatures from their neighbors in support of the request.

Citizen Input

Francis Kaas, 7155 160th Lane NW, thanked staff for providing a thorough report on his request.

Chairperson Bauer questioned if any of the neighbors did not offer support to the variance request.

Mr. Kaas explained only two neighbors were unable to be reached for a signature.

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 7:08 p.m.

Commission Business

Commissioner Anderson stated he drove by the property and believed the new garage would not be visible from the street as the property was heavily wooded.

Commissioner Brauer believed it made sense to combine recitals #4 and #5.

Chairperson Bauer supported this recommendation.

Commissioner Brauer suggested the following language be added to the findings: The proposed use is due to the following circumstances that are unique to the property, and were not caused by the owner.

The Commission supported the addition of this finding.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, adopt Resolution #17-10-249 granting a variance to construct a detached accessory building nearer the front lot line than the home on the property located at 7155 160th Lane NW, as amended.

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

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

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.

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 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.

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.

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, Nosan, Surma, and VanScoy. Voting No: Brauer, Surma and VanScoy. Absent: None.

6. COMMISSION BUSINESS

6.01: 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.**

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to remove this item from the table.

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

Presentation

City Planner Anderson presented the Staff Report stating this case was originally reviewed by the Planning Commission at their September 7, 2017 meeting. A Public Hearing was held (and closed) that evening; however, the Planning Commission tabled action so that the Economic Development Authority (EDA) had an opportunity to review and provide feedback specifically on the potential use of the Connexus Energy campus for the proposed solar farm installation.

Assistant City Administrator/Economic Development Manager Brama reported the EDA reviewed this case at their September 14, 2017 meeting. Note that their review was specific to the potential use of the outlot owned by Connexus Energy that is part of Connexus' corporate campus. The outlot is essentially rectangular in shape and is approximately 17.5 acres in size. The EDA unanimously supported reserving this land for future economic growth opportunities (commercial/industrial development) rather than for the solar farm being considered. The EDA did not provide any input or feedback on the Anoka County-owned site that is currently being considered for the solar farm. Their motion specifically recommended to City Council that the existing Connexus Energy outlot be reserved for future commercial/industrial use rather than for a solar farm. Staff reported 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.

Commission Business

Chairperson Bauer asked if this site were to not move forward if a solar farm would be located in another community.

Brian Brant, Connexus Energy, explained the membership wanted more renewable energy within the cooperative. He explained three solar sites were being sought for Anoka County. He reported Connexus was pursuing Federal grant dollars for these solar farms that would sunset in 2019. He indicated the original vision was to place the solar farm on Connexus property.

Chairperson Bauer questioned if the solar farm energy would be used by Ramsey residents.

Mr. Brant reported this was the case. He stated all energy gathered within a Ramsey solar farm would benefit and be used by Ramsey residents.

Commissioner VanScoy asked why Connexus decided to go elsewhere when they originally wanted to place the solar farm on their own property.

Mr. Brant commented the EDA recommended the corner property and he was looking for a showcase parcel given the size and scale of this solar panel/solar collection project. He explained the Anoka County parcel would fit the needs of Connexus Energy.

Commissioner VanScoy inquired if the solar panels would create any glare.

Andrew Dallin, SilCore Energy, described the panels that would be used by Connexus Energy and noted they were covered with an anti-reflective coating meant to absorb as much sunlight as possible. He indicated there were several different technologies that used mirrors and this would not be used in Ramsey. He stated airports around the country were installing similar systems. He provided further comment on the initial glare study and the findings within this report.

Commissioner VanScoy expressed concern that the property surrounding the proposed solar farm was zoned R-2. He questioned how the solar farm would impact future development of the surrounding land.

Mr. Dallin reported the future homeowners would be going into their purchase with full knowledge of the solar farm. He reiterated that the glare study showed there would be no impacts on the surrounding properties, except from one receptor.

Commissioner VanScoy asked if Connexus would consider installing some sort of transitional space between the solar farm and the R-2 zoned properties.

Mr. Dallin deferred this question to Connexus Energy.

City Planner Anderson explained at the south side of the solar farm a double row of eight to ten-foot evergreen trees were in place along the property line. This would provide a buffer or transitional space. He stated it was his understanding the solar panels would not extend fully to the south property line.

Community Development Director Gladhill commented that additional plantings could be required, however staff believed the existing trees currently in place were adequate.

Mr. Brant reported he could plant additional trees if required by the City.

Commissioner VanScoy explained he supported the solar farm concept, however, he wanted to be assured the solar farm was buffered from the surrounding properties.

Commissioner Brauer asked how Connexus would work to eliminate the potential glare that was discussed within the study that could occur three days out of the year.

Mr. Dallin stated any visual barrier (trees) would prevent the glare from occurring.

Commissioner Brauer questioned if trees could be planted around the solar farm or if this would hinder solar power collection.

Mr. Dallin explained how the trees would have to be planted around the solar farm in order to maximize solar power collection.

Commissioner Brauer supported the project having a natural prairie area surrounding the solar farm.

Mr. Brant commented that all solar farms would have a pollinator friendly prairie area surrounding the project area.

Commissioner Gengler requested further information regarding the longevity of the solar panels and when potential development would occur in this area of the City.

Mr. Brant reported the solar panels would have a life expectancy of 25 years. He explained Connexus would have a 20-year land lease with Anoka County with two five-year options.

Community Development Director Gladhill anticipated development would not occur in this portion of the City for another 10 to 15 years.

Rob Davis, Director of Center for Pollinators, reviewed a photograph with the Commission and commented on the proposed pollinator friendly solar garden.

Dave Nathey, 14453 Llama Street, explained he farmed vegetables in Ramsey. He explained he had his own bees to assist with his crops. He asked if anyone in Ramsey wanted to live adjacent to a solar farm. He believed that living next to a solar farm would not be most people's choice. He stated he did not want to have a solar farm located adjacent to his farm. He feared his property value would decrease if a solar farm were to locate adjunct to his property.

Jeff Pengra, 8390 Highway 10, expressed concern with how the value of his property would be impacted if a solar farm were to locate within the River Crossing Addition. He questioned what would happen to the equipment after 25 years.

Mr. Brant explained after 25 years all of the equipment would be removed, recycled and the property would be returned to its original state.

Jeff Mobee, Shorewood RV, 8390 Highway 10, stated he liked the renewable component of this project and understood energy was an important thing. However, he suggested the solar farm be located on a Connexus property versus a parcel that wasn't zoned properly. He understood that Connexus had a shovel ready parcel available for a solar farm and recommended this be pursued.

Assistant City Administrator/Economic Development Manager Brama explained the EDA was proposing this parcel in order to keep the project within Ramsey.

Mr. Brant commented Connexus Energy would like to pursue solar on another parcel, which was why the Anoka County site was proposed.

Mr. _____ questioned if the new solar farm would create new jobs.

Cara Bolton, Bolton Bees, explained the solar farm would create jobs for local beekeepers. She provided further comment on the importance of bees to the nation's agriculture. She believed the proposed prairie area was beautiful and would help farmers. She encouraged the Commissioner to offer their support for the proposed solar energy system.

Commissioner Brauer asked if the City would oppose another solar farm on the Connexus campus.

Community Development Director Gladhill explained this would be determined by the Planning Commission and the City Council.

Chairperson Bauer commented that it was City staff's idea to move the solar farm off the Connexus property and moved the project in a new direction.

Mr. Mobee encouraged the City to stick with its original plan for the solar farm and recommend it be installed on the Connexus property.

Colleen Hollanger, Prairie Restoration, discussed with the Commission how the prairie land would be installed and cared for by her employees.

Travis Bolton, Bolton Bees, stated he was a farmer and beekeeper. He described how bees were struggling throughout the country due to pesticides and poor habitat. He explained that newly installed solar farms were creating healthy bee habitats. He thanked Connexus Energy for the positive impact they were having on the environment.

Commissioner Gengler asked what the output would be from the proposed solar farm.

Mr. Brant explained the annual output from the proposed solar farm could power 620 homes in Ramsey each year.

Further discussion ensued regarding the complexity of the request, along with the items that need to be approved by the Commission.

Motion by Commissioner VanScoy, seconded by Commissioner Gengler, to recommend that City Council adopt Ordinances #17-13 and #17-14 to rezone the Subject Property to Public/Quasi-Public and to amend Section 177-122 (Public/Quasi-Public) to identify solar energy systems as a principal use with the issuance of a Conditional Use Permit.

Further discussion

Commissioner Brauer expressed frustration with the way this item was brought to the City as it appeared to be a done deal. For this reason, he was not going to offer his support to the Ordinances.

Commissioner VanScoy withdrew his motion.

Community Development Director Gladhill asked if there was general consensus among the Commission regarding the request. By a show of hands three members supported the request, three members did not support the request, and one member was abstaining.

Chairperson Bauer questioned what would happen if the Planning Commission did not offer their support for the request.

Community Development Director Gladhill commented on the recommendations before the Planning Commission and explained if the rezoning was not approved by the Commission all other requests would be denied. He reported the item would still advance to the City Council, with a recommendation for denial. He explained Connexus could appeal the denial for the variance.

Commissioner Nosan stated she supported the solar farm, but had a hard time understanding why the solar farm was not being placed in an industrial area. She was bothered by the fact the solar farm was proposed for a residential area. For this reason, she did not know if she could support the request.

Commissioner Surma indicated he could not support the solar farm at the proposed location and believed the solar farm should be placed on Connexus property.

Motion by Commissioner Surma, seconded by Commissioner Brauer, to recommend that City Council deny Ordinances #17-13 and #17-14 to rezone the Subject Property to Public/Quasi-Public and to amend Section 177-122 (Public/Quasi-Public) to identify solar energy systems as a principal use with the issuance of a Conditional Use Permit.

Further discussion

Commissioner VanScoy stated he too struggled with this request. He wanted to see a solar farm in Ramsey, however, he did not believe it was proper to place this in the middle of a residential area. He explained this request became an issue when the request changed from being on Connexus property.

Commissioner Brauer commented the EDA was making policy for the Planning Commission, and this was the issue.

Commissioner VanScoy believed the most appropriate place for the solar farm was on Connexus property. He had concerns with what happened and how this request was handled by the City. While he did not want to support the solar farm in a residential area, he felt as if the Planning Commission had been backed into a corner. For this reason, he stated he could support the solar farm. He understood this was a good project for the community and the environment.

Commissioner Anderson agreed the Planning Commission had been backed into a corner, by no actions of their own. He explained he did not want the solar farm to go away. However, he too struggled with how the request was brought to the Commission.

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

Motion by Commissioner VanScoy, seconded by Commissioner Gengler, to recommend that City Council approve Ordinances #17-13 and #17-14 to rezone the Subject Property to Public/Quasi-Public and to amend Section 177-122 (Public/Quasi-Public) to identify solar energy systems as a principal use with the issuance of a Conditional Use Permit.

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

Motion by Commissioner VanScoy, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #17-09-211 approving an appeal for issuance of a development permit for the Subject Property for the installation of a solar energy system.

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

Motion by Commissioner VanScoy, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #17-09-212 granting a Conditional Use Permit for the installation and maintenance of solar energy system on the Subject Property contingent to review and approval as to legal form by the City Attorney.

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

7. COMPREHENSIVE PLAN UPDATE ITEMS

7.01: Receive Update on The COR Interim Development Plan.

Community Development Director Gladhill provided the Commission with an update on The COR Interim Development 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 VanScoy, to adjourn the meeting.

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

The regular meeting of the Planning Commission adjourned at 10:02 p.m.

Respectfully submitted,

_____
Tim Gladhill
Community Development Director

ATTEST:

_____
JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey Park and Recreation Commission conducted a regular meeting on October 12, 2017, in the Lake Itasca Room, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Commission Members Present:	Chair Shane Bennett Commissioner Russell Bayer Commissioner Jennifer Leistico Commissioner Brandon Sis
Commission Members Absent:	Commissioner Jon Trappen Commissioner Charles Tchuinkwa
Also Present:	Parks & Asst. Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission Meeting to order at 6:32 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

APPROVE MINUTES

Commissioner Leistico wanted to amend the meeting minutes on page 8 first paragraph to change ‘the Boy Scout are a good place to start’ to ‘the Girl Scouts are a good place to start’.

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

1) Park and Recreation Commission Regular Meeting Minutes dated August 10, 2017.

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

5. COMMISSION BUSINESS

5.01: Consider Goals and Objectives-Comprehensive Plan, and Park Master Plan

Parks & Assistant Public Works Superintendent Riverblood stated the purpose of this case is to move the goals and objectives along. He is asking the Commission for any new goals or strategies. Any draft goals that are supported by the Commission by consensus or motion tonight will be titled draft and made available for the October 26, 2017 Comprehensive Plan open house at City Hall at 5:30pm.

Mr. Riverblood started with page 6 of the June 8, 2017 meeting minutes listed in the agenda packet.

a) A comprehensive, balanced park and trail system consisting of large and small scale parks, active and passive parks, natural preserves, and recreation facilities.

Strategies:

1. Incorporate planned parks and trails into all new development where appropriate. Discussion: This reads well.

2. Design for connectivity with local and regional parks. Discussion: Mr. Riverblood suggested adding in description of greenways and trails.

3. Improve coordination of park and trail planning with City and adjacent communities. Discussion: Reads well.

4. Establish a regional trail along the Mississippi River. Discussion: Mr. Riverblood stated this has been established. This is an opportunity to expand that to either call attention to the potential for Trott Brook trail being a regional trail. Also, exploring the discussion of a pastoral element of the Mississippi River trail as we have it mapped out on our plans. The regional trail would follow the most direct route east and west in Ramsey as we have it today.

5. Develop a Trott Brook Trail Corridor being a regional trail.

6. Explore providing pedestrian access from the Mississippi River to the north side of Highway. Discussion: Mr. Riverblood would like to firm it up and we are beyond exploring this. Revise strategy to explore partnerships for funding and operations of the pedestrian bridge.

7. Design trails with a variety of surface appropriate for different uses. Discussion: Mr. Riverblood stated this is not useful to have listed under a strategy because it does not really address much. The Commission agreed with this as well. Strike this.

8. Seek out alliance and partnerships with non-profit and governmental agencies to assist in securing funding and other resources that will assist in implementing the park and trail plan. Update – Rec programming. Discussion: Chair Bennett said he would like the language included for recreation programming because that is what we have been hearing from the community.

9. Improve quality of existing parks, through careful planning, continued maintenance and adequate funding. Discussion: This works well.

10. Explore options for an additional community park. Discussion: This one is good.

11. Where appropriate, consolidate existing parks to improve quality and provide more efficient service. Discussion: Mr. Riverblood would like to strike this. Chair Bennett agreed and stated opportunities are going to be few and far in between and the use and the mix we have right now is pretty good.

Mr. Riverblood stated this review of the strategies is a good example of how we want to clean this language up for clarity.

Chair Bennett wanted to continue with the review of the Strategies listed under b) A system of safe parks and trails to see they fit the purpose and intent of the system of safe parks and trails.

Strategies:

1. Locate trails where appropriate in greenway corridors and natural areas. Discussion: Mr. Riverblood stated this might not fall under the category of safety related; this can be more descriptive. Chair Bennett stated unless the thought process was on roadway options. The 2030 plan had some specific language in it around the width of trails and this may be where this is playing in a little bit.

2. Promote Crime Prevention Through Environmental Design CPTED: Mr. Riverblood felt we naturally already try to do that and recommended to leave this as is.

3. Where appropriate, use existing power/utility easements for the trail system. Discussion: Mr. Riverblood stated this is fine and recommended to leave this as is.

4. Provide adequate signage and pavement marking to warn automobile traffic of park and trail traffic. Discussion: Chair Bennett feels this language is pretty close to a good strategy. Mr. Riverblood recommended a standalone one to address shared streets.

5. Explore use of pedestrian-activated signals, continuous flashing signage, and mid-block crossing where safe and appropriate. Discussion: Mr. Riverblood asked the Commission to be mindful this is expensive. Chair Bennett stated the intent of Strategy 4 is to capture signage and things in a safe manner, calling out those components that are expensive, in a separate sub bullet. The strategy is to look for cost effective ways to ensure the safety through signage and signals, so we don't have to call out the specifics in which types.

6. Minimize at-grade crossing of trails and roads and other interactions between trail users and automobiles, with underpasses or overpasses. Discussion: Mr. Riverblood stated this is a worthy goal and worthy strategy but expensive.

Park and Assistant Public Works Superintendent Riverblood continued the discussion with c) A variety of park facilities and programs that meet the life cycle needs of residents.

Chair Bennett felt this is important in this section because as part of the comprehensive planning sessions and public engagement that is something many people talked about, parks for all, amenities for all, programming for all. It is important to capture that language.

Strategies:

1. Work with the schools and community organization to plan for athletic fields and facilities that will accommodate the growing community. Discussion: Mr. Riverblood said this makes a lot of sense.

2. Explore options for a revenue source for recreational facilities and programming. Mr. Riverblood agrees with this.

3. Study the need for a Community Center that offers a variety of recreation uses for all age groups. Discussion: Mr. Riverblood agrees with this.

6. COMMISSION/STAFF INPUT

Parks & Assistant Public Works Superintendent Riverblood reviewed the following Commission/Staff Input items:

- Native Landscape Renovations: Alpine, Sunfish Lake Parks and Monarch Trail
- Greenway Planning – Resilient Communities Project
- Trott Brook Trail, boardwalk project

Commissioner Sis wanted to add to the Commission Input that in talking to residents in Brookfield they are excited for the trail and are asking when is it going to be here.

7. ADJOURNMENT

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

Motion carried.

The Park and Recreation Commission meeting adjourned at 6:55 p.m.

Respectfully submitted,



_____

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Mary Jo Warner
Engineering & Public Works Administrative Assistant

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, October 16, 2017, the Environmental Policy Board (EPB) met in the COR Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present: Chairperson Thomas Stodola
Board Member Colleen Anderson
Board Member Reid Bernard
Board Member Jane Covart
Board Member Michael Hiatt
Board Member Lucas Trossen
Board Member Michael Valentine

Members Absent: None

Also Present: City Planner Chris Anderson
City Council Liaison John LeTourneau

1. CALL TO ORDER

Chairperson Stodola called the meeting to order at 6:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated August 21, 2017

Motion by Chairperson Stodola and seconded by Board Member Bernard to approve the regular meeting minutes dated August 21, 2017.

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

5. POLICY BOARD BUSINESS

5.01: Sketch Plan for Villas at North Fork

City Planner Anderson presented the staff report. He stated that the purpose of the case it to introduce the EPB to the proposed Sketch Plan for the Villas at North Fork. He noted that the proposed development is located along the south side of Alpine Drive, immediately west of the Riverstone project and directly south of Lake Itasca. He noted that more detailed plans, including Landscape and Tree Preservation plans, will be developed in the coming months as part of the Preliminary Plat package. He reviewed details of the Sketch Plan, noting that the proposed plan would require a Comprehensive Plan amendment for the density and to obtain City sewer and water service to the parcel. He compared the property to the natural resources inventory of the City, noting that this would be a semi-natural area. He stated that the zoning code mentions front yard trees, noting that City staff is pushing to make that more specific to call those boulevard trees. He stated that one recommendation could be to require boulevard trees. He stated that other suggestions could be regarding natural landscapes which could eliminate preserved turf and irrigated landscaping. He stated that this is a different way to approach these requests and provide the EPB with an opportunity to provide input earlier in the review process.

Board Member Hiatt stated that the center section is defined as passive park and asked if that implies a native landscape.

City Planner stated that at this point there is not that level of detail but stated that his assumption would be that would be manicured.

Board Member Hiatt stated that there could be potential to encourage a rain garden or landscape that would encourage pollinators. He stated that he could not picture incorporating a tree into the front yard of a townhome where the driveway encompasses the majority of space. He noted that native landscape, encouragement of rain garden and pollinator plantings would be a good fit for that center area.

City Planner Anderson noted that general comment for opportunities is helpful for this stage.

Board Member Hiatt stated that would be a good opportunity for a tradeoff to provide natural landscape or rain garden in return for the high density.

Chairperson Stodola stated that it does not appear there is a neighborhood adjacent this property.

City Planner Anderson identified the adjacent parcel that has been approved for the Riverstone development, which is a combination of small lot single-family residential and two townhome products. He stated that it will realistically take multiple years for all phases of the Riverstone development to be built out.

Councilmember LeTourneau referenced the passive park, noting that it is difficult to determine the size of that parcel. He stated that he likes the idea of incorporating native landscape. He stated that perhaps the ponding areas could be combined with native and/or pollinator friendly plantings. He stated that if the ponds are stormwater ponds, perhaps the development could draw from the stormwater ponds for irrigation to mitigate the water use.

City Planner Anderson noted that would be a possibility. He stated that this development would need to go through the Lower Rum River Water Management Organization (LRRWMO) and that permitting process could allow that activity to draw from the stormwater for irrigation uses. He agreed that this is the time to bring forward those suggestions so that staff can return those suggestions to the developer so they may attempt to incorporate those into the project.

Board Member Valentine stated that perhaps a list of generic goals could be drafted for a developer to incorporate if there is sufficient space. He stated that as the Board discusses these items, there are items the group agrees that they would like to see if there is sufficient space. He stated that if the stormwater ponds are large enough it would be great to see rain gardens and native plantings occurring around that feature as well as the ability to draw on that water for irrigation.

Chairperson Stodola asked and received confirmation that Board Member Valentine would like a global list of suggestions that could apply to developments.

Councilmember LeTourneau stated that he likes the suggestion as the elements would have financial impact and the developer could then take those suggestions as they create their plans.

City Planner Anderson agreed that these are not codified and therefore this is the opportunity to provide suggestions to the developer prior to the development of more formal plans.

Councilmember LeTourneau asked if the EPB would see this plan again during the review process.

City Planner Anderson clarified that this will not be the only time the group will see this plan. He explained that this is an opportunity for the Board to provide comments early on before a lot of money has been spent on creation of the formal plans. He confirmed that the Board would still review the Preliminary Plat.

Councilmember LeTourneau referenced the eastern border of the property, which will be adjacent to the Riverstone development, which has a lower density of housing. He believed the southern edge of the Riverstone development has the lower density single-family housing with the highest density on the northeast border.

Chairperson Stodola asked if the highest density for Riverstone would be along the highway.

City Planner Anderson stated that Riverstone Sketch Plan had attached townhomes on the southern and northeast borders but as the Preliminary Plat came forward, because of the market study, the attached townhomes along the railroad line were eliminated and replaced with single-family residential which transition into detached townhomes. He stated that the northeast portion would still have attached townhome units.

Councilmember LeTourneau asked if there would be interest in discussing transitioning between the two properties, specifically along the eastern edge. He noted that transitioning could be landscaping or a berm.

Board Member Valentine agreed that transitioning of some type would be good.

Board Member Hiatt asked if the eastern border has a north/south road.

City Planner Anderson replied that is simply the property boundary. He noted that part what they would look at is the density of the two developments, noting that the density ranges would be fairly close to one another. He noted that although Riverstone was approved as a PUD, it follows 3-7 units per acre with an overall density compliant with the R-2 standard. He stated that the density for this parcel would be similar and therefore if the density ranges fall within the same range, transitioning is not typically an element. He noted that if the density falls outside of the 3-7 units per acre range, the property would be required to have a transitioning element.

Councilmember LeTourneau stated that it would then make sense that transitioning be brought forward so that the developer is aware.

Board Member Hiatt stated that it would be to the advantage to the developer so that the two developers could work together to make the products cohesive, which would benefit both properties.

City Planner Anderson stated that overall it seems that there is consensus that where appropriate for all requests incorporation of native landscaping and/or pollinator friendly plantings should be encouraged, use of a rain garden(s) should be suggested, and if possible, the reuse of stormwater ponds for irrigation should be suggested. He stated that specific to this request there seems to be consensus to encourage native landscaping near the ponds, the suggestions for the passive park, and near the eastern border the density of the adjacent projects should be reviewed and the use of transitioning should be encouraged if applicable.

Board Member Anderson stated that she Googled passive park/recreation area and read aloud the definition.

Chairperson Stodola stated that he lives in townhomes on Sunfish and there is an area that he would envision as passive, which is a minimum maintenance area that is mowed to provide greenspace between the adjacent developments.

City Planner Anderson noted that the zoning code requires greenspace in the development for density in this range.

Board Member Hiatt stated that there is a golf course neighboring this property. He stated that the pond location is a barrier to the golf course but noted that additional plantings could be used to provide a larger barrier. He stated that the ponds would provide the view of the golf course without the golf balls.

Board Member Covart stated that there appears to be trails throughout this development and asked if those would connect to other trails in the area.

City Planner Anderson stated that staff is presuming that the development would have privately maintained trails. He stated that there will be sidewalk in the development that would connect to Alpine in two locations and staff would work to adjust one or both access points for the development, for visual safety purposes and alignment with the road to the north.

Board Member Covart stated that there tends to be additional guest parking with townhomes and noted that does not appear to be provided. She asked if the guest parking would then eat into the greenspace currently provided.

City Planner Anderson replied that it is his understanding, that much like Riverstone, the road would be proposed as a 29-foot width road with parking allowed on one side of the street. He noted that request has not yet come forward but staff is assuming that would be part of this package. He stated that although these are detached townhomes, they would be similar to a single-family home on a more compact footprint, and would have a 29-foot wide driveway which would allow for parking. He stated that the internal greenspace would not be converted to parking without the loss of a few lots.

City Planner Anderson asked if there is any additional input, noting again that this is not the last time the Board will see this item.

Board Member Valentine stated that there was discussion regarding boulevard trees versus front yard trees. He stated that while boulevard trees are great, it would be hard to determine if there would be sufficient space for that.

City Planner Anderson noted that there would be sidewalk along one side of the road which would preserve four to six feet of boulevard. He stated that may not be enough space for each home to have a boulevard tree but there could be a boulevard tree every so many feet. He stated that on the side of the road without a sidewalk there would still be right-of-way area, which would in essence provide more space for boulevard trees and therefore a requirement could be made for a tree within ten feet of the back of curb. He confirmed the consensus of the Board to support the suggestion for boulevard trees. He stated that perhaps in the future the Board can create a list of overall goals to suggest to developers to provide in these instances.

Chairperson Stodola agreed perhaps that could be placed on a future agenda to create that list of goals. He noted that the Board tends to make similar suggestions to the plans that are reviewed and therefore it would be helpful to have that list, noting that the Board would still make specific suggestions to the plans they review.

5.02: Sketch Plan for North Fork Meadows

City Planner Anderson presented the staff report. He stated that the purpose of the case is to introduce the EPB to a proposed Sketch Plan for North Fork Meadows. He noted that the proposed development is located along the south side of Alpine Drive, immediately east of Puma Street, and adjacent to the Riverstone project. He stated that this review is similar to the previous case. He stated that this development would include 97 units with a mix of small lot single-family homes and townhomes. He stated that this project has gone through multiple iterations, noting that this is concept five and includes less density than originally proposed. He stated that the developer would be requesting a PUD for this development and advised that density transitioning would be required between this parcel and the neighboring development. He stated the developer for this project and the previous case is the same. He noted that the developer is proposing 80-foot wide lots along the adjacent boundary along with a 45-foot zone that would provide additional transitioning buffer. He noted that at the Planning Commission meeting the previous week the developer went on record stating that they would be willing to contribute additional trees for the

homeowners to the east to plant on their own property as well, to provide additional buffer. He identified adjacent features including Lake Itasca and the planned greenway corridor. He stated that the property owner is open to conveying the necessary land for a greenway corridor and enough upland for a trail in return for the PUD, which would allow the requested zoning and flexibility in lots widths. He stated that this property is similar to the previous parcel in regard to the natural resources inventory and provided details. He stated that because this is a similar development and parcel, he would assume the overall suggestions from the previous case would carry forward along with the transitioning zone to the east. He asked for suggestions on the transition zone to the east, as that would be a requirement in addition to suggestions for the greenway corridor.

Councilmember LeTourneau asked if there was public input at the public hearing the previous week held by the Planning Commission.

City Planner Anderson noted that there was a public open house the hour prior to the public hearing where the Sketch Plan was displayed and a mailing invited residents within 700 feet of the property boundaries. He noted that there were a lot of residents present that expressed some comments outside of the topic, using the example of the need for more schools. He stated that one neighbor was appointed as a spokesperson who summarized that there has been compromise between the developer and residents and therefore they were generally pleased with the changes but were also disappointed because they did not feel they were adequately informed that the residents could have pushed to keep the underlying zoning and instead felt that this was the best they would be able to get out of this. He stated that staff felt that they did a good job expressing the options but acknowledged that the sentiment was expressed. He stated that WSB created a mock scenario to demonstrate, in concept, what a typical R-1 development could have looked like that would have included about 70 lots that met the minimum standards. He noted that concept would not have included the land donation for the greenway corridor. He stated that one resident stated that if they would have known that was an option, they would have pushed for that.

Councilmember LeTourneau asked if there were any public comments more related to the discussion tonight.

City Planner Anderson noted that the density transitioning is key. He stated that the developer has amended their plan on the eastern portion of the parcel to meet the straight R-1 zoning and then transitions from there.

Chairperson Stodola stated that seems like a good compromise.

City Planner Anderson stated that the neighborhood acknowledged that both the neighbors and the developer have compromised to get to this point. He stated that there is not a homeowners' association proposed with this, so each resident would be responsible for their own snow removal and turf maintenance. He confirmed the consensus of the Board to apply the same overall goals and suggestions from the previous case.

Board Member Hiatt stated that the greenway corridor appears to cut through the southwest corner and asked if the plan will need to be adapted for the pond.

City Planner Anderson noted that the pond is in that location on the concept but may not be in that location on the Preliminary Plat. He noted that the greenway would be a contiguous trail to Lake Itasca because of the connection through Riverstone. He highlighted the path the greenway corridor would travel to The COR.

Board Member Hiatt stated that he would encourage the greenway and believes that to be a good tradeoff for the requested density. He noted the benefit to having that trail not adjacent a roadway not only for health purposes but also for safety purposes.

5.03: Consider Sketch Plan for Rum River Prairie

City Planner Anderson presented the staff report. He stated that the purpose of tonight's case is to introduce the EPB to a proposed Sketch Plan for Rum River Prairie. He advised that the proposed development is located along both sides of Armstrong Boulevard, north of Tiger Street. He stated that the proposed development would include 21 single-family lots that would meet the requirements of the underlying zoning district and therefore would not appear to require a Comprehensive Plan or zoning amendment. He reviewed information on the natural resources inventory in relation to the property. He identified a potential lot width concern with one five-acre lot and the size of Outlot A. He noted that this request seems pretty straight forward with the potential for one variance for the lot width on the five-acre lot on the cul-de-sac. He noted that there are wetlands on the site that will need to be delineated. He stated that the developer is working hard to minimize the amount of impact.

Board Member Anderson asked for input on a symbol used on the sketch.

City Planner Anderson noted that he would follow up to determine the meaning of the symbol. He reviewed the elements that would be part of the next phase of review.

Chairperson Stodola asked and received consensus that the overall goals for the last two cases would carry forward.

Board Member Hiatt asked if the developer has a positive history with the community.

City Planner Anderson provided details on the developer's experience within Ramsey.

Councilmember LeTourneau asked for a refresh on the criteria that were recommended for the previous cases that could carry forward to this case.

City Planner Anderson noted that in the past cases there was a mention of the possibility to reuse stormwater pond water for irrigation. He stated that element may only be applicable for cases with a homeowners' association and not so much in this type of case where the properties are individually owned and there are not common areas. He summarized the other comments including the use of rain gardens and native plantings. He noted that the boulevard trees and density transitioning may not be applicable in this situation.

5.04: Update on Various Natural Resources Based Projects through the Resilient Communities Project (and Check-in with EPB Work Plan)

City Planner Anderson presented the staff report. He noted that the City was selected as the Community Partner by the University of Minnesota's Resilient Communities Project (RCP) for the 2017-2018 school year. He stated that the City proposed approximately 20 potential projects to RCP, ranging in topics from housing to water supply to natural resources. He explained that the RCP then seeks out upper level undergraduate and masters level courses that may be a good match for the various projects. He noted that with significant oversite by the professors, the study groups work on a project, or an aspect of a project, as part of their coursework. He noted that several projects have already been matched with classes for the fall semester. He noted that three of the RCP projects directly relate to the EPB's Work Plan and provided details. He stated that the remaining item is related to the organic recycling program, noting that the pilot program has been in operation for three months and provided an update. He stated that he invited the student groups to the Board's scheduled December meeting but noted that does not line up with the end of the semester and therefore there may not be good participation in that meeting. He noted that some students were excited to have the opportunity to present because these are real world projects. He stated that there has been a large time commitment from staff in order to fully communicate the desires of the City to the professors and the students. He stated that both the students and professors seem very excited with this partnership, as is staff.

Councilmember LeTourneau asked if there would be interest from the Board in meeting earlier in the month of December in order to fall within the window of the school semester.

City Planner Anderson stated that the Board's December meeting is scheduled for December 18th, which is relatively close to Christmas. He noted that the Council typically cancels their second meeting of September. He noted that the Board could look to bump up the meeting date, but noted that finals could be another factor. He stated that the Board could change to December 4th or 11th and he could provide those dates to see if there are move available students.

Board Member Hiatt stated that perhaps December 4th would be a better date.

It was the consensus of the Board to change the December meeting date to December 4th or 11th, depending upon which date would fit best for the students.

6. BOARD / STAFF INPUT

- **Fall Recycling Event**

City Planner Anderson stated that this year was the first attempt to hold three recycling events, with the most recent on September 30th. He reported that there were about 230 vehicles, which was about 30 fewer vehicles than the summer event. He noted that there was still quite a bit of material generated from the event. He noted that even with the summer event, the fall average was still met and the addition of the summer event did not detract from the fall event. He stated that he will still complete the final numbers but it is likely that the City will hold three events the following year as well. He explained that as long as they are not detracting from participation, they would hold the additional event.

Board Member Hiatt stated that perhaps this is also training residents in the more regular schedule of recycling events and therefore there will be more steady participation.

- **Comprehensive Plan Workshop (October 26th)**

City Planner Anderson stated that a Comprehensive Plan workshop is scheduled for October 26th and noted that all the Board Members should have received an invite for the event.

Councilmember LeTourneau stated that the Comprehensive Plan workshops are great interactive events with the community.

City Planner Anderson stated that he has been involved in at least one Comprehensive Plan process before this and noted that there are a lot of new faces and younger families getting involved in the process, which generates new ideas. He stated that it is worthwhile to hear what people are saying and what is important to the residents.

7. ADJOURNMENT

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

The meeting adjourned at 8:47 p.m.

Respectfully submitted,

_____
Chris Anderson
City Planner

ATTEST:

_____
JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 3.**

Meeting Date: 12/12/2017

By: Diana Lund, Finance

Information

Title

Schedule Public Hearing to Consider Adoption of 2018-2027 Capital Improvement Plan

Purpose/Background:

The Capital Improvement Program (CIP) is a strategic planning tool to assist the City Council in identifying proposed capital improvement projects over the next ten years. The 2018-2027 CIP contains the following categories: Capital Bonding Projects, Equipment Replacement, Municipal Buildings, Park Improvements, Sewer Utility, Storm Water Utility, Street Improvements, Street Light Utility, and Water Utility Improvements.

The projects, as presented in the CIP document, are presented at total costs. The city is not responsible for the funding of all projects listed in this program. For example: If a grant is received the respective project is shown at total project costs with the amount of grant listed as an offsetting revenue source. Cash flows are presented for the respective funds presented in the CIP. They can be found in the last several pages of the CIP document.

A supplemental section titled 'Future Consideration Projects' has also been included. This is a listing of park projects are contingent upon availability of resources. These projects are unfunded and unscheduled until resources become available.

As mentioned above, this is a planning document only, and **not an approval** of any project listed.

Per section 7.5 of the Ramsey City Charter, the city shall hold an annual public hearing on the Capital Improvement Program and adopt it by resolution. Staff is asking that a public hearing be held at the regular meeting of January 9, 2018.

Notification:

A draft document of the 2018-2027 CIP and supplemental report is attached. Any reported changes will be reflected in the document presented at the January 9, 2018 public hearing.

Funding Source:

The 2018-2027 Capital Improvement Program depicts the various funding sources used to fund capital improvements

Action:

Motion to authorize a public hearing on January 9, 2018 for the adoption of the 2018-2027 Capital Improvement Plan.

Attachments

Draft CIP 2018-2027
2018-2027 Park Supplemental

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM

Form Started By: Diana Lund
Started On: 11/29/2017 12:57 PM
Final Approval Date: 12/07/2017

CITY OF RAMSEY
CAPITAL IMPROVEMENT PROGRAM
2018-2027

The Capital Improvement Program document is a planning tool maintained by the city to identify future projects, related expenditures, and funding sources. All projects designated in the Capital Improvement Program are contingent upon availability of resources during the planned year. The total expenditure of projects includes city-funded sources as well as other resources such as grants, fees, bonding, etc.









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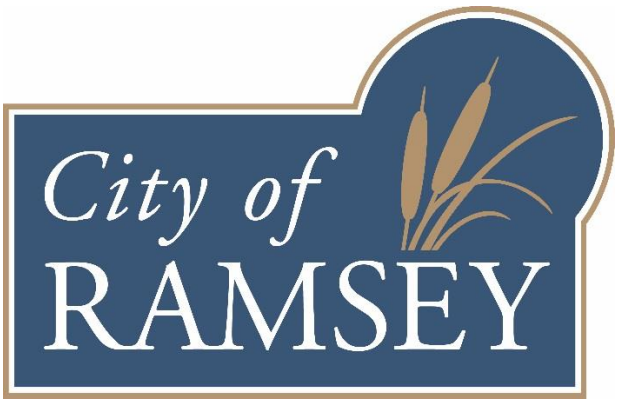
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INTRODUCTORY SECTION

CITY OF RAMSEY

CAPITAL IMPROVEMENT/CAPITAL OUTLAY PLAN

2018-2027

Enclosed is the Ramsey Capital Improvements/Capital Outlay Plan (CIP) for the years 2018-2027. It has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation, which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

The process for completing the 2018-2027 CIP was much the same as the process for the 2018 General Fund Budget. Project requests were submitted by all divisions and reviewed by the Management Team and appropriate supervisors to establish the feasibility and priority of the projects and match with available financing.

CAPITAL IMPROVEMENT PLAN GOALS
ACKNOWLEDGE AND COMMUNICATE PUBLIC INFRASTRUCTURE PRIORITIES AND DYNAMICS
ENSURE APPROPRIATE RESPONSES TO CHANGING INFRASTRUCTURE NEEDS AND DEMANDS
DEVELOP A FINANCIAL ASSESSMENT OF CAPITAL RESOURCES AVAILABLE TO MEET FUTURE CAPITAL PROJECT NEEDS
ENCOMPASS THE CITY'S STRATEGIC PLAN'S IMPERATIVES: FINANCIAL STABILITY; A CONNECTED COMMUNITY; SMART, CITIZEN-FOCUSED GOVERNMENT; AN EFFECTIVE ORGANIZATION

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. Therefore, the CIP should receive ratification only if the Council perceives actions contemplated within the plan as reasonable and planned within justified time frames. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Capital improvements are improvements to land, streets, parks, utilities and buildings. This plan shows improvements with revenues projected from various funding sources. Improvements from the General Fund are those requiring a tax levy, referendum or similar other authority resulting in listed projects being less than certain. The other funding sources (except for intergovernmental revenue - grant funds) have increased stability over the general fund projects.

Specific information on the funding sources for each project is shown under the individual project. Cash flow projections are completed to examine the long-term stability of each fund and its ability to provide for planned expenditures.

Potential funding sources for capital improvement expenditures may include:

- General Fund
- Capital Equipment Certificates
- General Obligation Bonds
- CIP General Obligation Bonds*
- Tax Increment Financing
- Developer Fees
- Grants/Outside Sources
- Utility Funds (Water, Sewer, Recycling, Street Lights, Storm Water)
- Special Revenue Funds (Equipment Revolving, Fleet, Lawful Gambling, Storm Water Management)
- Capital Project Funds (Facility, Landfill, MSA, Park Improvement, Public Improvement Revolving (PIR)
- Special Assessments

**Only City Hall, Public Works facilities and Public Safety facilities may be financed with CIP General Obligation bonds under the CIP Act (Minnesota Statutes Chapter 475). Other capital improvements described in this plan as being financed under General Obligation Bonds may be financed with special assessment bonds under Minnesota Statutes, Chapter 429 and utility revenue bonds under Minnesota Statutes, Chapter 444.*

For a City to use its authority to finance expenditures under the CIP Act, it must meet the requirements provided therein. Specifically, the City Council must approve the sale of capital improvement bonds by a two-thirds vote of its membership. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the City at least fourteen, but not more that twenty-eight days prior to the date of the public hearing. The City Council approves the CIP following the public hearing.

The bonds are not subject to referendum unless, within 30 days after the hearing, a petition is filed with the City Administrator signed by voters equal to at least five percent of the votes cast in the last general City election. In that event, the bonds are subject to a referendum, and may be issued only if approved by a majority of voters who vote on that question. If the referendum passes, the taxes to pay the debt service on the bonds would be levied on market value rather than tax capacity. However, if no timely petition is filed, the taxes to pay debt service are levied on tax capacity.

The CIP Act has established certain criteria that must be met. In accordance with these criteria, the City has considered the following eight points:

1. Condition of the City's infrastructure and need for the project
2. Demand for the improvement
3. Cost of the improvement
4. Availability of public resources
5. Level of overlapping debt
6. Const/benefits of alternative uses of funds
7. Operating costs of the proposed improvements
8. Options for shared facilities with other cities or local governments.

OVERVIEW SECTION

City of Ramsey, Minnesota

Capital Improvement Program

2018 thru **2027**

CATEGORY SUMMARY

Category	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Capital Bonding Projects		13,906,500									*13,906,500*
Capital Equipment	971,510	746,900	765,000	839,000	740,000	570,000	637,500	726,000	834,000	1,239,585	*8,069,495*
Municipal Building	100,000		25,000		20,000					20,221,300	*20,366,300*
Park Improvement	1,633,000	500,000	320,000		450,000	76,000		875,000	55,000		*3,909,000*
Sewer Utility Improvement	15,000		457,000								*472,000*
Storm Water Utility Improvement	996,000		510,000		530,000					330,000	*2,366,000*
Street Improvement	1,425,000	9,372,600	11,992,400	26,872,000	8,154,000	1,929,000	2,613,000	3,430,000	1,998,900	1,662,120	*69,449,020*
Street Light Utility Improvement	275,000										*275,000*
Water Utility Improvement	2,075,000		600,000		340,000	1,700,000		385,000			*5,100,000*
TOTAL	**7,490,510**	**24,526,000**	**14,669,400**	**27,711,000**	**10,234,000**	**4,275,000**	**3,250,500**	**5,416,000**	**2,887,900**	**23,453,005**	***123,913,315***

City of Ramsey, Minnesota

Capital Improvement Program

2018 thru **2027**

FUNDING SOURCE SUMMARY

Source	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
City of Anoka			25,000								*25,000*
City of Nowthen			20,000								*20,000*
Developer Fees					150,000						*150,000*
Equipment Revolving Fund	710,510	568,150	579,000			225,000					*2,082,660*
Facility Fund	100,000	1,000,000	25,000		20,000						*1,145,000*
Fleet Vehicles		87,000						60,000			*147,000*
General Fund			143,000	839,000	672,000	345,000	408,500	666,000	834,000	1,239,585	*5,147,085*
GO Bonding (Road Funding)	993,750	1,633,920	2,792,795	2,095,875	2,028,625	1,361,850	1,788,750	2,060,250	1,339,065	1,182,240	*17,277,120*
GO CIP Bonding		9,275,000									*9,275,000*
Grants/Outside Sources	20,000	6,355,000	7,185,000	20,700,000	50,000						*34,310,000*
Landfill Trust Fund	38,000										*38,000*
Lawful Gambling Fund	60,000	100,000			150,000						*310,000*
MSA				2,850,000	500,000						*3,350,000*
Park Improvement Trust Fund	1,475,000	400,000	275,000		250,000	76,000		875,000	55,000		*3,406,000*
Public Improvement Revolving Fund		665,000	715,000		150,000				55,000		*1,585,000*
Recycling Utility Fund		200,000									*200,000*
Sewer Utility Fund	40,000	1,761,625	457,000				196,500				*2,455,125*
Special Assessment - Bonded	331,250	544,640	934,265	868,625	842,875	453,950	596,250	1,086,750	446,355	394,080	*6,499,040*
Storm Water Management Fund	493,000										*493,000*
Storm Water Utility Fund	814,000	174,040	875,340	357,500	930,500	113,200	228,000	283,000	158,480	415,800	*4,349,860*
Street Light Utility Fund	275,000										*275,000*
Tax Increment Fund #1					1,000,000						*1,000,000*
Tax Increment Fund #14 (BONDING)					1,150,000						*1,150,000*
Tax Increment Fund #2					2,000,000						*2,000,000*
To Be Determined	40,000									20,221,300	*20,261,300*
Water Utility Fund	2,100,000	1,761,625	643,000		340,000	1,700,000	32,500	385,000			*6,962,125*
GRAND TOTAL	**7,490,510**	**24,526,000**	**14,669,400**	**27,711,000**	**10,234,000**	**4,275,000**	**3,250,500**	**5,416,000**	**2,887,900**	**23,453,005**	***123,913,315***

Capital Improvement Plan - Priority Codes & Definitions

Priority	
1	**Existing Obligations - High Priority: Year 2018 or 2019** Projects under this priority are previously committed to or are replacements Example: Road reconstructions, equipment replacement
2	**New Addition - High Priority: Year 2018 or 2019** Projects under this priority are needed, but have no previous commitments Example: Road extensions, additional park amenities
3	**Existing Obligations - Medium Priority: Year 2020-2027** Projects under this priority are previously committed to or are replacements but not as urgent to fulfull as those in priority 1 Example: 4th year forward of road reconstructions; equipment replacement
4	**New Addition - Medium Priority: Year 2020-2027** Projects under this priority are needed, but have no previous commitments but need is not as great as those listed in priority 2 Example: Public Works Campus; new capital equipment
5	**Opportunity Driven/Unfunded/Placeholder** Projects under this priority are development driven and/or have outside funding capacities such as grants and/or placeholders for projects that may occur after year 2027. Full funding on these projects have not been determined. Example: Highway 10 improvements; Community Center

City of Ramsey, Minnesota

Capital Improvement Program

2018 thru **2027**

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2018				
Priority 1-Existing Obligation (High)				
Replace Email Server	Capital Equipment	*15-IT-003*	1	7,500
Replace Grass 21 (504)	Capital Equipment	*FIRE-504*	1	45,000
Replacement of all SCBA's	Capital Equipment	*FIRE-566*	1	175,000
2018 Chev Caprice - Replace 2013 Chev Caprice #331	Capital Equipment	*POL-331*	1	30,000
2018 Chev Tahoe to Replace 2013 Chev Tahoe #332	Capital Equipment	*POL-332*	1	35,000
Replace 1998 Mule: Unit #622	Capital Equipment	*PW-622*	1	18,000
Replace-2002 Snowplow Truck: Unit #636	Capital Equipment	*PW-636*	1	188,000
Replace 2002 3/4 Ton Truck 4x4: Unit #637	Capital Equipment	*PW-637*	1	37,270
Replace 2003 Kawasaki: Unit #639	Capital Equipment	*PW-639*	1	18,000
Replace Elgin Sweeper: Unit #642 (Storm Wtr)	Capital Equipment	*PW-642*	1	211,000
Replace 2005 Utility Truck: Unit #652	Capital Equipment	*PW-652*	1	50,000
Replace 3/4 Ton 4x4 Truck; Unit #653	Capital Equipment	*PW-653*	1	41,170
Replacement for Programmable Message Boards	Capital Equipment	*TE-001*	1	39,000
Replace Fencing & Dugouts (#5-7)-Central Park	Park Improvements	*17-PARK-004*	1	75,000
Scada System Software Upgrades	Sewer Utility	*18-SEW-001*	1	15,000
Reconstruction Streets Stanhope Terr & Riversbend	Street Improvements	*15-STR-008*	1	750,000
2018 Overlay Projects	Street Improvements	*15-STR-011*	1	675,000
Complete Pump House 3	Water Utility	*04-WTR-005*	1	60,000
Refurbish Water Tower #2	Water Utility	*14-WTR-001*	1	1,300,000
Refurbish Water Tower #1	Water Utility	*14-WTR-002*	1	700,000
Scada System Software Upgrades	Water Utility	*18-WTR-002*	1	15,000
			Total for: Priority 1	4,484,940
Priority 2-New Addition (High)				
NAS/SAN Centralized Storage	Capital Equipment	*18-IT-001*	2	13,000
New 1-Ton Pickup with Box and Plow	Capital Equipment	*PW-701*	2	63,570
Muni Center 2nd Floor Community Room	Municipal Buildings	*18-BLDG-001*	2	100,000
Elmcrest Park & The Draw Park Entrance & Signage	Park Improvements	*04-PARK-003*	2	80,000
Observation boardwalk - Lake Itasca	Park Improvements	*06-PARK-011*	2	60,000
Park Development in the COR	Park Improvements	*08-PARK-005*	2	1,200,000
The Draw Grates	Park Improvements	*12-PARK-006*	2	10,000
Dog Park Shelter-Alpine Park	Park Improvements	*17-PARK-005*	2	58,000
Sunfish Lake Phase 2 Parking Lot	Park Improvements	*18-PARK-001*	2	35,000
Central Park - Football Field Enhancements	Park Improvements	*18-PARK-002*	2	15,000
Amphitheater Lighting	Park Improvements	*18-PARK-003*	2	40,000
COR Regional Infiltration Basin	Stormwater Utility	*16-STM-002*	2	986,000
Riverdale Drive Extension Lighting	Street Light Utility	*16-STLT-001*	2	275,000
			Total for: Priority 2	2,935,570
Priority 5-Opportunity/Unfunded/Placeholder				
Trail Connections	Park Improvements	*06-PARK-019*	5	30,000
Aeration for Sunfish Lake & The Draw	Park Improvements	*18-PARK-005*	5	40,000

Project Name	Department	Project #	Priority	Project Cost
			Total for: Priority 5	70,000
	Total for 2018			**7,490,510**

2019

Priority 1-Existing Obligation (High)

Replace Ford Taurus - 403	Capital Equipment	*ADMIN-403*	1	29,000
Replace 2006 Ford Taurus	Capital Equipment	*ADMIN-404*	1	29,000
Replace 2005 Chevy Colorado	Capital Equipment	*BUILD-401*	1	22,500
Replace 2006 Ford Taurus	Capital Equipment	*BUILD-405*	1	29,000
Replace 2006 Ford Taurus	Capital Equipment	*BUILD-406*	1	27,000
Replace Fire Prevention Vehicle (566)	Capital Equipment	*FIRE-506*	1	45,000
Replacement of Extrication Tools R-21	Capital Equipment	*FIRE-568*	1	50,000
2019 Chev Caprice to Replac 2014 Chev Caprice #341	Capital Equipment	*POL-341*	1	30,000
2019 Chev Caprice to Replac 2014 Chev Caprice #342	Capital Equipment	*POL-342*	1	30,000
2019 Chev Tahoe to Replace Chev Tahoe #343	Capital Equipment	*POL-343*	1	36,000
2019 Chev Impala to Replace 2007 Lincoln #376	Capital Equipment	*POL-376*	1	31,000
Replace Engr Veh #402 With 2017 GMC Sierra	Capital Equipment	*PW-402*	1	31,500
Replace 2001 Case Backhoe: Unit #634	Capital Equipment	*PW-634*	1	78,000
Replace-2004 Snowplow Truck: Unit #644	Capital Equipment	*PW-644*	1	183,500
Replace 2005 3/4 Ton Truck 4x4 W/Plow Unit # 651	Capital Equipment	*PW-651*	1	48,000
Replace 2014 Ex Mark Mower: Unit #683	Capital Equipment	*PW-691*	1	10,800
Replace 2014 Ex Mark Mower: Unit #684	Capital Equipment	*PW-692*	1	10,800
Replace 2014 Ex Mark Mower: Unit #685	Capital Equipment	*PW-693*	1	10,800
Sunwood Drive Roundabout Landscaping	Street Improvements	*15-STR-003*	1	20,000
Reconstruction of Streets-Ford Brook Estates/Hy 10	Street Improvements	*15-STR-006*	1	1,740,400
2019 Overlay Projects	Street Improvements	*15-STR-012*	1	612,200
			Total for: Priority 1	3,104,500

Priority 2-New Addition (High)

Bullex Attack Training Prop	Capital Equipment	*FIRE-571*	2	15,000
Northfork North Trail Connection	Park Improvements	*17-PARK-007*	2	150,000
Lake Itasca Park - Parking, Trail & Canoe System	Park Improvements	*18-PARK-004*	2	250,000
			Total for: Priority 2	415,000

Priority 4-New Addition (Med)

Public Works Campus Building Improvements	Capital Bonding Projects	*06-BLDG-001*	4	13,906,500
			Total for: Priority 4	13,906,500

Priority 5-Opportunity/Unfunded/Placeholder

Observation deck on the Mississippi E of Dolomite	Park Improvements	*06-PARK-015*	5	100,000
North Hwy 10 Frontage Road-Ramsey to SLB	Street Improvements	*16-STR-003*	5	7,000,000
			Total for: Priority 5	7,100,000
	Total for 2019			**24,526,000**

2020

Priority 3-Existing Obligation (Med)

Weblink Server Replacement	Capital Equipment	*17-IT-007*	3	8,000
Replace Engine 11 (556)	Capital Equipment	*FIRE-503*	3	275,000
2020 Ford Explorer Replace 2005 F150 #359	Capital Equipment	*POL-359*	3	37,000
2020 Chev Caprice - Replace2017 Chev Caprice #371	Capital Equipment	*POL-371*	3	32,000
2020 Chev Tahoe Replace 2016 Chev Tahoe #361	Capital Equipment	*POL-372*	3	37,000
Replace Engr Car #407 With Chevy Impala	Capital Equipment	*PW-407*	3	24,000

Project Name	Department	Project #	Priority	Project Cost
Replace 2006 3/4 Ton Truck 2x4 Unit #654	Capital Equipment	*PW-654*	3	31,000
Replace Sidewalk Machine: Unit #655	Capital Equipment	*PW-655*	3	97,000
Replace 2007 Chevy Pickup Unit #664	Capital Equipment	*PW-664*	3	38,000
Replace 2007 3/4 Ton Pick-Up: Unit #667	Capital Equipment	*PW-667*	3	43,000
Replace 2008 Bobcat Skidster: Unit #671	Capital Equipment	*PW-671*	3	51,000
Replace 2013 Toro Wide Area Mower: Unit #679	Capital Equipment	*PW-697*	3	92,000
Stormwater Drainage Improvements	Stormwater Utility	*12-STRM-001*	3	380,000
Ermine Blvd Culvert Replacement	Stormwater Utility	*18-STRM-001*	3	130,000
Reconstruction of Streets-Barthels Rum River Acres	Street Improvements	*17-STR-001*	3	3,553,400
2020 Overlay Projects	Street Improvements	*17-STR-002*	3	539,000
			Total for: Priority 3	5,367,400
Priority 4-New Addition (Med)				
Sprinkler System @ Fire Station #1	Municipal Buildings	*10-BLDG-004*	4	25,000
Ford Brook Park Playground Equipment	Park Improvements	*04-PARK-006*	4	70,000
Fire Station 1 Sanitary Sewer Service	Sewer Utility	*12-SEW-002*	4	60,000
Watermain Sunfish Lk Blvd	Water Utility	*12-WTR-001*	4	450,000
			Total for: Priority 4	605,000
Priority 5-Opportunity/Unfunded/Placeholder				
Trail Connections	Park Improvements	*06-PARK-019*	5	200,000
McKinley Trail Connection to Anoka	Park Improvements	*12-PARK-008*	5	50,000
Abandon Liftstation Wildlife Sanctuary	Sewer Utility	*04-SEW-001*	5	352,000
Abandon Lift Station River Pines	Sewer Utility	*08-SEW-004*	5	45,000
North Hwy 10 Frontage Road-Ramsey to SLB	Street Improvements	*16-STR-003*	5	5,900,000
South Hwy 10 Frontage Rd-SLB to Anoka	Street Improvements	*16-STR-004*	5	2,000,000
River Pines Lift Station Water Connection	Water Utility	*08-WTR-003*	5	20,000
Fire Station #1 Extension of Water	Water Utility	*11-WTR-003*	5	55,000
Construct Well and Pumphouse #9	Water Utility	*16-WTR-002*	5	75,000
			Total for: Priority 5	8,697,000
	Total for 2020			**14,669,400**

2021

Priority 3-Existing Obligation (Med)				
Discovery Recovery Server	Capital Equipment	*15-IT-002*	3	11,000
Police Copier - File Room	Capital Equipment	*17-IT-004*	3	14,000
Police Copier - Patrol	Capital Equipment	*17-IT-005*	3	10,000
Utility Server	Capital Equipment	*17-IT-006*	3	8,000
Replace Engine 11 (556)	Capital Equipment	*FIRE-503*	3	263,000
2021 Chev Impala Replace 2013 Chev Malibu #334	Capital Equipment	*POL-334*	3	32,000
2021 Ford Explorer Replace 2016 Ford Explorer #351	Capital Equipment	*POL-335*	3	38,000
2021 Ford Explorer Replace 2018 Chev Caprice #3XX	Capital Equipment	*POL-366*	3	38,000
2021 Chev Tahoe Replace 2018 Chev Tahoe #3XX	Capital Equipment	*POL-367*	3	38,000
Replace 2001 John Deere Mower: Unit #635	Capital Equipment	*PW-635*	3	25,000
Replace 2004 Tool Cat	Capital Equipment	*PW-645*	3	54,000
Replace 2006 Tandem Axle Plow Truck: Unit #662	Capital Equipment	*PW-662*	3	218,000
Replace 2007 Chevy Pickup: Unit #665	Capital Equipment	*PW-665*	3	27,000
Replace 2010 Chevy 1- Ton Truck #675	Capital Equipment	*PW-675*	3	63,000
Reconstruction of Streets: Riverdale Drive	Street Improvements	*17-STR-003*	3	3,475,000
2021 Overlay Projects	Street Improvements	*17-STR-004*	3	347,000
			Total for: Priority 3	4,661,000
Priority 5-Opportunity/Unfunded/Placeholder				
Bunker Lake Blvd Sunwood Drive Signal	Street Improvements	*12-STR-001*	5	350,000

Project Name	Department	Project #	Priority	Project Cost
Ramsey Blvd RR Underpass	Street Improvements	*16-STR-002*	5	22,000,000
South Hwy 10 Frontage Rd-SLB to Anoka	Street Improvements	*16-STR-004*	5	700,000
			Total for: Priority 5	23,050,000
	Total for 2021			**27,711,000**

2022

Priority 3-Existing Obligation (Med)

Universal Power Supply Replacement	Capital Equipment	*17-IT-008*	3	30,000
Replacement Extrication Tools R-11	Capital Equipment	*FIRE-565*	3	50,000
Thermal Image Camera	Capital Equipment	*FIRE-572*	3	30,000
2022 Ford Explorer Relace 2018 Ford Explorer #3XX	Capital Equipment	*POL-368*	3	39,000
2022 Chev Tahoe Replace 2018 Chev Tahoe #3XX	Capital Equipment	*POL-369*	3	39,000
2022 Ford Explorer Replace 2016 Ford Explorer #363	Capital Equipment	*POL-370*	3	39,000
Replace 2006 Tandem Axle Plow Truck Unit #668	Capital Equipment	*PW-668*	3	213,000
Replace 2007 International Water Truck: Unit #669	Capital Equipment	*PW-669*	3	136,000
Replace 2009 2WD Pickup: Unit 674	Capital Equipment	*PW-674*	3	40,000
Replace Unit 678 2013-1ton Truck w/ Plow Equipment	Capital Equipment	*PW-678A*	3	62,000
Replace 2014-1Ton Truck w/ Plow Equipt: Unit #680	Capital Equipment	*PW-680*	3	62,000
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	Stormwater Utility	*04-STRM-011*	3	530,000
Zeolite Roadway Improvements	Street Improvements	*04-STR-012*	3	500,000
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	Street Improvements	*04-STR-014*	3	3,650,000
Reconstruction Streets-Autumn Heights & Variolite	Street Improvements	*17-STR-005*	3	3,325,000
2022 Overlay Projects	Street Improvements	*17-STR-006*	3	379,000
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	Water Utility	*04-WTR-009*	3	340,000
			Total for: Priority 3	9,464,000

Priority 4-New Addition (Med)

Storage Building at Fire Station 1	Municipal Buildings	*18-BLDG-002*	4	20,000
Additional Land For Central Park	Park Improvements	*15-PARK-01*	4	250,000
Field Lighting - Central Park	Park Improvements	*17-PARK-006*	4	200,000
Alpine Drive Pedestrian Crossing at 151st Avenue	Street Improvements	*18-STR-001*	4	300,000
			Total for: Priority 4	770,000
	Total for 2022			**10,234,000**

City of Ramsey, Minnesota

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PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2023				
Priority 3-Existing Obligation (Med)				
Core Switch Replacement	Capital Equipment	*17-IT-009*	3	52,000
Document Imaging Server Replacement	Capital Equipment	*17-IT-010*	3	8,000
Engineering Plotter Replacement	Capital Equipment	*17-IT-011*	3	10,000
Replace Tanker 11 (501)	Capital Equipment	*FIRE-501*	3	225,000
2023 Ford Explorer Replace 2019 Ford Explorer #3XX	Capital Equipment	*POL-377*	3	40,000
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	Capital Equipment	*POL-378*	3	40,000
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	Capital Equipment	*POL-379*	3	40,000
Replace 2004 Tree Spade	Capital Equipment	*PW-002*	3	52,000
Replace 1991 Chipper: Unit #619	Capital Equipment	*PW-619*	3	35,000
Replace Unit 676- 2010 4 Wheel Drive 1ton	Capital Equipment	*PW-676*	3	68,000
Reconstruction Streets-Nature View & Sorteberg 6th	Street Improvements	*17-STR-007*	3	1,132,000
2023 Overlay Projects	Street Improvements	*17-STR-008*	3	797,000
			Total for: Priority 3	2,499,000
Priority 4-New Addition (Med)				
Irrigation for Titterud Park	Park Improvements	*06-PARK-010*	4	76,000
			Total for: Priority 4	76,000
Priority 5-Opportunity/Unfunded/Placeholder				
Construct Well and Pumphouse #9	Water Utility	*16-WTR-002*	5	1,700,000
			Total for: Priority 5	1,700,000
	Total for 2023			**4,275,000**
2024				
Priority 3-Existing Obligation (Med)				
File Server Replacement	Capital Equipment	*17-IT-012*	3	7,500
Council Chamber, Fire 1/2, Park Ramp &P W Switch	Capital Equipment	*17-IT-013*	3	30,000
Public Works Utilities Switch	Capital Equipment	*17-IT-014*	3	7,000
Video Evidence Server Replacement	Capital Equipment	*17-IT-015*	3	27,000
Replace Grass 11 (562)	Capital Equipment	*FIRE-505*	3	45,000
Replace Rescue 11 (559)	Capital Equipment	*FIRE-564*	3	80,000
Replace Fire Chief Vehicle (569)	Capital Equipment	*FIRE-569A*	3	50,000
2024 Ford Explorer Replace 2020 Ford Explorer #3XX	Capital Equipment	*POL-380*	3	41,000
2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX	Capital Equipment	*POL-381*	3	41,000
2024 Chev Impala Replace 2016 Chev Impala #364	Capital Equipment	*POL-382*	3	35,000
Replace 2004 Mobile Generator	Capital Equipment	*PW-006*	3	164,000
Replace Unit 681 Utility truck	Capital Equipment	*PW-681*	3	65,000
Replace 2019 Exmark Mower (Orig Unit #683)	Capital Equipment	*PW-683*	3	15,000
Replace 2019 Exmark Mower (Orig Unit #684)	Capital Equipment	*PW-684*	3	15,000
Replace 2019 Exmark Mower (Orig Unit #685)	Capital Equipment	*PW-685*	3	15,000
Reconstruction Streets-Rodeo Hills Est/Valley View	Street Improvements	*17-STR-009*	3	2,280,000

Project Name	Department	Project #	Priority	Project Cost
2024 Overlay Projects	Street Improvements	*17-STR-010*	3	333,000
			Total for: Priority 3	3,250,500
	Total for 2024			**3,250,500**

2025

Priority 3-Existing Obligation (Med)

Administration Copier	Capital Equipment	*17-IT-016*	3	12,000
Builidng Copier	Capital Equipment	*17-IT-017*	3	9,000
Engineering Workroom Copier	Capital Equipment	*17-IT-018*	3	12,000
Email Server Replacement	Capital Equipment	*17-IT-019*	3	7,000
Replace Fire Rescue #21 (557)	Capital Equipment	*FIRE-557*	3	80,000
Replace Fire Duty Officer Vehicle (570)	Capital Equipment	*FIRE-570A*	3	45,000
Replace Maintenance Vehicle (564)	Capital Equipment	*GENGOV-001*	3	60,000
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	Capital Equipment	*POL-383*	3	42,000
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	Capital Equipment	*POL-384*	3	42,000
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	Capital Equipment	*POL-385*	3	42,000
Replace 2004 Snow Thrower	Capital Equipment	*PW-005*	3	130,000
Replace Unit 688 2015 Case Loader	Capital Equipment	*PW-688*	3	210,000
Reconstruction Streets -Alpine Drive	Street Improvements	*17-STR-011*	3	2,830,000
2025 Overlay Projects	Street Improvements	*17-STR-012*	3	600,000
			Total for: Priority 3	4,121,000

Priority 4-New Addition (Med)

New Electric Utility Vehicle	Capital Equipment	*PW-702*	4	35,000
Rabbit Park Phase Two	Park Improvements	*06-PARK-012*	4	125,000
Pedestrian Underpass-Alpine Dr	Park Improvements	*17-PARK-002*	4	750,000
Alpine Drive Watermain	Water Utility	*18-WTR-001*	4	385,000
			Total for: Priority 4	1,295,000
	Total for 2025			**5,416,000**

2026

Priority 3-Existing Obligation (Med)

Replace Engine #21 (565)	Capital Equipment	*FIRE-502*	3	275,000
Replace Fire Prevention Vehicle #566	Capital Equipment	*FIRE-566A*	3	45,000
2026 Ford Explorer Replace 2022 Ford Explorer #3XX	Capital Equipment	*POL-390*	3	43,000
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	Capital Equipment	*POL-391*	3	43,000
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	Capital Equipment	*POL-392*	3	43,000
Replace 1999 John Deere Grader: Unit #603	Capital Equipment	*PW-603*	3	280,000
Replace Unit #686 - 2015 Kubota Tractor	Capital Equipment	*PW-686*	3	45,000
Replace Unit #687 2015 Toolcat	Capital Equipment	*PW-687*	3	60,000
Reconstruction of Streets: Whispering Pine Estate	Street Improvements	*17-STR-013*	3	1,584,800
2026 Overlay Projects	Street Improvements	*17-STR-014*	3	359,100
			Total for: Priority 3	2,777,900

Priority 5-Opportunity/Unfunded/Placeholder

Acquire outlots "A" in Rivers Bluff and Reilly Est	Site Acquisitions	*06-ACQ-002*	5	20,000
Alpaca Estates Outlot	Site Acquisitions	*08-ACQ-002*	5	35,000
River Pines Lift Station Street Connection	Street Improvements	*08-STR-005*	5	55,000
			Total for: Priority 5	110,000
	Total for 2026			**2,887,900**

Project Name	Department	Project #	Priority	Project Cost
2027				
Priority 3-Existing Obligation (Med)				
Replace 10R Siren	Capital Equipment	*CIVIL-10R*	3	20,600
Replace 11R Siren	Capital Equipment	*CIVIL-11R*	3	21,400
Replace 14R Siren	Capital Equipment	*CIVIL-14R*	3	20,600
Replace 15R Siren	Capital Equipment	*CIVIL-15R*	3	20,200
Replace 16R Siren	Capital Equipment	*CIVIL-16R*	3	22,785
Replace 17R Siren	Capital Equipment	*CIVIL-17R*	3	20,200
Replace 1R Siren	Capital Equipment	*CIVIL-1R*	3	20,200
Replace 2R Siren	Capital Equipment	*CIVIL-2N*	3	21,400
Replace 3R Siren	Capital Equipment	*CIVIL-3R*	3	20,600
Replace 4R Siren	Capital Equipment	*CIVIL-4R*	3	20,600
Replace 5R Siren	Capital Equipment	*CIVIL-5R*	3	20,600
Replace 6R Siren	Capital Equipment	*CIVIL-6N*	3	21,400
Replace 7R Siren	Capital Equipment	*CIVIL-7R*	3	21,400
Replace 9R Siren	Capital Equipment	*CIVIL-9R*	3	20,600
Replace Engine #21 (565)	Capital Equipment	*FIRE-502*	3	275,000
Replace 2004 Polaris ATV with Plow	Capital Equipment	*POL-388*	3	11,000
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	Capital Equipment	*POL-393*	3	44,000
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	Capital Equipment	*POL-394*	3	44,000
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	Capital Equipment	*POL-395*	3	44,000
Replace 2004 Pull Behind PTO Mower	Capital Equipment	*PW-004*	3	28,000
Replace Paver, Trailer, Roller	Capital Equipment	*PW-660*	3	140,000
Replace Unit 679 Area Mower (2020 Replaced)	Capital Equipment	*PW-679A*	3	111,000
2027 Overlay Projects	Street Improvements	*18-STR-002*	3	804,120
Reconstruction of Streets:Sports Haven, Sec 1 Unpl	Street Improvements	*18-STR-003*	3	858,000
			Total for: Priority 3	2,651,705
Priority 4-New Addition (Med)				
New Velocity Patcher	Capital Equipment	*PW-700*	4	250,000
			Total for: Priority 4	250,000
Priority 5-Opportunity/Unfunded/Placeholder				
Community Center Construction	Municipal Buildings	*04-BLDG-002*	5	20,000,000
Old Town Hall Restoration	Municipal Buildings	*08-BLDG-005*	5	221,300
Whispering Pines Estates Plat 2 Storm Sewer	Stormwater Utility	*11-STM-003*	5	330,000
			Total for: Priority 5	20,551,300
	Total for 2027			**23,453,005**
GRAND TOTAL				**123,913,315**

City of Ramsey, Minnesota

Capital Improvement Program

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PROJECTS & FUNDING SOURCES BY CATEGORY

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Capital Bonding Projects												
Public Works Campus Building Improvements	06-BLDG-001		13,906,500									*13,906,500*
Facility Fund			***1,000,000***									***1,000,000***
GO CIP Bonding			***9,275,000***									***9,275,000***
Recycling Utility Fund			***200,000***									***200,000***
Sewer Utility Fund			***1,715,750***									***1,715,750***
Water Utility Fund			***1,715,750***									***1,715,750***
Capital Bonding Projects Total			**13,906,500**									***13,906,500***
Capital Equipment												
Discovery Recovery Server	15-IT-002				11,000							*11,000*
General Fund					***11,000***							***11,000***
Replace Email Server	15-IT-003	7,500										*7,500*
Equipment Revolving Fund		***7,500***										***7,500***
Police Copier - File Room	17-IT-004				14,000							*14,000*
General Fund					***14,000***							***14,000***
Police Copier - Patrol	17-IT-005				10,000							*10,000*
General Fund					***10,000***							***10,000***
Utility Server	17-IT-006				8,000							*8,000*
General Fund					***8,000***							***8,000***
Weblink Server Replacement	17-IT-007			8,000								*8,000*
General Fund				***8,000***								***8,000***
Universal Power Supply Replacement	17-IT-008					30,000						*30,000*
General Fund						***30,000***						***30,000***
Core Switch Replacement	17-IT-009						52,000					*52,000*
General Fund							***52,000***					***52,000***
Document Imaging Server Replacement	17-IT-010						8,000					*8,000*
General Fund							***8,000***					***8,000***
Engineering Plotter Replacement	17-IT-011						10,000					*10,000*
General Fund							***10,000***					***10,000***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
File Server Replacement	17-IT-012							7,500				*7,500*
General Fund								***7,500***				***7,500***
Council Chamber, Fire 1/2, Park Ramp &P W Switch	17-IT-013							30,000				*30,000*
General Fund								***30,000***				***30,000***
Public Works Utilities Switch	17-IT-014							7,000				*7,000*
General Fund								***7,000***				***7,000***
Video Evidence Server Replacement	17-IT-015							27,000				*27,000*
General Fund								***27,000***				***27,000***
Administration Copier	17-IT-016								12,000			*12,000*
General Fund									***12,000***			***12,000***
Builidng Copier	17-IT-017								9,000			*9,000*
General Fund									***9,000***			***9,000***
Engineering Workroom Copier	17-IT-018								12,000			*12,000*
General Fund									***12,000***			***12,000***
Email Server Replacement	17-IT-019								7,000			*7,000*
General Fund									***7,000***			***7,000***
NAS/SAN Centralized Storage	18-IT-001	13,000										*13,000*
Equipment Revolving Fund		***13,000***										***13,000***
Replace Ford Taurus - 403	ADMIN-403		29,000									*29,000*
Fleet Vehicles			***29,000***									***29,000***
Replace 2006 Ford Taurus	ADMIN-404		29,000									*29,000*
Fleet Vehicles			***29,000***									***29,000***
Replace 2005 Chevy Colorado	BUILD-401		22,500									*22,500*
Equipment Revolving Fund			***22,500***									***22,500***
Replace 2006 Ford Taurus	BUILD-405		29,000									*29,000*
Fleet Vehicles			***29,000***									***29,000***
Replace 2006 Ford Taurus	BUILD-406		27,000									*27,000*
Equipment Revolving Fund			***27,000***									***27,000***
Replace 10R Siren	CIVIL-10R										20,600	*20,600*
General Fund											***20,600***	***20,600***
Replace 11R Siren	CIVIL-11R										21,400	*21,400*
General Fund											***21,400***	***21,400***
Replace 14R Siren	CIVIL-14R										20,600	*20,600*
General Fund											***20,600***	***20,600***
Replace 15R Siren	CIVIL-15R										20,200	*20,200*
General Fund											***20,200***	***20,200***
Replace 16R Siren	CIVIL-16R										22,785	*22,785*
General Fund											***22,785***	***22,785***
Replace 17R Siren	CIVIL-17R										20,200	*20,200*
General Fund											***20,200***	***20,200***
Replace 1R Siren	CIVIL-1R										20,200	*20,200*
General Fund											***20,200***	***20,200***
Replace 2R Siren	CIVIL-2N										21,400	*21,400*
General Fund											***21,400***	***21,400***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Replace 3R Siren	CIVIL-3R										20,600	*20,600*
General Fund											***20,600***	***20,600***
Replace 4R Siren	CIVIL-4R										20,600	*20,600*
General Fund											***20,600***	***20,600***
Replace 5R Siren	CIVIL-5R										20,600	*20,600*
General Fund											***20,600***	***20,600***
Replace 6R Siren	CIVIL-6N										21,400	*21,400*
General Fund											***21,400***	***21,400***
Replace 7R Siren	CIVIL-7R										21,400	*21,400*
General Fund											***21,400***	***21,400***
Replace 9R Siren	CIVIL-9R										20,600	*20,600*
General Fund											***20,600***	***20,600***
Replace Tanker 11 (501)	FIRE-501						225,000					*225,000*
Equipment Revolving Fund							***225,000***					***225,000***
Replace Engine #21 (565)	FIRE-502									275,000	275,000	*550,000*
General Fund										***275,000***	***275,000***	***550,000***
Replace Engine 11 (556)	FIRE-503			275,000	263,000							*538,000*
Equipment Revolving Fund				***275,000***								***275,000***
General Fund					***263,000***							***263,000***
Replace Grass 21 (504)	FIRE-504	45,000										*45,000*
Equipment Revolving Fund		***45,000***										***45,000***
Replace Grass 11 (562)	FIRE-505							45,000				*45,000*
General Fund								***45,000***				***45,000***
Replace Fire Prevention Vehicle (566)	FIRE-506		45,000									*45,000*
Equipment Revolving Fund			***45,000***									***45,000***
Replace Fire Rescue #21 (557)	FIRE-557								80,000			*80,000*
General Fund									***80,000***			***80,000***
Replace Rescue 11 (559)	FIRE-564							80,000				*80,000*
General Fund								***80,000***				***80,000***
Replacement Extrication Tools R-11	FIRE-565					50,000						*50,000*
General Fund						***50,000***						***50,000***
Replacement of all SCBA's	FIRE-566	175,000										*175,000*
Equipment Revolving Fund		***175,000***										***175,000***
Replace Fire Prevention Vehicle #566	FIRE-566A									45,000		*45,000*
General Fund										***45,000***		***45,000***
Replacement of Extrication Tools R-21	FIRE-568		50,000									*50,000*
Equipment Revolving Fund			***50,000***									***50,000***
Replace Fire Chief Vehicle (569)	FIRE-569A							50,000				*50,000*
General Fund								***50,000***				***50,000***
Replace Fire Duty Officer Vehicle (570)	FIRE-570A								45,000			*45,000*
General Fund									***45,000***			***45,000***
Bullex Attack Training Prop	FIRE-571		15,000									*15,000*
Equipment Revolving Fund			***15,000***									***15,000***
Thermal Image Camera	FIRE-572					30,000						*30,000*

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						***30,000***						***30,000***
Replace Maintenance Vehicle (564)	GENGOV-001								60,000			*60,000*
Fleet Vehicles									***60,000***			***60,000***
2018 Chev Caprice - Replace 2013 Chev Caprice #331	POL-331	30,000										*30,000*
Equipment Revolving Fund		***30,000***										***30,000***
2018 Chev Tahoe to Replace 2013 Chev Tahoe #332	POL-332	35,000										*35,000*
Equipment Revolving Fund		***35,000***										***35,000***
2021 Chev Impala Replace 2013 Chev Malibu #334	POL-334				32,000							*32,000*
General Fund					***32,000***							***32,000***
2021 Ford Explorer Replace 2016 Ford Explorer #351	POL-335				38,000							*38,000*
General Fund					***38,000***							***38,000***
2019 Chev Caprice to Replac 2014 Chev Caprice #341	POL-341		30,000									*30,000*
Equipment Revolving Fund			***30,000***									***30,000***
2019 Chev Caprice to Replac 2014 Chev Caprice #342	POL-342		30,000									*30,000*
Equipment Revolving Fund			***30,000***									***30,000***
2019 Chev Tahoe to Replace Chev Tahoe #343	POL-343		36,000									*36,000*
Equipment Revolving Fund			***36,000***									***36,000***
2020 Ford Explorer Replace 2005 F150 #359	POL-359			37,000								*37,000*
Equipment Revolving Fund				***37,000***								***37,000***
2021 Ford Explorer Replace 2018 Chev Caprice #3XX	POL-366				38,000							*38,000*
General Fund					***38,000***							***38,000***
2021 Chev Tahoe Replace 2018 Chev Tahoe #3XX	POL-367				38,000							*38,000*
General Fund					***38,000***							***38,000***
2022 Ford Explorer Relace 2018 Ford Explorer #3XX	POL-368					39,000						*39,000*
General Fund						***39,000***						***39,000***
2022 Chev Tahoe Replace 2018 Chev Tahoe #3XX	POL-369					39,000						*39,000*
General Fund						***39,000***						***39,000***
2022 Ford Explorer Replace 2016 Ford Explorer #363	POL-370					39,000						*39,000*
General Fund						***39,000***						***39,000***
2020 Chev Caprice - Replace2017 Chev Caprice #371	POL-371			32,000								*32,000*
Equipment Revolving Fund				***32,000***								***32,000***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
2020 Chev Tahoe Replace 2016 Chev Tahoe #361	POL-372			37,000								*37,000*
Equipment Revolving Fund				***37,000***								***37,000***
2019 Chev Impala to Replace 2007 Lincoln #376	POL-376		31,000									*31,000*
Equipment Revolving Fund			***31,000***									***31,000***
2023 Ford Explorer Replace 2019 Ford Explorer #3XX	POL-377						40,000					*40,000*
General Fund							***40,000***					***40,000***
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	POL-378						40,000					*40,000*
General Fund							***40,000***					***40,000***
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	POL-379						40,000					*40,000*
General Fund							***40,000***					***40,000***
2024 Ford Explorer Replace 2020 Ford Explorer #3XX	POL-380							41,000				*41,000*
General Fund								***41,000***				***41,000***
2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX	POL-381							41,000				*41,000*
General Fund								***41,000***				***41,000***
2024 Chev Impala Replace 2016 Chev Impala #364	POL-382							35,000				*35,000*
General Fund								***35,000***				***35,000***
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	POL-383								42,000			*42,000*
General Fund									***42,000***			***42,000***
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	POL-384								42,000			*42,000*
General Fund									***42,000***			***42,000***
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	POL-385								42,000			*42,000*
General Fund									***42,000***			***42,000***
Replace 2004 Polaris ATV with Plow	POL-388										11,000	*11,000*
General Fund											***11,000***	***11,000***
2026 Ford Explorer Replace 2022 Ford Explorer #3XX	POL-390									43,000		*43,000*
General Fund										***43,000***		***43,000***
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	POL-391									43,000		*43,000*
General Fund										***43,000***		***43,000***
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	POL-392									43,000		*43,000*
General Fund										***43,000***		***43,000***
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	POL-393										44,000	*44,000*
General Fund											***44,000***	***44,000***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	POL-394										44,000	*44,000*
General Fund											***44,000***	***44,000***
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	POL-395										44,000	*44,000*
General Fund											***44,000***	***44,000***
Replace 2004 Tree Spade	PW-002						52,000					*52,000*
General Fund							***52,000***					***52,000***
Replace 2004 Pull Behind PTO Mower	PW-004										28,000	*28,000*
General Fund											***28,000***	***28,000***
Replace 2004 Snow Thrower	PW-005								130,000			*130,000*
General Fund									***130,000***			***130,000***
Replace 2004 Mobile Generator	PW-006							164,000				*164,000*
Sewer Utility Fund								***164,000***				***164,000***
Replace Engr Veh #402 With 2017 GMC Sierra	PW-402		31,500									*31,500*
Equipment Revolving Fund			***31,500***									***31,500***
Replace Engr Car #407 With Chevy Impala	PW-407			24,000								*24,000*
Equipment Revolving Fund				***24,000***								***24,000***
Replace 1999 John Deere Grader: Unit #603	PW-603									280,000		*280,000*
General Fund										***280,000***		***280,000***
Replace 1991 Chipper: Unit #619	PW-619						35,000					*35,000*
General Fund							***35,000***					***35,000***
Replace 1998 Mule: Unit #622	PW-622	18,000										*18,000*
Equipment Revolving Fund		***18,000***										***18,000***
Replace 2001 Case Backhoe: Unit #634	PW-634		78,000									*78,000*
Equipment Revolving Fund			***34,250***									***34,250***
Sewer Utility Fund			***21,875***									***21,875***
Water Utility Fund			***21,875***									***21,875***
Replace 2001 John Deere Mower: Unit #635	PW-635				25,000							*25,000*
General Fund					***25,000***							***25,000***
Replace-2002 Snowplow Truck: Unit #636	PW-636	188,000										*188,000*
Equipment Revolving Fund		***188,000***										***188,000***
Replace 2002 3/4 Ton Truck 4x4: Unit #637	PW-637	37,270										*37,270*
Equipment Revolving Fund		***37,270***										***37,270***
Replace 2003 Kawasaki: Unit #639	PW-639	18,000										*18,000*
Equipment Revolving Fund		***18,000***										***18,000***
Replace Elgin Sweeper: Unit #642 (Storm Wtr)	PW-642	211,000										*211,000*
Storm Water Utility Fund		***211,000***										***211,000***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Replace-2004 Snowplow Truck: Unit #644	PW-644		183,500									*183,500*
Equipment Revolving Fund			***183,500***									***183,500***
Replace 2004 Tool Cat	PW-645				54,000							*54,000*
General Fund					***54,000***							***54,000***
Replace 2005 3/4 Ton Truck 4x4 W/Plow Unit # 651	PW-651		48,000									*48,000*
Sewer Utility Fund			***24,000***									***24,000***
Water Utility Fund			***24,000***									***24,000***
Replace 2005 Utility Truck: Unit #652	PW-652	50,000										*50,000*
Sewer Utility Fund		***25,000***										***25,000***
Water Utility Fund		***25,000***										***25,000***
Replace 3/4 Ton 4x4 Truck; Unit #653	PW-653	41,170										*41,170*
Equipment Revolving Fund		***41,170***										***41,170***
Replace 2006 3/4 Ton Truck 2x4 Unit #654	PW-654			31,000								*31,000*
Equipment Revolving Fund				***31,000***								***31,000***
Replace Sidewalk Machine: Unit #655	PW-655			97,000								*97,000*
General Fund				***97,000***								***97,000***
Replace Paver, Trailer, Roller	PW-660										140,000	*140,000*
General Fund											***140,000***	***140,000***
Replace 2006 Tandem Axle Plow Truck: Unit #662	PW-662				218,000							*218,000*
General Fund					***218,000***							***218,000***
Replace 2007 Chevy Pickup Unit #664	PW-664			38,000								*38,000*
General Fund				***38,000***								***38,000***
Replace 2007 Chevy Pickup: Unit #665	PW-665				27,000							*27,000*
General Fund					***27,000***							***27,000***
Replace 2007 3/4 Ton Pick-Up: Unit #667	PW-667			43,000								*43,000*
Water Utility Fund				***43,000***								***43,000***
Replace 2006 Tandem Axle Plow Truck Unit #668	PW-668					213,000						*213,000*
General Fund						***213,000***						***213,000***
Replace 2007 International Water Truck: Unit #669	PW-669					136,000						*136,000*
General Fund						***68,000***						***68,000***
Storm Water Utility Fund						***68,000***						***68,000***
Replace 2008 Bobcat Skidster: Unit #671	PW-671			51,000								*51,000*
Equipment Revolving Fund				***51,000***								***51,000***
Replace 2009 2WD Pickup: Unit 674	PW-674					40,000						*40,000*
General Fund						***40,000***						***40,000***
Replace 2010 Chevy 1- Ton Truck #675	PW-675				63,000							*63,000*
General Fund					***63,000***							***63,000***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Replace Unit 676- 2010 4 Wheel Drive 1ton	PW-676						68,000					*68,000*
General Fund							***68,000***					***68,000***
Replace Unit 678 2013-1ton Truck w/ Plow Equipment	PW-678A					62,000						*62,000*
General Fund						***62,000***						***62,000***
Replace Unit 679 Area Mower (2020 Replaced)	PW-679A										111,000	*111,000*
General Fund											***111,000***	***111,000***
Replace 2014-1Ton Truck w/ Plow Equipt: Unit #680	PW-680					62,000						*62,000*
General Fund						***62,000***						***62,000***
Replace Unit 681 Utility truck	PW-681							65,000				*65,000*
Sewer Utility Fund								***32,500***				***32,500***
Water Utility Fund								***32,500***				***32,500***
Replace 2019 Exmark Mower (Orig Unit #683)	PW-683							15,000				*15,000*
General Fund								***15,000***				***15,000***
Replace 2019 Exmark Mower (Orig Unit #684)	PW-684							15,000				*15,000*
General Fund								***15,000***				***15,000***
Replace 2019 Exmark Mower (Orig Unit #685)	PW-685							15,000				*15,000*
General Fund								***15,000***				***15,000***
Replace Unit #686 - 2015 Kubota Tractor	PW-686									45,000		*45,000*
General Fund										***45,000***		***45,000***
Replace Unit #687 2015 Toolcat	PW-687									60,000		*60,000*
General Fund										***60,000***		***60,000***
Replace Unit 688 2015 Case Loader	PW-688								210,000			*210,000*
General Fund									***210,000***			***210,000***
Replace 2014 Ex Mark Mower: Unit #683	PW-691		10,800									*10,800*
Equipment Revolving Fund			***10,800***									***10,800***
Replace 2014 Ex Mark Mower: Unit #684	PW-692		10,800									*10,800*
Equipment Revolving Fund			***10,800***									***10,800***
Replace 2014 Ex Mark Mower: Unit #685	PW-693		10,800									*10,800*
Equipment Revolving Fund			***10,800***									***10,800***
Replace 2013 Toro Wide Area Mower: Unit #679	PW-697			92,000								*92,000*
Equipment Revolving Fund				***92,000***								***92,000***
New Velocity Patcher	PW-700										250,000	*250,000*
General Fund											***250,000***	***250,000***
New 1-Ton Pickup with Box and Plow	PW-701	63,570										*63,570*

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		***63,570***										***63,570***
New Electric Utility Vehicle	PW-702								35,000			*35,000*
General Fund									***35,000***			***35,000***
Replacement for Programmable Message Boards	TE-001	39,000										*39,000*
Equipment Revolving Fund		***39,000***										***39,000***
Capital Equipment Total		**971,510**	**746,900**	**765,000**	**839,000**	**740,000**	**570,000**	**637,500**	**726,000**	**834,000**	**1,239,585**	***8,069,495***
Municipal Buildings												
Community Center Construction	04-BLDG-002										20,000,000	*20,000,000*
To Be Determined											***20,000,000***	***20,000,000***
Old Town Hall Restoration	08-BLDG-005										221,300	*221,300*
To Be Determined											***221,300***	***221,300***
Sprinkler System @ Fire Station #1	10-BLDG-004			25,000								*25,000*
Facility Fund				***25,000***								***25,000***
Muni Center 2nd Floor Community Room	18-BLDG-001	100,000										*100,000*
Facility Fund		***100,000***										***100,000***
Storage Building at Fire Station 1	18-BLDG-002					20,000						*20,000*
Facility Fund						***20,000***						***20,000***
Municipal Buildings Total		**100,000**		**25,000**		**20,000**					**20,221,300**	***20,366,300***
Park Improvements												
Elmcrest Park & The Draw Park Entrance & Signage	04-PARK-003	80,000										*80,000*
Park Improvement Trust Fund		***80,000***										***80,000***
Ford Brook Park Playground Equipment	04-PARK-006			70,000								*70,000*
City of Nowthen				***20,000***								***20,000***
Park Improvement Trust Fund				***50,000***								***50,000***
Irrigation for Titterud Park	06-PARK-010						76,000					*76,000*
Park Improvement Trust Fund							***76,000***					***76,000***
Observation boardwalk - Lake Itasca	06-PARK-011	60,000										*60,000*
Lawful Gambling Fund		***60,000***										***60,000***
Rabbit Park Phase Two	06-PARK-012								125,000			*125,000*
Park Improvement Trust Fund									***125,000***			***125,000***
Observation deck on the Mississippi E of Dolomite	06-PARK-015		100,000									*100,000*
Lawful Gambling Fund			***100,000***									***100,000***
Trail Connections	06-PARK-019	30,000		200,000								*230,000*
Park Improvement Trust Fund		***30,000***		***200,000***								***230,000***
Park Development in the COR	08-PARK-005	1,200,000										*1,200,000*
Park Improvement Trust Fund		***1,200,000***										***1,200,000***
The Draw Grates	12-PARK-006	10,000										*10,000*

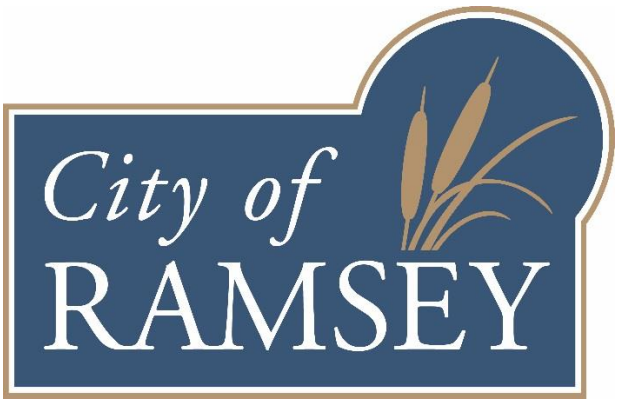
Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Utility Fund		***10,000***										***10,000***
McKinley Trail Connection to Anoka	12-PARK-008			50,000								*50,000*
City of Anoka				***25,000***								***25,000***
Park Improvement Trust Fund				***25,000***								***25,000***
Additional Land For Central Park	15-PARK-01					250,000						*250,000*
Park Improvement Trust Fund						***250,000***						***250,000***
Pedestrian Underpass-Alpine Dr	17-PARK-002								750,000			*750,000*
Park Improvement Trust Fund									***750,000***			***750,000***
Replace Fencing & Dugouts (#5-7)-Central Park	17-PARK-004	75,000										*75,000*
Grants/Outside Sources		***0***										***0***
Park Improvement Trust Fund		***75,000***										***75,000***
Dog Park Shelter-Alpine Park	17-PARK-005	58,000										*58,000*
Grants/Outside Sources		***20,000***										***20,000***
Landfill Trust Fund		***38,000***										***38,000***
Field Lighting - Central Park	17-PARK-006					200,000						*200,000*
Grants/Outside Sources						***50,000***						***50,000***
Lawful Gambling Fund						***150,000***						***150,000***
Northfork North Trail Connection	17-PARK-007		150,000									*150,000*
Park Improvement Trust Fund			***150,000***									***150,000***
Sunfish Lake Phase 2 Parking Lot	18-PARK-001	35,000										*35,000*
Park Improvement Trust Fund		***35,000***										***35,000***
Central Park - Football Field Enhancements	18-PARK-002	15,000										*15,000*
Park Improvement Trust Fund		***15,000***										***15,000***
Amphitheater Lighting	18-PARK-003	40,000										*40,000*
Park Improvement Trust Fund		***40,000***										***40,000***
Lake Itasca Park - Parking, Trail & Canoe System	18-PARK-004		250,000									*250,000*
Park Improvement Trust Fund			***250,000***									***250,000***
Aeration for Sunfish Lake & The Draw	18-PARK-005	40,000										*40,000*
To Be Determined		***40,000***										***40,000***
Park Improvements Total		**1,643,000**	**500,000**	**320,000**		**450,000**	**76,000**		**875,000**			***3,864,000***
Sewer Utility												
Abandon Liftstation Wildlife Sanctuary	04-SEW-001			352,000								*352,000*
Sewer Utility Fund				***352,000***								***352,000***
Abandon Lift Station River Pines	08-SEW-004			45,000								*45,000*
Sewer Utility Fund				***45,000***								***45,000***
Fire Station 1 Sanitary Sewer Service	12-SEW-002			60,000								*60,000*
Sewer Utility Fund				***60,000***								***60,000***
Scada System Software Upgrades	18-SEW-001	15,000										*15,000*
Sewer Utility Fund		***15,000***										***15,000***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Total		**15,000**		**457,000**								***472,000***
Site Acquisitions												
Acquire outlots "A" in Rivers Bluff and Reilly Est	06-ACQ-002									20,000		*20,000*
Park Improvement Trust Fund										***20,000***		***20,000***
Alpaca Estates Outlot	08-ACQ-002									35,000		*35,000*
Park Improvement Trust Fund										***35,000***		***35,000***
Site Acquisitions Total										**55,000**		***55,000***
Stormwater Utility												
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STRM-011					530,000						*530,000*
Storm Water Utility Fund						***530,000***						***530,000***
Whispering Pines Estates Plat 2 Storm Sewer	11-STM-003										330,000	*330,000*
Storm Water Utility Fund											***330,000***	***330,000***
Stormwater Drainage Improvements	12-STRM-001			380,000								*380,000*
Storm Water Utility Fund				***380,000***								***380,000***
COR Regional Infiltration Basin	16-STM-002	986,000										*986,000*
Storm Water Management Fund		***493,000***										***493,000***
Storm Water Utility Fund		***493,000***										***493,000***
Ermine Blvd Culvert Replacement	18-STRM-001			130,000								*130,000*
Storm Water Utility Fund				***130,000***								***130,000***
Stormwater Utility Total		**986,000**		**510,000**		**530,000**					**330,000**	***2,356,000***
Street Improvements												
Zeolite Roadway Improvements	04-STR-012					500,000						*500,000*
Tax Increment Fund #2						***500,000***						***500,000***
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STR-014					3,650,000						*3,650,000*
Tax Increment Fund #1						***1,000,000***						***1,000,000***
Tax Increment Fund #14 (BONDING)						***1,150,000***						***1,150,000***
Tax Increment Fund #2						***1,500,000***						***1,500,000***
River Pines Lift Station Street Connection	08-STR-005									55,000		*55,000*
Public Improvement Revolving Fund										***55,000***		***55,000***
Bunker Lake Blvd Sunwood Drive Signal	12-STR-001				350,000							*350,000*
MSA					***350,000***							***350,000***
Sunwood Drive Roundabout Landscaping	15-STR-003		20,000									*20,000*

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Public Improvement Revolving Fund			***20,000***									***20,000***
Reconstruction of Streets-Ford Brook Estates/Hy 10	15-STR-006		1,740,400									*1,740,400*
GO Bonding (Road Funding)			***1,174,770***									***1,174,770***
Special Assessment - Bonded			***391,590***									***391,590***
Storm Water Utility Fund			***174,040***									***174,040***
Reconstruction Streets Stanhope Terr & Riversbend	15-STR-008	750,000										*750,000*
GO Bonding (Road Funding)		***487,500***										***487,500***
Special Assessment - Bonded		***162,500***										***162,500***
Storm Water Utility Fund		***100,000***										***100,000***
2018 Overlay Projects	15-STR-011	675,000										*675,000*
GO Bonding (Road Funding)		***506,250***										***506,250***
Special Assessment - Bonded		***168,750***										***168,750***
2019 Overlay Projects	15-STR-012		612,200									*612,200*
GO Bonding (Road Funding)			***459,150***									***459,150***
Special Assessment - Bonded			***153,050***									***153,050***
Ramsey Blvd RR Underpass	16-STR-002				22,000,000							*22,000,000*
Grants/Outside Sources					***20,000,000***							***20,000,000***
MSA					***2,000,000***							***2,000,000***
North Hwy 10 Frontage Road-Ramsey to SLB	16-STR-003		7,000,000	5,900,000								*12,900,000*
Grants/Outside Sources			***6,355,000***	***5,900,000***								***12,255,000***
Public Improvement Revolving Fund			***645,000***									***645,000***
South Hwy 10 Frontage Rd-SLB to Anoka	16-STR-004			2,000,000	700,000							*2,700,000*
Grants/Outside Sources				***1,285,000***	***700,000***							***1,985,000***
Public Improvement Revolving Fund				***715,000***								***715,000***
Reconstruction of Streets-Barthels Rum River Acres	17-STR-001			3,553,400								*3,553,400*
GO Bonding (Road Funding)				***2,398,545***								***2,398,545***
Special Assessment - Bonded				***799,515***								***799,515***
Storm Water Utility Fund				***355,340***								***355,340***
2020 Overlay Projects	17-STR-002			539,000								*539,000*
GO Bonding (Road Funding)				***394,250***								***394,250***
Special Assessment - Bonded				***134,750***								***134,750***
Storm Water Utility Fund				***10,000***								***10,000***
Reconstruction of Streets: Riverdale Drive	17-STR-003				3,475,000							*3,475,000*
GO Bonding (Road Funding)					***1,845,625***							***1,845,625***
MSA					***500,000***							***500,000***
Special Assessment - Bonded					***781,875***							***781,875***
Storm Water Utility Fund					***347,500***							***347,500***
2021 Overlay Projects	17-STR-004				347,000							*347,000*
GO Bonding (Road Funding)					***250,250***							***250,250***
Special Assessment - Bonded					***86,750***							***86,750***

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Utility Fund					***10,000***							***10,000***
Reconstruction Streets-Autumn Heights & Variolite	17-STR-005					3,325,000						*3,325,000*
GO Bonding (Road Funding)						***1,744,375***						***1,744,375***
MSA						***500,000***						***500,000***
Special Assessment - Bonded						***748,125***						***748,125***
Storm Water Utility Fund						***332,500***						***332,500***
2022 Overlay Projects	17-STR-006					379,000						*379,000*
GO Bonding (Road Funding)						***284,250***						***284,250***
Special Assessment - Bonded						***94,750***						***94,750***
Reconstruction Streets-Nature View & Sorteberg 6th	17-STR-007						1,132,000					*1,132,000*
GO Bonding (Road Funding)							***764,100***					***764,100***
Special Assessment - Bonded							***254,700***					***254,700***
Storm Water Utility Fund							***113,200***					***113,200***
2023 Overlay Projects	17-STR-008						797,000					*797,000*
GO Bonding (Road Funding)							***597,750***					***597,750***
Special Assessment - Bonded							***199,250***					***199,250***
Reconstruction Streets-Rodeo Hills Est/Valley View	17-STR-009							2,280,000				*2,280,000*
GO Bonding (Road Funding)								***1,539,000***				***1,539,000***
Special Assessment - Bonded								***513,000***				***513,000***
Storm Water Utility Fund								***228,000***				***228,000***
2024 Overlay Projects	17-STR-010							333,000				*333,000*
GO Bonding (Road Funding)								***249,750***				***249,750***
Special Assessment - Bonded								***83,250***				***83,250***
Reconstruction Streets -Alpine Drive	17-STR-011								2,830,000			*2,830,000*
GO Bonding (Road Funding)									***1,910,250***			***1,910,250***
Special Assessment - Bonded									***636,750***			***636,750***
Storm Water Utility Fund									***283,000***			***283,000***
2025 Overlay Projects	17-STR-012								600,000			*600,000*
GO Bonding (Road Funding)									***150,000***			***150,000***
Special Assessment - Bonded									***450,000***			***450,000***
Reconstruction of Streets: Whispering Pine Estate	17-STR-013									1,584,800		*1,584,800*
GO Bonding (Road Funding)										***1,069,740***		***1,069,740***
Special Assessment - Bonded										***356,580***		***356,580***
Storm Water Utility Fund										***158,480***		***158,480***
2026 Overlay Projects	17-STR-014									359,100		*359,100*
GO Bonding (Road Funding)										***269,325***		***269,325***
Special Assessment - Bonded										***89,775***		***89,775***
Alpine Drive Pedestrian Crossing at 151st Avenue	18-STR-001					300,000						*300,000*
Developer Fees						***150,000***						***150,000***
Public Improvement Revolving Fund						***150,000***						***150,000***
2027 Overlay Projects	18-STR-002										804,120	*804,120*

Category	Project #	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
GO Bonding (Road Funding)											***603,090***	***603,090***
Special Assessment - Bonded											***201,030***	***201,030***
Reconstruction of Streets:Sports Haven, Sec 1 Unpl	18-STR-003										858,000	*858,000*
GO Bonding (Road Funding)											***579,150***	***579,150***
Special Assessment - Bonded											***193,050***	***193,050***
Storm Water Utility Fund											***85,800***	***85,800***
Street Improvements Total		**1,425,000**	**9,372,600**	**11,992,400**	**26,872,000**	**8,154,000**	**1,929,000**	**2,613,000**	**3,430,000**	**1,998,900**	**1,662,120**	***69,449,020***
Street Light Utility												
Riverdale Drive Extension Lighting	16-STLT-001	275,000										*275,000*
Street Light Utility Fund		***275,000***										***275,000***
Street Light Utility Total		**275,000**										***275,000***
Water Utility												
Complete Pump House 3	04-WTR-005	60,000										*60,000*
Water Utility Fund		***60,000***										***60,000***
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	04-WTR-009					340,000						*340,000*
Water Utility Fund						***340,000***						***340,000***
River Pines Lift Station Water Connection	08-WTR-003			20,000								*20,000*
Water Utility Fund				***20,000***								***20,000***
Fire Station #1 Extension of Water	11-WTR-003			55,000								*55,000*
Water Utility Fund				***55,000***								***55,000***
Watermain Sunfish Lk Blvd	12-WTR-001			450,000								*450,000*
Water Utility Fund				***450,000***								***450,000***
Refurbish Water Tower #2	14-WTR-001	1,300,000										*1,300,000*
Water Utility Fund		***1,300,000***										***1,300,000***
Refurbish Water Tower #1	14-WTR-002	700,000										*700,000*
Water Utility Fund		***700,000***										***700,000***
Construct Well and Pumphouse #9	16-WTR-002			75,000			1,700,000					*1,775,000*
Water Utility Fund				***75,000***			***1,700,000***					***1,775,000***
Alpine Drive Watermain	18-WTR-001								385,000			*385,000*
Water Utility Fund									***385,000***			***385,000***
Scada System Software Upgrades	18-WTR-002	15,000										*15,000*
Water Utility Fund		***15,000***										***15,000***
Water Utility Total		**2,075,000**		**600,000**		**340,000**	**1,700,000**		**385,000**			***5,100,000***
GRAND TOTAL		**7,490,510**	**24,526,000**	**14,669,400**	**27,711,000**	**10,234,000**	**4,275,000**	**3,250,500**	**5,416,000**	**2,887,900**	**23,453,005**	***123,913,315***



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PROJECT DETAILS

Project #	06-BLDG-001
Project Name	Public Works Campus Building Improvements

Department	Capital Bonding Projects
Contact	
Type	Buildings
Useful Life	50 Years
Category	Capital Bonding Projects
Priority	4-New Addition (Med)
Status	Active

Total Cost $16,906,500

Description

This project contemplates acquisition of 25 acres for a new public works campus and construction of the first phase of buildings to serve the needs of the community. The 2006 salt storage building can be relocated to the site.

CIP Act Criteria:

1. Conditions of City Infrastructure and Need for the Project:
   The present public works site is landlocked and current size cannot be expanded to meet expected future growth.

2. Demand for Improvement:
   As described above, the site doesn't meet the needs of the future.

3. Costs of the Improvement:
   Land : $3,000,000
   Building: $13,906,500

4. Availability of Public Resources:
   The project may be funded by a combination of general property tax levy and available resources on hand. In addition, the bonds would be secured by the City's full faith and credit.

5. Relative Costs and Benefits of Alternative Uses of the Funds:
   There are no significant alternatives for funds designated for this project.

6. Operating Costs of the Proposed Investments:
   There would be no operating costs for the first five years. The land will be held and developed as growth occurs.

7. Options for Shared Facilities with Other Cities or Local Government:
   Not applicable; the site currently exists and is located next to current PW facility.

8. Level of Overlapping Debt:

Justification

The City population is projected to continue to grow. Staff has polled other municipalities that are currently the size of Ramsey's projected growth. This proposed area is the median size for a public works campus. The present campus is land locked and cannot be expanded to meet this median size. This project anticipates land acquisition and the start of a public works campus that can grow as the city grows.

Prior	Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
3,000,000	Building Cost/Construction		13,906,500									13,906,500

Total		Total										
			13,906,500									**13,906,500**
Prior	Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
3,000,000	Sewer Utility Fund		1,715,750									1,715,750
Total	Facility Fund		1,000,000									1,000,000
	Water Utility Fund		1,715,750									1,715,750
	GO CIP Bonding		9,275,000									9,275,000
	Recycling Utility Fund		200,000									200,000
	Total		**13,906,500**									**13,906,500**

Project # 15-IT-002

Project Name Discovery Recovery Server

Department Capital Equipment

Contact

Type Equipment

Useful Life 10

Category Capital Equipment

Priority 3-Existing Obligation (Med)

Total Cost $11,000

Status Active

Description

The goal of this project is to add an additional server to the Ramsey environment that would serve as an offsite backup site for City systems and data. The new server would be housed at Fire Station #2,

Justification

Currently, all City data is housed onsite at the Ramsey Municipal Center. An offsite server would allow house backups of our current data and systems in a separate location to avoid a "total loss" scenario, such as a fire.

With this offsite server, downtime in such a scenario would be limited to hours instead of weeks, as well as reduce the risk of losing City data.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				11,000							11,000
Total				**11,000**							**11,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				11,000							11,000
Total				**11,000**							**11,000**

Project # 15-IT-003

Project Name Replace Email Server

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $7,500

Description

The goal of this project is to replace an aging email server.

Justification

Primary Function: Houses all City email information and is responsible for syncing mobile email client information.
Secondary Function(s): Scan email traffic for malicious content.

This server no longer meets the growing needs of the City.
The server memory and processing power are consistently maxed out on a daily basis.
Bi-monthly restarts are required in order to keep the system from bogging down.
This server is vital to daily communication, since the City relies heavily on email traffic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	7,500										7,500
Total	**7,500**										**7,500**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	7,500										7,500
Total	**7,500**										**7,500**

Project # 17-IT-004

Project Name Police Copier - File Room

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $14,000

Description

The current copier was purchased around year 2008. The plan is to replace the police department's main copier before any major failure.

Justification

The age of the machine (in the scheduled replacement year) will be well past life expectancy. With the increased speed and capabilities of a new machine, the intent is to consolidate two copiers and a fax machine into one new copier. This will decrease maintenance, supply and power costs.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				14,000							14,000
Total				**14,000**							**14,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				14,000							14,000
Total				**14,000**							**14,000**

Project # 17-IT-005

Project Name Police Copier - Patrol

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $10,000

Description

The current copier was purchased around 2010. The copier was moved from Administration to Police after the Admin copier was replaced in 2015. The substitution has worked well for the department, but the machine is likely to run into issues.

Justification

The age of the machine (in the scheduled replacement year) will be well past life expectancy. The copier has had a useful life and lasted through two departments. Will need to replace to avoid extended outages and maintenance costs.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				10,000							10,000
Total				**10,000**							**10,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				10,000							10,000
Total				**10,000**							**10,000**

Project # 17-IT-006

Project Name Utility Server

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $8,000

Description

The utility server hosts a number of IT-related appllications which include: antivirus, anti-malware, cleaner software, backup, website filtering, etc.

Justification

The utility server went live in early 2014 when the previous backup method suddenly died. The server's main function was to serve as a backup method for all other servers, but has moved even beyond that, hosting multiple IT applications. Replacement is planned at the seven-year mark.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				8,000							8,000
Total				**8,000**							**8,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				8,000							8,000
Total				**8,000**							**8,000**

Project # 17-IT-007

Project Name Weblink Server Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $8,000

Description

The Weblink server serves ia the city's public portal for public documents online. The server provides access to agendas, minutes, weekly updates, and other Laserfische documents that are all on-line.

Justification

The server will reach the end of its reliable life expectancy around late 2020. To avoid loss of service or data, the server willl need to be replaced and files and services transferred over to the new machine.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			8,000								8,000
Total			**8,000**								**8,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund			8,000								8,000
Total			**8,000**								**8,000**

Project # 17-IT-008

Project Name Universal Power Supply Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $30,000

Description

The Universal Power Supply, or UPS, at City Hall provided lightning protection and battery backup to the city's server room. In the event of a mass power outage, the UPS would sustain on-premise city services for a limited time until generator power was available.

Justification

The current UPS went in when the Muncipal Center building was constructed in 2006, and based on research, the unit will no longer be serviceable after 2018.

New batteries will be installed in 2018 to last until the planned replacement year.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					30,000						30,000
Total					**30,000**						**30,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					30,000						30,000
Total					**30,000**						**30,000**

Project # 17-IT-009

Project Name Core Switch Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $52,000

Description

The city's core switch is a central hub of our communication network. All servers and remote sites, cameras and workstations eventually connect back to the core switch.

Justification

The core switch may very well be the most important single piece of hardware in our network. Replacements are currently scheduled for every 10 years to prevent hardware failures due to age and to keep the unit serviceable through LOGIS.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						52,000					52,000
Total						**52,000**					**52,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						52,000					52,000
Total						**52,000**					**52,000**

Project # 17-IT-010

Project Name Document Imaging Server Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $8,000

Description

The Document Imaging (IMG) server is responsible for storing and retaining city documents. Agendas, maps, property files, as well as others, are all stored on this server. This server partners with the Weblink server to provide documents our the city's public portal and website.

Justification

The server will reach the end of its reliable life expectancy in 2023. At this time, the amount of storage the server currently uses will be evaluated and storage capacity will be increased if needed.

Note: The city quadrupled its document storage in 2015.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						8,000					8,000
Total						**8,000**					**8,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						8,000					8,000
Total						**8,000**					**8,000**

Project # 17-IT-011

Project Name Engineering Plotter Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $10,000

Description

The Engineering plotter is a large format printer and scanner used for scanning maps and other large documents in order to send or retain them.

Justification

The Engineering plotter/scanner was last replaced in 2013. The estimated useful life of the plotter is around 10 years. The replacement has been scheduled to evaluate the current health of the machine and to possibly give the opportunity to update to a new plotter with better technology.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						10,000					10,000
Total						**10,000**					**10,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						10,000					10,000
Total						**10,000**					**10,000**

Project # 17-IT-012

Project Name File Server Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $7,500

Description

The goal of this project is to replace the aging R-Fspa (or file) server.

Primary functions: serve as storage for all city-related files and documents.
Secondary functiions: print server, primary DNS server, group policy server and active directory

Justification

This is a highly utilized server. This server directs all incoming/outgoing web traffic, internal printing, and file access. The goal of replacement is preventative against server hardware failure.

Future file storage needs will also be determined at time of replacement.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							7,500				7,500
Total							**7,500**				**7,500**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							7,500				7,500
Total							**7,500**				**7,500**

Project # 17-IT-013

Project Name Council Chamber, Fire 1/2, Park Ramp &P W Switch

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $30,000

Description

The networking switch is responsible for network connectivity in the city's council chambers, Fire #1, Fire #2, Parking Ramp and Parking Ramp Extension and the Public Works Trailer.

The respecive costs for each jurisdiction is $5,000 Each

Justification

The equipment has exceeded its expected useful life. The replacement is intended to avoid any outages related to a hardware failure (due to age).

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							30,000				30,000
Total							**30,000**				**30,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							30,000				30,000
Total							**30,000**				**30,000**

Project # 17-IT-014

Project Name Public Works Utilities Switch

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $7,000

Description

Networking switch is responsible for network connectivity at the Public Works Utilities building.

Justification

The equipment has exceeded its expected useful life. The replacement is intended to avoid any outages related to a hardware failure (due to age).

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							7,000				7,000
Total							**7,000**				**7,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							7,000				7,000
Total							**7,000**				**7,000**

Project # 17-IT-015

Project Name Video Evidence Server Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $27,000

Description

The Video Evidence Lifecycle Management (VELM) server houses all squad and building security footage. The server also houses the video management software for viewing both types of videos.

Justification

The VELM server will have reached the end of its expected useful life in 2024. The server's storage needs will be evaluated and the new server's storage space will reflect the city's future video storage needs.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							27,000				27,000
Total							**27,000**				**27,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							27,000				27,000
Total							**27,000**				**27,000**

Project # 17-IT-016

Project Name Administration Copier

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $12,000

Description

The copier in Administration and Finance provides high-speed and high-volume prints, as well as color and finishing capabilities.

Justification

The unit was purchased in 2015. The scheduled replacement is at the ten-year mark to evaluate the health and capabilities of the copier.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								12,000			12,000
Total								**12,000**			**12,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								12,000			12,000
Total								**12,000**			**12,000**

Project #	17-IT-017
Project Name	Builidng Copier

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $9,000

Description

The copier in the Building department area provides high-speed and high-volume prints, as well as color and finishing capabilities.

It also serves as the departments fax machine.

Justification

The unit was purchased in 2015 with replacement scheduled at the 10-year mark to evaluate the health and capabilities of the copier.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								9,000			9,000
Total								**9,000**			**9,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								9,000			9,000
Total								**9,000**			**9,000**

Project # 17-IT-018

Project Name Engineering Workroom Copier

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $12,000

Description

The copier in the Engineering and Community Development area provides high-speed and high-volume prints, as well as color and finishing capabilities.

Justification

The unit was purchased in 2015 and will be scheduled for replacement at the 10-year mark to evaluate the health and capabilities of the copier.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								12,000			12,000
Total								**12,000**			**12,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								12,000			12,000
Total								**12,000**			**12,000**

Project # 17-IT-019

Project Name Email Server Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $7,000

Description

Primary Functions: Houses all city email information and is responsible for syncing mobile email client information.

Secondary Function: Scan email traffic for maliicious content.

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								7,000			7,000
Total								**7,000**			**7,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								7,000			7,000
Total								**7,000**			**7,000**

Project # 18-IT-001

Project Name NAS/SAN Centralized Storage

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 2-New Addition (High)
Status Active

Total Cost $13,000

Description

The goal of this project is to add a NSA/SAN storage solution on-site at the Ramsey City Hall building. This will centralize storage needs for backups and building security video.

Justification

By centralizing storage needs, can easily scale the system as the City's storage needs grow. Will also see some cost savings on individual server replacements, which had supplemented the city's storage needs until now, by reducing storage on each server.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	13,000										13,000
Total	**13,000**										**13,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	13,000										13,000
Total	**13,000**										**13,000**

Project #	ADMIN-403
Project Name	Replace Ford Taurus - 403

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $29,000

Description

2005 FORD TAURUS $11,268.25 Accum Depr: $11,268.25
Asset # 2087

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		29,000									29,000
Total		**29,000**									**29,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Fleet Vehicles		29,000									29,000
Total		**29,000**									**29,000**

Project #	ADMIN-404
Project Name	Replace 2006 Ford Taurus

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $29,000

Description

2006 Ford Taurus

Justification

Used as a staff vehicle.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		29,000									29,000
Total		**29,000**									**29,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Fleet Vehicles		29,000									29,000
Total		**29,000**									**29,000**

Project #	BUILD-401
Project Name	Replace 2005 Chevy Colorado

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	12
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $22,500

Description

2005 CHEVY COLORADO

Acquired: 4/14/05 $25,105.07

Asset # 2076

Justification

Replace current 2005 Chevy Colorado #401 with a like vehicle to serve the building inspection department.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		22,500									22,500
Total		**22,500**									**22,500**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		22,500									22,500
Total		**22,500**									**22,500**

Project #	BUILD-405
Project Name	Replace 2006 Ford Taurus

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	12
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $29,000

Description

2006 Ford Taurus replacement

Justification

Staff is recommending replacing this unit with an electric vehicle.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		29,000									29,000
Total		**29,000**									**29,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Fleet Vehicles		29,000									29,000
Total		**29,000**									**29,000**

Project #	BUILD-406
Project Name	Replace 2006 Ford Taurus

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	12
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $27,000

Description

2006 Ford Taurus

Justification

Replace current 2006 Ford Taurus #406 with a like vehicle to serve the Community Development Department.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		27,000									27,000
Total		**27,000**									**27,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		27,000									27,000
Total		**27,000**									**27,000**

Project #	CIVIL-10R
Project Name	Replace 10R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $20,600

Description

164TH Junkite
Date Acquired: 8/31/04

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,600	20,600
Total										**20,600**	**20,600**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,600	20,600
Total										**20,600**	**20,600**

Project #	CIVIL-11R
Project Name	Replace 11R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $21,400

Description

14800 Blk Puma

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										21,400	21,400
Total										**21,400**	**21,400**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										21,400	21,400
Total										**21,400**	**21,400**

Project #	CIVIL-14R
Project Name	Replace 14R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $20,600

Description

5200 Blk 155th Lane

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,600	20,600
Total										**20,600**	**20,600**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,600	20,600
Total										**20,600**	**20,600**

Project # CIVIL-15R

Project Name Replace 15R Siren

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $20,200

Description

7800 Blk Hwy 10

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,200	20,200
Total										**20,200**	**20,200**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,200	20,200
Total										**20,200**	**20,200**

Project #	CIVIL-16R
Project Name	Replace 16R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $22,785

Description

Bunker/Azurite

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										22,785	22,785
Total										**22,785**	**22,785**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										22,785	22,785
Total										**22,785**	**22,785**

Project #	CIVIL-17R
Project Name	Replace 17R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $20,200

Description

Nowthen/Dysprosium

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,200	20,200
Total										**20,200**	**20,200**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,200	20,200
Total										**20,200**	**20,200**

Project # CIVIL-1R

Project Name Replace 1R Siren

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $20,200

Description

176TH/Xerus

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,200	20,200
Total										**20,200**	**20,200**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,200	20,200
Total										**20,200**	**20,200**

Project # CIVIL-2N

Project Name Replace 2R Siren

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $21,400

Description

Nutria/168th Lane

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										21,400	21,400
Total										**21,400**	**21,400**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										21,400	21,400
Total										**21,400**	**21,400**

Project #	CIVIL-3R
Project Name	Replace 3R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $20,600

Description

173RD/Variolite

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,600	20,600
Total										**20,600**	**20,600**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,600	20,600
Total										**20,600**	**20,600**

Project # CIVIL-4R

Project Name Replace 4R Siren

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $20,600

Description

6600 Blk Green Valley

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,600	20,600
Total										**20,600**	**20,600**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,600	20,600
Total										**20,600**	**20,600**

Project #	CIVIL-5R
Project Name	Replace 5R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $20,600

Description

17100 Blk Hwy 47

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,600	20,600
Total										**20,600**	**20,600**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,600	20,600
Total										**20,600**	**20,600**

Project # CIVIL-6N

Project Name Replace 6R Siren

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $21,400

Description

5200 Blk 179th Lane

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										21,400	21,400
Total										**21,400**	**21,400**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										21,400	21,400
Total										**21,400**	**21,400**

Project # CIVIL-7R

Project Name Replace 7R Siren

Department Capital Equipment

Contact

Type Eqpt Replacement

Useful Life 15

Category Capital Equipment

Priority 3-Existing Obligation (Med)

Status Active

Total Cost $21,400

Description

15900 Blk Andrie/161st Armstrong

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										21,400	21,400
Total										**21,400**	**21,400**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										21,400	21,400
Total										**21,400**	**21,400**

Project #	CIVIL-9R
Project Name	Replace 9R Siren

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $20,600

Description

16500 Blk Nowthen Blvd

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										20,600	20,600
Total										**20,600**	**20,600**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										20,600	20,600
Total										**20,600**	**20,600**

Project #	FIRE-501
Project Name	Replace Tanker 11 (501)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	25
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $225,000

Description

Replacement of 1994 General Fire Tanker with a 2022 model year

1994 Ford 3000 gallon tanker
20 year life
Date Acquired: 12/31/94

Justification

Tanker 11 is one of two tankers that services the city. This tanker is located in Station #1 in the west portion of the city and will be 28 years old at time of replacement. The Fire Department attempts to keep tankers on a 25-year replacement cycle for the purpose of maintaining a reliable piece of equipment, limiting repair cost and providing new technology that benefits the firefighters in the form of efficiency and safety. Maintenance costs for this vehicle will begin to increase more rapidly with age. The fire department also benefits from modern equipment by attracting perspective firefighter applicants from Ramsey and the surrounding communities. The cost of the project includes replacement of equipment on the vehicle ensuring that equipment is replaced periodically.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						225,000					225,000
Total						**225,000**					**225,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund						225,000					225,000
Total						**225,000**					**225,000**

Project #	FIRE-502
Project Name	Replace Engine #21 (565)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	20
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $550,000

Description

Replacement of 2007 Rosenbauer Fire Engine with a 2027 model year.

Justification

Engine 21 is one of two engines that service the city. This engine is located in Station #2 in the east portion of the City and will be 20 years old at time of replacement. The Fire Department attempts to keep engines on a 20-year replacement cycle for the purpose of maintaining a reliable piece of equipment, limiting repair costs and providing new technology that benefits the firefighters in the form of efficiency and safety. Maintenance costs for this vehicle will begin to increase more rapidly with age. The fire department also benefits from modern equipment by attracting perspective firefighter applicants from Ramsey and the surrounding communities. The cost of the project includes replacement of equipment and hose on the vehicle ensuring that equipment is replaced periodically.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									275,000	275,000	550,000
Total									**275,000**	**275,000**	**550,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									275,000	275,000	550,000
Total									**275,000**	**275,000**	**550,000**

Project #	FIRE-503
Project Name	Replace Engine 11 (556)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	20
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $538,000

Description

Replacement of 1999 Custom Fire Engine with a 2021 model year.

Justification

Engine 11 is one of two engines that services the city. This engine is located in Station #1 in he west portion of the city and will be 22 years old at time of replacement. The Fire Department attempts to keep engines on a 20-year replacement cycle for the purpose of maintaining a reliable piece of equipment, limiting repair cost and providing new technology that benefits the firefighters in the form of efficiency and safety. Maintenance costs for this vehicle will begin to increase more rapidly with age. The fire department also benefits from modern equipment by attracting perspective firefighter applicants from Ramsey and the surrounding communities. The cost of the project includes replacement of equipment and hose on the vehicle ensuring that equipment is replaced periodically.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			275,000	263,000							538,000
Total			**275,000**	**263,000**							**538,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			275,000								275,000
General Fund				263,000							263,000
Total			**275,000**	**263,000**							**538,000**

Project #	FIRE-504
Project Name	Replace Grass 21 (504)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	20
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $45,000

Description

Replacement of 1989 Ford F-150 grass vehicle with a 2018 Ford F-350.

Justification

Grass 21 is the primary response vehicle out of Station 2 for grass fires and is one of two grass fire response vehicles that service the City. The vehicle will be 29 years old at time of replacement. The Fire Dept attempts to keep the Grass vehicle on a 20 year replacement cycle for purposes of maintaining a reliable piece of equipment and limiting repair cost. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	45,000										45,000
Total	**45,000**										**45,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	45,000										45,000
Total	**45,000**										**45,000**

Project #	FIRE-505
Project Name	Replace Grass 11 (562)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	20
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $45,000

Description

Replacement of 2003 Ford F-350 Grass Vehicle with a 2023 Ford F-350.

Justification

Grass 11 is the primary response vehicle out of Station 1 for grass fires and is one of two grass fire response vehicles that service the City. The vehicle will be 20 years old at time of replacement. The Fire Dept attempts to keep the Grass vehicle on a 20 year replacement cycle for purposes of maintaining a reliable piece of equipment and limiting repair cost. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							45,000				45,000
Total							**45,000**				**45,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							45,000				45,000
Total							**45,000**				**45,000**

Project #	FIRE-506
Project Name	Replace Fire Prevention Vehicle (566)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	8
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $45,000

Description

Replacement of 2011 Ford F-150 Fire Prevention Vehicle with 2019 Chevrolet Tahoe.

Justification

The Fire Prevention vehicle is used daily for inspections and response to calls for service and is one of three first response vehicles that service the City. The vehicle will be 8 years old at time of replacement. The Fire Dept attempts to keep the Fire Prevention vehicle on an 8 year replacement cycle for purposes of maintaining a reliable piece of equipment and limiting repair costs. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		45,000									45,000
Total		**45,000**									**45,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		45,000									45,000
Total		**45,000**									**45,000**

Project #	FIRE-557
Project Name	Replace Fire Rescue #21 (557)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	20
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $80,000

Description

Replacement of 2000 Ford F-450 Rescue Chassis with a 2025 Ford F-450.

Justification

Rescue 21 is the primary response vehicle out of Station 2 for personal injury accidents and medical calls and is one of two rescue response vehicles that service the city. The vehicle will be 25 years old at the time of replacement. The Fire Department attempts to keep the Rescue vehicles on a 20-year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair costs. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								80,000			80,000
Total								**80,000**			**80,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								80,000			80,000
Total								**80,000**			**80,000**

Project #	FIRE-564
Project Name	Replace Rescue 11 (559)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	20 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $80,000

Description

Replacement of 2004 Ford F-350 Grass Vehicle with 2024 F-350.

Justification

Rescue 11 is the primary response vehicle out of Station 1 for personal injury accidents and medical calls and is one of two response vehicles that service the City. The vehicle will be 20 years old at time of replacement. The Fire Dept attempts to keep the rescue vehicles on a 20 year replacement cycle for purposes of maintaining a reliable piece of equipment and limiting repair cost. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							80,000				80,000
Total							**80,000**				**80,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							80,000				80,000
Total							**80,000**				**80,000**

Project #	FIRE-565
Project Name	Replacement Extrication Tools R-11

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $50,000

Description

Replacement of 2009 Extrication Equipment.

Justification

Extrication tools are carried on each Rescue truck. These tools, also known as jaws of life, allow firefighters to extricate victims entrapped in a motor vehicle without further injury.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					50,000						50,000
Total					**50,000**						**50,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					50,000						50,000
Total					**50,000**						**50,000**

Project #	FIRE-566
Project Name	Replacement of all SCBA's

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $175,000

Description

Replacement of 2004 Self-Contained Breathing Apparatues (SCBA's).

Justification

The Self-Contained Breathing Apparatus (SCBA) is the firefighters most important personal protection. Respiratory protection is used not only on fires but also in environments where chemicals are present or oxygen is short. The SCBA air cylinders are limited in life expectancy by the Department of Transportation to 15 years. In 15 years, the technology also changes significantly enough that firefighter's benefit from improvements in safety and efficiency. The Fire Department's SCBA's will be 15 years old at the time of replacement.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	175,000										175,000
Total	**175,000**										**175,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	175,000										175,000
Total	**175,000**										**175,000**

Project #	FIRE-566A
Project Name	Replace Fire Prevention Vehicle #566

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	7 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $45,000

Description

Replacement of 2019 Chevrolet Tahoe Fire Prevention vehicle with 2026 Chevrolet Tahoe.

Justification

The Fire Prevention vehicle is used daily for inspections and response to calls for service and is one of three first response vehicles that service the city. The vehicle will be 7 years old at time of replacement. The Fire Dept attempts to keep the Fire prevention vehicle on a 7 year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair cost. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									45,000		45,000
Total									**45,000**		**45,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									45,000		45,000
Total									**45,000**		**45,000**

Project #	FIRE-568
Project Name	Replacement of Extrication Tools R-21

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $50,000

Description

Replacement of 2009 extrication equipment.

Justification

Extrication tools are carried on each Rescue truck. These tools, also known as jaws of life, allow firefighters to extricate victims entrapped in a motor vehicle without further injury.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		50,000									50,000
Total		**50,000**									**50,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		50,000									50,000
Total		**50,000**									**50,000**

Project #	FIRE-569A
Project Name	Replace Fire Chief Vehicle (569)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	7 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $50,000

Description

Replacement of 2017 Chevrolet Tahoe Fire Chief vehicle with 2024 Chevrolet Tahoe.

Justification

The Fire Chief vehicle is the primary emergency vehicle during the weekday hours and is one of three fire response vehicles that service the city. This unit is also equipped to function as a mobile command post during emergency incidents. The vehicle will be 7 years old at the time of replacement. The Fire Department attempts to keep the Fire Chief vehicle on a 7-year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair costs. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							50,000				50,000
Total							**50,000**				**50,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							50,000				50,000
Total							**50,000**				**50,000**

Project #	FIRE-570A
Project Name	Replace Fire Duty Officer Vehicle (570)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	8
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $45,000

Description

Replacement of 2017 Ford F-150 Duty Officer vehicle with 2025 Ford Explorer.

Justification

The Duty Officer truck is the primary emergency vehicle during the evening and weekend hours and is one of three fire response vehicles that service the city. The truck rotates between on-call officers and will be 8 years old at the time of replacement. The Fire Department attempts to keep the duty vehicles on a 8-year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair costs. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								45,000			45,000
Total								**45,000**			**45,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								45,000			45,000
Total								**45,000**			**45,000**

Project #	FIRE-571
Project Name	Bullex Attack Training Prop

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	2-New Addition (High)
Status	Active

Total Cost $15,000

Description

Purchase of Attack Digital Fire Training System

Justification

The attack digital training system combines digital flames, sound and smoke to create a range of fire conditions that respond directly to hose line application. This training tool will allow fire training in any location where live fire isn't possible or practical.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		15,000									15,000
Total		**15,000**									**15,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		15,000									15,000
Total		**15,000**									**15,000**

Project #	FIRE-572
Project Name	Thermal Image Camera

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $30,000

Description

Replacement of 2006 Thermal Image Cameras with 2019.

Justification

Thermal imaging cameras are devices that translate thermal energy (heat) into visible light in order to analyze a particular object or scene. Thermal imaging cameras, also called infrared cameras, detect the heat given off by an object or person. The Thermal Imaging Cameras will aid firefighters in operations at Hazmat incidents, downed/trapped victims, missing persons, electrical hotspots, overhaul and size up operations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					30,000						30,000
Total					**30,000**						**30,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					30,000						30,000
Total					**30,000**						**30,000**

Project #	GENGOV-001
Project Name	Replace Maintenance Vehicle (564)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $60,000

Description

Replacement of 2008 Ford Expedition for Building Maintenance

Justification

This was originally the Fire Chief vehicle handed down to building maintenance of city maintenance needs. The vehicle has met its useful life.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								60,000			60,000
Total								**60,000**			**60,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Fleet Vehicles								60,000			60,000
Total								**60,000**			**60,000**

Project # POL-331

Project Name 2018 Chev Caprice - Replace 2013 Chev Caprice #331

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $30,000

Description

Replace 2014 Chevrolet CapriceTahoe 2WD patrol vehicle #331

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	30,000										30,000
Total	**30,000**										**30,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	30,000										30,000
Total	**30,000**										**30,000**

Project # POL-332

Project Name 2018 Chev Tahoe to Replace 2013 Chev Tahoe #332

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $35,000

Description

Replace 2013 Chevrolet Tahoe 4x4 patrol vehicle #332

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	35,000										35,000
Total	**35,000**										**35,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	35,000										35,000
Total	**35,000**										**35,000**

Project #	POL-334
Project Name	2021 Chev Impala Replace 2013 Chev Malibu #334

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	7 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $32,000

Description

Replace 2013 Chevrolet Impala Captain Squad #334

Justification

Maintain vehicle rotation schedule.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				32,000							32,000
Total				**32,000**							**32,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				32,000							32,000
Total				**32,000**							**32,000**

Project # POL-335

Project Name 2021 Ford Explorer Replace 2016 Ford Explorer #351

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $38,000

Description

Replace 2016 Ford Explorer Patrol/CSO Reserve Officer Squad #351

Justification

Maintain Vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				38,000							38,000
Total				**38,000**							**38,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				38,000							38,000
Total				**38,000**							**38,000**

Project # POL-341

Project Name 2019 Chev Caprice to Replac 2014 Chev Caprice #341

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $30,000

Description

Replace 2014 Chevrolet Caprice Patrol Squad #341

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		30,000									30,000
Total		**30,000**									**30,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		30,000									30,000
Total		**30,000**									**30,000**

Project # POL-342

Project Name 2019 Chev Caprice to Replac 2014 Chev Caprice #342

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $30,000

Description

Replace 2014 Chevrolet Caprice patrol squad #342

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		30,000									30,000
Total		**30,000**									**30,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		30,000									30,000
Total		**30,000**									**30,000**

Project # POL-343

Project Name 2019 Chev Tahoe to Replace Chev Tahoe #343

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $36,000

Description

Replace 2015 Chevrolet Tahoe 2WD patrol vehicle #343

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		36,000									36,000
Total		**36,000**									**36,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		36,000									36,000
Total		**36,000**									**36,000**

Project # POL-359

Project Name 2020 Ford Explorer Replace 2005 F150 #359

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $37,000

Description

Replace 2005 Ford F150 Pickup Truck - Squad #359

Justification

Maintain vehicle rotation schedule.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			37,000								37,000
Total			**37,000**								**37,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			37,000								37,000
Total			**37,000**								**37,000**

Project #	POL-366
Project Name	2021 Ford Explorer Replace 2018 Chev Caprice #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $38,000

Description

Replace 2018 Chevrolet Caprice Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				38,000							38,000
Total				**38,000**							**38,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				38,000							38,000
Total				**38,000**							**38,000**

Project # POL-367

Project Name 2021 Chev Tahoe Replace 2018 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $38,000

Description

Replace 2018 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				38,000							38,000
Total				**38,000**							**38,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				38,000							38,000
Total				**38,000**							**38,000**

Project #	POL-368
Project Name	2022 Ford Explorer Relace 2018 Ford Explorer #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $39,000

Description

Replace 2018 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					39,000						39,000
Total					**39,000**						**39,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					39,000						39,000
Total					**39,000**						**39,000**

Project # POL-369

Project Name 2022 Chev Tahoe Replace 2018 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $39,000

Description

Replace 2018 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					39,000						39,000
Total					**39,000**						**39,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					39,000						39,000
Total					**39,000**						**39,000**

Project # POL-370

Project Name 2022 Ford Explorer Replace 2016 Ford Explorer #363

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $39,000

Description

Replace 2016 Ford Explorer Patrol Squad #363

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					39,000						39,000
Total					**39,000**						**39,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					39,000						39,000
Total					**39,000**						**39,000**

Project # POL-371

Project Name 2020 Chev Caprice - Replace2017 Chev Caprice #371

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $32,000

Description

Replace 2017 Chevrolet Caprice patrol squad #371

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			32,000								32,000
Total			**32,000**								**32,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			32,000								32,000
Total			**32,000**								**32,000**

Project # POL-372

Project Name 2020 Chev Tahoe Replace 2016 Chev Tahoe #361

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $37,000

Description

Replace 2016 Chevrolet Tahoe 4x4 patrol vehicle #361

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			37,000								37,000
Total			**37,000**								**37,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			37,000								37,000
Total			**37,000**								**37,000**

Project # POL-376

Project Name 2019 Chev Impala to Replace 2007 Lincoln #376

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $31,000

Description

Replace 2007 Lincoln MKZ (Unmarked) squad 376

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		31,000									31,000
Total		**31,000**									**31,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		31,000									31,000
Total		**31,000**									**31,000**

Project # POL-377

Project Name 2023 Ford Explorer Replace 2019 Ford Explorer #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $40,000

Description

Replace 2019 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						40,000					40,000
Total						**40,000**					**40,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						40,000					40,000
Total						**40,000**					**40,000**

Project # POL-378

Project Name 2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX

Department Capital Equipment

Contact

Type Equipment

Useful Life 3

Category Capital Equipment

Priority 3-Existing Obligation (Med)

Total Cost $40,000

Status Active

Description

Replace 2019 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						40,000					40,000
Total						**40,000**					**40,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						40,000					40,000
Total						**40,000**					**40,000**

Project # POL-379

Project Name 2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $40,000

Description

Replace 2019 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						40,000					40,000
Total						**40,000**					**40,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						40,000					40,000
Total						**40,000**					**40,000**

Project # POL-380

Project Name 2024 Ford Explorer Replace 2020 Ford Explorer #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $41,000

Description

Replace 2020 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							41,000				41,000
Total							**41,000**				**41,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							41,000				41,000
Total							**41,000**				**41,000**

Project # POL-381

Project Name 2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX

Department Capital Equipment

Contact

Type Equipment

Useful Life 3

Category Capital Equipment

Priority 3-Existing Obligation (Med)

Total Cost $41,000

Status Active

Description

Replace 2020 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							41,000				41,000
Total							**41,000**				**41,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							41,000				41,000
Total							**41,000**				**41,000**

Project #	POL-382
Project Name	2024 Chev Impala Replace 2016 Chev Impala #364

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $35,000

Description

Replace 2016 Chevrolet Impala Investigator Squad #364

Justification

Maintain Vehicle maintenance schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							35,000				35,000
Total							**35,000**				**35,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							35,000				35,000
Total							**35,000**				**35,000**

Project #	POL-383
Project Name	2025 Ford Explorer Replace 2021 Ford Explorer #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $42,000

Description

Replace 2021 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								42,000			42,000
Total								**42,000**			**42,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								42,000			42,000
Total								**42,000**			**42,000**

Project #	POL-384
Project Name	2025 Ford Explorer Replace 2021 Ford Explorer #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $42,000

Description

Replace 2021 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								42,000			42,000
Total								**42,000**			**42,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								42,000			42,000
Total								**42,000**			**42,000**

Project #	POL-385
Project Name	2025 Ford Explorer Replace 2021 Ford Explorer #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $42,000

Description

Replace 2021 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								42,000			42,000
Total								**42,000**			**42,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								42,000			42,000
Total								**42,000**			**42,000**

Project #	POL-388
Project Name	Replace 2004 Polaris ATV with Plow

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	5 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $11,000

Description

Replacement of 2004 Polaris ATV with plow. Will be used to plow Municipal Center as well.

Justification

End of useful life.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										11,000	11,000
Total										**11,000**	**11,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										11,000	11,000
Total										**11,000**	**11,000**

Project #	POL-390
Project Name	2026 Ford Explorer Replace 2022 Ford Explorer #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $43,000

Description

Replace 2022 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									43,000		43,000
Total									**43,000**		**43,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									43,000		43,000
Total									**43,000**		**43,000**

Project #	POL-391
Project Name	2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $43,000

Description

Replace 2022 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									43,000		43,000
Total									**43,000**		**43,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									43,000		43,000
Total									**43,000**		**43,000**

Project #	POL-392
Project Name	2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $43,000

Description

Replace 2022 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									43,000		43,000
Total									**43,000**		**43,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									43,000		43,000
Total									**43,000**		**43,000**

Project # POL-393

Project Name 2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $44,000

Description

Replace 2023 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										44,000	44,000
Total										**44,000**	**44,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										44,000	44,000
Total										**44,000**	**44,000**

Project # POL-394

Project Name 2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $44,000

Description

Replace 2023 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										44,000	44,000
Total										**44,000**	**44,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										44,000	44,000
Total										**44,000**	**44,000**

Project # POL-395

Project Name 2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $44,000

Description

Replace 2023 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										44,000	44,000
Total										**44,000**	**44,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										44,000	44,000
Total										**44,000**	**44,000**

Project # PW-002

Project Name Replace 2004 Tree Spade

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $52,000

Description

65 inch tree space

Justification

This piece of equipment is used to transplant trees in parks and other city owned land. Requires a front-end loader to attach to.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						52,000					52,000
Total						**52,000**					**52,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						52,000					52,000
Total						**52,000**					**52,000**

Project # PW-004

Project Name Replace 2004 Pull Behind PTO Mower

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $28,000

Description

Landpride wide area mower

Justification

This mower is used by the Public Works department when rough mowing large open areas including right-of-way and undeveloped city-owned land.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										28,000	28,000
Total										**28,000**	**28,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										28,000	28,000
Total										**28,000**	**28,000**

Project #	PW-005
Project Name	Replace 2004 Snow Thrower

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $130,000

Description

2004 SnoGo snow thrower

Justification

This unit is used to load snow from city streets into trucks. Also used to remove large drifts in open areas.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								130,000			130,000
Total								**130,000**			**130,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								130,000			130,000
Total								**130,000**			**130,000**

Project # PW-006

Project Name Replace 2004 Mobile Generator

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $164,000

Description

2004 portable generator

Justification

This tow behind unit powers our sanitary lift stations during power outages.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							164,000				164,000
Total							**164,000**				**164,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund							164,000				164,000
Total							**164,000**				**164,000**

Project #	PW-402
Project Name	Replace Engr Veh #402 With 2017 GMC Sierra

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	12
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $31,500

Description

Unit #402: 2006 Chevrolet 1500 Silverado Pickup

Justification

This vehicle is used by the Engineering staff when inspecting and monitoring city construction projects.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		31,500									31,500
Total		**31,500**									**31,500**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		31,500									31,500
Total		**31,500**									**31,500**

Project # PW-407

Project Name Replace Engr Car #407 With Chevy Impala

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 12
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $24,000

Description

Unit #407: 2006 Chev Impala

Justification

Car will be re-evaluated closer to replacement date.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			24,000								24,000
Total			**24,000**								**24,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			24,000								24,000
Total			**24,000**								**24,000**

Project # PW-603

Project Name Replace 1999 John Deere Grader: Unit #603

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $280,000

Description

1999 John Deere Motor Grader

Justification

This piece of equipment is used for grading the city's approximately 2.5 miles of dirt roads and also used in snow removal operations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									280,000		280,000
Total									**280,000**		**280,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									280,000		280,000
Total									**280,000**		**280,000**

Project # PW-619

Project Name Replace 1991 Chipper: Unit #619

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $35,000

Description

1991 Brush Bandit Brush Chipper

Justification

This unit is used by the the Public Works department to chip up trees onsite when clearing right-of-way or cleaning up storm damage.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						35,000					35,000
Total						**35,000**					**35,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						35,000					35,000
Total						**35,000**					**35,000**

Project #	PW-622
Project Name	Replace 1998 Mule: Unit #622

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	8
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $18,000

Description

1998 Mule Ball Machine

Kubota ATV Athletic Field Maintenance Machine

Justification

This piece of equipment would replace unit #622, a 1998 Kawasaki currently in use.
Primary function of this machine is preparing athletic fields.

Vehicle has exceeded useful life.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	18,000										18,000
Total	**18,000**										**18,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	18,000										18,000
Total	**18,000**										**18,000**

Project # PW-634

Project Name Replace 2001 Case Backhoe: Unit #634

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $78,000

Description

Replace Unit #634: 2001 Case Backhoe

Justification

This piece of equipment will replace unit #634, a 2001 tractor backhoe. This piece of equipment is used in all aspects of PW.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		78,000									78,000
Total		**78,000**									**78,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		34,250									34,250
Sewer Utility Fund		21,875									21,875
Water Utility Fund		21,875									21,875
Total		**78,000**									**78,000**

Project #	PW-635
Project Name	Replace 2001 John Deere Mower: Unit #635

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	8
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $25,000

Description

John Deere 72" Front Deck Mower

Justification

This piece of equipment is used for trail mowing and other areas requiring rough mowing.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				25,000							25,000
Total				**25,000**							**25,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				25,000							25,000
Total				**25,000**							**25,000**

Project #	PW-636
Project Name	Replace-2002 Snowplow Truck: Unit #636

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	12
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $188,000

Description

Replace unit #636 a 2002 Sterling single axle plow truck

Justification

This piece of equipment would be used for street maintenance and snow removal.

Unite 636 will be 16 years old by 2018. Normally start to consider replacement around 10-12 years for this type of equipment.

Its 2018 Point Replacement Value is 31 based on the table below:

Under 18 Points	Condition I	Excellent
18 to 22 Points	Condition II	Good
23 to 27 Points	Condition III	Qualifies for Replacement
28 Points Plus	Condition IV	Needs Immediate Attention

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	188,000										188,000
Total	**188,000**										**188,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	188,000										188,000
Total	**188,000**										**188,000**

Project #	PW-637
Project Name	Replace 2002 3/4 Ton Truck 4x4: Unit #637

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $37,270

Description

DATE ACQUIRED: 5/2/02: 2002 Chev Silverado $27,808.20

Asset #: 1152

3/4 Ton pickup with plow equipment:

Justification

This piece of equipment would be used for street maintenance and snow removal.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	37,270										37,270
Total	**37,270**										**37,270**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	37,270										37,270
Total	**37,270**										**37,270**

Project #	PW-639
Project Name	Replace 2003 Kawasaki: Unit #639

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	8
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $18,000

Description

Kubota ATV Athletic Field Maintenance Machine.

Justification

This piece of equipment would replace unit #622, a 1998 currently in use.
Primary function of this machine is preparing athletic fields.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	18,000										18,000
Total	**18,000**										**18,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	18,000										18,000
Total	**18,000**										**18,000**

Project #	PW-642
Project Name	Replace Elgin Sweeper: Unit #642 (Storm Wtr)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	12
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $211,000

Description

DATE ACQUIRED: 1/20/04

Unit #642: 2004 Elgin Sweeper

Justification

This piece of equipment would replace unit #642, 2004 street sweeper.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	211,000										211,000
Total	**211,000**										**211,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Utility Fund	211,000										211,000
Total	**211,000**										**211,000**

Project #	PW-644
Project Name	Replace-2004 Snowplow Truck: Unit #644

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $183,500

Description

DATE ACQUIRED: 3/24/04

Single axle plow truck with box and plow equipment

Unit #644: 2004 International

Justification

This piece of equipment would be used for street maintenance and snow removal.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		183,500									183,500
Total		**183,500**									**183,500**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		183,500									183,500
Total		**183,500**									**183,500**

Project #	PW-645
Project Name	Replace 2004 Tool Cat

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $54,000

Description

2004 Tool Cat

Justification

This utility vehicle is uded on the Municipal Center campus for snow removal and other general maintenance activities.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				54,000							54,000
Total				**54,000**							**54,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				54,000							54,000
Total				**54,000**							**54,000**

Project #	PW-651
Project Name	Replace 2005 3/4 Ton Truck 4x4 W/Plow Unit # 651

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $48,000

Description

DATE ACQUIRED: 4/19/05 2005 CHEVROLET SILVERADO: $34,261

Asset #: 2014

Replace unit #651: 2005 Chev 3/4 Ton with plow

Justification

This piece of equipment will replace unit #651 a 2005 3/4 ton truck.
This equipment is primarily used in the maintenance of our municipal water and sewer systems.

Unit #651 will be 14 years old by 2019. Normally start to consider replacement around 10-12 years for this type of equipment. Its 2016 Point Replacement Value is 28 per table below:

Under 18 Points	Condition I	Excellent
18 to 22 Points	Condition II	Good
23 to 27 Points	Condition III	Qualifies for Replacement
28 Points Plus	Condition IV	Needs Immediate Attention

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		48,000									48,000
Total		**48,000**									**48,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund		24,000									24,000
Water Utility Fund		24,000									24,000
Total		**48,000**									**48,000**

Project # PW-652

Project Name Replace 2005 Utility Truck: Unit #652

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $50,000

Description

Replace unit #652 (utility truck)- 2006 Chev 3500 1-Ton

Justification

This piece of equipment will replace unit #652, a 2005 1-ton truck.
This equipment is primarily used in the maintenance of our municipal water and sewer systems.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	50,000										50,000
Total	**50,000**										**50,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund	25,000										25,000
Water Utility Fund	25,000										25,000
Total	**50,000**										**50,000**

Project #	PW-653
Project Name	Replace 3/4 Ton 4x4 Truck; Unit #653

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $41,170

Description

3/4 ton pickup with plow equipment

Replace Unit #653 2006 Ford F-250 4x4 Super Cab

Justification

This piece of equipment would replace unit #653 an extended cab pickup.
used primarily in the park department and snow removal operations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	41,170										41,170
Total	**41,170**										**41,170**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	41,170										41,170
Total	**41,170**										**41,170**

Project # PW-654

Project Name Replace 2006 3/4 Ton Truck 2x4 Unit #654

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $31,000

Description

3/4 ton pickup with topper and bed slide-Unit #654 2006 Ford F-250.

Justification

This piece of equipment would replace unit #654 a 2-wheel drive truck used primarily in the park department for irrigation system repair and maintenance.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			31,000								31,000
Total			**31,000**								**31,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			31,000								31,000
Total			**31,000**								**31,000**

Project #	PW-655
Project Name	Replace Sidewalk Machine: Unit #655

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $97,000

Description

Utility Tractor to replace sidewalk machine #655: 2006 utility tractor
Street/Snow removal department

Justification

This piece of equipment is used for snow removal on sidewalk and trails.

Unit 655 will be 14 years old by 2020. Normally start to consider replacement around 10-12 years for this type of equipment. Its 2016 Point Replacement Value is 26 see below:

Under 18 Points	Condition I	Excellent
18 to 22 Points	Condition II	Good
23 to 27 Points	Condition III	Qualifies for Replacement
28 Points Plus	Condition IV	Needs Immediate Attention

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			97,000								97,000
Total			**97,000**								**97,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund			97,000								97,000
Total			**97,000**								**97,000**

Project # PW-660

Project Name Replace Paver, Trailer, Roller

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $140,000

Description

Bomag Paver-Felling Trailer and Wolf Pac pneumatic drum roller

Justification

This equipment group is used for small in-house paving projects such as trails and large patches.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										140,000	140,000
Total										**140,000**	**140,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										140,000	140,000
Total										**140,000**	**140,000**

Project #	PW-662
Project Name	Replace 2006 Tandem Axle Plow Truck: Unit #662

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $218,000

Description

Replace Unit #662: 2006 Sterling

Justification

This piece of equipment will replace unit 662, a 2006 tandem axle plow truck.
This equipment is primarily used in street maintenance and snow removal.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				218,000							218,000
Total				**218,000**							**218,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				218,000							218,000
Total				**218,000**							**218,000**

Project #	PW-664
Project Name	Replace 2007 Chevy Pickup Unit #664

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $38,000

Description

Replacement for PW Unit #664 a 2007 3/4 ton Chevy Pickup with plow

Justification

This truck is used by the park department and snow removal activities.

Unit 664 will be 13 years old by 2020. Normally start to consider replacement around 12 years depending on the vehicle and its use.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			38,000								38,000
Total			**38,000**								**38,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund			38,000								38,000
Total			**38,000**								**38,000**

Project #	PW-665
Project Name	Replace 2007 Chevy Pickup: Unit #665

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $27,000

Description

Replacement for PW Unit #665 a 2007 Chevy pickup.

Justification

This truck is to be used by the park department Superintendent/Asst PW Superintendent.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				27,000							27,000
Total				**27,000**							**27,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				27,000							27,000
Total				**27,000**							**27,000**

Project #	PW-667
Project Name	Replace 2007 3/4 Ton Pick-Up: Unit #667

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $43,000

Description

Replace unit #667 - a 2007 Chev 3/4 ton 4-wheel drive pickup with plow

Justification

This vehicle will replace unit #667, a 2007 3/4 ton pickup with plow equipment.
Unit 667 will be 13 years old by 2020. Normally start to consider replacement around 12 years depending on the vehicle and its use.

This truck is used by the utility department for snow removal operations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			43,000								43,000
Total			**43,000**								**43,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund			43,000								43,000
Total			**43,000**								**43,000**

Project #	PW-668
Project Name	Replace 2006 Tandem Axle Plow Truck Unit #668

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $213,000

Description

Replace unit #668 - 2006 Sterling

Justification

This piece of equipment will replace unit #668, a 2006 andem axle plow truck.
This equipment is primarily used in street maintenance and snow removal.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					213,000						213,000
Total					**213,000**						**213,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					213,000						213,000
Total					**213,000**						**213,000**

Project #	PW-669
Project Name	Replace 2007 International Water Truck: Unit #669

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $136,000

Description

Replacement for unit #669 2007 International water truck

Justification

This piece of equipment is used by the park department for ice rink flooding, boulevard tree watering, etc. This truck is also used by the street department for street sweeping and flushing out storm water catch basins.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					136,000						136,000
Total					**136,000**						**136,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					68,000						68,000
Storm Water Utility Fund					68,000						68,000
Total					**136,000**						**136,000**

Project #	PW-671
Project Name	Replace 2008 Bobcat Skidster: Unit #671

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $51,000

Description

Replace unit #671 -2008 Bobcat Skidster

Justification

This piece of equipment will replace #671 a 2008 Skid Steer. This piece of equipment is used in all aspects of public works.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			51,000								51,000
Total			**51,000**								**51,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			51,000								51,000
Total			**51,000**								**51,000**

Project # PW-674

Project Name Replace 2009 2WD Pickup: Unit 674

Department Capital Equipment
Contact
Type Equipment
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $40,000

Description

Replace unit 674 a 2009 2-wheel drive pickup

Justification

Unit 674 will be 13 years old by 2022. Normally start to consider replacement around 12 years depending on the vehicle and its use.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					40,000						40,000
Total					**40,000**						**40,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					40,000						40,000
Total					**40,000**						**40,000**

Project #	PW-675
Project Name	Replace 2010 Chevy 1- Ton Truck #675

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $63,000

Description

Replace Unit #675. A 2010 4-Wheel Drive 1 Ton Truck

Justification

Unit 675 will be 11 years old by 2021. Normally start to consider replacement round 12 years depending on the vehicle and its use. This truck will be used by the Park Department and for snow removal operations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment				63,000							63,000
Total				**63,000**							**63,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund				63,000							63,000
Total				**63,000**							**63,000**

Project #	PW-676
Project Name	Replace Unit 676- 2010 4 Wheel Drive 1ton

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $68,000

Description

Replace unit 676 a 2010 4-wheel drive 1-ton truck

Justification

Unit 676 will be 11 years old by 2021. Normally start to consider replacement around 12 years depending on the vehicle and its use. This truck will be used by the street department and for snow removal operations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment						68,000					68,000
Total						**68,000**					**68,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund						68,000					68,000
Total						**68,000**					**68,000**

Project #	PW-678A
Project Name	Replace Unit 678 2013-1ton Truck w/ Plow Equipment

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $62,000

Description

Replace unit 678 a 2013 1-ton truck with plow equipment

Justification

Unit 678 will be 9 years old by 2022. Normally start to consider replacement around 12 years depending on the vehicle and its use.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					62,000						62,000
Total					**62,000**						**62,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					62,000						62,000
Total					**62,000**						**62,000**

Project # PW-679A

Project Name Replace Unit 679 Area Mower (2020 Replaced)

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $111,000

Description

Replace unit 679. This area mower was replaced in 2020.

Justification

This piece of equiipment is a large area mower that is used to mow the city's larger parks and athletic fields. This mower is replaced on a 7-year schedule.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										111,000	111,000
Total										**111,000**	**111,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										111,000	111,000
Total										**111,000**	**111,000**

Project #	PW-680
Project Name	Replace 2014-1Ton Truck w/ Plow Equipt: Unit #680

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $62,000

Description

Replace Unit 680 a 2014-1ton truck with plow equipment

Justification

Unit 680 will be 8 years old by 2022. Normally start to consider replacement around 12 years depending on the vehicle and its use.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment					62,000						62,000
Total					**62,000**						**62,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund					62,000						62,000
Total					**62,000**						**62,000**

Project #	PW-681
Project Name	Replace Unit 681 Utility truck

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $65,000

Description

Replace Unit 681 a 2015 1-Ton Pickup

Justification

This piece of equipment will replace unit #681 a 1-ton pickup with a mobile crane used in the utility department for well and lift station repair.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							65,000				65,000
Total							**65,000**				**65,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund							32,500				32,500
Water Utility Fund							32,500				32,500
Total							**65,000**				**65,000**

Project #	PW-683
Project Name	Replace 2019 Exmark Mower (Orig Unit #683)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	5 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $15,000

Description

Replace Unit #683 that was replaced in 2019 - an Exmark Mower

Justification

These are the city's primary mowers and are traded out on a 5-year rotation for dependability and trade-in value.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost							15,000				15,000
Total							**15,000**				**15,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							15,000				15,000
Total							**15,000**				**15,000**

Project #	PW-684
Project Name	Replace 2019 Exmark Mower (Orig Unit #684)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	5 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $15,000

Description

Replace Unit #684 that was replaced in 2019 - an Exmark Mower

Justification

These are the city's primary mowers and are traded out on a 5-year rotation for dependability and trade-in value.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							15,000				15,000
Total							**15,000**				**15,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							15,000				15,000
Total							**15,000**				**15,000**

Project #	PW-685
Project Name	Replace 2019 Exmark Mower (Orig Unit #685)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	5 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $15,000

Description

Replace Unit #685 that was replaced in 2019 - an Exmark Mower

Justification

These are the city's primary mowers and are traded out on a 5-year rotation for dependability and trade-in value.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment							15,000				15,000
Total							**15,000**				**15,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund							15,000				15,000
Total							**15,000**				**15,000**

Project #	PW-686
Project Name	Replace Unit #686 - 2015 Kubota Tractor

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $45,000

Description

Replace Unit 686 a 2015 Kubota tractor

Justification

Unit 686 is a Kubota Ag tractor used in road-side mowing and field work for the park department.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									45,000		45,000
Total									**45,000**		**45,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									45,000		45,000
Total									**45,000**		**45,000**

Project #	PW-687
Project Name	Replace Unit #687 2015 Toolcat

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $60,000

Description

Repolace unit #687 a 2015 Bobcat tool cat

Justification

Unit 687 is an utility vehicle used by all diversions of public works. Used as a tool carrier and forklift

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment									60,000		60,000
Total									**60,000**		**60,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund									60,000		60,000
Total									**60,000**		**60,000**

Project #	PW-688
Project Name	Replace Unit 688 2015 Case Loader

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $210,000

Description

Replace Unit #688 a 2015 Case Wheel Loader

Justification

The wheel loader is the city's most versatile pieces of equipment and is used in all facets of public works.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								210,000			210,000
Total								**210,000**			**210,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								210,000			210,000
Total								**210,000**			**210,000**

Project #	PW-691
Project Name	Replace 2014 Ex Mark Mower: Unit #683

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	5 Years
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $10,800

Description

Replace 2014 Exmark mower unit 683 (Zero turn mower)

Justification

This is a primary mower which is on a 5 year trade-in rotation for dependability and trade-in value.

These mowers are used on a daily basis during the summer months and are the primary mowers used in park maintenance.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		10,800									10,800
Total		**10,800**									**10,800**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		10,800									10,800
Total		**10,800**									**10,800**

Project #	PW-692
Project Name	Replace 2014 Ex Mark Mower: Unit #684

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	5 Years
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $10,800

Description

Replace 2014 Exmark mower unit 684 (Zero turn mower)

Justification

This is a primary mower which is on a 5 year trade-in rotation for dependability and trade-in value.

These mowers are used on a daily basis during the summer months and are the primary mowers used in park maintenance

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		10,800									10,800
Total		**10,800**									**10,800**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		10,800									10,800
Total		**10,800**									**10,800**

Project #	PW-693
Project Name	Replace 2014 Ex Mark Mower: Unit #685

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	5 Years
Category	Capital Equipment
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $10,800

Description

Replace 2014 Exmark mower unit 685 (Zero turn mower)

Justification

This is a primary mower which is on a 5 year trade-in rotation for dependability and trade-in value.

These mowers are used on a daily basis during the summer months and are the primary mowers used in park maintenance.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment		10,800									10,800
Total		**10,800**									**10,800**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund		10,800									10,800
Total		**10,800**									**10,800**

Project #	PW-697
Project Name	Replace 2013 Toro Wide Area Mower: Unit #679

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	7 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $92,000

Description

Replace unit #679 - 2013 Toro Groundsmaster wide area mower

Justification

This piece of equipment is a large area mower that is used to mow larger parks and athletic fields.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment			92,000								92,000
Total			**92,000**								**92,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund			92,000								92,000
Total			**92,000**								**92,000**

Project #	PW-700
Project Name	New Velocity Patcher

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	12
Category	Capital Equipment
Priority	4-New Addition (Med)
Status	Active

Total Cost $250,000

Description

Velocity patcher plus chassis

Justification

This piece of equipment would be usedd for patching potholes on public streets.

Velocity patching or spray patching has proven to be an effective and safe way to fill potholes.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment										250,000	250,000
Total										**250,000**	**250,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund										250,000	250,000
Total										**250,000**	**250,000**

Project # PW-701

Project Name New 1-Ton Pickup with Box and Plow

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 2-New Addition (High)
Status Active

Total Cost $63,570

Description

1-Ton pickup with box and plow equipment.

Justification

This piece of equipment would be used for park maintenance functions, as well as snow removeal operations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	63,570										63,570
Total	**63,570**										**63,570**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	63,570										63,570
Total	**63,570**										**63,570**

Project #	PW-702
Project Name	New Electric Utility Vehicle

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	20
Category	Capital Equipment
Priority	4-New Addition (Med)
Status	Active

Total Cost $35,000

Description

Electric utility vehicle

Justification

This piece of equipment would be a fully electric vehicle that would be used primarily as a park maintenance vehicle.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment								35,000			35,000
Total								**35,000**			**35,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
General Fund								35,000			35,000
Total								**35,000**			**35,000**

Project # TE-001

Project Name Replacement for Programmable Message Boards

Department Capital Equipment
Contact
Type Equipment
Useful Life 15
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $39,000

Description

Replacement unit for programmable message board.

Justification

Would be used for traffic control, community events and emergency situations. These units would replace the current message board that was bought from Anoka County.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Furnishings/Equipment	39,000										39,000
Total	**39,000**										**39,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Equipment Revolving Fund	39,000										39,000
Total	**39,000**										**39,000**

Project #	04-BLDG-002
Project Name	Community Center Construction

Department	Municipal Buildings
Contact	Unassigned
Type	Buildings
Useful Life	50 Years
Category	Municipal Building
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $20,000,000

Description

The Community Center would include recreational areas such as a swimming pool, gym, etc. It would also include meeting rooms for various organizations to hold banquets, monthly meetings, etc.

Construction of a community center will rely on a partnership with another organization(s).

Justification

Per public consensus, the need for a Community Center is a justified expenditure of public financing. Currently, Ramsey residents must leave the City limits and drive a considerable distance to get to such a facility.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Building Cost/Construction										20,000,000	20,000,000
Total										**20,000,000**	**20,000,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
To Be Determined										20,000,000	20,000,000
Total										**20,000,000**	**20,000,000**

Project #	08-BLDG-005
Project Name	Old Town Hall Restoration

Department	Municipal Buildings
Contact	
Type	Improvement
Useful Life	25
Category	Municipal Building
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $221,300

Description

Old Town Hall Restoration:

Option 1: Move Historic Town Hall to the Northstar Rail Station Site
$125,000 Const Cost (moving and Stabilization)
$ 50,000 Site/foundation
$ 20,000 furnishing/equip

$195,000

Option 2: Improve private access street to public standard.
$125,000 Const Cost
$ 20,000 ROW
$ 56,300 Road Construction
$ 20,000 Furn/equip

$221,300

Justification

Historic Town Hall is a city facility that is in need of restoration completion. Options include moving it from the site to the COR to serve as a library kiosk, trailhead, and potentially house restrooms.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Building Cost/Construction										125,000	125,000
Improvements Other than Building Cost										76,300	76,300
Furnishings/Equipment										20,000	20,000
Total										**221,300**	**221,300**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
To Be Determined										221,300	221,300
Total										**221,300**	**221,300**

Project #	10-BLDG-004
Project Name	Sprinkler System @ Fire Station #1

Department	Municipal Buildings
Contact	
Type	Improvement
Useful Life	20 Years
Category	Municipal Building
Priority	4-New Addition (Med)
Status	Active

Total Cost $25,000

Description

Hookup on-site municipal water to building and install sprinkler system for entire building.

Justification

Municipal water is on site with municipal well.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Building Cost/Construction			20,000								20,000
Improvements Other than Building Cost			5,000								5,000
Total			**25,000**								**25,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Facility Fund			25,000								25,000
Total			**25,000**								**25,000**

Project # 18-BLDG-001

Project Name Muni Center 2nd Floor Community Room

Department Municipal Buildings
Contact
Type Buildings
Useful Life 50 Years
Category Municipal Building
Priority 2-New Addition (High)
Status Active

Total Cost $100,000

Description

Construct a Community Room in the vacant area on the second floor of the Municipal Center to have a secure area for community events.

Justification

Provide meeting space for community events in a secure area.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Building Cost/Construction	100,000										100,000
Total	**100,000**										**100,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Facility Fund	100,000										100,000
Total	**100,000**										**100,000**

Project #	18-BLDG-002
Project Name	Storage Building at Fire Station 1

Department	Municipal Buildings
Contact	
Type	Buildings
Useful Life	20
Category	Municipal Building
Priority	4-New Addition (Med)
Status	Active

Total Cost $20,000

Description

Build an out-building on Fire Station 1 site that will be used to store equipment and training props.

Justification

The fire stations are becoming limited in the amount of usable space to house equipment and props used for training. These pieces of equipment are not used daily and therefore, need a location to be stored.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Building Cost/Construction					20,000						20,000
Total					**20,000**						**20,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Facility Fund					20,000						20,000
Total					**20,000**						**20,000**

Project #	04-PARK-003
Project Name	Elmcrest Park & The Draw Park Entrance & Signage

Department	Park Improvements
Contact	Unassigned
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $80,000

Description

Entrance signing for Elmcrest Park would consist of a sign and associated landscape sited near the intersection of Quicksilver Street and 167th Avenue.

For the Draw, the sign would function as a monument for the park name and also as a location to advertise upcoming events.

Justification

The 100+ acre Elmcrest community park may warrant an attractive entrance monument benefiting the park's prominance in the community. Additionally, there will be continuing events where many hundreds of out-of-Ramsey visitors will come to the city. The monument will function as a way-finding sign and also to remind visiitors that they are in Ramsey.

For The Draw, the monument would describe for the community the name of the park and amphitheater (a minor issue presently). Plus, if the advertising space was digital (versus posters), there could be a modest revenue stream from non-municipal sources.

Note: The planning for this project in the COR may resume after completion of the Design Framework relating to signs.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	80,000										80,000
Total	**80,000**										**80,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund	80,000										80,000
Total	**80,000**										**80,000**

Project #	04-PARK-006
Project Name	Ford Brook Park Playground Equipment

Department	Park Improvements
Contact	Unassigned
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $70,000

Description

Ford Brook Park is north of CR 27, east of TH 47 and borders Nowthen. The new playground would be within walking distance of about 100 existing homes.

Justification

The City has remained on a schedule of replacing existing play structures with ones that meet the Consumer Products Safety Commission guidelines for safety. This also results in a contemporary playground with more play value. City of Nowthen may be asked to participate financially.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			70,000								70,000
Total			**70,000**								**70,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund			50,000								50,000
City of Nowthen			20,000								20,000
Total			**70,000**								**70,000**

Project #	06-PARK-010
Project Name	Irrigation for Titterud Park

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $76,000

Description

Underground irrigation & 160 GPM well.

If municipal water is available, cost may be less.

Justification

Irrigation should be considered for this 13.5 acre park, and a part of this is the evaluation of a well versus connection to a municipal watermain. Both have advantages. The $50,000 represents the underground irrigation portion.

A 160 GPM well may cost about $26,000.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost						76,000					76,000
Total						**76,000**					**76,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund						76,000					76,000
Total						**76,000**					**76,000**

Project #	06-PARK-011
Project Name	Observation boardwalk - Lake Itasca

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $60,000

Description

A boardwalk or pier in the southeast portion of Lake Itasca will allow trail users and visitors to the Lake Itasca Community Park to view the lake which is mostly obscured by cattails.

Justification

The Lake Itasca is an important resource along the Mississippi Flyway for migratory waterfowl and home to many types of wetland fauna. Providing access to the open water portions of the lake will provide birdwatchers and trail users a relaxing rest point along the Lake Itasca Trail.

Additionally, lake access was cited as desired by several participants in the public engagement process as part of the acquisition of the Lake Itasca Community Park.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	60,000										60,000
Total	**60,000**										**60,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Lawful Gambling Fund	60,000										60,000
Total	**60,000**										**60,000**

Project #	06-PARK-012
Project Name	Rabbit Park Phase Two

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $125,000

Description

Well and underground irrigation.

Landscape improvements and an ag-lime infield for the ballfield.

Justification

Rabbit Park is a 5-acre neighborhood park with very basic features. The park's greatest need is irrigation. Therefore, the primary component of the proposed phase two project is a well and underground irrigation.

Landscape improvements would complete this project.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost								125,000			125,000
Total								**125,000**			**125,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund								125,000			125,000
Total								**125,000**			**125,000**

Project #	06-PARK-015
Project Name	Observation deck on the Mississippi E of Dolomite

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $100,000

Description

On the south side of Riverdale Drive, east of Dolomite exists a storm water discharge point to the river. This project discusses an observation deck at the top of the bluff over the existing storm sewer easement, concurrent with the development of the land there.

Justification

This access may provide improved maintenance to the storm outlet, but the primary value would be to maintain contact with the river by residents for the remarkable view, and as a rest point along the National, Mississippi River Trail.

This project may be combined with development of adjacent property. Improvements to the stormwater system may also be considered with the reconstruction of Riverdale Drive.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		100,000									100,000
Total		**100,000**									**100,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Lawful Gambling Fund		100,000									100,000
Total		**100,000**									**100,000**

Project #	06-PARK-019
Project Name	Trail Connections

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $230,000

Description

This project would include the installation of several high priority connections linking segments of the city's trail system as opportunities and funding become available.

Examples:
-142nd Ave, east of TH#47, north to Xkimo Street
-Armstrong Boulevard Trail from Central Park to Trott Brrok
-North Commons Neighborhood Trail Link at Zeolite Street

Justification

The increase demand in use of the city's trail system compells the continued development of the trail system.

Resident requests for improved trail system connections are reflected in priority projects. Trails will also move people off high speed roadways and improve transportation and safety - an objective that is aligned within the strategic goal of a Connected Community.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	30,000		200,000								230,000
Total	**30,000**		**200,000**								**230,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund	30,000		200,000								230,000
Total	**30,000**		**200,000**								**230,000**

Project #	08-PARK-005
Project Name	Park Development in the COR

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $1,350,000

Description

This proposed capital improvement represents additional park development in The COR, beginning in 2017. The project may be grading, landscape restoration and a splash pad for the water-centric park-or playground and pavillion development at The Draw.

Justification

A splash pad continues to be requested by residents, and grading for the park would generate fill for areas of The COR the city desires to sell. Relative to a playground and pavillion for The Draw, this may emerge as a priority due to the increasing number of residential units near the park. The referenced park improvements will be evaluated at the same time as the land use plan for The COR is being discussed, and as part of the public process associated with the Comp Plan in 2017.

Prior	Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
150,000	Improvements Other than Building Cost	1,200,000										1,200,000
Total	Total	**1,200,000**										**1,200,000**

Prior	Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
150,000	Park Improvement Trust Fund	1,200,000										1,200,000
Total	Total	**1,200,000**										**1,200,000**

Project # 12-PARK-006

Project Name The Draw Grates

Department Park Improvements

Contact

Type Improvement

Useful Life 25

Category Storm Water Utility Improvement

Priority 2-New Addition (High)

Total Cost $10,000

Status Active

Description

Adding stormwater grates to the recently constructed (2010) park.

Justification

This project will install grates over the pipes in the stormwater spreaders. The pipes do not have grates to prevent people and animals from entering the pipes.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	10,000										10,000
Total	**10,000**										**10,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Utility Fund	10,000										10,000
Total	**10,000**										**10,000**

Project #	12-PARK-008
Project Name	McKinley Trail Connection to Anoka

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	25
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $50,000

Description

Construct Trail along McKinley extension to connect to Anoka City Limits.

Justification

This project will construct a trail in the industrial park from the intersection of Radium and McKinley to McKinley Street in Anoka, providing non-motorized connectivity between the two cities.

This project was identified as a desire at a previous joint Anoka and Ramsey City Council meeting. The first step in considering this project would be to consult Anoka to determine if this is still a priority.

The project would align with Ramsey's strategic goal of a 'Connected Community'..

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			50,000								50,000
Total			**50,000**								**50,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund			25,000								25,000
City of Anoka			25,000								25,000
Total			**50,000**								**50,000**

Project # 15-PARK-01

Project Name Additional Land For Central Park

Department Park Improvements
Contact
Type Land
Useful Life
Category Park Improvement
Priority 4-New Addition (Med)
Status Active

Total Cost $250,000

Description

This project envisions the purchase of 15+ acres for an expansion of Central Park, with the proposed pathway connecting to 161st Ave, or potentially all of the approximate 35 acres east of the existing path.

Justification

Central Park is a highly used park. The additional acreage would offer additional space for parking and recreational use.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Land Acquisition					250,000						250,000
Total					**250,000**						**250,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund					250,000						250,000
Total					**250,000**						**250,000**

Project #	17-PARK-002
Project Name	Pedestrian Underpass-Alpine Dr

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $750,000

Description

The proposed pedestrian underpass may coincide with both the residential development to the south and routing sewer and water to the park. An alternate to this project for evaluation may be signalization of Alpine Drive ($300k).

Justification

Pedestrian safety between residential areas and community parks is an important consideration. This project also may be part of the Greenway envisioned between the park and The COR.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost								750,000			750,000
Total								**750,000**			**750,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund								750,000			750,000
Total								**750,000**			**750,000**

Project #	17-PARK-004
Project Name	Replace Fencing & Dugouts (#5-7)-Central Park

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $75,000

Description

The project entails adding dugouts, netting, replacing some fencing and adding a concrete maintenance strip under the backstops and sideline fences of ballfields 5, 6 and 7 at Central Park.

Justification

The dugouts add to the quality of experience for the players and better facilitate tournaments. The concrete maintenance strips improve the appearance of the fields and reduce maintenance costs to a small degree each year.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	75,000										75,000
Total	**75,000**										**75,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources	0										0
Park Improvement Trust Fund	75,000										75,000
Total	**75,000**										**75,000**

Project #	17-PARK-005
Project Name	Dog Park Shelter-Alpine Park

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $58,000

Description

Within the off-leash area at Alpine Park would be a lighted hexagonal shelter with concrete floor. Surrounding the shelter for approximately 30 feet and connecting to the trail, would be artificial turf.

Justification

The Bark Park, as it is known, is very popular. So well used, in fact, that grass cannot be maintained in the congregating areas of the park. The artificial turf over a sport court system will provide for a quality surface around the shelter that will not be muddy and will be able to be maintained.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Building Cost/Construction	15,000										15,000
Improvements Other than Building Cost	43,000										43,000
Total	**58,000**										**58,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources	20,000										20,000
Landfill Trust Fund	38,000										38,000
Total	**58,000**										**58,000**

Project #	17-PARK-006
Project Name	Field Lighting - Central Park

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $200,000

Description

Proposed improvement is for additional athletic field lighting for a community park for fall sport use.

Justification

Fall sports, most notably soccer and football, are constrained by shorter daylight, necessitating field lighting. An alternate for exploration would be constructing more fields.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					200,000						200,000
Total					**200,000**						**200,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources					50,000						50,000
Lawful Gambling Fund					150,000						150,000
Total					**200,000**						**200,000**

Project #	17-PARK-007
Project Name	Northfork North Trail Connection

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $150,000

Description

Construct 10 foot paved multi-purpose trail through Outlot B, Northfork and Outlot A. Northfork Trail addition within dedicated 16' easement.

Justification

Bituminous trail connection constructed in lieu of on-road bicycle land on Andrie Street and 164th Lane NW per permanent pedestrian and bicycle trail easement agreement granted by Northfork Homeowner's Association on May 19th, 2016.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		150,000									150,000
Total		**150,000**									**150,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund		150,000									150,000
Total		**150,000**									**150,000**

Project #	18-PARK-001
Project Name	Sunfish Lake Phase 2 Parking Lot

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $35,000

Description

Proposed is the second phase of the parking lot at Sunfish Lake Park, consistent with the approved park plan.

Justification

This 9+ parking stalls were not developed with the original 2009 park project, as it was determined to wait until the demand was justified. Today, especially with the success of the self-serve canoe and kayak system, this parking lot expansion is needed. It is anticipated that the parking lot stall surfaces will be pavers, allowing for infiltration of precipitation and thus serve as a demonstration project locally.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	35,000										35,000
Total	**35,000**										**35,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund	35,000										35,000
Total	**35,000**										**35,000**

Project #	18-PARK-002
Project Name	Central Park - Football Field Enhancements

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $15,000

Description

Drainage and grading modifications to the football field between ballfields #3 and #4.

Justification

The present drainage swale in the outfields of softball fields #3 and #4 present a concern for players who would run beyond the end zone.

This project would fill the swale and route the stormwater under ground and restore the surface with sod.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	15,000										15,000
Total	**15,000**										**15,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund	15,000										15,000
Total	**15,000**										**15,000**

Project #	18-PARK-003
Project Name	Amphitheater Lighting

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $40,000

Description

Lighting enhancements and audio conduits at The Draw.

Justification

Additional lighting in and around the amphitheater is justified for concerts that go later into the evening and in the later summer.

Conduit and cable for audio (additional speakers) is likewise merited for larger events at the park.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	40,000										40,000
Total	**40,000**										**40,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund	40,000										40,000
Total	**40,000**										**40,000**

Project #	18-PARK-004
Project Name	Lake Itasca Park - Parking, Trail & Canoe System

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $250,000

Description

This project would permit access to the community park through a parking area adjacent to Alpine Drive, connection to the existing trails, and include a canoe/kayak/paddle-board system at the lake.

Justification

The parking lot will be for visitors, city-wide, as will the water-based recreational improvements. The trail will connect the new parking to the existing trails near the lake.

The timing of this limited, first phase of the Lake Itasca community park, also coincides with the hundreds of residential homes being platted in close proximity - with park dedication from these lots applied to the near-by park space for their benefit.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		250,000									250,000
Total		**250,000**									**250,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund		250,000									250,000
Total		**250,000**									**250,000**

Project #	18-PARK-005
Project Name	Aeration for Sunfish Lake & The Draw

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $40,000

Description

This project would install two separate aeration systems at The Draw and also at Sunfish Lake. Project elements include contracted installation, electrical power supply, signing, permitting and public notifications.

Note: The General Fund Budget would need to be adjusted to accommodate both annual electric expense and other O&M costs estimated at $1,000 to $2,000 annually.

Justification

Both Sunfish Lake and The Draw have become popular destinations for youth fishing for panfish. During certain winter conditions, shallow water bodies can experience 'winterkill'. The two separate aeration systems would pump oxygen and circulate the water, maintaining the fish populations.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	40,000										40,000
Total	**40,000**										**40,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
To Be Determined	40,000										40,000
Total	**40,000**										**40,000**

Project # 06-ACQ-002

Project Name Acquire outlots "A" in Rivers Bluff and Reilly Est

Department Site Acquisitions
Contact
Type Land
Useful Life Unassigned
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $20,000

Description

Along the Rum River in the central part of the city are separate outlots owned by two homeowners associations. Both are very attractive, wooded parcels and connected to existing trail corridors. This project may entail the donation of the land in exchange for passive improvements such as trails, picnic areas or fishing.

Justification

The associations would benefit by realizing these amenities near their homes. The $20,000 expense represents an estimate for real-estate transaction costs, and perhaps park planning to promote the donation. The park plans would generate the development cost projections.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Land Acquisition									20,000		20,000
Total									**20,000**		**20,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund									20,000		20,000
Total									**20,000**		**20,000**

Project # 08-ACQ-002

Project Name Alpaca Estates Outlot

Department Site Acquisitions

Contact

Type Land

Useful Life

Category Park Improvement

Priority 5-Opportunity/Unfunded/Placeholder

Total Cost $35,000

Status Active

Description

This lot was not large enough to build on when the plat was filed.

Justification

This lot was the subject of a development proposal to build a single family home. The proposal was denied. Acquisition of this outlot would provide river access in this area and be part of larger area along the Mississippi proposed to the west.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Land Acquisition									35,000		35,000
Total									**35,000**		**35,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund									35,000		35,000
Total									**35,000**		**35,000**

Project # 04-SEW-001

Project Name Abandon Liftstation Wildlife Sanctuary

Department Sewer Utility
Contact Unassigned
Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $352,000

Description

This project involves extending a sanitary sewer approximately 1500' to the Wildlife Sanctuary lift station. This lift station can then be abandoned. This project will include easement acquisition.

Justification

This project will be integrated with development of the adjacent property.

The abandonment of a lift station will eliminate the perpetual costs of power (top priority), daily inspection, mechanical maintenance and the eventual replacement of this mechanized system.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Land Acquisition			50,000								50,000
Building Cost/Construction			302,000								302,000
Total			**352,000**								**352,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund			352,000								352,000
Total			**352,000**								**352,000**

Project # 08-SEW-004

Project Name Abandon Lift Station River Pines

Department Sewer Utility
Contact
Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $45,000

Description

This project involves extending the gravity sewer from future development to the River Pines Lift Station and abandoning the River Pines Lift Station.

Total costs including street, sewer & water utility = $120,000.

Justification

The abandonment of a lift station will eliminate the perpetual costs of power, daily inspection, mechanical maintenance and the eventual replacement of this mechanized system.

This project will be integrated with the future development.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			45,000								45,000
Total			**45,000**								**45,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund			45,000								45,000
Total			**45,000**								**45,000**

Project # 12-SEW-002

Project Name Fire Station 1 Sanitary Sewer Service

Department Sewer Utility
Contact
Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 4-New Addition (Med)
Status Active

Total Cost $60,000

Description

Sanitary Sewer was extended to the Fire Station Property in 2011. This project will extend sanitary sewer into the fire station in conjunction with City Water. Sanitary trunk fees not waived.

Related project 11-WTR-003 of $55,000

Justification

Extending sanitary sewer will allow removal of the septic tank and drainfield.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			60,000								60,000
Total			**60,000**								**60,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund			60,000								60,000
Total			**60,000**								**60,000**

Project #	18-SEW-001
Project Name	Scada System Software Upgrades

Department	Sewer Utility
Contact	
Type	Improvement
Useful Life	10
Category	Sewer Utility Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $15,000

Description

Upgrade Scada system at seven liftstation sites

Justification

Continued upgrades to sanitary sewer Scada system to replace outdated software and equipment.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	15,000										15,000
Total	**15,000**										**15,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Sewer Utility Fund	15,000										15,000
Total	**15,000**										**15,000**

Project #	04-STRM-011
Project Name	COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)

Department	Stormwater Utility
Contact	Unassigned
Type	Improvement
Useful Life	60 Years
Category	Storm Water Utility Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $530,000

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by The COR Development.

Total Cost for Bunker Lake Blvd. = $4,520,000
Street Improvements: $3,650,000
Storm Water Improvements: $530,000
Water Utility Improvements: $340,000
Total Cost for Regional Roadway improvements = $14,607,860 (Per JPA)

Bonded amount $3,650,000 @ 10 years @ 5% int = $468,274 annual debt service

Justification

The construction of The COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd to better handle the traffic.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					530,000						530,000
Total					**530,000**						**530,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Utility Fund					530,000						530,000
Total					**530,000**						**530,000**

Project # 11-STM-003

Project Name Whispering Pines Estates Plat 2 Storm Sewer

Department Stormwater Utility
Contact
Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $330,000

Description

Install storm sewer in Whispering Pines Estate Plat 2. The plat is located west of Armstrong Boulevard and south of Alpine Drive.

Justification

The plat was developed with unpaved streets, ditches and driveway culverts. The project was subsequently paved. The ditches and driveway culverts have sunken over time. This project would install storm sewer and enhance drainage throughout the plat.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost										330,000	330,000
Total										**330,000**	**330,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Utility Fund										330,000	330,000
Total										**330,000**	**330,000**

Project #	12-STRM-001
Project Name	Stormwater Drainage Improvements

Department	Stormwater Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Storm Water Utility Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $520,000

Description

This project will address stormwater drainage problems reported in 2011.

Justification

These projects will add storm sewer pipe, clean ditches and address standing water concerns.

- 156th and Armstrong - Clean ditch or add storm sewer 2020: $30,000

- 156th Lane and Juniper Ridge Drive - Install pipe to relieve water backing up in existing pipes 2020: $350,000

Prior	Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
140,000	Improvements Other than Building Cost			380,000								380,000
Total	Total			**380,000**								**380,000**

Prior	Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
140,000	Storm Water Utility Fund			380,000								380,000
Total	Total			**380,000**								**380,000**

Project # 16-STM-002

Project Name COR Regional Infiltration Basin

Department Stormwater Utility
Contact
Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $986,000

Description

Construct stormwater lift station and regional infiltration basin on City-owned property at 14165 Ramsey Blvd. for all new developments in the COR located witing 10-year capture zones of municipal water supply wells.

Justification

The LRRWMO and state rules, as well as local ordinances, infiltration is not allowed within the 10-year capture zone of any municipal well. A condition of several recent LRRWMO permit approvals for such developments was that the City of Ramsey is responsible for providing the required volume retention for 1-inch of runoff from the developments at an off-site location. The first such development (Parkview East Apartments) required that this facility be on-line in July 2018.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	986,000										986,000
Total	**986,000**										**986,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Management Fund	493,000										493,000
Storm Water Utility Fund	493,000										493,000
Total	**986,000**										**986,000**

Project # 18-STRM-001

Project Name Ermine Blvd Culvert Replacement

Department Stormwater Utility

Contact

Type Improvement

Useful Life 20

Category Storm Water Utility Improvement

Priority 3-Existing Obligation (Med)

Status Active

Total Cost $130,000

Description

This culvert is located on Ermine Boulevard in the northwest corner of the city and carries the Trottbrook under Ermine Boulevard.

Justification

This culvert is showing sings of wear and some of the joints are starting to separate.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			130,000								130,000
Total			**130,000**								**130,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Storm Water Utility Fund			130,000								130,000
Total			**130,000**								**130,000**

Project # 04-STR-012

Project Name Zeolite Roadway Improvements

Department Street Improvements
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $500,000

Description

This project consists of the installation of 1,300 feet of bituminous street, sidewalk/trail and storm sewer in the western portion of the COR.

Justification

These improvements will be necessary to support the development anticipated in the west COR area.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					500,000						500,000
Total					**500,000**						**500,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Tax Increment Fund #2					500,000						500,000
Total					**500,000**						**500,000**

Project # 04-STR-014

Project Name COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)

Department Street Improvements
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $3,650,000

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Upgrades include traffic signals at Town Center Drive.

Total Cost for Bunker Lake Blvd. = $4,520,000
Street Improvements: $3,650,000
Storm Water Improvements: $530,000
Water Utility Improvements: $340,000
Total Cost for Regional Roadway improvements = $14,607,860 (Per JPA)

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd to handle traffic from the COR.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					3,650,000						3,650,000
Total					**3,650,000**						**3,650,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Tax Increment Fund #2					1,500,000						1,500,000
Tax Increment Fund #1					1,000,000						1,000,000
Tax Increment Fund #14 (BONDING)					1,150,000						1,150,000
Total					**3,650,000**						**3,650,000**

Project #	08-STR-005
Project Name	River Pines Lift Station Street Connection

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $55,000

Description

This project involves extending the street in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street, sewer & water utility = $120,000.

Justification

The project originally included installing sewer in an easement to eliminate the lift station. The property was on the market and the City acquired it so a street connection can be made, eliminating a long cul-de-sac.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost									55,000		55,000
Total									**55,000**		**55,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Public Improvement Revolving Fund									55,000		55,000
Total									**55,000**		**55,000**

Project # 12-STR-001

Project Name Bunker Lake Blvd Sunwood Drive Signal

Department Street Improvements
Contact
Type Improvement
Useful Life 25
Category Street Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $350,000

Description

Construct Traffic Signal at Bunker Lake Blvd and Sunwood Drive. Includes wetland mitigation.

This cost assumes no additional road work.

Justification

This project will construct a traffic signal at Bunker Lake Blvd and Sunwood Drive. It is part of the regional roadway improvements included in the Joint Powers Agreement for the The COR Project. The intersection currently has a 4-way stop. Conversion of traffic will be dependant upon the traffic volumes. Need to mitigate wetland impacts.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost				350,000							350,000
Total				**350,000**							**350,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
MSA				350,000							350,000
Total				**350,000**							**350,000**

Project #	15-STR-003
Project Name	Sunwood Drive Roundabout Landscaping

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $20,000

Description

Includes installation of perenial grasses, plants, and trees/shrubs as well as irrigation modifications.

Justification

Promote the vision of The COR area.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		20,000									20,000
Total		**20,000**									**20,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Public Improvement Revolving Fund		20,000									20,000
Total		**20,000**									**20,000**

Project #	15-STR-006
Project Name	Reconstruction of Streets-Ford Brook Estates/Hy 10

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $1,740,400

Description

Reconstruction of streets in Ford Brook Estates. & Hy 10 Ramsey, West of Highway 47/St. Francis Blvd.

Total Project Cost = $1,740,400
Street Improvements: $1,566,360
Storm Water Improvements: $174,040

20 lots for possible assessment

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	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		1,740,400									1,740,400
Total		**1,740,400**									**1,740,400**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded		391,590									391,590
Storm Water Utility Fund		174,040									174,040
GO Bonding (Road Funding)		1,174,770									1,174,770
Total		**1,740,400**									**1,740,400**

Project # 15-STR-008

Project Name Reconstruction Streets Stanhope Terr & Riversbend

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $750,000

Description

Reconstruction of streets in Stanhope Terrace: Ute Street, 153rd Court, 154th Lane
River's Bend: 147th Lane, 148th Avenue, Xkimo St, Yakima St

Total Project Cost = $ 735,000
Street Improvement: $650,000
Storm Water Improvments: $100,000

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	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	750,000										750,000
Total	**750,000**										**750,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded	162,500										162,500
Storm Water Utility Fund	100,000										100,000
GO Bonding (Road Funding)	487,500										487,500
Total	**750,000**										**750,000**

Project #	15-STR-011
Project Name	2018 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $675,000

Description

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life.

2018 Projects: Woodland Green, North Forty 2nd, North Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd, Northfork Itasca Shores

There is a total of $2.2M designated to maintain streets annually.

Overlays will be assessed at 25% of cost. Approximately 121 parcels to be assessed.

Justification

Regular scheduled maintenance safeguards the considerable investment the City has in its pavements by cost effectively maximizing pavement life and minimizing emergency repairs.

Overlaying streets provides additional pavement life. These streets were selected based on Paser rating and time since last pavement maintenance treatment.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Revisit Program for 2020-2025

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	675,000										675,000
Total	**675,000**										**675,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded	168,750										168,750
GO Bonding (Road Funding)	506,250										506,250
Total	**675,000**										**675,000**

Project #	15-STR-012
Project Name	2019 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $612,200

Description

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life.

2019 Projects: Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills, Chestnut Ridge

There is a total of $2.2M designated to maintain streets annually.

Overlays will be assessed at 25% of cost

Justification

Regular scheduled maintenance safeguards the considerable investment the City has in its pavements by cost effectively maximizing pavement life and minimizing emergency repairs.

Overlaying streets provides additional pavement life. These streets were selected based on Paser rating and time since last pavement maintenance treatment.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Revisit Program for 2020-2025

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		612,200									612,200
Total		**612,200**									**612,200**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded		153,050									153,050
GO Bonding (Road Funding)		459,150									459,150
Total		**612,200**									**612,200**

Project # 16-STR-002

Project Name Ramsey Blvd RR Underpass

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $22,000,000

Description

Construct BNSF railroad underpass on Ramsey Boulevard as identified in the Highway 10 Access Planning Study project implementation plan.

Justification

The existing at-grade vehicle and pedestrian crossings of the BNSF railroad tracks are unsafe and result in traffic congestion and mobility issues along US Highway 10 and Ramsey Boulevard. When responding to calls for service, emergency vehicles are not able to cross the railroad tracks or US Highway 10 when trains are present. This can result in delays of several minutes or more, depending on the length of the train(s).

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost				22,000,000							22,000,000
Total				**22,000,000**							**22,000,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources				20,000,000							20,000,000
MSA				2,000,000							2,000,000
Total				**22,000,000**							**22,000,000**

Project # 16-STR-003

Project Name North Hwy 10 Frontage Road-Ramsey to SLB

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $12,900,000

Description

Construct North Frontage Road to US Highway 10 connecting Ramsey Boulevard and Sunfish Lake Boulevard per the Highway 10 Access Planning Study project implementation plan.

Justification

Twenty private access points exist along Highway 10 between Ramsey and Sunfish Lake Boulevards. This project will remove all 20 private accesses, resulting in improved safety, congestion and mobility for traffic on US Highway 10 between Ramsey Boulevard and Sunfish Lake Boulevard. Completion of theese improvements is also required to support proper sequencing for other proposed improvement projects along Highway 10 per the Highway 10 Access Planning Study

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		7,000,000	5,900,000								12,900,000
Total		**7,000,000**	**5,900,000**								**12,900,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources		6,355,000	5,900,000								12,255,000
Public Improvement Revolving Fund		645,000									645,000
Total		**7,000,000**	**5,900,000**								**12,900,000**

Project #	16-STR-004
Project Name	South Hwy 10 Frontage Rd-SLB to Anoka

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $2,700,000

Description

Construct South Frontage Road to US Highway 10 east of Sunfish Lake Boulevard to City of Anoka per the Highway 10 Access Planning Study project implementation plan.

Justification

Seven private access points exist along Highway 10 within the City of Ramsey east of Sunfish Lake Boulevard. This project will remove all 7 private accesses, resulting in improved safety, congestion and mobility for traffic using US Highway 10 in the project area. Completion of these improvements is also required to support proper sequencing for other proposed improvement projects along Highway 10 per the Highway 10 Access Planning Study. This project also supports existing businesses and the City's redevelopment goals, while also providing maximum flexibility for redevelopment potential of adjacent parcels.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			2,000,000	700,000							2,700,000
Total			**2,000,000**	**700,000**							**2,700,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources			1,285,000	700,000							1,985,000
Public Improvement Revolving Fund			715,000								715,000
Total			**2,000,000**	**700,000**							**2,700,000**

Project # 17-STR-001

Project Name Reconstruction of Streets-Barthels Rum River Acres

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $3,553,400

Description

Reconstruction of Alpine Drive between Puma Street and Armstrong Boulevard.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			3,553,400								3,553,400
Total			**3,553,400**								**3,553,400**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded			799,515								799,515
Storm Water Utility Fund			355,340								355,340
GO Bonding (Road Funding)			2,398,545								2,398,545
Total			**3,553,400**								**3,553,400**

Project # 17-STR-002

Project Name 2020 Overlay Projects

Department Street Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $539,000

Description

Mill and overlay numerous existing streets: Chestnut Ridge, Echo Ridge, Juniper Woods, Juniper Woods 2nd, Northfork Oaks 2nd, Northfork Oaks 3rd, Section 2 Unplatted.

Total Project Costs: $539,000

Street Improvements: $529,000
Storm Sewer: $ 10,000

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			539,000								539,000
Total			**539,000**								**539,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded			134,750								134,750
Storm Water Utility Fund			10,000								10,000
GO Bonding (Road Funding)			394,250								394,250
Total			**539,000**								**539,000**

Project # 17-STR-003

Project Name Reconstruction of Streets: Riverdale Drive

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $3,475,000

Description

Reconstruction of Riverdale Drive from Feldspar Street to Tungsten Street which is a MSA street. Staff recommends using MSA funds to fund a portion of the costs based on availability. Reconstruction of roads in Section O7 unplatted, The North Forty 2nd, The North Forty 3rd, and Whispering Pines Estates.

Total Project Costs: $3,475,000

Street Improvments: $3,290,000
Storm Sewer: $ 185,000

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost				3,475,000							3,475,000
Total				**3,475,000**							**3,475,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
MSA				500,000							500,000
Special Assessment - Bonded				781,875							781,875
Storm Water Utility Fund				347,500							347,500
GO Bonding (Road Funding)				1,845,625							1,845,625
Total				**3,475,000**							**3,475,000**

Project #	17-STR-004
Project Name	2021 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $347,000

Description

Mill and overlay numerous existing streets.
Wood Pond Hills, Wood Pond Hills 2nd, Wood Pond Hillls 3rd, Wood Pond Hills 4th

Total Project Costs: $347,000

Street Improvements: $337,000
Storm Sewer $ 10,000

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost				347,000							347,000
Total				**347,000**							**347,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded				86,750							86,750
Storm Water Utility Fund				10,000							10,000
GO Bonding (Road Funding)				250,250							250,250
Total				**347,000**							**347,000**

Project #	17-STR-005
Project Name	Reconstruction Streets-Autumn Heights & Variolite

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $3,325,000

Description

Reconstruction of Autumn Heights and Variolite Street.
Staff recommends using MSA funds to fund a portion of the costs based on availability.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					3,325,000						3,325,000
Total					**3,325,000**						**3,325,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
MSA					500,000						500,000
Special Assessment - Bonded					748,125						748,125
Storm Water Utility Fund					332,500						332,500
GO Bonding (Road Funding)					1,744,375						1,744,375
Total					**3,325,000**						**3,325,000**

Project # 17-STR-006

Project Name 2022 Overlay Projects

Department Street Improvements

Contact

Type Improvement

Useful Life 20 Years

Category Street Improvement

Priority 3-Existing Obligation (Med)

Total Cost $379,000

Status Active

Description

Mill and overlay numerous existing streets.
Halls Dover Acres, Sortebergs

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					379,000						379,000
Total					**379,000**						**379,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded					94,750						94,750
GO Bonding (Road Funding)					284,250						284,250
Total					**379,000**						**379,000**

Project #	17-STR-007
Project Name	Reconstruction Streets-Nature View & Sorteberg 6th

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $1,132,000

Description

Reconstruction of Nature View and Sorteberg's 6th.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost						1,132,000					1,132,000
Total						**1,132,000**					**1,132,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded						254,700					254,700
Storm Water Utility Fund						113,200					113,200
GO Bonding (Road Funding)						764,100					764,100
Total						**1,132,000**					**1,132,000**

Project #	17-STR-008
Project Name	2023 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $797,000

Description

Mill and overlay numerous existing streets.
Fox Ridge Estates 1st & 2nd

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost						797,000					797,000
Total						**797,000**					**797,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded						199,250					199,250
GO Bonding (Road Funding)						597,750					597,750
Total						**797,000**					**797,000**

Project # 17-STR-009

Project Name Reconstruction Streets-Rodeo Hills Est/Valley View

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $2,280,000

Description

Reconstruction of Rodeo Hills Estates, Valley View Acres

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost							2,280,000				2,280,000
Total							**2,280,000**				**2,280,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded							513,000				513,000
Storm Water Utility Fund							228,000				228,000
GO Bonding (Road Funding)							1,539,000				1,539,000
Total							**2,280,000**				**2,280,000**

Project #	17-STR-010
Project Name	2024 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $333,000

Description

Mill and overlay numerous existing streets.
Oakridge Estates, Woodlawn Estates

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost							333,000				333,000
Total							**333,000**				**333,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded							83,250				83,250
GO Bonding (Road Funding)							249,750				249,750
Total							**333,000**				**333,000**

Project # 17-STR-011

Project Name Reconstruction Streets -Alpine Drive

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $2,830,000

Description

Reconstruction of Alpine Drive between Puma Street and Armstrong Boulevard.

See Also Alpine Watermain 18-WTR-001 for $385,000

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost								2,830,000			2,830,000
Total								**2,830,000**			**2,830,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded								636,750			636,750
Storm Water Utility Fund								283,000			283,000
GO Bonding (Road Funding)								1,910,250			1,910,250
Total								**2,830,000**			**2,830,000**

Project #	17-STR-012
Project Name	2025 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $600,000

Description

Repair, overlay and stripe concrete pavement on Sunwood Drive and Rhinestone Street in the COR. Proposed improvements include repairing cracks, failing concrete joists and holes, as well as, replacing all existing colored concrete crosswalks with high-early concrete and adding thermoplastic crosswalk markings, alsong with new pavement striping on both sides.

Justification

Numerous concrete pavement joints are failing resulting in stormwater runoff infiltrating into the pavement base, accelerating pavement deterioration due to staurated subgrade soils. Numerous holes also exist in the pavement allowing stormwater runoff into the pavement base. These holes also present trip hazards to pedestrians and most of the holes are located in pedestrian crosswalks where colored concrete was used for enhanced delineation.

Look at possibility of using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost								600,000			600,000
Total								**600,000**			**600,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded								450,000			450,000
GO Bonding (Road Funding)								150,000			150,000
Total								**600,000**			**600,000**

Project #	17-STR-013
Project Name	Reconstruction of Streets: Whispering Pine Estate

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $1,584,800

Description

Reconstruct streets in Whispering Pines Estates Plat 3

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay should 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	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost									1,584,800		1,584,800
Total									**1,584,800**		**1,584,800**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded									356,580		356,580
Storm Water Utility Fund									158,480		158,480
GO Bonding (Road Funding)									1,069,740		1,069,740
Total									**1,584,800**		**1,584,800**

Project #	17-STR-014
Project Name	2026 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $359,100

Description

Overlay streets in Flintwood Hills 2nd, Flintwood Hills 3rd, Northfork Lake

Justification

These streets are in such condition that they require an overlay to most cost-effectively maintain the pavement.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost									359,100		359,100
Total									**359,100**		**359,100**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded									89,775		89,775
GO Bonding (Road Funding)									269,325		269,325
Total									**359,100**		**359,100**

Project #	18-STR-001
Project Name	Alpine Drive Pedestrian Crossing at 151st Avenue

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	25
Category	Street Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $300,000

Description

Construct grade separated or signalized pedestrian crossing on Alpine Drive at 151st Avenue.

Justification

Provide a safe pedestrian crossing for Alpine Drive connecting Riverstone residential development to Lake Itasca Park and the regional trail north of Alpine Drive.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					300,000						300,000
Total					**300,000**						**300,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Public Improvement Revolving Fund					150,000						150,000
Developer Fees					150,000						150,000
Total					**300,000**						**300,000**

Project #	18-STR-002
Project Name	2027 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $804,120

Description

Overlay streets in Section 1 Unplatted (177th Ave, 178th Lane, 179th Ave, Salich Circle, Tonto Street, Yakima Street), Ford Brook Estates 3rd addition and Windsorwood

Justification

These streets are in such condition that they require an overlay to most cost-effectively maintain the pavement.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost										804,120	804,120
Total										**804,120**	**804,120**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded										201,030	201,030
GO Bonding (Road Funding)										603,090	603,090
Total										**804,120**	**804,120**

Project #	18-STR-003
Project Name	Reconstruction of Streets:Sports Haven, Sec 1 Unpl

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	50 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $858,000

Description

Reconstruct streets in Sports Haven, Section 1 Unplatted

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay should be applied. This project will install concrete curb and gutter and storm sewer.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost										858,000	858,000
Total										**858,000**	**858,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded										193,050	193,050
Storm Water Utility Fund										85,800	85,800
GO Bonding (Road Funding)										579,150	579,150
Total										**858,000**	**858,000**

Project #	16-STLT-001
Project Name	Riverdale Drive Extension Lighting

Department	Street Light Utility
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Light Utility Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $275,000

Description

This project will add strret lights to the Riverdale Drive extension.

Justification

Street lights were added to the Riverdale Drive project from Armstrong to Traprock Street. This project will continue the lighting when the extension is completed.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	275,000										275,000
Total	**275,000**										**275,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Street Light Utility Fund	275,000										275,000
Total	**275,000**										**275,000**

Project #	04-WTR-005
Project Name	Complete Pump House 3

Department	Water Utility
Contact	Unassigned
Type	Improvement
Useful Life	50 Years
Category	Water Utility Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $60,000

Description

Install brick exterior to match building style of The COR buildings; landscape to match streetscape.

Justification

The intent is to have the building and grounds match The COR and adjacent developments.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	60,000										60,000
Total	**60,000**										**60,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund	60,000										60,000
Total	**60,000**										**60,000**

Project # 04-WTR-009

Project Name The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Water Utility Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $340,000

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Watermain segments along this portion of roadway will be lowered and extended as necessary.

Total Cost for Bunker Lake Blvd. = $4,520,000
Street Improvements: $3,650,000
Storm Water Improvements: $530,000
Water Utility Improvements: $340,000
Total Cost for Regional Roadway improvements = $14,607,860 (Per JPA)

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd between Ramsey Blvd and Armstrong Blvd to better handle the traffic.

See projects Core Armstrong, Core Hwy 10 and Core Ramsey Blvd and Storm Sewer south of Bunker Lake Blvd.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost					340,000						340,000
Total					**340,000**						**340,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund					340,000						340,000
Total					**340,000**						**340,000**

Project #	08-WTR-003
Project Name	River Pines Lift Station Water Connection

Department	Water Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Water Utility Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $20,000

Description

This project involves extending the watermain in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street & water utility = $120,000.

Justification

This project adds a water loop at the same time a lift station is eliminated.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			20,000								20,000
Total			**20,000**								**20,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund			20,000								20,000
Total			**20,000**								**20,000**

Project #	11-WTR-003
Project Name	Fire Station #1 Extension of Water

Department	Water Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Water Utility Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $55,000

Description

Extend municipal water from parking lot into Fire Station #1 building.

Related Project 12-SEW-002 $60,000
Total Project Cost $115,000

Justification

Treated water is currently at the west end of parking lot on the property. This extension would allow for the installation of a sprinkler system within the building while also improving water quality inside of the building. The current well would be used for irrigation on the site.

Trunk charges are waived for public buildings.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			55,000								55,000
Total			**55,000**								**55,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund			55,000								55,000
Total			**55,000**								**55,000**

Project #	12-WTR-001
Project Name	Watermain Sunfish Lk Blvd

Department	Water Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Water Utility Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $450,000

Description

Extend watermain along Sunfish Lake Boulevard from Sunwood Drive to Fox Knoll approx. 4,000 feet.

Justification

This project will complete another watermain loop connection, providing increased fire flows, increased pressure and enhanced system reliability.

Coordinate with development east of Sunfish Lake Blvd.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			450,000								450,000
Total			**450,000**								**450,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund			450,000								450,000
Total			**450,000**								**450,000**

Project #	14-WTR-001
Project Name	Refurbish Water Tower #2

Department	Water Utility
Contact	Unassigned
Type	Improvement
Useful Life	15
Category	Water Utility Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $1,300,000

Description

Interior and exterior coatings at water tower #2.

Justification

Ongoing maintenance of interior and exterior coatings on 1.5mg water tower to include inspections.
Project will be scheduled after full inspection of tower.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	1,300,000										1,300,000
Total	**1,300,000**										**1,300,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund	1,300,000										1,300,000
Total	**1,300,000**										**1,300,000**

Project #	14-WTR-002
Project Name	Refurbish Water Tower #1

Department	Water Utility
Contact	Unassigned
Type	Improvement
Useful Life	15
Category	Water Utility Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $700,000

Description

Interior and exterior coatings at water tower #1.

Justification

Ongoing maintenance of interior and exterior coatings on 0.5mg water tower to include inspections.
Project will be scheduled after full inspection of tower.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	700,000										700,000
Total	**700,000**										**700,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund	700,000										700,000
Total	**700,000**										**700,000**

Project # 16-WTR-002

Project Name Construct Well and Pumphouse #9

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $1,775,000

Description

Construct new municipal groundwater supply well with supporting pumphouse and chemical feed system to remove pollutants, including iron and manganese and to add chlorine and fluoride.

A study will be conducted in 2020 to determine a desirable site - $75,000 est.

Justification

This project will provide a ninth municipal groundwater well with pumphouse and chemical feed system to treat the groundwater before supplying for public consumption. This project was added in lieu of the previously proposed surface water supply treatment facility which was removed due to excessively large project costs and a general lack of regional support for funding the proposed surfacewater treatment facility. As the City of Ramsey continues to grow, additional wells or a surface water supply facility will be needed.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost			75,000			1,700,000					1,775,000
Total			**75,000**			**1,700,000**					**1,775,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund			75,000			1,700,000					1,775,000
Total			**75,000**			**1,700,000**					**1,775,000**

Project #	18-WTR-001
Project Name	Alpine Drive Watermain

Department	Water Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Water Utility Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $385,000

Description

Construct watermain under reconstructed section of Alpine Drive to provide looped system.

Justification

Provide a looped watermain system for businesses and residential developments west of Armstrong Boulevard

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost								385,000			385,000
Total								**385,000**			**385,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund								385,000			385,000
Total								**385,000**			**385,000**

Project #	18-WTR-002
Project Name	Scada System Software Upgrades

Department	Water Utility
Contact	
Type	Improvement
Useful Life	10
Category	Water Utility Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $15,000

Description

Upgrade Scada system at 8 well sites and three water towers

Justification

Continued upgrades to water system Scada system to replace outdated software and equipment

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost	15,000										15,000
Total	**15,000**										**15,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Water Utility Fund	15,000										15,000
Total	**15,000**										**15,000**

CASH FLOW PROJECTIONS

Business Revolving Loan Fund

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
FUND BALANCE, Beginning of Year	297,752.80	306,245.13	314,904.62	325,225.23	334,570.03	345,185.62	351,294.98	356,564.41	361,912.87	367,341.57	372,851.69	378,444.47
REVENUES:												
Kuro Fitness Prn	4,962.55	5,126.26	5,295.41	4,339.44	5,470.05	927.80						
Kuro Fitness Int	634.49	470.78	301.63	126.98	126.99	3.78						
Interest Earnings	2,895.29	3,062.45	4,723.57	4,878.38	5,018.55	5,177.78	5,269.42	5,348.47	5,428.69	5,510.12	5,592.78	5,676.67
Total Revenues	8,492.33	8,659.49	10,320.61	9,344.80	10,615.59	6,109.36	5,269.42	5,348.47	5,428.69	5,510.12	5,592.78	5,676.67
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Increase (Decrease) in Cash	8,492.33	8,659.49	10,320.61	9,344.80	10,615.59	6,109.36	5,269.42	5,348.47	5,428.69	5,510.12	5,592.78	5,676.67
FUND BALANCE, End of Year	**306,245.13**	**314,904.62**	**325,225.23**	**334,570.03**	**345,185.62**	**351,294.98**	**356,564.41**	**361,912.87**	**367,341.57**	**372,851.69**	**378,444.47**	**384,121.13**

EQUIPMENT REVOLVING FUND #234

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
FUND BALANCE, Beginning of Year	1,882,970	1,892,781	1,626,233	1,006,985	523,905	25,144	100,521	177,029	29,685	105,130	181,707	259,432
REVENUES:												
Transfers from General Fund:												
Excess Revenue	135,737	100,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
1st year of 3 year funding for radio	113,906	113,906										
Excess Armstrong Funding to reimburse funds paid for Wiser (See Sunwood Drive Realignment Expense Below)												
Reimburse from Land Proceeds/TIF when avalable for funds contributed to Sunwood Drive Project												
QCTV Funds		20,000										
Interest Earnings	18,538	18,928	16,262	10,070	5,239	377	1,508	2,655	445	1,577	2,726	3,891
Total Revenues	268,181	252,834	91,262	85,070	80,239	75,377	76,508	77,655	75,445	76,577	77,726	78,891
EXPENDITURES:												
Capital Outlay:												
General Government	258,369	302,406	710,510	568,150	579,000			225,000				
Improvements with qctv funds												
3 year funding for radio system		216,976										
Total Expenditures	258,369	519,382	710,510	568,150	579,000	-	-	225,000	-	-	-	-
Increase (Decrease) in Cash	9,812	(266,548)	(619,248)	(483,080)	(498,761)	75,377	76,508	(147,345)	75,445	76,577	77,726	78,891
Reserved for QCTV Funding Purcha	52,401	72,401	72,401	72,401								
FUND BALANCE, End of Year	1,892,781	1,626,233	1,006,985	523,905	25,144	100,521	177,029	29,685	105,130	181,707	259,432	338,324

** from QCTV to be used for Council equipment-Ending Balance 2015 =

Reimbursed back with Land Proceeds From Cor
When Available & Armstrong Overpass Excess -$110,162.41
(275,000+1,086,579-800,000-451,416.59)

50% of Requested Amount for 2015-2017 $875,000 Equipment Certificates

FACILITY FUND #412

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
FUND BALANCE, Beginning of Year	1,462,735	1,468,963	1,388,356	1,332,240	375,562	384,318	420,083	436,384	472,930	510,024	547,674	585,889
REVENUES:												
Excess Revenue Transfer (Year End	45,246	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Interest Earnings	13,786	14,690	13,884	13,322	3,756	5,765	6,301	6,546	7,094	7,650	8,215	8,788
Total Revenues	59,032	44,690	43,884	43,322	33,756	35,765	36,301	36,546	37,094	37,650	38,215	38,788
EXPENDITURES:												
PW Study	6,306											
PW Campus				1,000,000								
Fire Station #1 Storage Building							20,000					
Old Muni Center Demo	46,498	125,296										
Muni Center 2nd Floor Buildout			100,000									
Sprinker Fire Station #1					25,000							
Total Expenditures	52,804	125,296	100,000	1,000,000	25,000	-	20,000	-	-	-	-	-
Increase (Decrease) in Cash	6,228	(80,606)	(56,116)	(956,678)	8,756	35,765	16,301	36,546	37,094	37,650	38,215	38,788
CASH/FUND BALANCE, End of Year	**1,468,963**	**1,388,356**	**1,332,240**	**375,562**	**384,318**	**420,083**	**436,384**	**472,930**	**510,024**	**547,674**	**585,889**	**624,678**

Landfill Trust Fund #803

Cash Balance	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Beginning Balance	2,041,873	2,061,543	2,082,158	2,075,390	2,106,521	2,138,119	2,170,191	2,202,744	2,235,785	2,269,322	2,303,361	2,337,912
Interest Earnings	19,670	20,615	31,232	31,131	31,598	32,072	32,553	33,041	33,537	34,040	34,550	35,069
Total Revenues	19,670	20,615	31,232	31,131	31,598	32,072	32,553	33,041	33,537	34,040	34,550	35,069
Dog Park Shelter-Alpine Park			(38,000)									
Total Expenditures	-	-	(38,000)	-	-	-	-	-	-	-	-	-
Increase (decrease) in cash	19,670	20,615	(6,768)	31,131	31,598	32,072	32,553	33,041	33,537	34,040	34,550	35,069
FUND BALANCE, End of Year	**2,061,543**	**2,082,158**	**2,075,390**	**2,106,521**	**2,138,119**	**2,170,191**	**2,202,744**	**2,235,785**	**2,269,322**	**2,303,361**	**2,337,912**	**2,372,980**

LANDFILL TRUST FUND:

Landfill Sale in 1984 was for $1,580,770

LAWFUL GAMBLING FUND #270

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
FUND BALANCE, Beginning of Year	95,503	140,583	172,988	148,718	84,205	119,469	155,261	41,589	76,213	111,356	147,027	183,232
REVENUES:												
Required Contributions:												
Anoka Area Ice Arena Association	8,351	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Climb Theatre	16,365	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Ramsey Lions Club	39,300	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Interest Earnings	1,064	1,406	1,730	1,487	1,263	1,792	2,329	624	1,143	1,670	2,205	2,748
Total Revenues	65,079	55,406	55,730	55,487	55,263	55,792	56,329	54,624	55,143	55,670	56,205	56,748
EXPENDITURES:												
Park Improvement Program												
Lake Itasca Observation Boardwalk			60,000									
Field Lighting Central Park							150,000					
Observation Deck-Mississippi				100,000								
Draw Park Concerts in the Park Donation		3,000										
Youth First	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Juvenile Diversion	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Expenditures	20,000	23,000	80,000	120,000	20,000	20,000	170,000	20,000	20,000	20,000	20,000	20,000
Increase (Decrease) in Cash	45,079	32,406	(24,270)	(64,513)	35,263	35,792	(113,671)	34,624	35,143	35,670	36,205	36,748
FUND BALANCE, End of Year	**140,583**	**172,988**	**148,718**	**84,205**	**119,469**	**155,261**	**41,589**	**76,213**	**111,356**	**147,027**	**183,232**	**219,981**

MSA Fund

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Beginning Balance	1,696,279	2,212,946	1,707,382	336,713	971,354	1,779,229	1,775,976	2,150,479	3,350,276	4,594,421	5,884,106	7,220,551
Revenues												
Current Year Allocation (Held at State)	1,206,442	1,199,156	1,211,148	1,235,371	1,260,078	1,285,279	1,310,985	1,337,205	1,363,949	1,391,228	1,419,052	1,447,433
MSA City **Received** from Held Allocation												
Est LandSale Proceeds Estimated Totally Unknown												
Interest Earnings	12,064	10,065	7,623	(13,117)	(3,960)	7,787	7,360	12,592	30,196	48,457	67,393	87,022
Total Revenue	2,914,785	3,422,167	2,926,153	1,558,967	2,227,472	3,072,295	3,094,322	3,500,276	4,744,421	6,034,106	7,370,551	8,755,007
Expenditures												
Street Maintenance Projects												
MSA Maintenance (Received from State Held Allocation)	(140,000)	(140,000)	(140,000)	(140,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
CIP Projects												
County Road #5/Alpine Drive Realignment	(40,129)											
Armstrong/Bunker Bonding (Ends 2022)	(302,870)	(300,220)	(299,870)	(299,351)	(298,243)	(296,319)	(293,843)					
Bunker Lake Blvd/Sunwood Drive Traffic Signal						(350,000)						
Ramsey Blvd RR Underpass & Hwy 10 Interchange			(2,000,000)									
Riverdale Drive Ext Traprock-Armstrong	(62,920)	(569,080)										
Reconstruction of Riverdal Drive						(500,000)						
Reconstruction of Variolite Street							(500,000)					
Riverdale Drive Extension Traprock to Ramsey Blvd		(550,000)										
Sunfish Blvd bond payments (Ends 2019)	(155,920)	(155,485)	(149,570)	(148,263)								
Total Expenditures	**(701,839)**	**(1,714,785)**	**(2,589,440)**	**(587,614)**	**(448,243)**	**(1,296,319)**	**(943,843)**	**(150,000)**	**(150,000)**	**(150,000)**	**(150,000)**	**(150,000)**
FUND BALANCE, End of Year	**2,212,946**	**1,707,382**	**336,713**	**971,354**	**1,779,229**	**1,775,976**	**2,150,479**	**3,350,276**	**4,594,421**	**5,884,106**	**7,220,551**	**8,605,007**
MSA funds dedicated	**(598,790)**	**(595,705)**	**(589,440)**	**(587,614)**	**(448,243)**	**(446,319)**	**(443,843)**	**(150,000)**	**(150,000)**	**(150,000)**	**(150,000)**	**(150,000)**

Park Improvement Fund	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Parks Supplemental CIP 2017-2026 Future
Beginning Balance	2,227,318	2,442,104	2,364,488	1,064,955	820,930	698,244	975,517	880,150	957,352	1,111,713	393,388	484,289	
Projected Revenue													
Mississippi River Trail County (Anoka-$126,800 & Fed $164,2	47,289					126,800							
Mississippi River Trail-City Portion-Phase II MSA Reim													
Mississippi River Trail -Federal] _WEST SECTION (PHASE III)	190,635	311,754											
Mississippi Skyway $100,000 (TOD Grant) + $490,000 Grant		258,375	231,625										
Park/Trail Dedications (Averaged Ehlers Study for 2017-20	476,469	300,121	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	
Donations	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	33,966	24,421	35,467	15,974	12,314	10,474	14,633	13,202	14,360	16,676	5,901	7,264	
TOTAL REVENUE	748,360	894,671	412,092	160,974	157,314	282,274	159,633	158,202	159,360	161,676	150,901	152,264	
CIP Projects													
Alpaca Estates Outlet											(35,000)		
Amphitheater Lighting			(40,000)										
Alpine Park Winter Facilities (Future)													$ (2,500,000)
Central Park Parking Lot (authorized 10-11-16)		(269,000)											
Community Building for Elmcrest Park													
Central Park Land - Additional							(250,000)						
Central Park Foot Field Enhancements			(15,000)										
Central Park Parking Lot	(7,553)												
Central Park Fencing			(75,000)										
Drinking Fountains		(8,000)											
Draw Ballfield area			(1,200,000)										
Elmcrest Creek Trail (Future)2027													$ (575,000)
Elmcrest Park Entrance			(80,000)										
Fordbrook Playground					(50,000)								
Irrigation Filter System for the Draw	(14,457)												
Hunters Hill Park Redevelopment (Future)													$ (500,000)
Irrigation Titterrud Park								(76,000)					
Lake Itasca Park Parking, Trail & Canoe System				(250,000)									
Lake Ramsey Park (Future)													$ (6,300,000)
McKinley Trail Connection to Anoka					(25,000)								
Landscape Improvements for Parks	(4,310)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	
Mississippi River Park Development (Future)													$ (750,000)
Mississippi Skyway		(258,375)	(231,625)										$ (5,600,000)
Municipal Plaza (Future)													$ (3,600,000)
Northfork Park Purchase	(80,616)												
Northfork Trail Connection				(150,000)									
Pedestrian Underpass-Alpine Drive										(750,000)			
Rabbit Park Phase II										(125,000)			
Riversbluff Outlaws A Acquisition											(20,000)		
Sixth Community Park (Future)2027													$ (3,000,000)
Sunfish Lake Phase 2 Parking Lot			(35,000)										
Trail-Mississippi River Regional Trail(See Anoka County & I	(23,662)												
Mississippi River Trail-City Portion - PHASE II													
Mississippi River Trail -Federal] _WEST SECTION(PHASE III)	(238,294)	(389,692)											
Mississippi River Trail - Non Grant Funded (PHASE III)	(161,181)	(34,410)											
Trail Projects	(3,500)	(7,810)	(30,000)		(200,000)								
Trott Brook Trail Corridor (Future)													$ (4,015,000)
Lake Itasca Park Phase I & II (Future)													$ (1,200,000)
Lake Itasca/COR Greenway (Future)													$ (1,900,000)
Total CIP Projects (EXPENDITURES)	(533,573)	(972,287)	(1,711,625)	(405,000)	(280,000)	(5,000)	(255,000)	(81,000)	(5,000)	(880,000)	(60,000)	(5,000)	(29,940,000)
FUND BALANCE, End of Year	2,442,104	2,364,488	1,064,955	820,930	698,244	975,517	880,150	957,352	1,111,713	393,388	484,289	631,554	

Possible Future Projects-Currently Unfunded or not high priority

PUBLIC IMPROVEMENT REVOLVING [PIR] FUND #400

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
FUND BALANCE - Beginning of Year	4,013,134	4,231,713	4,591,232	4,457,209	3,843,067	3,159,713	3,181,109	3,052,825	3,072,618	3,092,707	3,113,097	3,078,794
REVENUES:												
Special Assessments (P&I)	211,406	40,000	40,000	40,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Diamond Graphics Land Sale (original TIF 10 land purchase funded via PIR fund in 2001 in amount of $357,146.47)												
Transfers from Other Funds:	106,927											
General Fund -30% transfer (exc	135,737	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
TIF 8 Reimbursement interfund Loan		952,193										
Wiser Choice Liquor-Rent & Taxes/Diversified for 2015												
Close Project Funds/Non TIF Funds												
Interest Earnings	38,535	42,317	68,868	66,858	57,646	47,396	47,717	45,792	46,089	46,391	46,696	46,182
Total Revenues	492,604	1,134,510	208,868	206,858	187,646	177,396	177,717	175,792	176,089	176,391	176,696	176,182
EXPENDITURES:												
COR Pavement Striping		80,000										
Alpine Drive Pedestrian Crossing at 151st Avenue							150,000					
Tinklenburg Hwy 10 Funding	45,300	46,900	19,800									
Alpine Drive Railroad Crossing												
Hwy 47 Transportation Study		30,000										
County 5 Transportation Study		50,000										
County 83 Transportation Study		35,000										
River Pines Lift Station Street Connection											55,000	
North Hwy 10 Frontage Road-Ramsey to Sunfish Lake Blvd				645,000								
Cty 47 Ped Crosswalk	8,721											
Veterans Drive Streetscape		60,000										
South Highway 10 Frontage Road Sunfish to Anoka					715,000							
Sunwood Drive Roundabout Landscaping				20,000								
Sunwood Drive Concrete Repairs		150,000										
Sunwood Drive Striping Improveme	23,800											
Jarvis Street Reconstruction Improv	167,091	167,091	167,091									
Single Road Access Areas		125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Anoka Cnty S.A. Expenses	4,113	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Transfers to Other Funds:												
General - Street Maint Prog	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total Expenditures	274,025	774,991	342,891	821,000	871,000	156,000	306,000	156,000	156,000	156,000	211,000	156,000
INCREASE (DECREASE) IN CASH	218,579	359,519	(134,023)	(614,142)	(683,354)	21,396	(128,283)	19,792	20,089	20,391	(34,304)	20,182
FUND BALANCE - End of Year	**4,231,713**	**4,591,232**	**4,457,209**	**3,843,067**	**3,159,713**	**3,181,109**	**3,052,825**	**3,072,618**	**3,092,707**	**3,113,097**	**3,078,794**	**3,098,976**

Sewer Utility Fund - Working Capital

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
New Construction Units		160	160	160	160	160	160	160	160	160	160	160
Connection Charge		1154	1,183	1,212	1,243	1,274	1,306	1,338	1,372	1,406	1,441	1,477
Beginning Balance	10,179,569	10,730,177	11,560,815	12,432,994	11,586,435	12,020,960	12,907,487	13,795,102	14,683,101	15,374,243	16,257,803	17,139,369
Utility Revenue												
From Utility Billings(sewer study)	1,455,889	1,528,683	1,543,970	1,559,410	1,575,004	1,590,754	1,606,662	1,622,728	1,638,956	1,655,345	1,671,899	1,688,618
Internal Loan to offset Muni Center Debt begi	46,877	47,814	48,771	49,746	50,741	51,756	52,791	53,847	54,924	56,022	57,143	58,286
Interal loan to offset RTC land Purchase - 10 Y	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	116,356	107,302	173,412	186,495	173,797	180,314	193,612	206,927	220,247	230,614	243,867	257,091
SAC (1% of SAC Fee to Met Council)	2,361	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Connection Charges-Trunk	302,343	184,640	189,256	193,987	198,837	203,808	208,903	214,126	219,479	224,966	230,590	236,355
(see Construction units & Connection Charge Above)												
Operating Expense	(984,759)	(1,014,301)	(1,044,730)	(1,076,072)	(1,108,354)	(1,141,605)	(1,175,853)	(1,211,129)	(1,247,463)	(1,284,886)	(1,323,433)	(1,363,136)
(Personal Services, Supplies, Other Services & Charges)												
CIP Projects-Sewer Utilities												
Utility Truck(s)		(25,000)	(25,000)	(24,000)					(32,500)			
Mobile Generator									(164,000)			
Backhoe (portion of cost)				(21,875)								
Abandon Wildlife Sanctuary Lift Station					(352,000)							
Scada Software Upgrades			(15,000)									
Abandon Liftstation River Pines					(45,000)							
Garnet Street Reconstruction Impr	(118,033)											
I&I Reduction	(71,176)											
Riverdale Ext	(199,250)											
Public Works Campus				(1,715,750)								
Fire Station #1 Sanitary Sewer					(60,000)							
Remaining Working Capital Balance	**10,730,177**	**11,560,815**	**12,432,994**	**11,586,435**	**12,020,960**	**12,907,487**	**13,795,102**	**14,683,101**	**15,374,243**	**16,257,803**	**17,139,369**	**18,018,081**

Stormwater Management Fund #292

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Beginning Balance	388,543	529,892	596,681	177,831	230,498	263,956	287,915	312,234	336,917	361,971	387,401	413,212
Developer's Contributions	90,021	61,490	50,000	50,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
COR Infiltration Contributions												
PSD-Apartments	180,000											
North Commons 3	6,600											
DR Horton-The Station 1 &2			15,200									
Vistas At North Common			??									
Interest Earnings	4,618	5,299	8,950	2,667	3,457	3,959	4,319	4,684	5,054	5,430	5,811	6,198
Total Revenues	281,239	66,789	74,150	52,667	33,457	23,959	24,319	24,684	25,054	25,430	25,811	26,198
CIP Projects-Park Projects												
COR Regional Infiltration Basin			(493,000)									
Riverdale Drive Ext	(139,890)											
Total Expenditures	(139,890)	-	(493,000)	-	-	-	-	-	-	-	-	-
Increase (decrease) in Cash	141,348	66,789	(418,850)	52,667	33,457	23,959	24,319	24,684	25,054	25,430	25,811	26,198
FUND BALANCE, End of Year	529,892	596,681	177,831	230,498	263,956	287,915	312,234	336,917	361,971	387,401	413,212	439,410

Storm Water Utility Fund #605												
Act	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Working Capital Beginning Balance	1,612,238	1,155,839	1,352,069	867,789	963,675	434,348	496,266	74,710	490,424	824,659	1,136,803	1,606,883
Utility Revenue From Utility Billings	868,129	954,942	1,031,337	1,113,844	1,202,952	1,299,188	1,403,123	1,445,217	1,488,573	1,533,230	1,579,227	1,626,604
PSD Contribution for Stor	(13,577)											
Interest Earnings	16,586	11,558	20,281	13,017	14,455	6,515	7,444	1,121	7,356	12,370	17,052	24,103
Operating Expense (Personal Services, Supplies, Other Services & Charges	(441,039)	(454,270)	(467,898)	(481,935)	(496,393)	(511,285)	(526,624)	(542,422)	(558,695)	(575,456)	(592,720)	(610,501)
CIP Projects-Stormwater Utility												
Street Sweeper	(191,816)		(211,000)									
Water Truck (Share of)							(68,000)					
Annual Drainage Enhancement		(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Alpine Drive Culvert Replacement												
COR Regional Infiltration Basin			(493,000)									
Ermine Blvd Culvert Replacement					(130,000)							
The Draw Stormwater Grates			(10,000)									
Jarvis Street Reconstruction Improvement		(29,000)	(29,000)									
Riverdale Drive Ext-Traproc	(370,168)											
River Storm Water Discharge Treatment		(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Storm Sewer Garnet/168th	(66,274)											
Storm Sewer Andrie/164th	(148,069)											
Storm Sewer Alpine Drive-Armstrong to Var		(82,000)										
Storm Sewer Autumn Heights							(332,500)					
Storm Sewer Stanhope Terrace & North Forty			(150,000)									
Storm Sewer Ford Brook Estates/Hy 10				(174,040)								
Storm Sewer Barthels Run					(355,340)							
Storm Sewer Chestnut Ridge, Echo Ridge, Juniper Woods					(10,000)							
Storm Sewer Nature View								(113,200)				
Storm Sewer Alpine Drive										(283,000)		
Storm Sewer Rodeo Hills									(228,000)			
Storm Sewer Whispering Pine Est											(158,480)	
Storm Sewer for Recon of Riverdale Drive, Section 07 Unplatted						(347,500)						
Storm Sewer for Wood Pond Hills						(10,000)						
Storm Sewer COR Concrete												(85,800)
Storm Sewer-Zeolite	(102,709)											
Storm Water Pond Maintenance				(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Pond Outlet for Business P	(7,463)											
Whispering Pines Est Plat 2 Storm												(330,000)
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)							(530,000)					
Storm Water Projects		(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Storwater Drainage Impr (see project list)		(30,000)			(380,000)							
Remaining Working Capit	**1,155,839**	**1,352,069**	**867,789**	**963,675**	**434,348**	**496,266**	**74,710**	**490,424**	**824,659**	**1,136,803**	**1,606,883**	**1,856,289**

Street Light Utility Fund #603 - Working Capital	Act	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Beginning Balance		1,053,286	1,100,581	1,131,504	888,622	912,180	931,029	944,946	953,700	957,053	954,757	946,558	932,189
Utility Revenue From Utility Billings		198,381	194,000	194,000	194,000	194,000	194,000	194,000	194,000	194,000	194,000	194,000	194,000
Contributions from Developers													
Interest Earnings		10,535	11,006	16,973	13,329	13,683	13,965	14,174	14,305	14,356	14,321	14,198	13,983
Operating Expense (Personal Services, Supplies, Other Services & Charges)		(154,449)	(159,082)	(163,855)	(168,771)	(173,834)	(179,049)	(184,420)	(189,953)	(195,651)	(201,521)	(207,567)	(213,794)
CIP Projects-Street Light Utility													
Riverdale Drive Ext Lights				(275,000)									
Priority/Developer Street Lights (Sunwood realign booked 2x in 2013)		$ (7,172)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)
Remaining Working Capital Balance		**1,100,581**	**1,131,504**	**888,622**	**912,180**	**931,029**	**944,946**	**953,700**	**957,053**	**954,757**	**946,558**	**932,189**	**911,379**

Water Utility Fund #601

	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Capital Expenses-Equipment												
CIP Projects												
Fire Station #1 Extension of Water					$ (55,000)							
County Radio System (3-Year Funding)	$ (1,700)	$ (1,700)										
Public Works Campus				$ (1,715,750)								
Scada System Software Upgrades			$ (15,000)									
Backhoe (portion of cost)				$ (21,875)								
3/4 Ton Truck					$ (43,000)							
Utility Truck		$ (25,000)	$ (25,000)	$ (24,000)					-32500			
A. **Water Supply & Treatment Improvements**												
Renovate Pump House #3			$ (60,000)									
Construct Well & Pumphouse #9					$ (75,000)			(1,700,000)				
Well #1 Rehabilitation (Not in CIP Maintenance)		$ (38,000)	$ (41,000)	$ (44,000)	$ (47,000)	(50,000)	(53,000)	(56,000)	(59,000)	(62,000)	(65,000)	(68,000)
Emergency Supply for Well #3		$ (115,000)										
Well location study		$ (75,000)										
Water Treatment Facility 10 MGD Groundwater												
Refurbish Water Tower #1			$ (700,000)									
Refurbish Water Tower #2			$ (1,300,000)									
Maintain Water Tower #3 (Not in CIP as maintenance)				$ (75,000)								
12 River Pines Lift Station Water Connection					$ (20,000)							
Watermain - Alpine Drive										$ (385,000)		
Watermain Looping Bunker Lake Blvd							$ (340,000)					
Watermain Looping Sunfish Lake Blvd					$ (450,000)							
Watermain Looping Ramsey Boulevard to Traprock		$ (129,250)										
Garnet Street Reconstruction Improvement	$ (155,233)											
Subtotal - Capital Expenses	$ (156,933)	$ (383,950)	$ (2,141,000)	$ (1,880,625)	$ (690,000)	$ (50,000)	$ (393,000)	$ (1,756,000)	$ (91,500)	$ (447,000)	$ (65,000)	$ (68,000)
Operational Expenses												
Operating Expense-Distribution and Administration	$ (809,096)	$ (841,460)	$ (875,118)	$ (910,123)	$ (946,528)	$ (984,389)	$ (1,023,765)	$ (1,064,715)	$ (1,107,304)	$ (1,151,596)	$ (1,197,660)	$ (1,245,566)
Operating Expense-Treatment							$ -	$ -	$ -			
Subtotal-Operating Expense	$ (809,096)	$ (841,460)	$ (875,118)	$ (910,123)	$ (946,528)	$ (984,389)	$ (1,023,765)	$ (1,064,715)	$ (1,107,304)	$ (1,151,596)	$ (1,197,660)	$ (1,245,566)
Total Annual Expenses	$ (966,029)	$ (1,225,410)	$ (3,016,118)	$ (2,790,748)	$ (1,636,528)	$ (1,034,389)	$ (1,416,765)	$ (2,820,715)	$ (1,198,804)	$ (1,598,596)	$ (1,262,660)	$ (1,313,566)
Water System Revenue												
10/05 reduced by 200-300 units per year to be conservative))	100	160	160	160	160	160	160	160	160	160	160	160
Water Sales (gallons/year)	987,000,000	998,844,000	1,010,830,128	1,022,960,090	1,035,235,611	1,047,658,438	1,060,230,339	1,072,953,103	1,085,828,541	1,098,858,483	1,098,858,483	1,112,044,785
Water rates ($/1000 gal)(5% annual increase)	$ 2.52	$ 2.57	$ 2.62	$ 2.67	$ 2.73	$ 2.78	$ 2.84	$ 2.89	$ 2.95	$ 3.01	$ 3.01	$ 3.07
Water Availability Charge (WAC) ($/connection)()	$ 1,236	$ 1,267	$ 1,299	$ 1,331	$ 1,365	$ 1,399	$ 1,434	$ 1,470	$ 1,506	$ 1,544	$ 1,544	$ 1,583
onnection/Trunk Charge ($/connection)(4.5% after year 2005)	$ 1,678	$ 1,720	$ 1,763	$ 1,807	$ 1,852	$ 1,898	$ 1,946	$ 1,994	$ 2,044	$ 2,095	$ 2,095	$ 2,148
ate Revenue(Water Sales/1000 x Water Rates) + water meters Increase by 2.	$ 2,036,529	$ 2,087,442	$ 2,139,629	$ 2,193,119	$ 2,247,947	$ 2,304,146	$ 2,361,750	$ 2,420,793	$ 2,481,313	$ 2,543,346	$ 2,543,346	$ 2,606,930
WAC Revenue(Service Connections x Wac Charge)	$ 129,681	$ 202,748	$ 207,817	$ 213,012	$ 218,338	$ 223,796	$ 229,391	$ 235,126	$ 241,004	$ 247,029	$ 247,029	$ 253,205
enue (Service Connections when platted x Connection Charge)	$ 219,157	$ 290,553	$ 294,207	$ 297,953	$ 301,793	$ 305,728	$ 309,762	$ 313,897	$ 318,135	$ 322,479	$ 335,253.89	$ 343,635.23
Interest Earnings	$ 179,334	$ 184,401	$ 298,984	$ 297,148	$ 299,613	$ 320,398	$ 351,523	$ 378,399	$ 385,663	$ 418,437	$ 418,437	$ 446,803
Total System Revenue	$ 2,564,701	$ 2,765,145	$ 2,940,637	$ 3,001,233	$ 3,067,691	$ 3,154,069	$ 3,252,426	$ 3,348,214	$ 3,426,115	$ 3,531,291	$ 3,544,066	$ 3,650,573
Trunk Charges returned for John Peterson's Agreement (thru Dec 2026)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	$ (144,375) (75 units)	(75 units)	(75 units)
Internal Loan to offset Muni Center Debt beginning year 2009-2029 2% Paid off in 2011												
PW Land/Building-Internal Loan 2009-2028 @2%	$ 34,245	$ 34,930	$ 35,629	$ 36,341	$ 37,068	$ 37,810	$ 38,566	$ 39,337	$ 40,124	$ 40,926	$ 41,745	$ 41,745
Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853
Internal Loan for RTC Land Purchase-10 Year @ 2% When Land Sold	$ -	$ -	$ -	$ -	$ -	$ -						
Water Working Capital Balance												
Total Annual Expenses	$ (966,029)	$ (1,225,410)	$ (3,016,118)	$ (2,790,748)	$ (1,636,528)	$ (1,034,389)	$ (1,416,765)	$ (2,820,715)	$ (1,198,804)	$ (1,598,596)	$ (1,262,660)	$ (1,313,566)
Total System Revenue	$ 2,516,425	$ 2,717,553	$ 2,893,744	$ 2,955,053	$ 3,022,237	$ 3,109,356	$ 3,208,469	$ 3,305,029	$ 3,383,717	$ 3,489,695	$ 3,647,664	$ 3,754,171
Net Income(Loss)	$ 1,550,396	$ 1,492,143	$ (122,375)	$ 164,305	$ 1,385,709	$ 2,074,967	$ 1,791,705	$ 484,314	$ 2,184,913	$ 1,891,099	$ 2,385,004	$ 2,440,605
Beginning Water Working Capital Balance	$ 16,889,718	$ 18,440,114	$ 19,932,257	$ 19,809,883	$ 19,974,187	$ 21,359,896	$ 23,434,863	$ 25,226,568	$ 25,710,882	$ 27,895,795	$ 27,895,795	$ 29,786,894
Ending Water Working Capital Balance	**$ 18,440,114**	**$ 19,932,257**	**$ 19,809,883**	**$ 19,974,187**	**$ 21,359,896**	**$ 23,434,863**	$ 25,226,568	$ 25,710,882	$ 27,895,795	$ 29,786,894	$ 30,280,800	$ 32,227,499

** Fund Balance is being reserved for possible future water treatment plant

Items Needed: Water Treatment: $24M
Water Distribution Improvements from Bolton & Menk Studies: Was 6.415M in 2012 Study

TIF Projections District #1-Rivers Bend

Projected Revenue FOR TIF I	Decertified Actual 2011	In TIF Amended Budget 12/11 Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Projected 2017>
District I (2011)							
Balance	2,122,527	2,785,666	1	402,373	322,713	1,180,519	1,142,575
Revenues							
TIF Increments	844,792						
Trans from TIF 10 Land sales/Orig Land Purchased with TIF 1 Bond (Fund 332)	787,803						
Advancement on F&C 10-year Loan (See $1,420,000 below)		**120,000**					
Transfer from TIF 10 for non-increment int attriuted to land sales above	24,713						
Diamond Graphics Land Sale			407,876				
F&C Loan #1 Paid Back 20% of annual cash flows from April 1, 2015-April 1, 2025					**1,300,000**		
Transfer of Int earnings prior to 1997 to HRA	(263,496)						
Interest Earnings	60,182.23		(3,412.87)	13,112	14,506	10,922	5,000
Total Revenue	1,453,994	120,000	404,463	13,112	1,314,506	10,922	5,000
Less:							
Bond Principal (B&A Cyl $1,035,000) FUND #342	(200,000)						
Bond Interest (B&A Cyl $1,035,000)	(10,300)						
Interfund Loan F&C (Tif Spending Plan)		**(1,420,000)**					
Administrative Expenses	(17,497)	(1,217)	(2,091)	(1,473)	(11,520)	(2,620)	(3,000)
Total Expense	(227,797)	(1,421,217)	(2,091)	(1,473)	(11,520)	(2,620)	(3,000)
CIP Project Costs:							
Shovel Ready Projects						(46,246)	(83,754)
Diamond Graphics Land sale from 2013 coded incorrectly funded with non TIF money (PIR & Landfill Trust) that should be reimbursed.					(407,876)		
New Business Park					(37,304)		(5,000)
Bury Electric Wires -				(91,300)			
Ramp Construction Extension	(563,058)	(244,448)					(1,000,000)
Bunker/Puma Construction							
Rail Stop ROW		(862,064)					
Pay TIF 10 for Transaction Error by Ehlers (See $787,803 transfer above, put TIF 10 Neg)		(377,936)					
Total CIP Project Costs	(563,058)	(1,484,448)	-	(91,300)	(445,180)	(46,246)	(1,088,754)
Remaining TIF Balance	2,785,666	1	402,373	322,713	1,180,519	1,142,575	55,821

(Total Revenue less Total Project Costs

TIF Projections District #2 - Gateway								
(2013)	Tif Plan budget amended 12-11		Tif Plan Budget Amended 11-13 Decertified					
	Actual 2011	**Actual 2012**	**Actual 2013**	**Actual 2014**	**Actual 2015**	**Actual 2016**	**Projected 2017>**	
Revenues								
TIF Increments on agreements	$ 1,823,891	$ 1,713,507	$ 1,557,425	$ -	$ (29,155)	$ -	$ -	
Transfer of Int earnings prior to 1997 to HRA	(41,387)							
Easement funds for Business Park 95			10,454	0	0	0	0	
Interest on F&C Admin Loan (TIF 14 in amount of $425,845.90) for 2010-2015 int					64,531.94			
Transfer in for F&C Transfer done in previous years-set up as DUE to FROM		217,422						
Interest Earnings(2000 neg int adj for borrowing)	111,750.72	68,211.43	(21,681.33)	84,544	30,911	22,679	10,000	
Total Revenue	$1,894,255	$1,999,140	$1,546,197	$84,544	$66,288	$22,679	$10,000	
Expenses								
Sauter Land Purchase Bond Int (Fund 329 $1,680,000 Bond-18% of bond)	(608)							
Sauter Land Purchase Bond Prin (Fund 329 $1,680,000 Bond-18% of bond)	(9,000)							
Parabody Pay-Go(site impr)	(20,264)	(20,264)		-	-	-	-	
Transfer out per Ehlers for non-increment funds					(10,454)			
Sharp Reimbursement-Sunfish Gateway	(46,875)							
Administrative Expenses	(18,438)	(22,511)	(10,021)	(3,241)	(9,244)	(1,569)	(4,000)	
Total Expense	($95,184)	($42,775)	($10,021)	($3,241)	($19,698)	($1,569)	($4,000)	
AVAILABLE REVENUES	$1,799,071	$1,956,365	$1,536,177	$81,303	$46,590	$21,110	$6,000	
CIP Project Costs:								
Command/National Growth-Minks Property	(25,000)							
142nd Court Street Improvements (B&A Cyl)	(325,000)							
Internal Loan from TIF 14 for Admin Fees F&C project	(126,701)			-	-	-	-	
Parking Ramp Costs		**(66,363)**		**-**	**-**	**-**	**-**	
Sunwood Drive (Use of Excess Funding from Rail Stop See Below)		**(500,000)**		**-**	**-**	**-**	**-**	
RAIL Stop-net of (contingency-$839,000) per Tim Yantos 2-4-14 (Did not need internal loan received tax fu		**(2,700,436)**					**(350,564)**	
Zeolite Street Constr							(500,000)	
County Road #116 (#47 toDysprosium)	**(450,000)**						(1,500,000)	
Sunwood Drive Realignment		(500,000)						
County Road #116 (Dysprosium to County #57)								
Total CIP Project Costs	(926,701)	(3,766,799)	-	-	-	-	(2,350,564)	
(Available Revenue less Total Project Costs)	$872,370	($1,810,434)	$1,536,177	$81,303	$46,590	$21,110	($2,344,564)	
Remaining TIF Balance/(Deficit)	$5,340,965	$3,530,531	$5,066,708	$5,148,011	$5,194,602	$5,215,712	$2,871,148	
Internal Loans - F&C & TIF 14 Admin Expe		$ 2,782,605	$ 2,824,477	$2,943,202 eligibl	$ 2,869,048	$ 2,869,048	$ 2,869,048	$ 2,869,048
CASH BALANCE AVAILABLE		**$747,926**	**$2,242,231**		**$2,278,964**	**$2,325,554**	**$2,346,664**	**$2,100**

TIF Projections District #4-Front Street

Projected Revenue FOR TIF IV	Actual 2011	Actual 2012	Actual 2013	Decertified Actual 2014	Actual 2015	Actual 2016	Projected 2017>
District I (2014)							
Balance	321,844	420,373	304,499	335,164	181,493	204,615	95,544
Revenues							
TIF Increments	443,706	387,854	333,195	323,946	29,155		
Auction Proceeds-0asis	2,029						
Transfer of Int earnings prior to 1997 to HRA	**(52,367)**						
Interest Earnings	9,106	6,137	(6,749)	14,173	2,441	1,967	1,433
Total Revenue	402,474	393,991	326,446	338,119	31,596	1,967	1,433
Less:							
GB Properties							
Riverview Community Bank (Premier Land Reim)	(30,573)			(14,849)			
Administrative Expenses	(11,726)	(13,841)	(11,347)	(9,838)	(8,474)	(1,051)	(10,000)
Total Expense	(42,299)	(13,841)	(11,347)	(24,686)	(8,474)	(1,051)	(10,000)
CIP Project Costs:							
Oasis Market	(11,645)						
US Bank Road Easement							
Street Recon-Annual Road Improvements-Sunwood Driv	(250,000)	(275,000)	(275,000)	(275,000)			
Riverdale Drive Ext Traprock-Armstrong(Road Funding?)				**(192,103)**		**(109,987)**	
Alpine Drive Road Improvement (South of Alpine Drive in DD1)		(221,024)	(9,434)				
Total CIP Project Costs	(261,645)	(496,024)	(284,434)	(467,103)	-	(109,987)	-
Remaining TIF Balance	**420,373**	**304,499**	**335,164**	**181,493**	**204,615**	**95,544**	**86,977**

(Total Revenue less Total Project Costs

Note: 100% of Prin & interest paid thru TIF

TIF Projections District #8
Maken

Projected Revenue FOR TIF VIII	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
District VIII (2028)												
Balance	413,345	730,519	96,458	142,005	443,236	748,984	1,059,320	1,390,210	1,726,063	2,066,954	2,412,958	2,764,153
Revenues												
Tax Increment	335,308	333,073	325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000
Interest Earnings	4,831.11	10,957.79	1,446.87	2,130.07	6,648.54	11,234.77	15,889.80	20,853.15	25,890.95	31,004.31	36,194.38	41,462.29
Total Revenue	340,139	344,031	326,447	327,130	331,649	336,235	340,890	345,853	350,891	356,004	361,194	366,462
Less:												
Interfund Loan Prn from 2001		(500,000)										
Interfund Loan Int (4%)		(452,193)										
W Properties (Land Reimbursement)	(15,900)	(15,899)	(15,900)	(15,899)	(15,900)	(15,899)						
Administrative Expenses	(7,065)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Total Expense	(22,965)	(978,092)	(25,900)	(25,899)	(25,900)	(25,899)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
CIP Project Costs:												
Reconstruct Stanhope Terrace & North Forty			(255,000)									
Total CIP Project Costs	-	-	(255,000)	-	-	-	-	-	-	-	-	-
Remaining TIF Balance	**730,519**	**96,458**	**142,005**	**443,236**	**748,984**	**1,059,320**	**1,390,210**	**1,726,063**	**2,066,954**	**2,412,958**	**2,764,153**	**3,120,615**

TIF Projections District #9
ACCAP

Projected Revenue FOR TIF IX	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
District IIX (2029)														
Balance	(11,806)	(9,504)	(8,775)	(8,041)	(7,301)	(6,556)	(5,805)	(5,049)	(4,287)	(4,319)	(4,351)	16,316	37,138	58,117
Revenues														
Tax Increment	24,728	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000
Interest Earnings	(52.97)	(71.28)	(65.82)	(60.31)	(54.76)	(49.17)	(43.54)	(37.87)	(32.15)	(32.39)	(32.64)	122.37	278.54	435.88
Total Revenue	24,675	22,929	22,934	22,940	22,945	22,951	22,956	22,962	22,968	22,968	22,967	23,122	23,279	23,436
Administrative Expenses	(1,673)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)
Site Improvements(2004-2025)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)				
Total Expense	(22,373)	(22,200)	(22,200)	(22,200)	(22,200)	(22,200)	(22,200)	(22,200)	(23,000)	(23,000)	(2,300)	(2,300)	(2,300)	(2,300)
Remaining TIF Balance	**(9,504)**	**(8,775)**	**(8,041)**	**(7,301)**	**(6,556)**	**(5,805)**	**(5,049)**	**(4,287)**	**(4,319)**	**(4,351)**	**16,316**	**37,138**	**58,117**	**79,253**

TIF Projections District #14-COR (2015-2040)

Projected Revenue FOR TIF XIV	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
District I4												
Balance	(26,446,122)	(26,416,419)	(26,359,488)	(26,224,234)	(26,146,785)	(26,089,854)	(26,032,923)	(27,047,945)	(26,912,967)	(26,777,989)	(26,643,011)	(26,508,033)
Revenues												
TIF Increments-F&C	256,499	243,228	243,228	243,228	243,228	243,228	243,228	243,228	243,228	243,228	243,228	243,228
Other TIF Increments (Alina VA)	83,466	71,364	71,364	71,364	71,364	71,364	71,364	71,364	71,364	71,364	71,364	71,364
TIF Increments PSD Apartments(2018-2040)			135,852	156,094	156,094	156,094	156,094	156,094	156,094	156,094	156,094	156,094
TIF Increments - Commonbond (2016-2040)	-	33,082	33,082	33,082	33,082	33,082	33,082	33,082	33,082	33,082	33,082	33,082
Interest Earnings	5,765	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Revenue	345,729	352,674	488,526	508,768	508,768	508,768	508,768	508,768	508,768	508,768	508,768	508,768
Expenditures												
F&C TIF ($3M)	(206,744)	(260,743)	(260,743)	(260,743)	(260,743)	(260,743)	(260,743)	(260,743)	(260,743)	(260,743)	(260,743)	(260,743)
PSD TIF ($500,000) 8/1/18-2/1/22			(57,529)	(135,576)	(156,094)	(156,094)	(78,047)	(78,047)	(78,047)	(78,047)	(78,047)	(78,047)
Admin Expenses $500,000 Interfund Loan Dec 2010 & Fund 9468	(109,282)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
City Costs to be reimbursed-From Ehlers 5/14 Study												
Total Expenditures	(316,026)	(295,743)	(353,272)	(431,319)	(451,837)	(451,837)	(373,790)	(373,790)	(373,790)	(373,790)	(373,790)	(373,790)
CIP Project Costs:												
County Road #116 (#47 toDysprosium)							(1,150,000)					
Total CIP Project Costs	-	-	-	-	-	-	(1,150,000)	-	-	-	-	-
Remaining TIF Balance-Fund Balance	**(26,416,419)**	**(26,359,488)**	**(26,224,234)**	**(26,146,785)**	**(26,089,854)**	**(26,032,923)**	**(27,047,945)**	**(26,912,967)**	**(26,777,989)**	**(26,643,011)**	**(26,508,033)**	**(26,373,055)**
Remaining TIF Balance - Cash Balance	709,508	766,439	901,693	979,142	1,036,073	1,093,004	77,982	212,960	347,938	482,916	617,894	752,872

NEED TO DETERMINE WHAT CITY FUNDS NEED TO BE PAID BACK FROM TIF 14

TIF Projections District #15-Life Fitness (2016-2032)

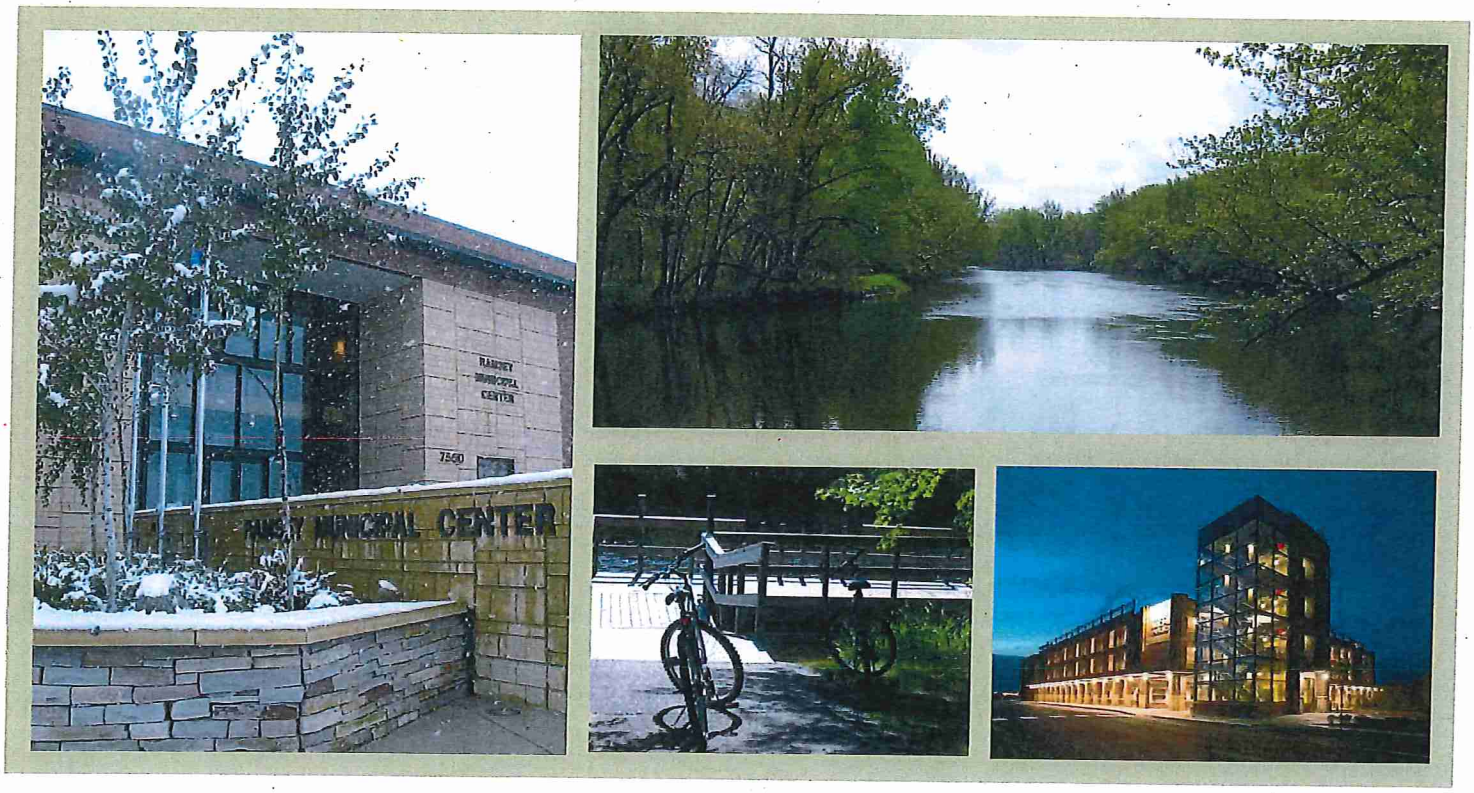
Projected Revenue FOR TIF XV	Actual 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
District I5												
Balance	(19,872)	(21,005)	(13,129)	(13,175)	(13,222)	(13,269)	(13,317)	(13,366)	(13,415)	(13,465)	(13,516)	(13,568)
Revenues												
TIF Increments-Life Fitness		17,931	17,931	17,931	17,931	17,931	17,931	17,931	17,931	17,931	17,931	17,931
Interest Earnings	-	(315)	(197)	(198)	(198)	(199)	(200)	(200)	(201)	(202)	(203)	(204)
Total Revenue	-	17,616	17,734	17,733	17,733	17,732	17,731	17,731	17,730	17,729	17,728	17,727
Expenditures												
Life Fitness TIF ($224,000)2/1/17-2/1/33		(8,040)	(16,080)	(16,080)	(16,080)	(16,080)	(16,080)	(16,080)	(16,080)	(16,080)	(16,080)	(16,080)
Admin Expenses $19,872.40 Interfund Loan I	(1,132)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)
Total Expenditures	(1,132)	(9,740)	(17,780)	(17,780)	(17,780)	(17,780)	(17,780)	(17,780)	(17,780)	(17,780)	(17,780)	(17,780)
Remaining TIF Balance	**(21,005)**	**(13,129)**	**(13,175)**	**(13,222)**	**(13,269)**	**(13,317)**	**(13,366)**	**(13,415)**	**(13,465)**	**(13,516)**	**(13,568)**	**(13,621)**

City of RAMSEY

SUPPLEMENTAL
FUTURE CONSIDERATION PROJECTS

CITY OF RAMSEY
CAPITAL IMPROVEMENT
PROGRAM
2018-2027

The Capital Improvement Program document is a planning tool maintained by the city to identify future projects, related expenditures, and funding sources. All projects designated in the Capital Improvement Program are contingent upon availability of resources during the planned year. The total expenditure of projects includes city-funded sources as well as other resources such as grants, fees, bonding, etc.



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Park and Trail Capital Improvements – Future Projects



The following are park, trail and park acquisition projects that have been identified by the Park and Recreation Commission as proposed needed improvements into the future – but do not have identified funding at the time of the 10-Year Park's CIP adoption. In other instances they are predicated on land development or future demand.

The proposed improvements are generally assigned to one category: Priority #5 which is known as Opportunity Driven/Unfunded/Placeholder. All projects are given a number 5 Priority as all of the projects are currently unfunded.

Generally, additional park and trail planning should be undertaken city-wide leading up to the 2040 Comprehensive Plan (due for completion by 2018). A plan will be developed aside from this document to lead that process. The proposed community-wide park and trail plan, together with some of the cost estimates identified below, may point to the need for revenue beyond Park Dedication proceeds that have funded most park and trail initiatives to date.

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City of Ramsey, Minnesota

Capital Improvement Program

2018 thru 2027

PROJECTS BY DEPARTMENT

Department	#	Priority	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvements													
Elmcrest Creek Trail to Central Park	*04-PARK-002*	5										800,000	*800,000*
Lake Itasca Community Park	*04-PARK-007*	5						1,200,000					*1,200,000*
Trott Brook Greenway Trail	*04-PARK-014*	5								4,015,000			*4,015,000*
Mississippi River Park Development-Bridge location	*06-PARK-016*	5									750,000		*750,000*
Redevelopment of Hunters Hill	*06-PARK-017*	5										500,000	*500,000*
Municipal Plaza	*07-PARK-001*	5		3,600,000									*3,600,000*
Lake Ramsey Park	*08-PARK-004*	5				6,300,000							*6,300,000*
Mississippi Skyway over TH10 Near rail Station	*08-PARK-008*	5				5,600,000							*5,600,000*
Alpine Park Winter Facilities	*11-PARK-003*	5								2,500,000			*2,500,000*
Lake Itasca / COR Greenway	*17-PARK-008*	5									1,900,000		*1,900,000*
Park Improvements Total				3,600,000		11,900,000		1,200,000		6,515,000	2,650,000	1,300,000	*27,165,000*
Site Acquisitions													
Sixth Community Park (north central Ramsey)	*06-ACQ-001*	4										3,000,000	*3,000,000*
Site Acquisitions Total												3,000,000	*3,000,000*
GRAND TOTAL				3,600,000		11,900,000		1,200,000		6,515,000	2,650,000	4,300,000	*30,165,000*

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City of Ramsey, Minnesota

Capital Improvement Program

2018 thru 2022

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2019				
Priority 5-Opportunity/Unfunded/Placeholder				
Municipal Plaza	Park Improvements	*07-PARK-001*	5	3,600,000
			Total for: Priority 5	3,600,000
	Total for 2019			3,600,000
2021				
Priority 5-Opportunity/Unfunded/Placeholder				
Lake Ramsey Park	Park Improvements	*08-PARK-004*	5	6,300,000
Mississippi Skyway over TH10 Near rail Station	Park Improvements	*08-PARK-008*	5	5,600,000
			Total for: Priority 5	11,900,000
	Total for 2021			11,900,000
GRAND TOTAL				15,500,000

City of Ramsey, Minnesota

Capital Improvement Program

2023 thru 2027

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2023				
Priority 5-Opportunity/Unfunded/Placeholder				
Lake Itasca Community Park	Park Improvements	*04-PARK-007*	5	1,200,000
			Total for: Priority 5	1,200,000
	Total for 2023			1,200,000
2025				
Priority 5-Opportunity/Unfunded/Placeholder				
Trott Brook Greenway Trail	Park Improvements	*04-PARK-014*	5	4,015,000
Alpine Park Winter Facilities	Park Improvements	*11-PARK-003*	5	2,500,000
			Total for: Priority 5	6,515,000
	Total for 2025			6,515,000
2026				
Priority 5-Opportunity/Unfunded/Placeholder				
Mississippi River Park Development-Bridge location	Park Improvements	*06-PARK-016*	5	750,000
Lake Itasca / COR Greenway	Park Improvements	*17-PARK-008*	5	1,900,000
			Total for: Priority 5	2,650,000
	Total for 2026			2,650,000
2027				
Priority 4-New Addition (Med)				
Sixth Community Park (north central Ramsey)	Site Acquisitions	*06-ACQ-001*	4	3,000,000
			Total for: Priority 4	3,000,000
Priority 5-Opportunity/Unfunded/Placeholder				
Elmcrest Creek Trail to Central Park	Park Improvements	*04-PARK-002*	5	800,000
Redevelopment of Hunters Hill	Park Improvements	*06-PARK-017*	5	500,000
			Total for: Priority 5	1,300,000
	Total for 2027			4,300,000
GRAND TOTAL				14,665,000

TOTAL PROJECTS 2018 Thru 2027 $ 30,165,000

Project # 04-PARK-002

Project Name Elmcrest Creek Trail to Central Park

Department Park Improvements
Contact Unassigned
Type Improvement
Useful Life 50 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $800,000

Description

This trail would link Elmcrest Park to Central Park, the neighborhoods in between, and provide off-roadway trail experience within central Ramsey.

Justification

Connecting the two community parks would reduce the need to replicate some facilities in both locations. The construction of the trail may coincide at such time as residents may subdivide their lots east of Ramsey Blvd, along the county ditch.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost										800,000	800,000
Total										**800,000**	**800,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources											
Landfill Trust Fund										150,000	150,000
Park Improvement Trust Fund										75,000	75,000
										575,000	575,000
Total										**800,000**	**800,000**

Project #	04-PARK-007
Project Name	Lake Itasca Community Park

Department	Park Improvements
Contact	Unassigned
Type	Improvement
Useful Life	50 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $1,200,000

Description

This project is intended to begin the development of Lake Itasca Park south to Alpine Drive, east of the lake to the west line of the adjacent subdivision. In addition, some development may be sited south of Alpine Drive, east of Puma Street, if a concurrent residential development plan warrants it.

Justification

Properties south of Alpine Drive, both east and west of Puma Street will be proposed residential for development. It is this development that would provide the necessary Park Dedication funds for the first phase of construction, as well as contributing increased recreational demand.

A four acre parcel south of Alpine Drive may be sold to finance improvements in the park. This project includes mass grading of the park and development of multi-use athletic fields, including for lacrosse.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost						1,200,000					1,200,000
Total						1,200,000					1,200,000

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund						1,200,000					1,200,000
Total						1,200,000					1,200,000

Project # 04-PARK-014

Project Name Trott Brook Greenway Trail

Department Park Improvements
Contact Unassigned
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $4,015,000

Description

The Trott Brook Greenway Trail extends from Elk River's Youth Athletic Complex near Jarvis Street and follows the brook easterly to Rum River Central Park about six miles away. The project would involve continued acquisition of scenic and trail easements, boardwalk and trail construction and natural resource enhancements. Segments of the trail may be on-street within certain neighborhoods.

Justification

This trail project would be predicated on significant planning leading up to construction and likely involve a Master Plan, as well as receiving grant monies for funding. The land around the brook is the largest and most contiguous undeveloped natural area within Ramsey. The City presently has about half of the land acquired (through Park Dedications and a LCCMR grant) to construct this trail.

This trail has a regional context. There is a trail proposed to connect Sherburne County and Ramsey to a metro regional park. This project may be a good canidate for Legacy Ammendment funding, following a regional designation.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost								4,015,000			4,015,000
Total								4,015,000			4,015,000

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources								4,000,000			4,000,000
Landfill Trust Fund								15,000			15,000
Total								4,015,000			4,015,000

Project #	06-PARK-016
Project Name	Mississippi River Park Development-Bridge location

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $750,000

Description

This neighborhood park is proposed in the general vicinity of the proposed bridge crossing, along the banks of the river. The park would consist of the usual park amenities, as well as open space that may be shared with adjoining new and existing residential land use.

The funding and the timing of the park development would be concurrent with the subdivision of the land.

This park may also serve as a trailhead for a trail (to be built with the bridge construction),
that will connect Hennepin County, and the Three Rivers Park District to Ramsey and the Mississippi River Trail.

Justification

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost									750,000		750,000
Total									**750,000**		**750,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund									750,000		750,000
Total									**750,000**		**750,000**

Project #	06-PARK-017
Project Name	Redevelopment of Hunters Hill

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $500,000

Description

Concurrent with any redevelopment of the subdivisions around the existing Hunters Hill Park would be an opportunity to bring improvements to the underutilized Hunters Hill Park. The funding would be from any new units shared. Open space connections within a redeveloped area may also be considered.

Justification

Should redevelopment occur in this area; it is likely densities will greatly increase. This, coupled with the commercial and light industrial uses in the area will create the need for a lunch break destination - as well the residential recreational demand.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost										500,000	500,000
Total										**500,000**	**500,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund										500,000	500,000
Total										**500,000**	**500,000**

W

Project #	07-PARK-001
Project Name	Municipal Plaza

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $3,600,000

Description

Development of the proposed 2-acre Municipal Plaza in The COR, based upon the parks framework plan at $41 per square foot.

Justification

This urban park-space may be the most prominent park space within The COR - due to its visibility along Sunwood Drive, and its relationship to the Municipal Center and transit hub. The site is also likely to be used for the city's festival known as Happy Days.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		3,600,000									3,600,000
Total		3,600,000									3,600,000

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources		600,000									600,000
Park Improvement Trust Fund		3,000,000									3,000,000
Total		3,600,000									3,600,000

Project #	08-PARK-004
Project Name	Lake Ramsey Park

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $6,300,000

Description

This project will be the culmination of comprehensive planning for a significant water feature in The COR. The lake will be a layering of public and private amenities - such as the integration of restaurant overlooks, required open space, public paths, wading areas, a splash pad and shady aesthetics, all of which provides the "green" and "blue" (and stormwater) connections between The Draw and retail areas.

PARK TRUST FUNDING FOR THE PROJECT SHOWS A NEGATIVE ENDING BALANCE AS OF 2016. PROJECT UNFUNDED.

Justification

In addition to providing a superior view-shed for retail sites as well as water recreation, the lake will handle storm run-off and provide fill material for other projects within The COR. The cost projections are based on the parks framework plan for The COR at $11 per square foot.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost				6,300,000							6,300,000
Total				**6,300,000**							**6,300,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund				6,300,000							6,300,000
Total				**6,300,000**							**6,300,000**

Project #	08-PARK-008
Project Name	Mississippi Skyway over TH10 Near rail Station

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $5,600,000

Description

Bridge #02053 will connect The COR to the trail to the Mississippi River along the storm sewer outfall and serve as a regional trail connection between the Northstar Rail Station and Mississippi West Reional Park.

Justification

The COR is designed to be pedestrian friendly. This bridge will provide a connection to West Mississippi Regional Park and the regional trail. Further, the rail and highway crossing will allow residents to access the commuter rail and The COR without adding automobile trips to Hwys #10 and #169.

Ramsey has received $100,000 from Met Council for engineering and design, and $490,000 from the National Park Service to complete the final plans and specifications.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost				5,600,000							5,600,000
Total				5,600,000							5,600,000

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Grants/Outside Sources				5,600,000							5,600,000
Total				5,600,000							5,600,000

Project #	11-PARK-003
Project Name	Alpine Park Winter Facilities

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	25
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $2,500,000

Description

This project shall include the construction of a chalet/warming house capable of facilitating winter equipment rentals and vending. Improvements will also include the expansion of the existing parking lot, and the construction of refrigerated rinks.

Justification

This warming house will function as a hub for winter recreation in the city with ice skating, sliding, and cross-country ski trails. Further, the existing warming house and rinks at Ramsey Elementary are in sub-standard condition and would be discontinued under this proposal.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Building Cost/Construction								750,000			750,000
Improvements Other than Building Cost								1,750,000			1,750,000
Total								2,500,000			2,500,000

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund								2,500,000			2,500,000
Total								2,500,000			2,500,000

Project #	17-PARK-008
Project Name	Lake Itasca / COR Greenway

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	5-Opportunity/Unfunded/Placeholder
Status	Future Consideration

Total Cost $1,900,000

Description

This project envisions a Greenway connection for the Municipal Plaza, The Draw, the lake feature west through The COR to the Lake Itasca Community Park.

Justification

The Greenway will be the primary east/wet pedestrian route on either side of Armstrong Blvd, connecting places to live, work and recreate. It is intended that the Greenway also will be a working component of the stormwater system.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost									1,900,000		1,900,000
Total									1,900,000		1,900,000

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund									1,900,000		1,900,000
Total									1,900,000		1,900,000

Project #	06-ACQ-001
Project Name	Sixth Community Park (north central Ramsey)

Department	Site Acquisitions
Contact	
Type	Land
Useful Life	Unassigned
Category	Site Acquisition
Priority	4-New Addition (Med)
Status	Future Consideration

Total Cost $3,000,000

Description

The park location has not been determined, but may be expected to be sited north of Trott Brook and generally geographically central.

The park should have a minimum of 60 acres of usable land.

Justification

Given the projected build-out of Ramsey, it is anticipated that a sixth Community Park will be required to meet the needs of the existing and future residents.

A joint powers agreement for funding and O & M may be explored with the City of Nowthen.

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Land Acquisition										3,000,000	3,000,000
Total										**3,000,000**	**3,000,000**

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Park Improvement Trust Fund										3,000,000	3,000,000
Total										**3,000,000**	**3,000,000**

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CC Regular Session **4. 4.**

Meeting Date: 12/12/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve Licenses

Purpose/Background:

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

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

Recommendation:

Staff recommends approval of license applications.

Action:

Motion to approve license applications.

Attachments

Licenses

Form Review

Form Started By: Jo Thieling Started On: 12/06/2017 04:17 PM

Final Approval Date: 12/06/2017

License Applications
10/10/2017

Therapeutic Massage Therapist	MeiJuan Lu	14037 St. Francis Blvd NW	Ramsey, MN 55303	612-229-4604

CC Regular Session **4. 5.**

Meeting Date: 12/12/2017

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 11/28/2017
2. City Council Regular dated 11/28/2017

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 11/28/2017
2. City Council Regular dated 11/28/2017

Attachments

CCWS Mts

CC Mts

Form Review

Form Started By: Jo Thieling Started On: 12/06/2017 04:14 PM

Final Approval Date: 12/06/2017

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, November 28, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Sarah Strommen Councilmember Jill Johns Councilmember Mark Kuzma Councilmember Chris Riley
Members Absent:	Councilmember John LeTourneau Councilmember Melody Shryock
Also Present:	City Administrator Kurtis Ulrich Finance Director Diana Lund Fire Chief Matt Kohner Police Chief Jeff Katers Parks and Assistant Public Works Superintendent Mark Riverblood Public Works Superintendent Grant Riemer Human Resources Manager Colleen Lasher Community Development Director Timothy Gladhill City Engineer Bruce Westby Asst. City Administrator/Economic Development Manager Patrick Brama Information Technology Manager Jason Fredrickson

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: Review 2018-2027 Capital Improvement Plan (CIP)

Finance Director Lund reviewed the staff report.

Councilmember Johns referenced the North Forty project and asked if that has been removed.

Finance Director Lund noted that the project remains as this was set before the last meeting when the project was delayed. She noted that this is a planning tool and the project could possibly be replaced with another project.

City Administrator Ulrich stated that he wanted to talk about road projects and financing. He stated that now that there have been a few projects with assessments perhaps the topic can be

revisited as continuing to bond for road projects will have an impact on the City's debt. He stated that the topic can reassess whether this is the best long-term strategy.

Mayor Strommen asked if the Council would be interested in revisiting the topic in a future work session.

It was the consensus of the Council to place the topic on a future work session agenda.

Councilmember Riley stated that he is skeptical that the Ramsey Boulevard railroad underpass would occur in 2019, but recognized that the project needs to show on the CIP at some point.

City Administrator Ulrich agreed that 2019 would be extremely early. He stated that for comparison purposes, the Anoka Thurston/Fairoak project is planned for 2021, which may be more realistic noting the projects could possibly align.

Finance Director Lund asked if the Council was comfortable with the dates for the other Highway 10 improvements.

It was noted that those dates seemed fine and that they would possibly change in the next iteration of the plan.

Councilmember Riley stated that he has heard comments from multiple residents regarding parks that need improvement. He stated that he would like to hear more information on the plans not just for new parks but improving existing parks.

Parks and Assistant Public Works Superintendent Riverblood stated that previously the park replacement had been included in the supplemental document. He stated that some of the items are hard to balance the return on investment. He stated that in updating an older park, you need to make it ADA compliant, which causes an additional cost. He noted the cost to update an older park that may not get much use, against a demand for the community, such as a splashpad.

Councilmember Riley stated that he appreciates that input and additional information. He noted that the community does have assets that needs to be maintained.

Parks and Assistant Public Works Superintendent Riverblood stated that the parks department is working to develop a list of the capital assets and the plan for updating the parks infrastructure. He noted that it will be an onerous task, similar to the process for roads.

Mayor Strommen agreed that there will need to be a discussion to determine how to create a balance of not only creating new amenities in the parks system but also updating and improving the existing equipment and facilities.

Parks and Assistant Public Works Superintendent Riverblood stated that staff has been working to develop a playground replacement policy that will allow staff to better respond to resident requests.

Councilmember Riley agreed that there will need to be discussion on balancing care for existing parks against creating new parks infrastructure and equipment.

Mayor Strommen stated that she likes the format for the document. She confirmed consensus that the Council is comfortable with the document as presented.

2.02: Proposed AV Updates to City Hall Facilities

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report.

Councilmember Riley asked if the demand for the meeting room includes having AV/HDMI capability.

Information Technology Manager Fredrickson replied that he has had many requests to connect equipment. He noted that in rare instances he was able to track down an adaptor or borrow a City laptop to allow the room renter to give a presentation. He confirmed that there is a much higher demand for the rooms that have the AV/HDMI capability versus the rooms that do not have the connections available.

Councilmember Kuzma asked if the QCTV fund is replenished annually.

City Administrator Ulrich stated that the fund is replenished annually, but noted that the contribution is not the same each year. He explained how the allocation is determined by the QCTV Commission. He noted that this year the City discretionary amount was $20,000 compared to other years when the allocation was perhaps near $50,000.

Mayor Strommen acknowledged that while technology is expensive, this seems like a necessary update.

Councilmember Riley asked if there was a comparison of equipment costs.

Information Technology Manager Fredrickson provided additional details on the price ranges that he has seen for products and his attempts to find lower pricing.

Councilmember Kuzma stated that the screens for the Council in the chambers also need updating.

City Administrator Ulrich noted that is a part of the upgrading of the four-member cities of QCTV and will be updated.

The consensus of the Council was to move forward with the proposal as presented.

2.03: Non-Union Post-Employment Healthcare Savings Plan

Human Resources Manager Lasher reviewed the staff report.

Councilmember Kuzma stated that he did not see a downside and viewed this as simply shifting dollars.

Human Resources Manager Lasher confirmed that this would not add much in terms of labor and would be a good option.

Councilmember Kuzma stated that this seems to be a smart option that he would support.

Councilmember Riley asked why someone would be opposed to this.

Human Resources Manager Lasher stated that there is a current sick leave severance and this conversion rate would be a bit higher. She provided the example of how the conversion would occur and asked whether the Council would be comfortable allowing that percentage to go to the HSA.

Finance Director Lund provided additional details.

Mayor Strommen stated that she does not see that this would be a bad thing and agreed that this should move forward.

Human Resources Manager Lasher noted that this would still need to go before the employee group for a vote.

The consensus of the Council was to allow this item to move forward.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich provided a schedule for the tree lighting event. He stated that there is an opportunity to obtain a horse drawn wagon and asked if the Council would like to choose that option. He stated that the typical cost would be $750 but noted that the cost would be $500 for two hours. He noted that the company does have experience doing the activity for other municipalities and this would be a chance to try a new activity. He stated that there are already 50 guests that have RSVP'd for the event online, with many other people interested.

Mayor Strommen stated that it would be a good addition to the event. She stated that it if is not a good fit, the Council would not have to have the activity the following year. She noted that this is a growing event and the community has been enjoying the activities within the community.

Councilmember Kuzma stated that earlier this summer there was an art fair, which was well attended. He stated that in another community there is a winter event, and this could be a good winter event for the City.

Councilmember Riley stated that his only reservation would be the timing but agreed that this would be a good addition.

Mayor Strommen stated that with the use of social media, there would be sufficient time to advertise for the activity. She stated that she would want someone in charge of taking photos of this coming down Sunwood as this would be a great photo opportunity.

Parks and Assistant Public Works Superintendent Riverblood stated that perhaps there is lighting that could be added to the wagon. He noted that for comparison purposes the cost to have two reindeer at the event would be $1,000 and a holding pen would be required as well.

City Administrator Ulrich noted that staff will move ahead and secure the horse drawn wagon for the tree lighting event.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:18 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, November 28, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau (arrived at 7:13 p.m.)
Councilmember Chris Riley
Councilmember Melody Shryock

Members Absent: None

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

1. CALL TO ORDER

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

2. PRESENTATION

2.01: Oath of Office for New Board and Commission Members

Mayor Strommen welcomed the two new Board/Commission members, Mr. Dominic Kanaventi who will serve on the Economic Development Authority, and Mr. Andrew Andrusko, who will serve on the Park and Recreation Commission. She administered the ceremonial oath of office to both new members, who will begin their terms in December. She stated that the volunteers on the Boards and Commissions are a great asset to the community and thanked both new members for their future contributions.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

Motion by Councilmember Riley, seconded by Councilmember Johns, to approve the following items on the Consent Agenda:

4.00: Acknowledge "Doing Business As" Name Change for Penalty Box
4.01: Receive October 2017 Financial Reports – General Fund and Enterprise Funds
4.02: Approve Rental Licenses
4.03: Approve the following Meeting Minutes:
  1) City Council Work Session dated November 14, 2017
  2) City Council Regular dated November 14, 2017
4.04: Declare Unclaimed Bicycles as Surplus Property and Authorize Donation of Same to a Non-Profit Organization According to Donation Policy
4.05: Adopt Resolution #17-11-292 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 9, 2017 through November 22, 2017
4.06: Adopt Resolution #17-11-281 Adopting the 2018 Parking Ramp Maintenance Budget and Adopt Resolution #17-11-282 Allocating the Parking Ramp Maintenance Costs per the Adopted 2018 Budget
4.07: Adopt Resolution #17-11-291 Not Waiving Statutory Tort Limits
4.08: Adopt Resolution #17-11-294 Approving the 2018 LELS Captain Contract
4.09: Adopt Resolution #17-11-295 to Hire Temporary On-Call Snow Plow Drivers
4.10: Adopt Resolution #17-11-298 Approving Municipal State Aid Maintenance Allocation Reduction
4.11: Adopt Resolution #17-11-299 Approving September 2017 Comprehensive Sanitary Sewer Study Update
4.12: Adopt Resolution #17-11-296 Approving Final Payment to Allied Blacktop Company for IP #17-03, 2017 Crackseal and Sealcoat Improvements
4.13: Adopt Resolution #17-11-297 Approving Partial Payment to Douglas-Kerr Underground LLC for IP #16-20, Riverdale Drive Extension from Traprock Street to Ramsey Boulevard
4.14: Adopt Resolution #17-11-300 Approving September 2017 Comprehensive Water System Study Update

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adoption of Ordinance #17-19 Adopting the 2018 Schedule of Rates, Fees and Charges

Presentation

Finance Director Lund reviewed the staff report and recommendation to accept the rates as proposed and adopt Ordinance #17-19.

Mayor Strommen noted that the Council has previously discussed this item.

Public Hearing

Mayor Strommen called the public hearing to order at 7:08 p.m.

Citizen Input

There was none.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to close the public hearing.

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

The public hearing was closed at 7:09 p.m.

Council Business

Motion by Councilmember Johns, seconded by Councilmember Shryock, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #17-19 Adopting the 2018 Schedule of Rates, Fees, and Charges.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

7. COUNCIL BUSINESS

7.01: Consider Adopting Ordinances Related to Connexus Energy Solar Array (Project No. 17-135); Case of Connexus Energy

1. **Ordinance #17-13 Amending Official Zoning Map to Guide the Property as Public/Quasi-Public to Guide Future Uses**
2. **Ordinance #17-14 Amending Zoning Code Amending Allowable Uses in the Public/Quasi-Public District Allowing Solar Energy Systems as a Conditional Use Permit**

Community Development Director Gladhill reviewed the staff report and recommendation of the Environmental Policy Board and Planning Commission to approve of the zoning amendments and Conditional Use Permit. He noted that since this project requires two zoning amendments, the City is not obligated to approve said request if it feels that it is not compatible with the surrounding area. He noted, that being said, the City does have the legal authority to approve the project with said zoning amendments if it feels it to be appropriate.

Mayor Strommen noted that there was significant discussion and participation at the last meeting.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to waive the City Charter requirement to read the ordinances aloud and Adopt Ordinance #17-13 Amending Section 117-90 "MAP" of Chapter 117 of the City Code of Ramsey, Minnesota and Ordinance #17-14 Amending Section 117-122 (Public/Quasi-Public District) of the Ramsey City Code.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

Councilmember LeTourneau arrived at 7:13 p.m.

7.02: Consider Approving Actions Related to North Fork Meadows Subdivision Located Near Puma Street and Alpine Drive; Case of Paxmar, LLC (Project No. 17-126)

1. **Introduce Ordinance #17-16 Granting a Conditional Zoning Amendment to Planned Unit Development**
2. **Adopt Resolution #17-11-276 Approving a Conditional Rezoning Agreement**

Community Development Director Gladhill reviewed the staff report and noted that the Planning Commission restated its recommendation for approval of this project at its November 2, 2017 meeting. He stated that the Environmental Policy Board recommends that the conveyance of the corridor for the Lake Itasca Greenway is sufficient public benefit for a Planned Unit Development approval. He stated that the Park and Recreation Commission recommends that the conveyance of the corridor for the Lake Itasca Greenway is sufficient public benefit for a Planned Unit Development approval and recommends that Park Dedication and Trail Development Fee obligations be satisfied through a cash contribution.

Mayor Strommen noted that there was a problem with the live broadcasting, which has been corrected. She asked staff to take note of the issue because it has happened more regularly in recent times.

Councilmember Kuzma stated that this has come before the Council a number of times and he is troubled that they cannot seem to get this done right. He stated that the developers are asking for the zoning change, ordinance change, and yet further definition of the greenway still seems to be needed. He stated that he believes that this should go through the typical process and the City should not be granting these approvals ahead of the plat submission and therefore he will not support this item.

Mayor Strommen asked for further definition of the property borders and specifically the four-acre parcel.

Community Development Director Gladhill provided further clarification. He stated that while the four-acre parcel will not be used for park, any cash obtained from the sale of the parcel would go into the park trust fund.

Councilmember Shryock asked for additional details on the density transitioning that would occur near the existing homes.

Community Development Director Gladhill stated that they have worked to obtain wider and deeper lots near the existing homes, noting that there would be a 45-foot buffer area that would be encumbered by easement. He stated that the lot depth for the proposed homes would be 15 feet short of the required depth. He noted that a berm could be used for density transitioning but noted that, with that option, the depth would still be short five feet. He stated that aspect could be negotiated through the Planned Unit Development (PUD) should the Council view the public benefit to be adequate to support that variation.

Val Kruger, 15210 Kangaroo Street, asked the Council to think about what they are doing. She stated that the residents desire the rural aesthetic and feel of the community. She stated that there is already a huge development that received approval, and this would be another large development in the area, which would go against the desires of the community. She stated that the City should pause and wait for the right development, as this developer is requesting a lot of concessions. She stated that the elementary school already cannot support the children in the community and this would add more children. She stated that they have spoken with a realtor that has stated that her property value will drop with this development. She stated that her

feelings are shared by the majority of their development. She noted that she and Ms. Clark walked for two hours to collect signatures on the petition and were able to obtain the signatures submitted, because the majority of residents remain opposed.

Leslie Clark, 15150 Kangaroo, stated that she submitted a letter to the Council and feels that this request is a sell-out for the City in return for a potential trail. She stated that while she likes the idea of the trail, she does not believe this is the right development in return. She hoped that the Council would consider all the residents that live around this property that are opposed to this request. She stated that all along they have been told that they are receiving a compromise in the border homes being constructed at the R-1 standards but at the last meeting it was determined that the lots are still 15 feet short of the depth requirement. She acknowledged that 15 feet is not a huge difference, but believed it to be the principle of the issue in that they have been told that the homes would be constructed to the R-1 standard.

Michael Altimari, in representation of Hageman Holdings, asked if the greenway corridor would be constructed separate of this project.

Community Development Director Gladhill replied that the greenway corridor would be conditional upon the approval and therefore would be required with this development.

Mr. Altimari replied that Hageman Holdings is being generous in the donation of this land for the corridor. He stated that the company has worked closely with staff over the years and provided examples, including the extension of Bunker Lake Boulevard and the infrastructure along that portion of roadway as well as infrastructure along Puma. He stated that there has been a lot of collaboration between Hageman Holdings and the City in order to support development in that area of the City. He stated that the company has been very accommodating of the City's requests for future development in that area of the City. He stated that the City would be giving up a lot of benefits by not considering this project. He stated that he is confused with the comments about the greenway.

Councilmember Kuzma stated that it has not been clearly specified as to how the greenway would be laid out.

Mr. Altimari replied that the wetland would be dedicated along with 15 feet of upland area, in which a trail can be constructed. He noted that this would significantly reduce the cost to the City, as a boardwalk had previously been considered. He stated that there is a piece of land missing from the corridor connection and Hageman Holdings is willing to provide a bypass until the time the City can obtain the other parcel of land.

Mayor Strommen stated that she understands the input but noted that the Council also has to consider if the benefits support the PUD request.

Alan Roessler, Paxmar, stated that they requested the PUD as the zoning code allows for a PUD within the R-1 district. He stated that they considered the home values in the surrounding developed areas and noted that if they developed under the straight R-1 zoning, the home prices would be near $425,000 because of the need to spread the infrastructure prices between the lots.

He noted that having values in the $300,000s would be much more appropriate and would also help to increase the home values of those already development nearby. He stated that it is hard to bring forward $200,000 in preliminary engineering costs for the preliminary plat process if they do not know the outcome and receive positive input from the Council. He stated that this process allows them to determine if the Council is onboard and, if so, they would move forward to work out additional details through the preliminary plat process. He stated that the greenway corridor would be of great value to the community and he did not believe would be available to the City outside of this request through typical development of this property. He stated that the additional 27 homes would provide increased tax benefits, the greenway corridor, $75,000 in park dedication fees, $25,000 in trail dedication fees, and the savings of not having to create a boardwalk to provide the trail connection.

Councilmember Shryock asked, if this were to move forward and additional units were removed from the development, what would be the break point of the developer for this to be successful.

Mr. Roessler replied that 100 units was their break point and they have varied down to 97 units at this time. He stated that they would not want to lose additional units.

Councilmember Riley asked for additional input on a conditional zoning amendment, what would be provided and how the City would still be protected.

Community Development Director Gladhill stated that the conditional zoning would allow approval, as long as the development that comes forward through the plat process matches what is proposed. He stated that this would prevent the developer from pitching something completely different than proposed today. He stated that this would provide entitlement, in that if the developer brings forward a preliminary plat matching this proposal, it would be allowed to move forward.

Councilmember LeTourneau stated that he struggles with the density transitioning, as the proposal is still 15 feet short of the requirement. He noted that the berm would bring that down to five feet and asked what would need to happen to match the depth requirement.

Community Development Director Gladhill noted that there is a menu of options, including matching existing adjacent lot sizes, a 45-foot landscape buffer with no berm, or a 35-foot landscape buffer with a berm. He stated that the developer could choose the berm option which would decrease the deficiency to five feet. He stated that the direction from the Council has always been to require wider and deeper lots, to match the R-1 standards, and therefore the City could choose to make the developer match that requirement exactly.

Councilmember LeTourneau asked for input from Paxmar on how they could match the model.

Mr. Roessler stated that they are willing to put the berm in to be within the five-foot area. He stated that if they lose the five-feet they will lose homes on the other side. He stated that they intended to match the 85-foot width as that matched the number of units in the adjacent development.

Councilmember LeTourneau stated that in his mind the density transitioning is the most significant input and therefore he would like to have as much relief as possible. He stated that he would hate for the Council to promise to the existing residents that they would do what the code says without achieving that, or getting really close.

Community Development Director Gladhill identified the lots that would be lost with the requirement for the additional lot depth, per the comments from the developer. He stated that either way, a decision would need to be made today and would not recommend tabling the matter again.

Mr. Roessler stated that if the five feet is the difference between approving and not approving, he would prefer the City approve with the full buffer rather than deny.

Councilmember Shryock stated that there seems to be a lot of discussion and some confusion as to what has been, or would be, acquired to satisfy the different fees and requirements.

Parks and Assistant Public Works Superintendent Riverblood stated that the trail along Bunker Lake Boulevard was constructed as a necessary piece of infrastructure, as is done along all arterial roads. He stated that the four acres did meet the park dedication for what the developer is calling the Alpha Project. He noted that any proceeds from the sale of that land would go back to the park trust fund. He stated that there is some difference in opinion over the park dedication being satisfied for the Alpha Project, noting that if there is additional park dedication that could conceivably be due, the park dedication fees would not be much.

Community Development Director Gladhill stated that Hageman Holdings did not pay for 100 percent of the trail along Bunker/Puma, noting that the City had a large cost in that as well.

Mayor Strommen asked if the greenway corridor was not considered when the Legacy project was approved, as the greenway has been mapped for years.

Parks and Assistant Public Works Superintendent Riverblood provided additional details, noting that the Legacy project was not amenable to public use when they came for preliminary plat. He stated that the City did mention the greenway corridor, but the boardwalk was instead considered as an option, but it was not resolved as to whether that would be the best option as the project did not ultimately move forward.

Community Development Director Gladhill stated that Legacy was concerned with public use that close to their school and that is why the boardwalk was considered and the four acres was obtained that could be sold.

Councilmember Johns stated that if the PUD is approved, the trail connection would be great for the City. She stated that she is very concerned with the density transitioning and those details would need to be firmed up. She asked if the trail construction would be included or whether it would simply include conveyance of the land.

Community Development Director Gladhill replied that it would simply be the land and the City would be responsible for the construction of the trail at some time in the future.

Mayor Strommen stated that the greenway does not seem to connect to the park and forecloses a meaningful connection. She stated that she appreciates the work that staff, the developer, and the Board and Commissions have done in attempt to firm up the details on the corridor. She stated that the greenway corridor has been mapped for years and it seems unfortunate that something that is so important now was not considered when that project previously came forward. She stated that they are getting something that has already been promised to residents in the Comprehensive Plan. She stated that this is 27 lots out of a 97-home development and this seems like moving the pieces around rather than receiving a great benefit. She appreciated the offer of the greenway from Hageman Holdings but did not see it being a significant net gain in return for the rezoning.

Councilmember LeTourneau stated that this project is very market driven and therefore he is attempting to justify how this could all work as he does not want to see it go away. He stated that he mentioned the disconnection in the greenway at a previous meeting and was glad Mayor Strommen brought that up tonight. He stated that he is intrigued by stepping back in attempt to preserve a bigger piece for the community to allow a better flow.

Parks and Assistant Public Works Superintendent Riverblood provided additional details on how the connection could occur, noting that the greenway is not as direct as originally proposed but provides the best connection through the developments.

Mayor Strommen noted that the piece proposed to be constructed in this development would take away the option to connect in the other location to the east.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to introduce Ordinance #17-16 Granting a Conditional Zoning Amendment to Planned Unit Development and Adopt Resolution #17-11-276 Authorizing a Conditional Rezoning Agreement for North Fork Meadows, with the addition of requiring the density transitioning to meet the requirements of the City policy.

Further discussion: Councilmember LeTourneau clarified that the density transitioning would be required to meet the specifications of the City policy. Mayor Strommen stated that she will not support this action as it does not address her concern for the greenway.

Motion failed 2-4. Voting Yes: Councilmembers Riley and LeTourneau. Voting No: Mayor Strommen, Councilmembers Johns, Kuzma, and Shryock.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to deny Ordinance #17-16 Granting a Conditional Zoning Amendment to Planned Unit Development and deny Resolution #17-11-276 Authorizing a Conditional Rezoning Agreement for North Fork Meadows.

Motion carried 4-2. Voting Yes: Mayor Strommen, Councilmembers Johns, Kuzma, and Shryock. Voting No: Councilmembers LeTourneau and Riley.

7.03: Consider Adoption of Ordinance #17-20 Providing for a Special Closing Times License of On-Sale Intoxicating Liquor during the 2018 National Football League Super Bowl Game at the U.S. Bank Stadium

City Administrator Ulrich reviewed the staff report and recommendation to adopt Ordinance #17-20 allowing additional hours of liquor sales during the Super Bowl 2018 weekend, with a fee rate of $100.

Mayor Strommen noted that this item was introduced at the last meeting.

Motion by Councilmember Kuzma, seconded by Councilmember LeTourneau, to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #17-20 Providing for a Special Closing Times License of On-Sale Intoxicating Liquor during the 2018 National Football League Super Bowl Game at U.S. Bank Stadium.

A roll call vote was performed by the Recording Secretary:

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

Motion carried.

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Strategic Plan Update

City Administrator Ulrich reviewed the staff report. He provided highlights of accomplishments that the City has had towards the goals within the Strategic Plan.

Mayor Strommen noted that she and City Administrator Ulrich had the opportunity to present this information before the Charter Commission the previous week as well.

8.02: Other

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:28 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. 6.**

Meeting Date: 12/12/2017

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	12/07/2017 11:16 AM
Form Started By: JoAnn Shaw		Started On: 12/06/2017 12:11 PM
Final Approval Date: 12/07/2017		

Report Name: Rental License - License Types
Council Dates: 12/12/2017 to 12/12/2017
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					
David Smith	6861 147th Ave NW		12/12/2020	12/12/2017	A
Micael Scheller	15203 Fluorine St NW		12/12/2020	12/12/2017	A

Rental License Count: 2

Total Licenses: 2

CC Regular Session **4. 7.**

Meeting Date: 12/12/2017

By: Jason Fredrickson, Administrative Services

Information

Title

Authorize Work Order from Tierney Brothers for Audio Visual Upgrades to City Hall Meeting Spaces

Purpose/Background:

This project has two main goals. The first goal is to expand the number of public meeting rooms that can utilize audio-visual equipment from three to five in order to meet the increased demand for AV-capable rooms. The second goal is to update rooms, which are currently equipped with Audio/Visual equipment, with now-standard features such as HDMI connections, wireless presentation, and interactive panels for room scheduling.

Case was originally reviewed and received Council support during the 11/28/17 work session.

Funding Source:

QCTV Fund. Dollars are allocated to Ramsey for AV upgrades in public meeting spaces on an irregular lump-sum basis. Ramsey has about $70,000 available for this project, within the QCTV Fund. The attached Tierney Brothers work order is written in an amount not to exceed $62,210.51.

Quotes for the project were obtained from Diversified, Tierney Brothers, and Provision Media. Staff recommends Tierney Brothers to take on the project due to their reasonable pricing, professional service, and their expertise.

Recommendation:

City Staff recommend the approval of the attached proposal to update and add AV capabilities to City meeting spaces. This will provide standardized and current technology in six public meeting rooms.

Action:

Motion to:

Approve and authorize the attached Tierney Brothers work order in an amount not to exceed $62,210.51 for audio visual improvements in meeting spaces located within the Ramsey Municipal Center.

Attachments

AV Cost Overview

Tierney Bros Proposal

Form Review

Inbox	Reviewed By	Date
Patrick Brama	Patrick Brama	12/05/2017 03:18 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Jason Fredrickson		Started On: 12/05/2017 12:58 PM
Final Approval Date: 12/07/2017		

Meeting Room Improvements 2017-2018

Room	Global Improvement	Totals
Lake Itasca Room		$8,953.50
Trott Brook Room		$10,691.92
Eddy Lake Room		$10,761.92
Alexander Ramsey Room		$4,965.10
Rum River Room		$11,802.79
Core Room		$6,968.64
	Room Schedulers	$8,066.64
		$62,210.51

General Room Improvements
Wireless Presentation
HDMI Capability
Monitors or projectors (where abscent)
System Control Panel
In-ceiling Speakers (where applicable)

Alexander Ramsey
Equipment Move

1771 Energy Park Drive, Suite 100
Saint Paul, MN 55108
www.tierneybrothers.com
612.331.5500◆800.933.7337◆Fax - 612.331.3424

Tuesday, November 14, 2017

Jason Fredrickson
City Of Ramsey

Proposal for Audio-Visual Service
RE: Council Chambers Update
Opportunity Number: 15855 R1

Scope of Integration Services

Summary of Work to be completed by Tierney Brothers, Inc. at **15050 Armstrong Blvd., Ramsey, MN 55303**.
(Please initial if address is correct or provide correct address. _____)

Tierney has listed several quotes for the AV upgrades in the Council Chambers and Conference Rooms at the City of Ramsey. In each quote, the owner will be required to provide a cable pathway from below the tables to the display/projector locations.

All Tierney warranties have been removed from this proposal as a larger building plan is being considered. Included in this proposal are 90 day installation warranties for all rooms.

B – Itasca Room
Tierney shall provide new HDMI wall plates at two locations. Each will be next to the existing VGA/Audio wall plates. The cabling will be run to the equipment closet where a new HDMI switcher will be installed. The inputs to the new switcher will be the HDMI from the new wall plates and the input from a new Barco ClickShare device with two USB "Buttons". This will allow users to connect to the display wirelessly. A tray has been included for the owner to place the buttons when not in use. The audio out from the new switcher will be connected to the existing amplifier in the room.

A new Extron button panel will be installed in the wall. The button panel will control:

- System on/off
- Source Selection
  - HDMI 1
  - HDMI 2
  - ClickShare
  - VGA 1
  - VGA2

- Record Functions
    - Start Record
    - Stop Record
- Screen Control
    - Screen Up/Down (Toggle)
    - NOTE: The Screen up/down functions could also be tied into the projector on/off buttons so when the projector is turned on, the screen automatically lowers. When the projector is turned off, the screen would the automatically raise.

A Universal HDMI Adapter Ring is included in this proposal.

A "Mic Live" wall mounted indicator light will be added to show when the system is recording.

The quote includes a new DaLite Single Motor Low Voltage Control System. This will allow the button panel to control the screen up/down functions. It is assumed that the owner's existing screen does not have the low voltage interface and is relying on the standard high voltage wall switch. The owner's electrician will be required to install and connect the plenum rated interface box in the ceiling above the screen. Tierney will run the low voltage relay cabling from the button panel to the controller.

C - Trott Brook Room

Tierney shall provide and install a new 80" display mounted to the front wall of the room.

A new HDMI/VGA/Audio Transmitter will be installed under the table. Tierney has included 6' HDMI and VGA/Audio cables which will pass through the existing cable access box in the table. The cabling from the transmitter to the display will run through the existing floor box and conduit.

A Barco ClickShare device with two USB "Buttons" will be added to the system to allow users to connect to the display wirelessly. A tray has been included for the owner to place the buttons when not in use.

The audio will be heard through the display's internal speakers.

A new small Extron button panel will be installed in the wall. The button panel will control:

- System on/off
- Volume up/down
- Source Selection
    - Table
    - ClickShare

Note: The City will remove the existing maps on the wall and also disconnect power to the existing ceiling motorized screen (if desired).

D - Eddy Lake Room

Tierney shall provide and install a new 80" display mounted to the front wall of the room.

A new HDMI/VGA/Audio Transmitter will be installed under the table. Tierney has included 6' HDMI and VGA/Audio cables which will pass through the existing cable access box in the table. The cabling from the transmitter to the display will run through the existing floor box and conduit.

A Barco ClickShare device with two USB "Buttons" will be added to the system to allow users to connect to the display wirelessly. A tray has been included for the owner to place the buttons when not in use.

The owner's existing cable box will also be connected to the display.

The audio will be heard through the display's internal speakers.

A new small Extron button panel will be installed in the wall. The button panel will control:

- System on/off
- Volume up/down
- Source Selection
    - Table
    - ClickShare
    - Cable Box
        - For channel changing and other cable features, the cable TV remote control will be used.

E – Alexander Ramsey Room

Tierney shall provide and install new smaller HDMI transmitters within the two floor boxes to allow for easier HDMI connectivity. The new transmitters match the existing receivers in the equipment cabinet.

Tierney will move all of the existing equipment into a new wall mounted rack in the closet next door. The new rack will include venting and a fan as needed. The new rack pivots out for easy access to the rear of the components and the internal cabling. Tierney will clean up all cabling and connectivity to the system and will have the needed plug strip in the new rack. Tierney will use the existing 4 gang electrical outlet that is in the closet already.
The City will remove the existing shelf (or part of it) in the new closet area.

F – Rum River Room

Tierney shall provide and install a new ceiling mounted projector. The new projector will need to be mounted behind the hanging lights which means a 15' throw distance. One of the few projectors that will work at that display and display onto the owner's exiting 66" wide screen is the Panasonic Laser model. The projector has 5500 ANSI lumens of brightness and has a light source life span of over 20,000 hours. The image will fill the screen from right to left but not top to bottom.

A new HDMI/VGA/Audio Transmitter will be installed under the table. Tierney has included 6' HDMI and VGA/Audio cables which will pass through the existing cable access box in the table. The cabling from the transmitter to the display will run through the existing floor box and conduit.

A Barco ClickShare device with two USB "Buttons" will be added to the system to allow users to connect to the display wirelessly. A tray has been included for the owner to place the buttons when not in use.

The audio will be heard through a new pair of self-amplified 2X2 ceiling speakers

A new small Extron button panel will be installed in the wall. The button panel will control:

- System on/off
- Volume up/down
- Source Selection
    - Table
    - ClickShare
- Screen Control
    - Screen Up/Down (Toggle)
    - NOTE: The Screen up/down functions could also be tied into the projector on/off buttons so when the projector is turned on, the screen automatically lowers. When the projector is turned off, the screen would the automatically raise.

The quote includes a new DaLite Single Motor Low Voltage Control System. This will allow the button panel to control the screen up/down functions. It is assumed that the owner's existing screen does not have the low voltage interface and is relying on the standard high voltage wall switch. The owner's electrician will be required to install and connect the plenum rated interface box in the ceiling above the screen. Tierney will run the low voltage relay cabling from the button panel to the controller.

G - COR Room

Tierney shall reuse the existing Projector, Screen, and Wall Mounted Display.

A new HDMI/VGA/Audio Transmitter will be installed under the table. Tierney has included 6' HDMI and VGA/Audio cables which will pass through the existing cable access box in the table. The cabling from the transmitter to the display will run through the existing floor box and conduit.

A Barco ClickShare device with two USB "Buttons" will be added to the system to allow users to connect to the display wirelessly. A tray has been included for the owner to place the buttons when not in use.

Tierney shall provide new cabling so the selected image can be shown on either the Projector, Display, or both.

The owner's existing cable box will also be connected to the display. The cable box will only be connected to the display and will not be viewable at the projector.

The projector's audio will be heard through the existing wall mounted speakers for audio support.

A new small Extron button panel will be installed in the wall. The button panel will control:

- Projector on/off
- Volume up/down

- Display on/off
  - Source Selection
  - Table
  - ClickShare
  - Cable Box (only for the Display, not the Projector)
    - For channel changing and other cable features, the cable TV remote control will be used.
- Screen Control
  - Screen Up/Down (Toggle)
  - NOTE: The Screen up/down functions could also be tied into the projector on/off buttons so when the projector is turned on, the screen automatically lowers. When the projector is turned off, the screen would the automatically raise.

The quote includes a new DaLite Single Motor Low Voltage Control System. This will allow the button panel to control the screen up/down functions. It is assumed that the owner's existing screen does not have the low voltage interface and is relying on the standard high voltage wall switch. The owner's electrician will be required to install and connect the plenum rated interface box in the ceiling above the screen. Tierney will run the low voltage relay cabling from the button panel to the controller.

H – Room Schedulers

Tierney shall provide and install one new Extron Room Scheduling devices in the Rooms listed above (not for the Council Chambers). The install will require an active POE LAN connection. Tierney has included glass mounting options the display. These display is compatible with the owner's Outlook Calendar system and can be used to book the room either on the fly at the unit or through the owner's outlook calendars.

Tierney will assist the owner in the commissioning of the device with the assistance of the City IT Dept.

We appreciate the opportunity to present this proposal. If you have any questions, please do not hesitate to contact us at your convenience at 612-331-5500. Our fax number is 612-331-3424.

Proposal Prepared By:
Sales Representative - Heidi Harvey
Sales Engineer - Gary Mansfeldt

Please initial to acknowledge and authorize the Scope of Integration Services presented here. _____

Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108446	11/14/2017

Bill To
Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To
Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		B - Itasca Room (SC)		
		----------Video Equipment----------		
		Owner Furnished Product - Existing EIKI LC-WB42NA Projector		
2	DTP T HWP 4K 231 D - 60-1421-13	HDMI Decora Tx, White - 230 feet	336.30	672.60
2	DTP HDMI 230 Rx	HDMI Twisted Pair Extender - Rx	270.25	540.50
1	SW HD 4K	SW4 HD 4K Four Input HDMI Switcher	393.30	393.30
1	60-1542-01	HAE 100 4KHDMI Audio De-Embedder	450.30	450.30
		----------Control System----------		
1	MLC Plus 200	MLC Plus 200	826.50	826.50
		MediaLink Plus Controller - White and Black Faceplates, 3-Gang		
1	40973	Single Motor Low Voltage Control System with wall switch	193.68	193.68
		----------Other Equipment and Services----------		
1	Cables, Connectors and Hardware	Custom Package of Cables, Connectors and Hardware Includes: Universal HDMI Adapter Ring, HDMI, Power Distribution, Shielded Twisted Pair, Shielded RJ45, Bulk Cabling and Misc Hardware	922.62	922.62
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 11.78 Hours at $64.00/Hour	754.00	754.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 12.66 Hours at $70.00/Hour	886.00	886.00
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 3 Hours at $115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates. If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues	345.00	345.00

TIERNEY

Quote

Quote #	Date
108446	11/14/2017

Qty	Item	Description	Price	Ext. Price
		Chapter 297A Section 70 “Exemptions for Governments and Nonprofit Groups.” Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer’s warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.		

Subtotal	5,984.50
Shipping Cost (UPS Ground)	0.00
Total	$5,984.50

To accept this quotation, complete the proposal summary page at the end of this document. Please review the terms, conditions and client responsibilities of this proposal in full.

Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods. Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit. Returns require an authorization number and must be made within 30 days. Custom orders and “Consumables”, such as projector lamps, may not be returned. Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty. Restocking fees varying depending on the product line, expect a minimum charge of 25%.

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This document is subject to the terms and conditions found here: www.tierneybrothers.com/SOTC

Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108625	11/14/2017

Bill To
Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To
Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
		B - Itasca Room (NC) Non-Contract Services - This sale is consistent with the “Contract Release Construction Language Modification” associated with the MN State Contract.		
1	CSE-200	CSE-200 “ClickShare-200” Complete Starting Package Includes • (1) Base Station • (2) USB Buttons	1,728.00	1,728.00
1	R9861500T01	ClickShare Tray Ð USB Button Holder ----------Wall Mounted “MIC LIVE” Indicator-----	79.00	79.00
1	Integration Item	LD-20F1MCL, SignalLED LD-20F1MCL Single Flush Mounting 20cm ‘MIC LIVE’ Sig	305.00	305.00
1	Integration Item	LD-RPC, Remote Controller	65.00	65.00
1	Services - Integration for MN State Contract	Non Contract Installation Services - Construction Services by a Contract Vendor (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 9 Hours at $80.00/Hour	720.00	720.00

TIERNEY

Quote

Quote #	Date
108625	11/14/2017

Qty	Item	Description	Price	Ext. Price

Subtotal	2,897.00
Shipping Cost (UPS Ground)	72.00
Total	$2,969.00

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Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108451	11/14/2017

Bill To
Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To
Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		C - Trott Brook Room (SC)		
		----------Video Equipment----------		
1	PN-LE801	Sharp PN-LE801 - 80” Class LED TV - digital signage - 1080p (Full HD) - full array	4,118.66	4,118.66
1	XTM1U	X-Large Fusion Micro-Adjustable Tilt Wall Mount	235.33	235.33
1	DTP T USW 333 w/Audio	DTP T USW 333 2 HDMI, VGA Switcher w/Audio Ð 330 feet (100 m)	849.30	849.30
1	DTP HDMI 330 Rx	DTP HDMI 4K 330 Rx Long Distance HDMI Twisted Pair Extender HDMI Rx - 330 feet	313.50	313.50
		----------Control System----------		
1	MLC Plus 100 White and Black Faceplates, 2-Gang	MediaLink Plus Controller - MLC Plus 100 White and Black Faceplates, 2-Gang	678.30	678.30
		----------Other Equipment and Services----------		
1	Cables, Connectors and Hardware	Custom Package of Cables, Connectors and Hardware Includes: VGA with Audio, HDMI, Shielded Twisted Pair Cabling, Shielded RJ45, Bulk Cabling and Misc Hardware	848.83	848.83
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 7.78 Hours at $64.00/Hour	498.00	498.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 11.66 Hours at $70.00/Hour	816.00	816.00
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 2 Hours at $115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates. If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues	230.00	230.00

TIERNEY

Quote

Quote #	Date
108451	11/14/2017

Qty	Item	Description	Price	Ext. Price
		Chapter 297A Section 70 “Exemptions for Governments and Nonprofit Groups.” Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer’s warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.		

Subtotal	8,587.92
Shipping Cost (UPS Ground)	0.00
Total	$8,587.92

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Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108627	11/14/2017

Bill To

Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To

Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
		C - Trott Brook Room (NC) Non-Contract Services - This sale is consistent with the “Contract Release Construction Language Modification” associated with the MN State Contract.		
1	CSE-200	CSE-200 “ClickShare-200” Complete Starting Package Includes • (1) Base Station • (2) USB Buttons	1,728.00	1,728.00
1	R9861500T01	ClickShare Tray Ð USB Button Holder	79.00	79.00
1	Services - Integration for MN State Contract	Non Contract Installation Services - Construction Services by a Contract Vendor (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 3 Hours at $80.00/Hour	240.00	240.00

Subtotal	2,047.00
Shipping Cost (UPS Ground)	57.00
Total	$2,104.00

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Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108576	11/14/2017

Bill To
Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To
Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		D - Eddy Lake Room (SC)		
		----------Video Equipment----------		
1	PN-LE801	Sharp PN-LE801 - 80” Class LED TV - digital signage - 1080p (Full HD) - full array	4,118.66	4,118.66
1	XTM1U	X-Large Fusion Micro-Adjustable Tilt Wall Mount	235.33	235.33
		Owner Furnished Product - Cable Box with HDMI output		
1	DTP T USW 333 w/Audio	DTP T USW 333 2 HDMI, VGA Switcher w/Audio Ð 330 feet (100 m)	849.30	849.30
1	DTP HDMI 330 Rx	DTP HDMI 4K 330 Rx	313.50	313.50
		Long Distance HDMI Twisted Pair Extender		
		HDMI Rx - 330 feet		
		----------Control System----------		
1	MLC Plus 100 White and Black Faceplates, 2-Gang	MediaLink Plus Controller - MLC Plus 100 White and Black Faceplates, 2-Gang	678.30	678.30
		----------Other Equipment and Services----------		
1	Cables, Connectors and Hardware	Custom Package of Cables, Connectors and Hardware Includes: VGA with Audio, HDMI, Shielded Twisted Pair Cabling, Shielded RJ45, Bulk Cabling and Misc Hardware	848.83	848.83
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 7.78 Hours at $64.00/Hour	498.00	498.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 12.66 Hours at $70.00/Hour	886.00	886.00
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 2 Hours at $115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates.	230.00	230.00

TIERNEY

Quote

Quote #	Date
108576	11/14/2017

Qty	Item	Description	Price	Ext. Price
		If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues Chapter 297A Section 70 “Exemptions for Governments and Nonprofit Groups.” Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer’s warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.		

Subtotal	8,657.92
Shipping Cost (UPS Ground)	0.00
Total	$8,657.92

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Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108629	11/14/2017

Bill To

Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To

Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
		D - Eddy Lake Room (NC) Non-Contract Services - This sale is consistent with the “Contract Release Construction Language Modification” associated with the MN State Contract.		
1	CSE-200	CSE-200 “ClickShare-200” Complete Starting Package Includes • (1) Base Station • (2) USB Buttons	1,728.00	1,728.00
1	R9861500T01	ClickShare Tray Ð USB Button Holder	79.00	79.00
1	Services - Integration for MN State Contract	Non Contract Installation Services - Construction Services by a Contract Vendor (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 3 Hours at $80.00/Hour	240.00	240.00

Subtotal	2,047.00
Shipping Cost (UPS Ground)	57.00
Total	$2,104.00

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TIERNEY

Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108577	11/14/2017

Bill To

Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To

Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		E - Alexander Ramsey Room (SC)		
		----------Video Equipment----------		
2	Integration Item	RFB2GFI, Floor Boxes GFI Receptacle Plate	12.49	24.98
2	WP-DEC-WH	Keystone Decorator Style 1 gang smooth faceplate	0.57	1.14
		----------A/V Furniture and Rack(s)----------		
1	Integration Item	DWR-21-22PD, pivoting, sectional wall cabinet - 21 RU - 22” Depth - With Plexiglas Door	724.57	724.57
1	CAB-COOL	Quiet-Cool Series[a] Cabinet Cooler, for Use in Smaller Cabinets, 20 CFM, 120V Cabinet Cool System	81.55	81.55
1	Equipment Rack Accessories Package 2 (11-19 space)	Custom Package of Equipment Rack Accessories Includes: Power Distribution, UTVS Shelf, Vent Panel, Universal Rack Kit, MIsc Hardware	455.62	455.62
		----------Other Equipment and Services----------		
1	Custom Cables, Connectors, and Hardware	Custom Package of Cables, Connectors and Hardware Includes: Bulk Cabling and Misc Hardware	386.00	386.00
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 14.78 Hours at $64.00/Hour	946.00	946.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 26.66 Hours at $70.00/Hour If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues Chapter 297A Section 70 “Exemptions for Governments and Nonprofit Groups.” Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable.	1,866.00	1,866.00

TIERNEY

Quote

Quote #	Date
108577	11/14/2017

Qty	Item	Description	Price	Ext. Price
		* This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer's warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.		

Subtotal	4,485.86
Shipping Cost (UPS Ground)	0.00
Total	$4,485.86

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Quote

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Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108632	11/14/2017

Bill To

Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To

Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
		E - Alexander Ramsey Room (NC) Non-Contract Services - This sale is consistent with the “Contract Release Construction Language Modification” associated with the MN State Contract.		
2	LBC-H-T-WP	Link Bridge, HDMI Transmitter, HDBT, Wall-Plate	231.12	462.24

Subtotal	462.24
Shipping Cost (UPS Ground)	17.00
Total	$479.24

To accept this quotation, complete the proposal summary page at the end of this document. Please review the terms, conditions and client responsibilities of this proposal in full.

Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods. Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit. Returns require an authorization number and must be made within 30 days. Custom orders and “Consumables”, such as projector lamps, may not be returned. Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty. Restocking fees varying depending on the product line, expect a minimum charge of 25%.

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This document is subject to the terms and conditions found here: www.tierneybrothers.com/SOTC

TIERNEY

Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108595	11/14/2017

Bill To

Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To

Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		F - Rum River Room (SC)		
		----------Video Equipment----------		
1	PTRZ570WU	PT-RZ570WU DLP PROJ 5000L WUXGA WHITE	4,386.76	4,386.76
1	Integration Item	RPA324W, RPA Universal & Custom Ceiling Projector Mount - White	116.15	116.15
1	CMS445N	Speed-Connect Suspended Ceiling Tile Replacement Kit with Power Outlet Housing	177.64	177.64
1	CMS024W	24” Fixed Pipe White	26.84	26.84
1	DTP T USW 333 w/Audio	DTP T USW 333 2 HDMI, VGA Switcher w/Audio Ð 330 feet (100 m)	849.30	849.30
1	DTP HDMI 330 Rx	DTP HDMI 4K 330 Rx Long Distance HDMI Twisted Pair Extender HDMI Rx - 330 feet	313.50	313.50
		----------Audio Equipment----------		
1	PT615-CFS-P	Pt615-Cfs-P Sngle Powered Spkrw/ Passive Speaker (2 Spk Set)	398.84	398.84
		----------Control System----------		
1	MLC Plus 100 White and Black Faceplates, 2-Gang	MediaLink Plus Controller - MLC Plus 100 White and Black Faceplates, 2-Gang	678.30	678.30
1	40973	Single Motor Low Voltage Control System with wall switch	193.68	193.68
		----------Other Equipment and Services----------		
1	Cables, Connectors and Hardware	Custom Package of Cables, Connectors and Hardware Includes: VGA with Audio, HDMI, Shielded Twisted Pair, Shielded RJ45, Bulk Cabling and Misc Hardware	933.78	933.78
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 7.78 Hours at $64.00/Hour	498.00	498.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 11.66 Hours at $70.00/Hour	816.00	816.00

TIERNEY

Quote

Quote #	Date
108595	11/14/2017

Qty	Item	Description	Price	Ext. Price
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 2 Hours at $115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates. If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues Chapter 297A Section 70 “Exemptions for Governments and Nonprofit Groups.” Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer’s warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.	230.00	230.00

Subtotal	9,618.79
Shipping Cost (UPS Ground)	0.00
Total	$9,618.79

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TIERNEY

Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108595	11/14/2017

Bill To

Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To

Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		F - Rum River Room (SC)		
		----------Video Equipment----------		
1	PTRZ570WU	PT-RZ570WU DLP PROJ 5000L WUXGA WHITE	4,386.76	4,386.76
1	Integration Item	RPA324W, RPA Universal & Custom Ceiling Projector Mount - White	116.15	116.15
1	CMS445N	Speed-Connect Suspended Ceiling Tile Replacement Kit with Power Outlet Housing	177.64	177.64
1	CMS024W	24” Fixed Pipe White	26.84	26.84
1	DTP T USW 333 w/Audio	DTP T USW 333 2 HDMI, VGA Switcher w/Audio Ð 330 feet (100 m)	849.30	849.30
1	DTP HDMI 330 Rx	DTP HDMI 4K 330 Rx Long Distance HDMI Twisted Pair Extender HDMI Rx - 330 feet	313.50	313.50
		----------Audio Equipment----------		
1	PT615-CFS-P	Pt615-Cfs-P Sngle Powered Spkrw/ Passive Speaker (2 Spk Set)	398.84	398.84
		----------Control System----------		
1	MLC Plus 100 White and Black Faceplates, 2-Gang	MediaLink Plus Controller - MLC Plus 100 White and Black Faceplates, 2-Gang	678.30	678.30
1	40973	Single Motor Low Voltage Control System with wall switch	193.68	193.68
		----------Other Equipment and Services----------		
1	Cables, Connectors and Hardware	Custom Package of Cables, Connectors and Hardware Includes: VGA with Audio, HDMI, Shielded Twisted Pair, Shielded RJ45, Bulk Cabling and Misc Hardware	933.78	933.78
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 7.78 Hours at $64.00/Hour	498.00	498.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 11.66 Hours at $70.00/Hour	816.00	816.00

TIERNEY

Quote

Quote #	Date
108595	11/14/2017

Qty	Item	Description	Price	Ext. Price
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 2 Hours at $115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates. If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues Chapter 297A Section 70 “Exemptions for Governments and Nonprofit Groups.” Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer’s warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.	230.00	230.00

Subtotal	9,618.79
Shipping Cost (UPS Ground)	0.00
Total	$9,618.79

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Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108598	11/14/2017

Bill To
Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To
Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		G - Core Room (SC)		
		----------Video Equipment----------		
		Owner Furnished Product -Existing Projector and Mount		
		Owner Furnished Product - Existing Flat Panel Display		
		Owner Furnished Product - Cable Box with HDMI output		
1	DTP T USW 333 w/Audio	DTP T USW 333 2 HDMI, VGA Switcher w/Audio Ð 330 feet (100 m)	849.30	849.30
1	DTP HDMI 330 Rx	DTP HDMI 4K 330 Rx	313.50	313.50
		Long Distance HDMI Twisted Pair Extender		
		HDMI Rx - 330 feet		
1	60-1480-01	DA2 HD 4K	393.30	393.30
		Two Output 4K HDMI		
		----------Control System----------		
1	MLC Plus 100 White and Black Faceplates, 2-Gang	MediaLink Plus Controller - MLC Plus 100 White and Black Faceplates, 2-Gang	678.30	678.30
1	40973	Single Motor Low Voltage Control System with wall switch	193.68	193.68
		----------Other Equipment and Services----------		
1	Cables, Connectors and Hardware	Custom Package of Cables, Connectors and Hardware Includes: VGA with Audio, HDMI, Active Optical HDMI, Shielded Twisted Pair, Shielded RJ45, Bulk Cabling, Misc Hardware	802.56	802.56
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 7.78 Hours at $64.00/Hour	498.00	498.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 10.66 Hours at $70.00/Hour	746.00	746.00
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 2 Hours at $115.00/Hour	230.00	230.00

TIERNEY

Quote

Quote #	Date
108598	11/14/2017

Qty	Item	Description	Price	Ext. Price
		Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates. If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues Chapter 297A Section 70 “Exemptions for Governments and Nonprofit Groups.” Please inform us if this project will be used for taxable purposes. If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer’s warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.		

Subtotal	4,704.64
Shipping Cost (UPS Ground)	0.00
Total	$4,704.64

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Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108637	11/14/2017

Bill To

Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To

Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	Transaction Not Eligible	

Qty	Item	Description	Price	Ext. Price
		G - Core Room (NC) Non-Contract Services - This sale is consistent with the “Contract Release Construction Language Modification” associated with the MN State Contract.		
1	CSE-200	CSE-200 “ClickShare-200” Complete Starting Package Includes • (1) Base Station • (2) USB Buttons	1,728.00	1,728.00
1	R9861500T01	ClickShare Tray Ð USB Button Holder	79.00	79.00
1	Services - Integration for MN State Contract	Non Contract Installation Services - Construction Services by a Contract Vendor (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 5 Hours at $80.00/Hour	400.00	400.00

Subtotal	2,207.00
Shipping Cost (UPS Ground)	57.00
Total	$2,264.00

To accept this quotation, complete the proposal summary page at the end of this document. Please review the terms, conditions and client responsibilities of this proposal in full.

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Quote

Serving the States of: IL | IN | IA | KY | MI | MN | MO | ND | NE | OH | SD | WI

Remit To: 1771 Energy Park Drive, Suite 100 St. Paul, MN 55108
(612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
www.tierneybrothers.com

Quote #	Date
108599	11/14/2017

Bill To
Jason Fredrickson
City Of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

___ Initial if correct or revise accordingly

Ship To
Jason Fredrickson
City Of Ramsey
15050 Armstrong Blvd.
Ramsey MN 55303

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
2/12/2018	209 Heidi Harvey	MNS-CPV 21594	

Qty	Item	Description	Price	Ext. Price
		H - Room Schedulers (SC)		
		----------Other Equipment and Services----------		
6	TLP Pro 520M	5" Wall Mount TouchLink Pro Touchpanel Black - Wall Mount	906.30	5,437.80
4	GMK 1	Glass Mt Kit for TLP Pro 320M & 520M, TLC Pro 521M	44.46	177.84
4	SMB 1 Black	SMB 1 Low Profile Surface Mount Box for TLP Pro 320M and TLP Pro 520M TouchLink Pro Touchpanels	74.10	296.40
		If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues Chapter 297A Section 70 "Exemptions for Governments and Nonprofit Groups." Please inform us if this project will be used for taxable purposes.		
		If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable.		
		----------Other Equipment and Services----------		
1	Custom Cables, Connectors, and Hardware	Custom Package Hardware includes Bulk Cabling and Misc Hardware	345.00	345.00
1	Services: Design - State Contract	Services: Design - State Contract (Non Construction) Engineering and Project Management Services 4.78 Hours at $64.00/Hour	306.00	306.00
1	Services - Integration for MN State Contract	State Contract (Non Construction) Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client. 9.66 Hours at $70.00/Hour	676.00	676.00
1	Programming and Configuration	Programming and Configuration Completed in the Field or In House 7.20 Hours at $115.00/Hour Includes 90-day Programming Warranty; allowing for modifications to be made to the initial functionality within this time frame at no charge. Appointment times determined by Tierney Brothers. Changes requested after this time will be billable at standard hourly rates.	827.60	827.60
		If tax has not been included on this proposal, pricing does not include Minnesota General Sales Tax under Minnesota Statues Chapter 297A Section 70 "Exemptions for Governments and Nonprofit Groups." Please inform us if this project will be used for taxable purposes.		

TIERNEY

Quote

Quote #	Date
108599	11/14/2017

Qty	Item	Description	Price	Ext. Price
		If tax has been included on this proposal, we do not have a tax exempt form on file for your account. Please provide a completed Form ST3, Certificate of Exemption if applicable. * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer's warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.		

Subtotal	8,066.64
Shipping Cost (UPS Ground)	0.00
Total	$8,066.64

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TIERNEY

1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com

Responsibilities and Conditions

Client Responsibilities

Contract a licensed electrician to provide high voltage power connections. The system design will determine if optimum placement of outlets is best achieved before or after the installation of the AV equipment. The assigned Project Manager will communicate the specific to you during the project planning. Tierney Brothers recommends that each projector, TV, plasma, LCD, etc. have a dedicated quad electrical outlet.

Provide Tierney Brothers with any existing system design specifications, diagrams, room drawings or other materials that would facilitate completion of the proposed Scope of Integration Services.

All necessary ceiling tile work involved in the installation, unless an alternative has been indicated in the Scope of Integration Services in this proposal.

Prepare, replace, repair or modify any structural or cosmetic changes that Tierney Brothers has made or needs to make. This includes, but is not limited to, ceiling grids, floor tiles, walls and pre-existing equipment. This does not include repair for accidental damage caused by Tierney Brothers.

Confirm area is ready for installation when scheduled. This includes but is not limited to the room being vacated, physical conditions confirmed and owner furnished equipment (OFE) available. If the area is not prepared for installation when scheduled or the client has not notified Tierney Brothers five business days in advance of any schedule change or installation cancellation, there will be a $350.00 charge. Rescheduling of the installation will be set for a later date as determined by Tierney Brothers.

TBI will not be responsible for the condition and functionality of any existing OFE during the installation process. This includes de-install and reinstall of OFE. Should existing equipment fail or not work properly with our system design, the customer will have the option of sourcing a TBI approved replacement part or TBI will offer a billable replacement alternative. If OFE malfunction causes delays in the installation timeframe, additional billable labor charges may apply.

Clients purchasing SMART product are responsible for loading all SMART software on the applicable computers and connection of these computers to the SMARTboard prior to any scheduled training sessions.

Complete Customer Configuration Worksheets as requested by Tierney Brothers within five business days. This information is required to properly integrate the new equipment with your existing IT infrastructure.

TBI requires access to customer's computer and network at the time of installation to be able to complete installation and testing of the designed system. Return visits to test equipment and functionality may result in additional charges.

TBI's initial estimates assume all work may be completed using standard ladders. If a lift is required, additional charges will be incurred and presented as part of a change request.

For U of M Installations only: University of Minnesota customers are responsible for contacting their Facilities Management Department to coordinate conduit installation for all A/V wire and cable installations.

Tierney Brothers Responsibilities (Upon Authorization)

Proceed with ordering the specified equipment and preparing a schedule for completion of the proposed services.

Conduct pre-installation site visit (if necessary) involving the main site contact, site facilities representatives and a Tierney Brothers' project manager or a qualified alternate.

Review scope, terms and conditions of the installation with the client at the pre-installation site visit. This will include, but is not limited to electrical, construction and cosmetic responsibilities.

Basic system training, separate from Professional Development, is included in this proposal. This training will be scheduled and completed by a Tierney Brothers' representative at the end of the project installation.

If Professional Development is part of this proposal, sessions must be scheduled within six months of install completion.

Clients purchasing SMARTboards: After the installation of the SMARTboard is complete, the SMARTboard USB connection will be tested using the Tierney Brothers installer's laptop. After system functionality is confirmed, the USB connection will be hooked into the client's computer if it is present in the space.

For safety reasons, Tierney Brothers will not modify/cut the trays on existing white boards or chalk boards. A solution for mounting over the existing board will be proposed. Any modifications to the existing board would need to be made by the customer prior to the arrival for Tierney Brothers' installation personnel.

Scheduling

Installations are typically scheduled six to eight weeks from receipt of the customer's purchase order. Custom ordered product may increase the time needed to complete the proposed services.

Standard service and support is limited to Monday through Friday, 8:00 AM to 5:00 PM central standard time, excluding national holidays. Expanded service hours may be available for an additional charge if determined necessary.

This schedule assumes no delays or obstacles will be encountered in gaining access for the installation.

Site Conditions

Tierney Brothers cannot enter into work in or otherwise disturb any areas containing asbestos.

Tierney Brothers recommends that each Projector, TV, Plasma, LCD, etc. have a duplex receptacle fed off of a dedicated 20 amp circuit available for use. Systems containing multiple racks of amplifiers or other equipment may require additional circuits.

Please initial to acknowledge and authorize the Responsibilities and Conditions presented here. _____

1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com

Proposal Terms

Accounting Terms

For installations scheduled to take 30 days or less from the first day on site to the last, Tierney Brothers will invoice the total project in full upon substantial completion. Tierney Brothers reserves the right to bill progressively for installations which are scheduled to take more than 30 days on site. The balance is due Net 30 days from the installation completion date, with 2% interest added to unpaid balance.

Sales Taxes
All applicable sales tax amounts will be charged on the sale of goods or services according to each governing law and remitted to the proper taxing authority. If your organization is tax exempt, please complete an exemption certificate and return to Tierney Brothers.

Proposal Changes
If additional products or services are requested prior to receipt of your signed purchase order or quote proposal, Tierney Brothers will provide an updated quote proposal, including a revised scope. If additional products or services are requested after receipt of your signed purchase order or quote proposal, Tierney Brothers will provide a change request quote with the requested equipment and scope to detail the requested changes for your approval.

Upon receipt of your signed purchase order or quote proposal, Tierney Brothers will proceed with the authorized services and invoice in accordance with the purchase order or quote proposal. Verbal agreements will not be processed until confirmation, in writing, has been received.

There may be a 20% to 30% restocking fee plus freight charges for those items ordered which have to be returned to the manufacturer due to customer request or by change of order. Custom order products and certain product lines not typically carried by Tierney Brothers may not be returned.

Other Terms

Installation Warranty
See specific warranty coverage program outlined in this proposal.

Repair or replacement service for TBI installed consumer grade monitors/displays are subject to manufacturer warranty and service. TBI does offer de-install/re-install assistance for vendor warranty repair or replacement at an additional charge.

Programming Warranty
The programming warranty is 90 days, starting at the commission of the system. Changes or fixes to the system after this time will be billable at our standard service call rates."

Labor Classifications and Assumptions
Unless mutually agreed upon in writing prior to executing this agreement, it is the understanding of both parties that Union and/or Prevailing Wage regulations, specifically those contained in 40 U.S.C. 276a-5, or MN Stat § 177.41-177.44, do not apply to the work to be performed under this contract.

Unless travel charges are specified, this proposal assumes Tierney Brothers, Inc. has local certified, licensed and insured technicians available to complete the integration services. In the event, the job site is located in a geographical area where this does not apply or a specific installation time is requested for which this personnel is not available, additional charges may apply.

All hours for installation are assumed to be between 8am and 5pm (normal business hours) unless specified in this proposal. Request for work outside of normal business hours will be subject to the following increased hourly labor rates:

- Second Shift (3:00pm to 10:00pm) will be billed at one and a half times our standard labor rate.
- Weekend or Holiday hours will be billed at two times our standard labor rate.

Requests for installations outside our normal business hours are subject to approval by the Director of Post Sales Integration.

NOTICE CONFIDENTIAL INFORMATION - The information in this proposal is proprietary and strictly confidential. It is intended solely for the use of the named parties. If the reader of this proposal is not the intended recipient or the employee or agent responsible to deliver it to the intended recipient, any dissemination, distribution, copying or other use of the information contained in this document is strictly prohibited. If this has been received in error, please notify the responsible party immediately and then delete this proposal from all data storage devices and destroy all hard copies.

Video recording of a Tierney Brothers SMART Certified Trainer or Professional Development session, and copying or distribution of any printed material supplied by Tierney Brothers Inc., is protected content under copyright licensing and can be used only with express permission from Tierney Brothers, Inc. Any video or digital content created during a training session can be used only within the organization paying for such services and cannot be shared online or distributed in any manner.

This quotation is valid for a period of 90 days.

Please initial to acknowledge and authorize the Proposal Terms presented here. _____

1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com
612.331.5500◆800.933.7337◆Fax - 612.331.3424

Tierney Brothers 90 Day Limited Warranty Coverage Program
Designed for:
City Of Ramsey

Terms and Conditions

Tierney Brothers, Inc. warrants the installation you have purchased from Tierney Brothers, Inc. from defects in materials and workmanship, under normal use, during the 90 Day Warranty period. Normal use is defined as operating the system within its designed specifications. The warranty period commences on the date of customer signoff, at the completion of the install by Tierney Brothers, Inc.

During the warranty period, Tierney Brothers, Inc. will first work to resolve any problems by troubleshooting over the phone. If Tierney Brothers, Inc. Support Specialists determine that the issue cannot be resolved over the phone, a Technician will be dispatched to your location(s) within 72 hours of the original call (Monday through Friday 8:00am – 5:00pm, excluding national holidays). Customers outside of a 150 mile radius of Tierney Brothers, Inc. are subject to mileage and trip charges. If service is required after the 90 Day Warranty period has expired, the customer will be billed at Tierney Brothers, Inc. current labor rates. If the customer has purchased a Tierney Brothers, Inc. Extended Maintenance Agreement, that will commence at the end of the 90 Day Warranty. If you would like additional information regarding Tierney Brothers, Inc. Extended Maintenance Agreements, please contact your Tierney Brothers, Inc. Sales Representative at 612-331-5500.

Obtaining Warranty Service

To obtain warranty service, please use your custom support portal (support.tierneybrothers.com) and contact us via chat, phone, or email:
https://support.tierneybrothers.com/
Click here for a short video explaining how to log in to your support portal your first time:
http://content.jwplatform.com/players/TpGSX21s-kaM9q1Ga.html
If you have any questions, please email support@tierneybrothers.com or call us at 800-933-7337. You can also call our advanced support line, 855-612-7762.

Limitations of coverage

The following items are excluded from coverage under the warranty:

a. Equipment that has been removed or reinstalled in a different location

b. Damage or other equipment failure due to causes beyond our control including, but not limited to, operator negligence, the failure to maintain the equipment according to the owner's manual instructions, abuse, vandalism, theft, fire, flood, wind, freezing, power failure, inadequate power supply, acts of war or acts of God.

c. Any utilization of equipment that is inconsistent with either the design of the equipment or the way the manufacturer intended the equipment to be used.

d. 90 Day Onsite Warranty covers all hardware related failures, network or software related failures are not covered under Tierney Brothers, Inc. 90 Day Onsite Warranty.

e. Operational or mechanical failure which is not reported prior to expiration of this contract.

f. Equipment where the serial plate attached to the equipment is removed, defaced or made illegible.

g. Damage resulting from unauthorized repair, software virus, improper electrical wiring and connections.

h. Existing Owner Furnished equipment.

i. Lift and Scaffolding rental is not included.

This maintenance contract refers to:
Council Chambers Update
15855 R1

I have read, understand and agree to the above terms and conditions per the plan elected.

Authorized Signature: _____

Date: _____

Plan Type: _____

1771 Energy Park Drive, Suite 100
St. Paul, MN 55108
www.tierneybrothers.com

City Of Ramsey
Council Chambers Update
15855 R1

Proposal Summary

			Please Initial to Accept or Decline Please Acknowledge All Proposals Accept	Decline
B - Itasca Room				
State Contract Total:	$	5,984.50		
Non Contract Total:	$	2,969.00		
Proposal Total:	***$***	***8,953.50***	_____	_____
C - Trott Brook Room				
State Contract Total:	$	8,587.92		
Non Contract Total:	$	2,104.00		
Proposal Total:	***$***	***10,691.92***	_____	_____
D - Eddy Lake Room				
State Contract Total:	$	8,657.92		
Non Contract Total:	$	2,104.00		
Proposal Total:	***$***	***10,761.92***	_____	_____
E - Alexander Ramsey Room				
State Contract Total:	$	4,485.86		
Non Contract Total:	$	479.24		
Proposal Total:	***$***	***4,965.10***	_____	_____
F - Rum River Room				
State Contract Total:	$	9,618.79		
Non Contract Total:	$	2,184.00		
Proposal Total:	***$***	***11,802.79***	_____	_____
G - Core Room				
State Contract Total:	$	4,704.64		
Non Contract Total:	$	2,264.00		
Proposal Total:	***$***	***6,968.64***	_____	_____
H - Room Schedulers				
State Contract Total:	$	8,066.64		
Non Contract Total:	$	-		
Proposal Total:	***$***	***8,066.64***	_____	_____
Project Total:	**$**	**62,210.51**	*Project total if all proposals are accepted.	

The undersigned authorizes Tierney Brothers to proceed in accordance with the proposal including options elected and agrees as a representative of the client to be responsible for payment.

By signing below, the client has read and understands the scope of services and agrees to the client responsibilities and conditions.

Client's Name: _____

Authorized Signature: _____

*Client's Email Address: _____

*Client's Email Address: _____

Date: _____

*Please note, one or more items on your quote may include software. Our vendors require two unique email addresses with different domain names to be submitted with software orders. These email addresses will receive the electronic key codes required to download and install your new software. Please include these two email addresses with your purchase order at the time your order is placed.

CC Regular Session **4. 8.**

Meeting Date: 12/12/2017

By: Diana Lund, Finance

Information

Title

Authorize Renewal of Master Agreement With OPUS 21 (Utility Billing Provider) For Five Years

Purpose/Background:

The City currently contracts with OPUS 21 for utility billing services. OPUS 21 prints and distributes approximately 9,000 utility bills quarterly and handles all utility billing inquiries. For their services, OPUS 21 is paid approximately $60,000 annually.

The original contract (Master Services Agreement) with OPUS 21 was for the period of February 7, 2008 through February 6, 2013. On January 8, 2013, the City Council authorized a three year extension (February 7, 20013- February 6, 2016) with OPUS 21 via an Addendum to the Master Services Agreement. This Addendum included two (2) one-year renewal options at the City's discretion. The first year renewal option was for the period of February 7, 2016 - February 6, 2017 and the extension was authorized by City Council on January 26, 2016 and the second year renewal option for the period of February 7, 2017 - February 6, 2018 was authorized by City Council on February 14, 2017. Thus, the City's current contract with OPUS 21 is set to expire on February 6, 2018.

It is being requested to authorize the renewal of the Master Agreement with OPUS 21 for another five years for the period of February 7, 2018 - February 6, 2023. Per the City's purchasing policy, Requests for Proposals (RFP's) are normally proposed to solicit proposals for professional services. As OPUS 21 is the only known firm that offers full utility billing services (most companies offer bill print only) an RFP would not be necessary. The only other option would be for the City to perform the utility billing function in house, which staff has researched and found that it would not be cost effective.

The City's purchasing policy also states that the City Council, at its discretion, formally extend a current standard services contract upon the recommendation of City staff. Staff has been satisfied with OPUS 21 and recommends the contract extension.

All terms of the Master Agreement, as modified by the Addendum remain intact with the exception of a clause that asks for a not to exceed 3% increase for the 4th and 5th years of the contract to allow for a cost of living adjustment for OPUS 21 employees. The Renewal rates presented for years 1-3 are the rates currently being charged to the city. The City no longer pays the e-billing and payment posting - Rev Trak charge to OPUS 21 that was on the previous renewal options. These services are now covered by our credit card vendor known as Invoice Cloud.

Notification:

The City Attorney has reviewed the Original Master Agreement, Addendums & Renewal Options as they have occurred. The current contract renewal follows the same format as the renewal options.

Observations/Alternatives:

Other than bringing the function of utility billing in-house, staff has not found another vendor that provides the utility billing service outside of OPUS 21.

Funding Source:

All utility billing functions are paid through the respective enterprise funds of water, sewer, street lighting, recycling and storm drainage.

Recommendation:

Staff recommends the renewal of the contract with OPUS 21 for a period of five years.

Action:

Motion to authorize the renewal of the Master Service Agreement with OPUS 21 for the Period of February 7, 2018 - February 6, 2023.

Attachments

Renewal of Master Agreement: Feb 7, 2018 - Feb 6, 2023

Master Agreement, Addendum & 2 Year Options

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Diana Lund		Started On: 12/06/2017 01:23 PM
Final Approval Date: 12/07/2017		

NOTICE OF RENEWAL OF

OPUS[21] MANAGEMENT SOLUTIONS MASTER AGREEMENT

OPUS[21] Agreement Number: 4031

Date: February 1, 2008

Addendum: January 30,2018

The City of Ramsey and OPUS[21] Management Solutions, LLC, entered into a 60-month Master Agreement dated February 1, 2008, for the provision of software products and related services (see attached Exhibit A). The term of that Agreement was extended through February 6, 2016, with the option of two additional one-year renewals at the City's discretion in the Addendum signed on January 30, 2013 (see attached Exhibit B).

The City herby gives notice to OPUS[21] that the City elects to renew the Master Agreement for an additional five years (through February 6, 2023) as provided in the addendum with the following changes:

Service	Current & Renewal Cost
CIS Data Hosting	$0.37
Bill Production	$0.19
Bill Print	$0.13
Payment Posting – Lockbox	$0.20
Customer Service	$0.15

The City agrees that on the 4th and 5th anniversary of this Agreement that a Cost of Living value, not to exceed 3%, will be enacted. Years 1-3 reflect no changes to the current cost.

All other terms of the Master Agreement, as modified by the Addendum remain intact.

CITY OF RAMSEY

Dated: _____

_____

Sarah Strommen, Mayor

_____

Kurtis G. Ulrich, City Administrator

OPUS[21] MANAGEMENT SOLUTIONS
MASTER AGREEMENT
WITH
THE CITY OF RAMSEY

OPUS[21] Agreement Number: 4031
Date: February 1st, 2008

THIS **OPUS[21] Master Agreement** (this "Agreement"), is made and entered into this 1st day of February, 2008, by and between **OPUS[21] MANAGEMENT SOLUTIONS, LLC** A Minnesota Limited Liability Company, 680 Commerce Dr., Suite 160, Woodbury, MN 55125, ("OPUS[21]") and the **CITY OF RAMSEY**, a Minnesota Municipal corporation 7550 Sunwood Drive, NW, Ramsey, Minnesota ("City").

OPUS[21] and City agree that all products and services to be provided by OPUS[21] to City shall be furnished only under the terms and conditions of this Agreement and its attached Schedules No. 1 and No. 2 (the "Schedules").

OPUS[21] is a technology product and service firm specializing in providing certain technology software products and services that OPUS[21] has developed, owns or leases.

City desires to purchase products or services from OPUS[21].

OPUS[21] desires to supply City pursuant to the terms and conditions contained in this Agreement and the Schedules.

NOW THEREFORE, in consideration of the mutual promises contained herein, it is agreed to as follows:

1 **Definition of Terms.** As used herein:

1.1 **"Project"** – The products and services provided by OPUS[21] for City.
1.2 **"Schedules"** – Attachments 1 and 2 to this Agreement, which are made a part of this Agreement for all purposes.
1.3 **"OPUS[21] Custom Software"** – Software developed by OPUS[21] specifically for City or OPUS[21] Core Software customized by OPUS[21] specifically for City.
1.4 **"OPUS[21] Core Software"** – Software developed or customized by OPUS[21] but not specifically for City.
1.5 **"OPUS[21] Software"** – OPUS[21] Custom Software and OPUS[21] Core Software. OPUS[21] Software does not include the Source Code.
1.6 **"Third-Party Software"** – Software in machine-readable form provided by OPUS[21] to City that is not developed or customized by OPUS[21]. Third-Party Software does not include the Source Code.
1.7 **"Software"** – OPUS[21] Software and Thirty-Party Software.
1.8 **"Source Code"** – A copy of the computer programming code in human-readable form.
1.9 **"Support Services Agreement"** – The Support Services Agreement that the parties may execute for all OPUS[21] Software provided to City by OPUS[21].

1.10 **"Service Bureau Processing"** – City's use of the OPUS[21] Software to provide commercial service bureau data processing services to Third-Party Customers.

1.11 **"Third-Party Customer"** – Third party utility service providers that provide utility services and obtain service bureau processing from City.

2 **Term of Agreement.** This Agreement shall be effective upon the date hereof and shall continue in force for a period of 60 months unless earlier terminated in accordance with the terms herein.

3 **Compensation.** The amount of compensation City shall pay OPUS[21] for the products and services provided by OPUS[21] hereunder shall be provided in the Schedules. All compensation shall be payable by City within 30 days of receipt of an invoice from OPUS[21]. City shall pay OPUS[21] a late payment charge of 1.5% per month or the maximum amount permitted by applicable law, whichever is less, on all amounts remaining unpaid when due.

4 **Limitation of Liability.** EXCEPT FOR INDEMNITY CLAIMS PURSUANT TO SECTION 10.1, AND EXCEPT FOR CLAIMS ARISING FROM THE MUTUAL NON-DISCLOSURE AGREEMENT, OPUS[21]'S LIABILITY ON ANY CLAIM OF DAMAGES ARISING OUT OF THIS AGREEMENT SHALL BE LIMITED TO DIRECT DAMAGES AND SHALL NOT EXCEED THE AMOUNTS PAID BY CITY TO OPUS[21] UNDER THIS AGREEMENT. IN NO EVENT SHALL OPUS[21] BE LIABLE TO CITY FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, OR ECONOMIC DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE PERFORMANCE OR BREACH THEREOF EXCEPT FOR SUBSTANTIAL PROVEN NEGLIGENCE BY OPUS[21]. IN NO EVENT SHALL OPUS[21] BE LIABLE TO THIRD-PARTY CUSTOMERS FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, OR ECONOMIC DAMAGES ARISING OUT OF OR RELATED TO THE USE OF OPUS[21] SOFTWARE IN SERVICE BUREAU PROCESSING.

5 **Confidentiality of City's Information.**

5.1 OPUS[21] acknowledges that City, subject to the State of Minnesota Date Privacy Law, regards as confidential and as a proprietary asset any information or materials that come to the attention of OPUS[21] by reason of (a) the presence of OPUS[21]'s agents, employees, or representatives at City's site, or (b) OPUS[21] furnishing services to City in connection with this Agreement (such information, materials, and records collectively being referred to as "City's Confidential or Proprietary Information").

5.2 OPUS[21] agrees to safeguard City's Confidential or Proprietary Information by holding it in strict confidence, disclosing it only to those employees, agents or contractors who have a need to know in order to provide services as agreed upon. In the event that a subpoena or other legal process that in any way concerns City's Confidential or Proprietary Information is served upon OPUS[21], then OPUS[21] agrees to notify City in a reasonable manner following receipt of such subpoena or other legal process, and OPUS[21] will reasonably cooperate with City, as requested by City, to contest the subpoena or other legal process (provided that City agrees to pay any expense OPUS[21] incurs in so doing).

5.3 OPUS[21] agrees to take all reasonable steps to prevent the disclosure, publication or dissemination of City's Confidential or Proprietary Information to any other person or entity, except where and to the extent specifically required by law.

5.4 Notwithstanding anything herein to the contrary, City's Confidential or Proprietary Information shall not include: (a) information that comes into the public domain except as a result of a breach of this confidentiality provision; (b) information received by OPUS[21] from a third party not under any obligation of confidentiality with respect thereto; (c) information that is independently developed by OPUS[21] personnel that have not had access to City's Confidential or Proprietary Information; (d) information required to be disclosed under operation of law; or (e) information approved in advance in writing for disclosure by City.

5.5 In addition to any rights or remedies that are provided by this Agreement, City shall have all other rights and remedies available in law and in equity for any violation of this Section 5 by OPUS[21]. Such rights and remedies shall be non-exclusive and cumulative.

6 **Intellectual Property.** All computer programs, including the OPUS[21] Software, related documentation, written procedures, copies of transcripts, Source Codes, and similar items are proprietary to and shall be considered trade secrets and confidential information remaining the property of OPUS[21]. City agrees that, other than those disclosures and records required to be made or maintained pursuant to Minnesota Law, it will not disclose to any third party at any time (either during or after termination of this Agreement) any OPUS[21] trade secrets or any other OPUS[21] secrets or confidential information, learned by City in connection with this Agreement. All documentation shall be returned to OPUS[21] upon termination of this Agreement. All original input data items shall remain the property of City and will be returned pursuant to City's instructions, except as may be required by the State of Minnesota Data Privacy Law. City shall retain or destroy all original input documentation and other documentation in accordance with its own procedures.

7 **Modification.**

7.1 Either party may modify this Agreement or any Schedules through mutual agreement of both parties.

7.2 In the Event of Default, as defined in Section 8 below, the non-defaulting party may terminate this Agreement or any Schedule.

7.3 In the event of modification for any reason, City will pay all amounts due and payable under this Agreement up to the effective date of modification, and City may retain and use any products or services delivered to City prior to the date of modification as governed by the terms and good standing of the Agreement.

8 **Events of Default.**

8.1 City's failure to make payments as provided herein.

8.2 A party's failure to perform any material covenant, agreement, obligation, term or condition contained herein; provided, however, the party's failure to perform as provided in this Section 8.2 shall not be an Event of Default if the defaulting party cures such default within thirty (30) days of receipt of written notice of default from the non-defaulting party or if the default cannot be cured within thirty (30) days, if the defaulting party commences cure within thirty (30) days of receipt of written notice and proceeds to cure such default within a reasonable period of time not to exceed 60 days from the date of default.

8.3 A party ceases to do business as a going concern, makes an assignment for the benefit of creditors, admits in writing its inability to pay debts as they become due, files a petition in bankruptcy (except in connection with a reorganization under which the business of such party is continued and performance of all of its obligations under this Agreement shall continue) or appoints a receiver, acquiesces in the appointment of a receiver or trustee, or liquidator for it or any substantial part of its assets or properties.

9 **Remedies on Default.** In addition to the right of modification provided in Section 7.3 above, the non-defaulting party shall have all of the rights and remedies available in law and in equity.

10 **Hold Harmless and Indemnification.**

10.1 **By OPUS^{21}.** OPUS^{21} shall indemnify, defend and hold harmless City against any loss, damage or expense incurred by City as a result of claims, actions or proceedings brought by any third party arising out of OPUS^{21}'s performance of this Agreement including City's reasonable attorney's fees and any money damages or costs awarded in respect of any such claim(s) and any suit raising any such claim(s); provided, however, that (a) City shall have given OPUS^{21} prompt written notice of any such claim, demand, suit or action; (b) City shall cooperate with said defense by complying with OPUS^{21}'s reasonable instructions and requests to City in connection with said defense; and (c) OPUS^{21} shall have control of the defense of such claim, suit, demand, or action and the settlement or compromise thereof.

10.2 **By City.** City shall indemnify, defend and hold harmless OPUS^{21} against any loss, damages or expense incurred by OPUS^{21} as a result of claims, actions or proceedings brought by any third party arising out of City's performance of this Agreement including OPUS^{21}'s reasonable attorney's fees and any money damages or costs awarded in respect of any such claim(s) and any suit raising any such claim(s); provided, however, that (a) OPUS^{21} shall have given City prompt written notice of any such claim, demand, suit or action; (b) OPUS^{21} shall cooperate with said defense by complying with City's reasonable instructions and requests to OPUS^{21} in connection with said defense; and (c) City shall have control of the defense of such claim, suit, demand, or action and the settlement or compromise thereof.

11 **Notices.** All notices and other communications under this Agreement must be in writing and shall be deemed to have been given if delivered personally, sent by facsimile (with confirmation), mailed by certified mail, or delivered by an overnight delivery service (with confirmation) to the parties at the following addresses or facsimile numbers (or at such other address or facsimile number as a party may designate by like notice to the other parties):

To OPUS^{21}:

OPUS^{21} Management Solutions, LLC
Attention: Lynn Shuba, President
680 Commerce Drive, Suite 160
Woodbury, MN 55125
Facsimile No.: (651) 905-0440

To City:

City of Ramsey
Attention: Finance Director
7550 Sunwood Drive NW
Ramsey, MN 55303
Facsimile No.: (763) 427-5543

Any notice or other communication shall be deemed to be given (a) on the date of personal delivery, (b) at the expiration of the third (3rd) day after the date of receipt in the United States Mail, or (c) on the date of confirmed delivery by facsimile or overnight delivery service.

12 **Governing Law/Dispute Resolution.** This agreement shall be governed by, construed, and enforced under and in accordance with the Laws of the State of Minnesota. In the event of any litigation arising under or construing this Agreement, Plaintiff agrees to bring any action in the State of Minnesota. Prior to either party commencing any legal action under this Agreement, the parties agree to try in good faith, to settle any dispute amicably between them. If any dispute arises between the parties either relating to this Agreement or in any way arising out of this Agreement then the complaining party shall provide a notice of such dispute, in writing, to the other party. Such notice shall include both a specific description of the disputed issues and suggested action(s) to remedy such dispute. The Parties shall thereafter attempt, in good faith, to settle such dispute. If no resolution of the dispute is reached within forty-five (45) days of the notice of dispute, then either party may pursue any legal remedy it may have available including instituting suit in a court of competent jurisdiction.

13 **Binding Nature and Assignment.** This Agreement shall bind the parties and their successors and permitted assigns. Neither party may assign this Agreement without the prior written consent of the other party, except that the term "Assignment" shall not include any transfer by merger, acquisition, stock transfer or other consolidation with another entity. Notwithstanding the foregoing, City shall effect no assignment or transfer by merger, acquisition, stock transfer, sale of substantially all of the assets or consolidation to or with any entity engaged substantially in the business of providing software and/or related services that are similar to the software and services provided by OPUS[21].

14 **No Third Party Beneficiaries.** This Agreement gives no rights or benefits to anyone other than OPUS[21] and City. OPUS[21] reserves the right to enforce the terms and conditions of this Agreement against all Third-Party Customers.

15 **Force Majeure.** Neither party shall be in default by reason of any failure in the performance of this Agreement (except failure to pay) if such failure arises out of causes beyond its reasonable control. Such causes may include, but are not limited to, acts of God, acts of the public enemy, acts of government in either its sovereign or contractual capacity, acts of the party whose performance is not sought to be excused, fires, flood, weather, epidemics, quarantine restrictions, strikes, freight embargoes, failure of transmission or power supply, or other causes beyond its sole control. The party so affected will resume performance as soon as practicable after the force majeure event terminates.

16 **Entire Agreement.** This Agreement and the Schedules contain the entire understanding of the parties with respect to its subject matter, and supersedes and extinguishes all prior oral and written communications between the parties relative to its subject matter. No amendment to, or change, waiver or discharge of any provision of this Agreement shall be valid unless in writing and signed by any authorized representative of the party against which such amendment, change, waiver or discharge is sought to be enforced.

17 **Signature Authority.** Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.

18 **Relationship of the Parties.** The relationship of the parties established by this Agreement is solely that of independent contractors, and nothing contained in this Agreement shall be construed to (a) give any party the power to direct and control the day-to-day activities of the other; or (b) constitute such parties as partners, joint venturers, co-owners or otherwise as participants in a joint or common undertaking; or (c) make either party an agent of the other for any purpose whatsoever. Neither party nor its agents or employees is the representative of the other for any purpose, and neither has power or authority to act as agent, employee to represent, to act for, bind, or otherwise create or assume any obligation on behalf of the other.

19 **Approvals and Similar Actions.** Where agreement, approval, acceptance, consent or similar action by either party is required by any provision of this Agreement, such action shall not be unreasonably delayed or withheld, unless specifically permitted by this Agreement.

20 **Publicity.** Either party hereto may prepare press releases concerning the existence of this Agreement and may reference the other party and this Agreement in its advertising, sales promotions, trade shows, or other marketing material, subject to review, comment, revision and prior written approval of the other party which approval shall not be unreasonably delayed or withheld.

21 **Severability.** If any provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent or, if that is not possible, by substituting another provision that is enforceable and achieves the same objective and economic result. IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT EACH PROVISION OF THIS AGREEMENT WHICH PROVIDES FOR A LIMITATION OF LIABILITY, DISCLAIMER OF WARRANTIES, INDEMNIFICATION OR EXCLUSION OF DAMAGES OR OTHER REMEDIES IS INTENDED TO BE ENFORCED AS SUCH. FURTHER, IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT IN THE EVENT ANY REMEDY UNDER THIS AGREEMENT IS DETERMINED TO HAVE FAILED OF ITS ESSENTIAL PURPOSE, ALL LIMITATIONS OF LIABILITY AND EXCLUSIONS OF DAMAGES OR OTHER REMEDIES SHALL REMAIN IN EFFECT.

22 **Waiver.** No delay or omission by either party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by

either party of any covenant or breach shall not be construed to be a waiver of any succeeding breach or of any other covenant. All waivers must be in writing and signed by the party waiving its rights.

23 **Attorneys' Fees.** If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other costs incurred in that action or proceeding, in addition to any other relief to which it may be entitled.

24 **Compliance with Laws.** Each party shall comply with all governmental, including federal, state, and local laws, statutes, rules and regulations applicable to this Agreement.

25 **Conflicts between Agreements.** In the event that any terms of this Master Agreement conflict with any Schedule(s), License Agreement, or Support Services Agreement, the specific terms of those particular schedules or agreements will govern.

Accepted by:

OPUS[21] Management Solutions, LLC
a Minnesota Limited Liability Company

By: _____
Lynn Shuba
Its: President

February 1st ,2008
Date

City of Ramsey,
a Minnesota Municipal Corporation

By: _____
Its: Mayor

Attest By: _____
Its: City Administrator

February 7 ,2008
Date

SCHEDULE NO. 1

BASE SERVICES AND COST

Parties: City of Ramsey ("City")
7550 Sunwood Drive NW
Ramsey, MN 55303

OPUS[21] Management Solutions ("OPUS[21]")
680 Commerce Dr., Suite 160
Woodbury, MN 55125

This Schedule is part of the **Master Agreement** between OPUS[21] and City dated February 1, 2008 and is OPUS[21] Agreement No. 4031.

NOW, THEREFORE, the parties agree as follows:

1. Term of Agreement.

The term of the agreement will be 60 months from the date hereof.

2. Cost of Services. CIS Data Hosting, Bill Print, Lockbox and Support Services

Quarterly Billing Agreement

City Information Systems (CIS) Data Hosting / Account / Qtr	$0.46
Personnel & Support / Account /Qtr	$0.24
Simplex Bill Print w/ Inner and Outer Envelopes	$0.12
Remittance Lockbox / Account Processed	$0.19
Call Center from 8:00 AM – 9:00 PM M-F / Account / Qtr	$0.14

Postage is a direct or pass-through cost.

Special notices and mailings at $0.30 per item plus postage and printing.

Meter reading option through RMR Services, LLC, a Minnesota Limited Liability Company, 9772 Isanti St NE, Blaine, MN 55449 with shared equipment with City of Big Lake.

OPUS[21] Management Solutions, LLC
a Minnesota Limited Liability Company

By: _____
Lynn Shuba
Its: President

February 1st ,2008
Date

City of Ramsey,
a Minnesota Municipal
Corporation

By: _____
Its: Mayor

Attest By: _____
Its: City Administrator

February 7 ,2008
Date

SCHEDULE NO. 2

CONVERSION OF DATA

Parties: City of Ramsey **("City")**
7550 Sunwood Drive NW
Ramsey, MN 55303

OPUS[21] Management Solutions **("OPUS[21]")**
680 Commerce Dr., Suite 160
Woodbury, MN 55125

This Schedule is part of the **Master Agreement** between OPUS[21] and City dated the 1st day of February, and is OPUS[21] Agreement No. 4031.

NOW, THEREFORE, the parties agree as follows:

1 **Software.**

1.1 OPUS[21] will provide City with City Information System/Utility Billing Software:

2 **Services.** OPUS[21] will provide City with the following services on an as needed basis:

2.1 Planning and Specifications
2.2 Fulfillment
2.3 Configuration
2.4 Data Migration
2.5 Training
2.6 Testing
2.7 Production and Post-Live Monitoring

3 **Specifications.** OPUS[21] shall analyze City's needs to determine the required functionality and processes of the Software and/or Services. After preparing such needs analysis, OPUS[21] shall prepare specifications for the Software and/or Services ("Specifications").

4 **City's Obligation.** City shall:

4.1 Designate a primary and a secondary project manager, including telephone numbers and e-mail addresses, within ten (10) days following the execution of this Schedule.
4.2 Perform all of its obligations hereunder in a time frame that permits OPUS[21] to meet the Delivery Schedule.
4.3 Provide accurate information and the necessary resources required for OPUS[21] to meet the Delivery Schedule.
4.4 Participate in all required reviews, testing, training, and perform all City testing as deemed necessary by OPUS[21] to ensure the compliance and adherence to all required functionality and processes as defined and documented throughout the Project.

5 Compensation.

5.1 The Services to be provided by OPUS[21] described in this Schedule No. 2 shall not exceed $20,000.

OPUS[21] Management Solutions, LLC
a Minnesota Limited Liability Company

By: _____
Lynn Shuba
Its: President

February 1st ,2008
Date

City of Ramsey,
a Minnesota Municipal
Corporation

By: _____
Its: Mayor

Attest By: _____
Its: City Administrator

February 7 ,2008
Date

RECD FEB 04 2013

Addendum to Master Services Agreement No. 4031

For the Purpose of Extension of Service Agreement To:

SCHEDULE NO. 1

BASE SERVICES AND COST

Parties: City of Ramsey ("City")
7550 Sunwood Drive NW
Ramsey, MN 55303

OPUS[21] Management Solutions ("OPUS[21]")
680 Commerce Dr., Suite 160
Woodbury, MN 55125

This Addendum is part of the **Master Agreement** between the City of Ramsey and OPUS[21] Management Solutions originated February 7, 2008.

NOW, THEREFORE, the parties agree as follows:

1. Term of Agreement.

The term of the agreement will be 36 months beginning February 7, 2013 with two (2) one year renewal options at the city's discretion.

2. Cost of Services. CIS Data Hosting, Bill Print, Lockbox and Support Services for Quarterly Billing:

City Information Systems (CIS) Data Hosting / Account / Qtr.	$0.37
Personnel & Support / Account / Qtr.	$0.19
Simplex Bill Print w/ Inner and Outer Envelopes	$0.12
E-billing	$0.07
Remittance Lockbox / Account Processed	$0.19
RevTrak / Account Processed	$0.08
Call Center from 8:00 AM – 9:00 PM / Account / Qtr.	$0.14
Dedicated E-mail / Per Month	$18.00
First Insert at No Charge – Additional Inserts	$0.03

Postage is a direct or pass-through cost.

Special notices and mailings at $0.30 per item plus postage and printing.

OPUS[21] Management Solutions, LLC

A Minnesota Limited Liability Company

By: _____

Lynn Shuba / President

1/30/13

Date

City of Ramsey,

A Minnesota Municipal Corporation

By: _____

Mayor

Attested By: _____

City Administrator

1/10/13

Date

NOTICE OF RENEWAL

OF

OPUS[21] MANAGEMENT SOLUTIONS
MASTER AGREEMENT

OPUS[21] Agreement Number: 4031
Date: February 1, 2008
Addendum: January 30, 2013

The City of Ramsey and OPUS[21] Management Solutions, LLC, entered into a 60-month Master Agreement dated February 1, 2008, for the provision of software products and related services (see attached Exhibit A). The term of that Agreement was extended through February 6, 2016, with the option of two additional one-year renewals at the City's discretion in the Addendum signed on January 30, 2013 (see attached Exhibit B).

The City hereby gives notice to OPUS[21] that the City elects to renew the Master Agreement for an additional year (through February 6, 2017) as provided in the Addendum. All other terms of the Master Agreement, as modified by the Addendum, remain unaltered.

CITY OF RAMSEY

Dated: 2-1-16

Sarah Strommen, Mayor

ATTEST:

Kurtis G. Ulrich, City Administrator

NOTICE OF RENEWAL

OF

OPUS[21] MANAGEMENT SOLUTIONS
MASTER AGREEMENT

OPUS[21] Agreement Number: 4031
Date: February 1, 2008
Addendum: January 30, 2013
1st Year Renewal Option: January 26, 2016

The City of Ramsey and OPUS[21] Management Solutions, LLC, entered into a 60-month Master Agreement dated February 1, 2008, for the provision of software products and related services (see attached Exhibit A). The term of that Agreement was extended through February 6, 2016, with the option of two additional one-year renewals at the City's discretion in the Addendum signed on January 30, 2013 (see attached Exhibit B).

The City hereby gives notice to OPUS[21] that the City elects to renew the Master Agreement for an additional year (through February 6, 2018) as provided in the Addendum. All other terms of the Master Agreement, as modified by the Addendum, remain unaltered.

CITY OF RAMSEY

Dated: 2/14/17

Sarah Strommen, Mayor

ATTEST:

Kurtis G. Ulrich, City Administrator

NOTICE OF RENEWAL OF

OPUS[21] MANAGEMENT SOLUTIONS MASTER AGREEMENT

OPUS[21] Agreement Number: 4031

Date: February 1, 2008

Addendum: January 20, 2013

1st Year Renewal Option: January 26, 2016

The city of Ramsey and OPUS[21] Management Solutions, LLC, entered into a 60-month Master Agreement dated February 1, 2008, for the provision of software products and related services (see attached Exhibit A). The term of that Agreement was extended through February 6, 2016, with the option of two additional one-year renewals at the City's discretion in the Addendum signed on January 30, 2013.

The City herby gives notice to OPUS[21] that the City elects to renew the Master Agreement for an additional year (through February 6, 2018) as provided in the addendum with the following changes:

Service	Current Cost	Renewal Cost
CIS Data Hosting	$0.37	$0.37
Bill Production	$0.19	$0.19
Bill Print	$0.12	$0.13
e-Billing	$0.07	$0.08
Payment Posting – Lockbox	$0.19	$0.20
Payment Posting – RevTrak	$0.08	$0.09
Customer Service	$0.14	$0.15

All other terms of the Master Agreement, as modified by the Addendum remain intact.

CITY OF RAMSEY

Dated: 2/14/17

Sarah Strommen, Mayor

Kurtis G. Ulrich, City Administrator

CC Regular Session **4. 9.**

Meeting Date: 12/12/2017

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #17-12-310 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 23, 2017 through December 6, 2017

Action:

Motion to Adopt Resolution #17-12-310 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 23, 2017 through December 6, 2017.

Attachments

Bills List 12/12/2017

Resolution 12/12/2017

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	12/06/2017 02:52 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Jackie Lipski		Started On: 12/06/2017 02:20 PM
Final Approval Date: 12/07/2017		

CITY OF RAMSEY - FINANCE OFFICE Printed 12/6/2017

RAMSEY CITY COUNCIL MEETING

12/12/2017

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 11/23/17-12/6/17	235,910.58
Accounts Payable 11/23/17-12/6/17	294,441.74
Payroll 12/01/17	158,397.12
Debt Service	1,411,672.51
Pay Estimate- Project	11,986.10
TOTAL SUBMITTED FOR APPROVAL THIS MEETING	**$ 2,112,408.05**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2017 Y.T.D.
NET PAYROLL TOTAL	$ 163,550.60	$ 3,692,879.57
- CORRECTION TO PAYROLL		
PREPAIDS	354,203.34	7,111,376.53
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	343,281.25	1,498,012.51
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	114,272.09	5,213,329.96
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	713,604.69	2,855,885.32
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 1,688,911.97**	**$ 20,371,483.89**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104500	11/30/2017		111601 21ST CENTURY BANK						
		13,475.00	WTR TRUNK FEES-COLE ADD.		89273	112917	9601.4606		DEVELOPER FEES (WAC
		13,475.00							
104501	11/30/2017		106022 ANDERSON, CHRIS						
		129.47	REIMB. MILEAGE CONF.		89274	112917	0191.6334		MILEAGE REIMBURSEME
		129.47							
104502	11/30/2017		111377 ANOKA MUNICIPAL UTILITY						
		49.11	14034 DYSPOSIUM ST LT		89275	22-610280-00 NOV 17	9603.6371		ELECTRIC UTILITIES
		33.67	BUNKER LK BLVD/DYSPOSIUM		89276	22-612000-01 NOV 17	0260.6371		ELECTRIC UTILITIES
		108.75	CTY RD 116/HWY 47 SIGNAL		89277	22-613120-01 NOV 17	0260.6371		ELECTRIC UTILITIES
		191.53							
104503	11/30/2017		114740 BOND TRUST SERVICES CORPORATION						
		145,000.00	BONDS 2016A		89278	37838	9352.6602		BOND PRINCIPAL
		16,500.00	BONDS 2016A		89278	37838	9352.6611		BOND INTEREST
		85,000.00	CERT. 2014A		89279	37835	9349.6602		BOND PRINCIPAL
		6,502.50	CERT. 2014A		89279	37835	9349.6611		BOND INTEREST
		253,002.50							
104504	11/30/2017		100297 CENTERPOINT ENERGY						
		319.87	PW MISC ACCTS		89280	8000014064-2 NOV 17	0311.6373		GAS
		128.51	PW MISC ACCTS		89280	8000014064-2 NOV 17	0452.6373		GAS
		106.62	PW MISC ACCTS		89280	8000014064-2 NOV 17	9601.6373		GAS
		106.62	PW MISC ACCTS		89280	8000014064-2 NOV 17	9602.6373		GAS
		106.62	PW MISC ACCTS		89280	8000014064-2 NOV 17	9605.6373		GAS
		768.24							
104505	11/30/2017		110734 CITY OF RAMSEY						
		23.90	726019		89281	113017	9601.4651		WATER REVENUE
		20.00	727377		89281	113017	9601.4651		WATER REVENUE
		50.00	723596		89281	113017	9601.4651		WATER REVENUE
		93.90							
104506	11/30/2017		100117 CONNEXUS ENERGY						
		40,831.00	RE: 15124 PUMA ST - LIGHT		89282	COM0000806	9437.6530	00201710	IMPROVEMENTS OTHER
		40,831.00							
104507	11/30/2017		106583 DELTA DENTAL PLAN OF MINNESOTA						
		2,490.40	DEC 2017 DENTAL INS.		89283	7100888	9101.2170		DENTAL/DISABILITY/LIFE
		2,490.40							
104508	11/30/2017		115574 HEALTHPARTNERS						
		40,629.50	DEC 2017 HEALTH INS.		89284	76693480	9101.2176		LIFE/HEALTH-EMPLOYEE
		40,629.50							
104509	11/30/2017		100284 MENARDS ELK RIVER						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104509	11/30/2017		100284 MENARDS ELK RIVER						Continued.
		178.25	FIRE- MISC SUPPLIES		89285	44118	0220.6249		MISCELLANEOUS OPERA
		178.25							
104510	11/30/2017		100351 NCPERS MINNESOTA						
		304.00	DEC 2017 LIFE INS.		89286	704800 NOV 17	9101.2170		DENTAL/DISABILITY/LIFE
		304.00							
104511	11/30/2017		107244 NORTHLAND TRUST SERVICES INC						
		265,000.00	BOND 2011B		89287	101617	9340.6602		BOND PRINCIPAL
		495.00	BOND 2011B		89287	101617	9340.6310		FISCAL AGENT FEES
		28,768.75	BOND 2011B		89287	101617	9346.6611		BOND INTEREST
		630,000.00	BONDS 2012A		89288	101617A	9339.6602		BOND PRINCIPAL
		234,406.26	BONDS 2012A		89288	101617A	9339.6611		BOND INTEREST
		1,158,670.01							
104512	11/30/2017		100403 QUICKSILVER EXPRESS COURIER						
		83.54	NOV 17 SERVICE		89289	6563459	9804.6315	00115570	MISCELLANEOUS PROFE
		83.54							
104513	11/30/2017		116056 RAMSEY CUB SCOUTS 362						
		153.00	REFUND DAMAGE/KEY DEPOSITS		89290	112917	9804.1160		KEY & DAMAGE DEPOSIT
		153.00							
104514	11/30/2017		112474 RAMSEY RETAIL RENTAL INC						
		700.00	2018 EDA EXPO 50% DOWN PAY.		89291	112717	9230.6249	00923001	MISCELLANEOUS OPERA
		700.00							
104515	11/30/2017		105706 TINKLENBERG GROUP INC						
		3,300.00	RETAINER (6 OF 12)		89292	2042	9400.6315		MISCELLANEOUS PROFE
		3,300.00							
104516	11/30/2017		116057 TWIN CITY FIREPLACE AND STONE CO.						
		77.00	REFUND DUP PERMIT		89293	111517	9101.4205		BUILDING PERMIT
		1.00	REFUND DUP PERMIT		89293	111517	9101.2081		SURCHARGES-PERMITS
		78.00							
104517	11/30/2017		100510 VERIZON WIRELESS						
		61.69	OCT/NOV 17 SERVICE		89294	9796674357	0130.6323		CELLULAR PHONES
		13.01	OCT/NOV 17 SERVICE		89295	9795969330	0301.6323		CELLULAR PHONES
		13.01	OCT/NOV 17 SERVICE		89295	9795969330	9601.6323		CELLULAR PHONES
		308.11	OCT/NOV 17 SERVICE		89296	9796063762	0220.6323		CELLULAR PHONES
		395.82							
90443078	12/1/2017		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		21,295.70			89307	1130171117335	9101.2174		PERA-EMPLOYEE
		29,011.01			89308	1130171117336	9101.2183		PERA-EMPLOYER
		50,306.71							
93066369	12/1/2017		101306 IRS						
		11,359.99			89298	11301711173310	9101.2182		FICA & MEDICARE-EMPL
		31,957.21			89310	1130171117338	9101.2171		FEDERAL WITHHOLDING
		11,359.99			89311	1130171117339	9101.2173		FICA & MEDICARE-EMPL
		54,677.19							
94743488	12/1/2017		100601 MN DEPT OF REV WH						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
94743488	12/1/2017		100601 MN DEPT OF REV WH						Continued.
		11,594.43			89309	1130171117337	9101.2172		STATE WITHHOLDING
		11,594.43							
98120117	12/1/2017		115568 ALERUS FINANCIAL NA						
		960.00			89303	11301711173315	9101.2176		LIFE/HEALTH-EMPLOYEE
		960.00							
99120117	12/1/2017		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		3,112.56			89299	11301711173311	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,112.56							
99520888	12/1/2017		100223 ICMA RETIREMENT TRUST 457						
		2,305.07			89304	1130171117332	9101.2175		DEFERRED COMPENSAT
		2,305.07							
99534622	12/1/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		7,290.00			89301	11301711173313	9101.2175		DEFERRED COMPENSAT
		7,290.00							
99536244	12/1/2017		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,862.97			89302	11301711173314	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,862.97							
		1,647,583.09	Grand Total						

Payment Instrument Totals

Checks	1,515,474.16
EFT Payments	132,108.93
Total Payments	1,647,583.09

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

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110789	4IMPRINT	PD- MUGS AND TUMBLERS	PV	89237	001	09101	11/22/2017	14935585	748.74
	4IMPRINT P O BOX 320 101 COMMERCE STREET OSHKOSH WI 54901						Summary Total		748.74
							Payment Amount		748.74
115296	ALL SEASONS GARAGE DOOR	WORK AT 6701 HWY 10	PV	89312	001	09410	10/25/2017	60710	1,518.10
	ALL SEASONS GARAGE DOOR						Summary Total		1,518.10
	14161 BASALT STREET NW	WORK AT 6745 HWY 10	PV	89313	001	09410	10/25/2017	60711	927.60
	RAMSEY MN 55303						Summary Total		927.60
							Payment Amount		2,445.70
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	5 BATTERIES- PD	PV	89238	001	09101	11/20/2017	2017104	532.50
	ANOKA COUNTY CENTRAL COMMUNICATIONS 325 EAST MAIN STREET ANOKA MN 55303						Summary Total		532.50
							Payment Amount		532.50
107587	ANOKA COUNTY TREASURY DEPARTMENT	3RD QTR 17 MAINT. SIGNALS	PV	89371	001	09101	11/28/2017	H172811J	1,753.19
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303						Summary Total		1,753.19
							Payment Amount		1,753.19
100063	ASPEN MILLS	J. KATERS BODY ARMOR	PV	89314	001	09290	11/16/2017	207043	1,147.95
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432						Summary Total		1,147.95
							Payment Amount		1,147.95
100647	BOLTON AND MENK INC	CENTER ST ANALYSIS	PV	89315	001	09214	11/21/2017	0210705	5,122.00
	BOLTON AND MENK INC						Summary Total		5,122.00
	1960 PREMIER DRIVE	COR TRAFFIC COUNTS	PV	89316	001	09214	11/21/2017	0210699	1,740.00
	MANKATO MN 56001-5900						Summary Total		1,740.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		EDA/FUTURE BUS PARK	PV	89317	001	09230	11/21/2017	0210693	406.00
				Summary Total					406.00
		WELL HOUSE 3- NAT GAS GEN	PV	89344	001	09601	11/21/2017	0210706	5,432.50
				Summary Total					5,432.50
		RIVERDALE EXT NOV 17	PV	89372	001	09402	11/21/2017	0210707	9,864.50
				Summary Total					9,864.50
		BUNKER/PUMA IMPROV.	PV	89373	001	09437	11/21/2017	0210711	32,646.40
				Summary Total					32,646.40
		MISS SKYWAY FINAL DESIGN	PV	89374	001	09101	11/21/2017	0210713	100,668.50
				Summary Total					100,668.50
				Payment Amount					155,879.90
103641	BOYER TRUCKS ROGERS	VISOR CLIP 669	PV	89239	001	09101	11/27/2017	188800R	15.22
	BOYER TRUCKS 2601 NE BROADWAY MINNEAPOLIS MN 55413			Summary Total					15.22
				Payment Amount					15.22
114529	BRUCE JACOBSON LANDSCAPE ARCHITECT	AUG/NOV 17 PRK TRAIL SYSTEM	PV	89318	001	09101	11/20/2017	17-0125-2	9,209.00
	BRUCE JACOBSON LANDSCAPE ARCHITECT 4204 PILLSBURY AVENUE S MINNEAPOLIS MN 55409			Summary Total					9,209.00
				Payment Amount					9,209.00
106670	CENTRAL POWER DISTRIBUTORS INC	LARGE FILES	PV	89345	001	09101	11/30/2017	169266	32.43
	CENTRAL POWER DISTRIBUTORS INC 3801 THURSTON AVENUE ANOKA MN 55303			Summary Total					32.43
				Payment Amount					32.43
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	89240	001	09101	11/15/2017	171115	26.96
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480			Summary Total					26.96
				Payment Amount					

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
									26.96
111471	COMMERCIAL PARTNERS TITLE	RE:CIP YOLITE STREET	PV	89375	001	09214	11/30/2017	2252017	47,935.74
	COMMERCIAL PARTNERS TITLE 200 SOUTH SIXTH STREET SUITE 1300 MINNEAPOLIS MN 55402							Summary Total	47,935.74
								Payment Amount	47,935.74
100112	COMMISSIONER OF TRANSPORTATION	INSPEC/TEST SUNWOOD DR	PV	89241	001	09435	10/31/2017	P00008536	747.65
	COMMISSIONER OF TRANSPORTATION							Summary Total	747.65
								Payment Amount	747.65
100125	COUNTRYSIDE PRINTING INC	BUSINESS CARDS-PULLAR PD	PV	89242	001	09101	10/24/2017	34942	59.00
	COUNTRYSIDE PRINTING							Summary Total	59.00
	6250 BUNKER LAKE BLVD NW	LETTERHEAD	PV	89319	001	09101	11/20/2017	34985	1,050.00
	SUITE 113 RAMSEY MN 55303							Summary Total	1,050.00
								Payment Amount	1,109.00
107878	CUMMINS NPOWER, LLC	WORK ON GROUNDMASTER	PV	89346	001	09101	11/17/2017	100-11867	2,724.40
	CUMMINS NPOWER LLC	WORK ON GROUNDMASTER	PV	89346	002	09101	11/17/2017	100-11867	1,454.35
	1600 BUERKLE ROAD ST PAUL MN 55110							Summary Total	4,178.75
								Payment Amount	4,178.75
107603	DAHLBERG, NICHOLAS	REIMBURSE-FIREARM TRAIN.	PV	89243	001	09101	11/29/2017	112917	5.42
	NICHOLAS DAHLBERG							Summary Total	5.42
								Payment Amount	5.42
111818	DEANO'S COLLISION SPECIALISTS INC	WORK ON 372	PV	89320	001	09101	12/1/2017	49189	154.00
	DEANO'S COLLISION SPECIALISTS INC 11063 173RD AVENUE ELK RIVER MN 55330							Summary Total	154.00

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					154.00
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	CONTRACT NOV/DEC 2017	PV	89321	001	09101	11/22/2017	INV154760	228.64
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					228.64
				Payment Amount					228.64
100144	DEHN OIL COMPANY	DIESEL FUEL	PV	89348	001	09101	11/27/2017	49483	570.40
	DEHN OIL COMPANY 6735 141ST AVENUE NW RAMSEY MN 55303			Summary Total					570.40
				Payment Amount					570.40
100158	ECM PUBLISHERS INC	ORD- FEES AND RATES	PV	89244	001	09101	11/17/2017	548609	43.00
	ECM PUBLISHERS INC			Summary Total					43.00
	4095 COON RAPIDS BLVD	STANHOPE HEARING	PV	89245	001	09435	11/3/2017	544051	182.75
	COON RAPIDS MN 55433			Summary Total					182.75
		PH- RIVERS BEND	PV	89246	001	09435	11/3/2017	544052	193.50
				Summary Total					193.50
		RE: ARMSTRONG/ALPACA IMPROV	PV	89247	001	09435	11/3/2017	544050	193.50
				Summary Total					193.50
		ZONING BLIP-PH	PV	89322	001	09804	11/24/2017	550885	80.63
				Summary Total					80.63
				Payment Amount					693.38
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 556	PV	89323	001	09101	11/6/2017	97019	346.90
	EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014			Summary Total					346.90
				Payment Amount					346.90
107099	FASTENAL	MISC PARTS	PV	89248	001	09101	11/15/2017	MNTC8158783	.30
	FASTENAL COMPANY			Summary Total					.30
	P O BOX 1286	MISC PARTS	PV	89324	001	09101	11/16/2017	MNTC8158935	7.10

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
	WINONA MN 55987			Summary Total					7.10
		MISC PARTS	PV	89325	001	09101	11/22/2017	MNTC8159070	1.79
				Summary Total					1.79
				Payment Amount					9.19
100143	FERGUSON WATERWORKS # 2516	MISC PARTS	PV	89249	001	09601	11/16/2017	0267801-1	54.76
	FERGUSON WATERWORKS 2516			Summary Total					54.76
	P O BOX 802817	METERS	PV	89349	001	09601	11/15/2017	0267813-1	7,181.06
	CHICAGO IL 60680-2817			Summary Total					7,181.06
				Payment Amount					7,235.82
110388	FRATTALLONE'S ACE HARDWARE STORES	MISC SUPPLIES	PV	89326	001	09101	11/22/2017	031088/J	217.89
	FRATTALLONE'S ACE HARDWARE STORES			Summary Total					217.89
	1203 COUNTY ROAD E WEST								
	ARDEN HILLS MN 55112-3738			Payment Amount					217.89
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	89250	001	09101	11/15/2017	6006774563	201.14
	G AND K SERVICES INC	UNIFORM CLEANING	PV	89250	002	09101	11/15/2017	6006774563	5.00
	P O BOX 842385	UNIFORM CLEANING	PV	89250	003	09101	11/15/2017	6006774563	21.52
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	89250	004	09101	11/15/2017	6006774563	21.52
				Summary Total					249.18
		FIRE- MATS	PV	89327	001	09101	11/22/2017	6006785672	16.56
				Summary Total					16.56
		UNIFORM CLEANING	PV	89350	001	09101	11/29/2017	6006796895	21.00
		UNIFORM CLEANING	PV	89350	002	09101	11/29/2017	6006796895	5.00
		UNIFORM CLEANING	PV	89350	003	09101	11/29/2017	6006796895	21.52
		UNIFORM CLEANING	PV	89350	004	09101	11/29/2017	6006796895	21.52
				Summary Total					69.04
		UNIFORM CLEANING	PV	89351	001	09101	11/22/2017	6006785674	21.00
		UNIFORM CLEANING	PV	89351	002	09101	11/22/2017	6006785674	5.00
		UNIFORM CLEANING	PV	89351	003	09101	11/22/2017	6006785674	122.67
		UNIFORM CLEANING	PV	89351	004	09101	11/22/2017	6006785674	122.67
				Summary Total					271.34
				Payment Amount					606.12
114103	GILLUND ENTERPRISES	RUST PENETRANT	PV	89251	001	09101	11/9/2017	841788	203.00
	GILLUND ENTERPRISES			Summary Total					203.00

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	14760 MARTIN DRIVE EDEN PRAIRIE MN 55344								
				Payment Amount					203.00
100200	GOPHER STATE ONE CALL INC	148 TICKETS	PV	89352	001	09601	11/30/2017	7110671	66.15
	GOPHER STATE ONE CALL	148 TICKETS	PV	89352	002	09601	11/30/2017	7110671	66.15
	7223 PARKWAY DRIVE SUITE 210	148 TICKETS	PV	89352	003	09601	11/30/2017	7110671	66.15
	HANOVER MD 21076-1317			Summary Total					198.45
				Payment Amount					198.45
100650	GRAINGER	BATTERY	PV	89252	001	09101	11/16/2017	9618429113	43.09
				Summary Total					43.09
	GRAINGER INC DEPT. 806511127	BELTS/ MISC SUPPLIES	PV	89353	001	09101	11/17/2017	9619146906	233.36
	PALATINE IL 60038-0001			Summary Total					233.36
				Payment Amount					276.45
100209	HAKANSON ANDERSON ASSOC INC	SUNFISH SHELL GAS STATION	PV	89328	001	09410	11/27/2017	39136	3,433.53
	HAKANSON ANDERSON ASSOC INC 3601 THURSTON AVENUE ANOKA MN 55303-1063			Summary Total					3,433.53
				Payment Amount					3,433.53
100211	HAWKINS INC	CHEMICALS	PV	89253	001	09601	11/17/2017	4185827	5,418.78
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263			Summary Total					5,418.78
				Payment Amount					5,418.78
112564	HEALTH PARTNERS GROUP HEALTH-WORKSITE	NOV 2017 EAP	PV	89354	001	09101	11/28/2017	W814376	73.00
	HEALTH PARTNERS GROUP HEALTH-WORKSITE MAIL STOP # 21109A P O BOX 64059 ST PAUL MN 55164-0059			Summary Total					73.00
				Payment Amount					73.00

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
115760	HENRY SCHEIN INC	GLOVES	PV	89329	001	09101	11/20/2017	47683875	73.10
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241					Summary Total			73.10
						Payment Amount			73.10
112475	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	PV	89254	001	09101	11/16/2017	IN1829415	5.19
	INNOVATIVE OFFICE SOLUTIONS AB # 1004 P O BOX 249004 APPLE VALLEY MN 55124-9017					Summary Total			5.19
		OFFICE SUPPLIES	PV	89255	001	09101	11/16/2017	IN1829392	33.43
						Summary Total			33.43
		MISC OFFICE SUPPLIES	PV	89376	001	09101	12/1/2017	IN 1845426	128.98
						Summary Total			128.98
						Payment Amount			167.60
115007	ITERIS, INC	WEATHER FORECASTING DEC 17	PV	89355	001	09101	12/1/2017	324248	400.00
	ITERIS, INC P O BOX 842123 LOS ANGELES CA 90084-2123					Summary Total			400.00
						Payment Amount			400.00
100256	LANO EQUIPMENT INC	BPA GLASS DOOR	PV	89356	001	09101	11/28/2017	02-511600	109.03
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303					Summary Total			109.03
		CHAIN LOOP FOR CHAIN SAW	PV	89357	001	09101	11/30/2017	02-512104	62.85
						Summary Total			62.85
						Payment Amount			171.88
100266	LOGIS	OCT 17 SERVICE	PV	89330	001	09101	10/31/2017	44373	12,372.00
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036					Summary Total			12,372.00
		SMART NET	PV	89331	001	09101	10/31/2017	44473	2,322.80
						Summary Total			2,322.80
		NETWORK OCT 2017	PV	89332	001	09101	10/31/2017	44432	690.00
						Summary Total			690.00
						Payment Amount			15,384.80

CITY OF RAMSEY
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
114282	LOUCKS ASSOCIATES	COR MASTER PLAN OCT 2017	PV	89333	001	09214	11/16/2017	32770	875.00
	LOUCKS ASSOCIATES 7200 HEMLOCK LANE SUITE 300 MINNEAPOLIS MN 55369			Summary Total					875.00
				Payment Amount					875.00
115823	MASSMANN GEOTHERMAL AND MECHANCIAL LLC	WORK FIRE STATION 1	PV	89358	001	09101	11/6/2017	999800	1,278.86
	MASSMANN GEOTHERMAL AND MECHANCIAL LLC 27944 96TH STREET NW ZIMMERMAN MN 55398			Summary Total					1,278.86
				Payment Amount					1,278.86
100283	MENARDS COON RAPIDS	MISC SUPPLIES	PV	89256	001	09101	11/17/2017	60767	153.08
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433			Summary Total					153.08
		MISC SUPPLIES	PV	89334	001	09101	11/21/2017	61058	47.05
				Summary Total					47.05
		MISC SUPPLIES	PV	89335	001	09101	11/26/2017	61508	76.26
				Summary Total					76.26
		MISC SUPPLIES	PV	89359	001	09101	11/29/2017	61785	30.87
				Summary Total					30.87
				Payment Amount					307.26
106555	MINNEAPOLIS, CITY OF	OCT 2017 TRANSACTIONS	PV	89336	001	09101	11/17/2017	400451001604	113.40
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738			Summary Total					113.40
				Payment Amount					113.40
100345	NAPA AUTO PARTS ELK RIVER	AIR FILTER 556	PV	89257	001	09101	11/28/2017	938004	122.03
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW P O BOX 1041 ELK RIVER MN 55330			Summary Total					122.03
		WIPER BLADES/ BLUE DEF	PV	89337	001	09101	11/22/2017	937474	73.94
				Summary Total					73.94
				Payment Amount					

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Payment Instrument	Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									195.97
113815	NEOPOST USA	POSTAGE METER- DEC 17- MAR 18	PV	89377	001	09101	11/20/2017	55332341	99.00
	NEOPOST USA DEPT 3689 P O BOX 123689 DALLAS TX 75312-3689					Summary Total			99.00
						Payment Amount			99.00
115167	NET TRANSCRIPTS INC	TRANSCRIPTIONS	PV	89360	001	09101	10/31/2017	0015751	651.60
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014					Summary Total			651.60
						Payment Amount			651.60
100354	NEWMAN TRAFFIC SIGNS	SIGN MATERIAL	PV	89361	001	09101	11/21/2017	0316299	177.76
	NEWMAN TRAFFIC SIGNS PO BOX 1728 JAMESTOWN ND 58402-1728					Summary Total			177.76
						Payment Amount			177.76
100988	NORTHERN SAFETY TECHNOLOGY	LED LIGHTS 402	PV	89258	001	09101	11/20/2017	44789	229.26
	NORTHERN SAFETY TECHNOLOGY 5708 UPPER 147TH STREET W SUITE 107 APPLE VALLEY MN 55124					Summary Total			229.26
						Payment Amount			229.26
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	89362	001	09101	11/29/2017	188816	197.50
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433					Summary Total			197.50
		MISC SUPPLIES	PV	89363	001	09101	11/27/2017	188771	286.93
						Summary Total			286.93
						Payment Amount			484.43
115232	NORTHERN TECHNOLOGIES LLC	BUNKER LK IND PRK OCT 17	PV	89259	001	09804	10/28/2017	24429	665.75
	NORTHERN TECHNOLOGIES LLC					Summary Total			665.75

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	3522 4TH AVENUE S	BUNKER LK IND PRK OCT 17	PV	89260	001	09804	10/28/2017	24033	2,754.25
	FARGO ND 58103			Summary Total					2,754.25
		THE STATION OCT 17	PV	89261	001	09804	10/28/2017	24120	392.50
				Summary Total					392.50
		COR THREE OCT 17	PV	89262	001	09804	10/28/2017	24129	1,107.50
				Summary Total					1,107.50
		RIVERDALE EXT IMPROV	PV	89263	001	09402	10/28/2017	24077	5,656.75
				Summary Total					5,656.75
		BROOKFIELD 8TH OCT 17	PV	89264	001	09804	10/28/2017	24065	1,017.25
				Summary Total					1,017.25
		COVENANT MEADOWS OCT 17	PV	89265	001	09804	10/28/2017	24042	394.50
				Summary Total					394.50
		RIVERSTONE 1ST OCT 17	PV	89266	001	09804	10/28/2017	24085	5,766.75
				Summary Total					5,766.75
				Payment Amount					17,755.25
115071	NORTHLAND OCCUPATIONAL HEALTH	DRUG TESTS	PV	89338	001	09101	11/19/2017	1396	150.00
	NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303			Summary Total					150.00
				Payment Amount					150.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC BULBS	PV	89364	001	09101	11/20/2017	104846	171.00
	NORTHWEST LIGHTING SYSTEMS CO. 746 CRAIG AVENUE TRACY MN 56175			Summary Total					171.00
				Payment Amount					171.00
115000	OPG-3 INC	LF BARCODE 2018	PV	89365	001	09101	11/24/2017	2218	340.00
	OPG-3 INC 2020 SILVER BELL ROAD SUITE #20 EAGAN MN 55122			Summary Total					340.00
				Payment Amount					340.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
111368	POLLARDWATER.COM	MISC SUPPLIES	PV	89267	001	09605	11/16/2017	0094245	746.74
	POLLARDWATER.COM 200 ATLANTIC AVENUE NEW HYDE PARK NY 11040						Summary Total		746.74
							Payment Amount		746.74
107978	PREMIER COMMERCIAL PROPERTIES INC	HWY 10 MANAGEMENT NOV 17	PV	89339	001	09410	11/30/2017	5553	200.00
	PREMIER COMMERCIAL PROPERTIES INC	HWY 10 MANAGEMENT NOV 17	PV	89339	002	09410	11/30/2017	5553	200.00
	299 COON RAPIDS BLVD NW #200	HWY 10 MANAGEMENT NOV 17	PV	89339	003	09410	11/30/2017	5553	200.00
	COON RAPIDS MN 55433	HWY 10 MANAGEMENT NOV 17	PV	89339	004	09410	11/30/2017	5553	200.00
							Summary Total		800.00
							Payment Amount		800.00
114682	PRO TEC DESIGN INC	SOFTWARE SUPPORT 2018	PV	89378	001	09101	11/29/2017	83013	985.78
	PRO TEC DESIGN INC 5929 BAKER ROAD SUITE 400 MINNETONKA MN 55345						Summary Total		985.78
							Payment Amount		985.78
115583	SANDARIN, BARBARA	DEC 17 YOGA CLASSES	PV	89268	001	09101	11/28/2017	112817	215.00
	BARBARA SANDARIN 1824 113TH LANE NW COON RAPIDS MN 55433						Summary Total		215.00
							Payment Amount		215.00
115336	SPECTRUM COMMUNICATIONS	MISC SUPPLIES	PV	89269	001	09101	11/14/2017	14525	1,668.00
	SPECTRUM COMMUNICATIONS 47 N DELL AVENUE KENVIL NJ 07847						Summary Total		1,668.00
							Payment Amount		1,668.00
114269	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC	TURF CARE	PV	89368	001	09101	12/4/2017	5082	665.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC 18523 OLSON STREET NW ELK RIVER MN 55330			Summary Total					665.00
				Payment Amount					665.00
100461	STAR TRIBUNE	2018 52 WEEK STAR TRIBUNE	PV	89367	001	09101	11/19/2017	7805754 2018	343.20
	STAR TRIBUNE P O BOX 790387 ST LOUIS MO 63179-0387			Summary Total					343.20
				Payment Amount					343.20
112688	TITAN MACHINERY	BULB 688	PV	89270	001	09101	11/27/2017	10227684	17.96
	TITAN MACHINERY 14375 JAMES ROAD ROGERS MN 55374			Summary Total					17.96
				Payment Amount					17.96
106990	USA BLUE BOOK	MISC MARKING FLAGS	PV	89271	001	09101	11/10/2017	417118	172.48
	USA BLUE BOOK PO BOX 9004 GURNEE IL 60031-9004			Summary Total					172.48
				Payment Amount					172.48
106351	WATER LABORATORIES, INC	SAMPLE FROM PUMA DITCH	PV	89340	001	09437	11/28/2017	25902	260.00
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330			Summary Total					260.00
				Payment Amount					260.00
105628	WELLS CATERING SERVICE	DEP EVENT 2/22/18	PV	89341	001	09101	11/9/2017	43463	264.52
	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108			Summary Total					264.52
		CC MEAL 11/28/17	PV	89369	001	09101	11/28/2017	43517	81.23
	RAMSEY MN 55303			Summary Total					81.23
				Payment Amount					345.75

R04570

CITY OF RAMSEY
Create Payment Control Groups

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100529	WENDELL'S INC	AP STAMP	PV	89342	001	09101	11/30/2017	2243110	36.93
	WENDELL'S INC				Summary Total				36.93
	6601 BUNKER LAKE BLVD	2 BADGES	PV	89379	001	09101	12/1/2017	2243471	11.68
	PO BOX 458	2 BADGES	PV	89379	002	09101	12/1/2017	2243471	11.68
	RAMSEY MN 55303-0458				Summary Total				23.36
					Payment Amount				60.29
112318	WINTER EQUIPMENT COMPANY	PLOW PARTS	PV	89272	001	09101	11/10/2017	IV34421	613.92
	WINTER EQUIPMENT COMPANY 1900 JOSEPH LLOYD PARKWAY WILLOUGHBY OH 44094				Summary Total				613.92
					Payment Amount				613.92
112515	WSB AND ASSOCIATES INC	ALTA SURVEY OCT 2017	PV	89343	001	09201	11/14/2017	R-010899-000	3,087.75
	WSB AND ASSOCIATES INC 701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416				Summary Total				3,087.75
					Payment Amount				3,087.75
					Total Amount to be Processed				294,441.74
					Total Number of Payments to be Processed				63

BOND TRUST SERVICES

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 37838
Statement Date: October 4, 2017

RE: $1,650,000.00 General Obligation Street Reconstruction Bonds, Series 2016A

Debt Service Date	CUSIP	Principal	Interest	Total Due
12-15-2017	751813TH9	$145,000.00	$16,500.00	**$161,500.00**

Payment Instructions

WIRES due by December 14, 2017
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 328798

CHECKS due by December 8, 2017
Make check payable to:
Bond Trust Services Corporation
Ref: 328798
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

114740

OCT 10 2017

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9352 6611

145,000
16,500
161,500-

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

BOND TRUST SERVICES

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 37835
Statement Date: October 4, 2017

RE: $875,000.00 General Obligation Equipment Certificates, Series 2014A

Debt Service Date	CUSIP	Principal	Interest	Total Due
12-15-2017	751813RV0	$85,000.00	$6,502.50	**$91,502.50**

Payment Instructions

WIRES due by December 14, 2017
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 327537

CHECKS due by December 8, 2017
Make check payable to:
Bond Trust Services Corporation
Ref: 327537
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

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OCT 10 2017
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6502.50
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For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

NORTHLAND TRUST SERVICES
45 S. 7th Street, Suite 2000
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

OCT 16 2017

INVOICE

107244

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

10/16/2017
RAMS11B

RE: CITY OF RAMSEY, MINNESOTA
$3,090,000 GENERAL OBLIGATION
IMPROVEMENT CROSSOVER REFUNDING
BOND, SERIES 2011B

265,000
28,768.75
495
294,263.75

9340.6600
9340.6611
9340.6310

Debt Service: 12/15/2017

Principal:	265,000.00
Interest:	28,768.75
Total Principal & Interest:	293,768.75
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	495.00
Total Amount Due:	**294,263.75**

CHECK PAYMENTS due: 12-12-17

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 12-08-17

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

Thank you for your business!

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

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

NORTHLAND TRUST SERVICES
45 S. 7th Street, Suite 2000
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

OCT 10 2017

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

1072444

10/16/2017
RAMS12A

RE: CITY OF RAMSEY, MINNESOTA
$16,875,000 GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2012A

Debt Service: 12/15/2017

Principal:	630,000.00
Interest:	234,406.26
Total Principal & Interest:	864,406.26
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	0.00
Total Amount Due:	**864,406.26**

CHECK PAYMENTS due: 12-12-17

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 12-08-17

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

Thank you for your business!

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

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

R04570

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
100007	AAA STRIPING SERVICE CO	FINAL PAY EST SUNWOOD STRIPING	PV	89370	001	09400	11/20/2017	112017	11,986.10

AAA STRIPING SERVICE CO
12220-43RD ST NE
ST MICHAEL MN 55376

Summary Total	11,986.10
Payment Amount	11,986.10
Total Amount to be Processed	11,986.10
Total Number of Payments to be Processed	1

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-310

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF NOVEMBER 23, 2017 THROUGH DECEMBER 6, 2017.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of November 23, 2017, through December 6, 2017, in the amount of $2,112,408.05 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 November 23, 2017, through December 6, 2017, in the amount of $2,112,408.05.

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 12th day of December, 2017.

_____

Mayor

ATTEST:

City Clerk

CC Regular Session **4. 10.**

Meeting Date: 12/12/2017

Submitted For: Jo Thieling, Administrative Services

By: Jo Thieling, Administrative Services

Information

Title

Adopt Resolution #17-12-314 Establishing Precinct and Polling Locations for 2018 Election Year

Purpose/Background:

Purpose: To establish polling locations for 2018.

Background: The language in State Statutes now requires both cities and school districts to pass a resolution prior to December 31st of each year setting polling places for the following year. This must be done even if there are no changes in locations. Attached to this case is a memo from the Secretary of State's Office explaining the reasoning for this action. Also attached is the resolution for adoption establishing the polling locations. Council should note there are no changes to the City's polling places.

Notification:

None required.

Observations/Alternatives:

Observations/Alternatives: It appears there are no alternatives - Council must adopt a resolution establishing polling locations for the coming year. This will be done annually, even if there is no election slated for the coming year.

Funding Source:

None required.

Recommendation:

Staff recommends Council adopt the resolution establishing polling locations for year 2018.

Action:

Motion to Adopt Resolution #17-12-314 Establishing Precinct and Polling Locations for 2018 Election Year.

Attachments

Memo from SOS Office re Establishing Polling Locations

Resolution Establishing Polling Locations

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:18 AM
Form Started By: Jo Thieling		Started On: 12/07/2017 09:16 AM
Final Approval Date: 12/07/2017		

Jo Thieling

From: Cindy Reichert <Cindy.Reichert@co.anoka.mn.us>
Sent: Monday, November 20, 2017 4:47 PM
To: City of Andover - Michelle Hartner; City of Anoka - Amy Oehlers; City of Bethel - Ginger Berg; City of Blaine - Cathy Sorensen; City of Blaine - Lisa Derr; City of Centerville - Teresa Bender; City of Circle Pines Contact 1 - Ronda Dalbec; City of Circle Pines Contact 2 - Linda Gresback; City of Columbia Heights - Katie Bruno; Elizabeth x. Mursko; Emmy Robinson; City of Coon Rapids - Joan Lenzmeier; City of Coon Rapids Contact 2 - Stephanie Lincoln; City of East Bethel - Carrie Frost; City of East Bethel Contact 2 - Karen White; City of Fridley - Deb Skogen; City of Ham Lake - Denise Webster; City of Ham Lake - Jennifer Bohr; City of Hilltop - Ruth Nelsen; City of Lexington - Mary Vinzant ; City of Lexington Contact 2 - Peggy McNamara; City of Lino Lakes - Julie Bartell; City of Nowthen - Corrie LaDoucer; City of Nowthen - Lori Streich; City of Oak Grove - Tara Olson; Jo Thieling; Daniel Buchholtz; City of Spring Lake Park Contact 2 - Wanda Brown; City of Spring Lake Park Contact 3 - Jenny Gooden; City of St Francis - Barb Held; Linwood Township - Election Contact; Sheila Bien - Home
Cc: Heather Peters; Jody Josephson; Dawn Hoium; Andler, Lori; Ann Johnson (Ann.Johnson@ISD15.org); Karen Stifter; Mansky, Joseph; Londa Chambers (londa.chambers@isd728.org); Connie Ramberg; Paul A. Linnell; Christine B. Nelson
Subject: 2018 Polling Place Designations

Importance: High

We received this guidance from the Office of the Secretary of State about designating polling locations. See their explanation below.

The language of the statute now requires BOTH cities and school districts to pass a resolution prior to December 31st of each year setting polling places for the following year. School Districts can still use combination precincts, but for the combination they must designate a polling place for the combination that has been designated by the municipality.

This is very confusing. The upshot is that all cities will need to adopt a resolution establishing their polling places for 2018 before the end of this year, *even if there will be no changes from what was designated in a prior resolution*. Our school districts will be doing the same and need to know right away if you plan to make changes.

Please let me know as soon as possible if your city plans to change any of the polling places from what was used in 2016 to a new building for the 2018 elections.

Thank you.

Office of the Minnesota Secretary of State
Elections Division

November 13, 2017

To: County Auditors and Election Administrators:

We have received quite a few questions regarding the 2017 legislative changes to M.S. 204B.16, subd. 1 (Municipal and County-Unorganized Territory Polling Place Designations) and 205A.11, subd. 2 (School District Combined Polling Places Designations). See statutory language changes below.

OSS believes that the legislature was seeking to lessen voter confusion and frustration as it relates to voters' perceptions of "ever changing" poll places from one election to the next by:

A. Requiring all municipalities (and counties with unorganized territories) to designate polling places for each precinct by December 31st each year for the next calendar year.
B. Requiring school districts using combined polling places for standalone elections to designate polling places for the combination(s) by December 31st each year for the next calendar year. A school district may only use a polling place for a combination if that location has been designated as a polling place by a municipality (or a county for unorganized territory).

We offer a few clarifying thoughts:

1. Municipalities (and counties with unorganized territories) designate their polling places for each precinct each year *regardless* if there is an election scheduled for the next year or not (in the event of a special election that is called).
2. Municipalities (and counties with unorganized territories) designate their polling places for each precinct each year even if *no change* is noted for the next calendar year.
3. Municipalities (and counties with unorganized territories) must designate their polling places each year by ordinance or resolution.
4. School districts designate their combined polling places for each precinct each year *regardless* if there is an election scheduled for the next year or not (in the event of a special election that is called).
5. School Districts designate their combined polling places for each precinct each year even if *no change* is noted for the next calendar year.
6. School districts must designate their combined polling places each year by resolution.
7. A polling place may only be designated for a school district combination if that location has been designated as a polling place by a municipality (or a county for unorganized territory).
    a. If a school building has not been designated for use as a polling place by a municipality (or county with unorganized territory), the school building cannot be designated as a combined location by the school district.
    b. Counties only have authority to designate polling places for unorganized territories. A county cannot designate a polling place on behalf of a school district.
8. A school district that does not pass a resolution designating combined polling places by December 31st could be putting itself in the position of having to use the regular polling places for all individual precincts in the school district for any standalone elections in the following year.

As OSS cannot provide legal opinions, each jurisdiction should consult with their legal advisor for their advice on the interpretation and effect of the new statutory language.

204B.16 POLLING PLACES; DESIGNATION.

Subd. 1 changes effective January 1, 2018, and applies to any special election held on or after that date.
Subd. 1a changes effective July 1, 2017

Subdivision 1. **Authority; location.** By December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory ~~shall~~ must designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the ordinance or resolution are the polling places for the following calendar year, unless a change is made:

(1) pursuant to section 204B.175;

(2) because a polling place has become unavailable; or

(3) because a township designates one location for all state and federal elections and one location for all township only elections.

Polling places must be designated and ballots must be distributed so that no one is required to go to more than one polling place to vote in a school district and municipal election held on the same day. The polling place for a precinct in a city or in a school district located in whole or in part in the metropolitan area defined by section 200.02, subdivision 24, shall be located within the boundaries of the precinct or within one mile of one of those boundaries unless a single polling place is designated for a city pursuant to section 204B.14, subdivision 2, or a school district pursuant to section 205A.11. The polling place for a precinct in unorganized territory may be located outside the precinct at a place which is convenient to the voters of the precinct. If no suitable place is available within a town or within a school district located outside the metropolitan area defined by section 200.02, subdivision 24, then the polling place for a town or school district may be located outside the town or school district within five miles of one of the boundaries of the town or school district.

205A.11 PRECINCTS; POLLING PLACES.

Changes effective January 1, 2018, and applies to any special election held on or after that date.

Subd. 2. **Combined polling place.** (a) When no other election is being held in ~~two or more precincts on the day of~~ a school district ~~election~~, the school board may designate ~~one or more~~ combined polling places at which the voters in those precincts may vote in the school district election.

(b) By December 31 of each year, the school board must designate, by resolution, combined polling places. The combined polling places designated in the resolution are the polling places for the following calendar year, unless a change is made:

(1) pursuant to section 204B.175; or

(2) because a polling place has become unavailable.

(c) If the school board designates combined polling places pursuant to this subdivision, polling places must be designated throughout the district, taking into account both geographical distribution and population distribution. A combined polling place must be at a location designated for use as a polling place by a county or municipality.

(d) In school districts that have organized into separate board member election districts under section 205A.12, a combined polling place for a school general election must be arranged so that it does not include more than one board member election district.

Best,

Stella Mary Hegg, MPA
State Program Administrator, Senior – Elections Division
Office of Minnesota Secretary of State, Steve Simon
180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155
stella.hegg@state.mn.us
Office Ph: 651-215-1440
Direct Ph: 651-556-0646
Fax: 651-296-9073
Website: http://www.sos.state.mn.us

Cindy Reichert, Manager
Anoka County Elections and Voter Registration
325 East Main Street
Anoka MN 55303
(763) 324-1301
cindy.reichert@co.anoka.mn.us

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-314

RESOLUTION ESTABLISHING PRECINCT AND POLLING LOCATIONS FOR 2018 ELECTION YEAR

WHEREAS, Minnesota Statute 204B.16, subd. 1 requires the governing body of each municipality to designate by ordinance or resolution each year no later than December 31st, polling places for each election precinct; and

WHEREAS, the polling places designated by resolution in December of each year are the polling places to be used for elections in the following calendar year.

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

1) That the polling locations to be used for municipal precincts in calendar year 2018 are as follows:

Ward 1 – Precinct 1	**Pathways Community Church** **6341 – 167th Avenue NW**
Ward 1 – Precinct 2	**Cross of Hope Church** **5730 – 179th Lane NW**
Ward 2 – Precinct 1	**Park Center Building at Central Park** **7925 – 161st Avenue NW**
Ward 2 – Precinct 2	**Independent Baptist Church** **15650 Sunfish Lake Boulevard NW**
Ward 3 – Precinct 1	**Ramsey Municipal Center** **7550 Sunwood Drive NW**
Ward 3 – Precinct 2	**Ramsey Fire Station No. 1** **15050 Armstrong Boulevard NW**
Ward 4 – Precinct 1	**Ramsey Fire Station No. 2** **5650 Alpine Drive NW**
Ward 4 – Precinct 2	**Lord of Life Church** **14501 Nowthen Boulevard NW**

2) That the Ramsey City Council hereby directs the City Clerk to make all necessary notifications and preparations for elections held in 2018 as required by MN Statute, Rule and Administrative Policy of the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of December, 2017.

_____
Mayor Sarah Strommen

ATTEST:

_____
City Clerk Jo Ann M. Thieling

CC Regular Session **4. 11.**

Meeting Date: 12/12/2017

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #17-12-312 to Hire Temporary Ice Rink Attendants

Purpose/Background:

The purpose of this case is to request authorization to hire Temporary Ice Rink Attendants. Annually the City employs Temporary Ice Rink Attendants to supervise and perform various tasks at Central Park and Ramsey Elementary School ice rinks, warming houses and grounds for approximately ten weeks. The process to hire Temporary Ice Rink Attendants includes an open competitive recruitment, interviews, verifying qualifications and backgrounds, orientation, and City Council authorization to hire.

Funding Source:

The funding required to hire the 2017/2018 temporary ice rink attendants is included in the annual budget.

Recommendation:

Staff recommends hiring Michael Baldus, Mitchell Barr, Jordan DeRosa, Emma Hoekman, Brooke Holloway, John Jelinek, and Robert Larson, as Temporary Ice Rink Attendants, all within the Rink Attendant pay scale which is $9.50 to $10.00 per hour; effective December 13, 2017.

Action:

Motion to adopt resolution #17-12-312 to hire Michael Baldus, Mitchell Barr, Jordan DeRosa, Emma Hoekman, Brooke Holloway, John Jelinek, and Robert Larson, as Temporary Ice Rink Attendants, all within the Rink Attendant pay scale which is $9.50 to $10.00 per hour; effective December 13, 2017.

Attachments

Resolution 1712312

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Colleen Lasher		Started On: 12/05/2017 04:12 PM
Final Approval Date: 12/07/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-312

RESOLUTION TO HIRE TEMPORARY ICE RINK ATTENDANTS

WHEREAS, annually the City employs Temporary Ice Rink Attendants to supervise and perform various tasks at Central Park and Ramsey Elementary School ice rinks, warming houses and grounds for approximately 10 weeks; and

WHEREAS, staff recruited for, interviewed, and selected qualified candidates; and

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

WHEREAS, staff recommends hiring Michael Baldus, Mitchell Barr, Jordan DeRosa, Emma Hoekman, Brooke Holloway, John Jelinek, and Robert Larson, as Temporary Ice Rink Attendants, all within the Rink Attendant pay scale which is $9.50 to $10.00 per hour; effective December 13, 2017.

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

1) Motion to adopt resolution #17-12-312 to hire the following employees: Michael Baldus, Mitchell Barr, Jordan DeRosa, Emma Hoekman, Brooke Holloway, John Jelinek, and Robert Larson, as Temporary Ice Rink Attendants, all within the Rink Attendant pay scale which is $9.50 to $10.00 per hour; effective December 13, 2017.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of December, 2017.

CC Regular Session **4. 12.**

Meeting Date: 12/12/2017

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #17-12-313 to Hire a Temporary On-call Snow Plow Driver

Purpose/Background:

The purpose of this case is to seek City Council approval to hire a temporary on-call snow plow driver for the Public Works Department.

Annually the City employs temporary on-call snow plow drivers. The process to fill these positions includes an open competitive recruitment, interviews, background checks, pre-employment testing, City Council approval to hire and on-boarding. As a result, staff selected a temporary snow plow driver to fill one of the remaining vacancies. The candidate has passed the pre-employment screenings and staff recommends hiring him.

Funding Source:

The funding required to fill this temporary on-call snow plow driver position is included in the 2017 / 2018 budget.

Recommendation:

Staff recommends hiring the Mr. Kevin Wilkes as a temporary on-call snow plow driver at $13.00 per hour, effective December 8, 2017.

Action:

Motion to adopt resolution #17-12-313 to hire Mr. Kevin Wilkes as a temporary on-call snow plow driver at $13.00 per hour, effective December 8, 2017.

Attachments

Resolution_1712313

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Colleen Lasher		Started On: 12/05/2017 05:10 PM
Final Approval Date: 12/07/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-313

RESOLUTION TO HIRE A TEMPORARY ON-CALL SNOW PLOW DRIVER

WHEREAS, annually the City employs Temporary On-call Snow Plow Drivers to provide general maintenance of public streets, parking lots and any other municipal related facilities and/or equipment including snow plowing of public streets, trails, and walks; and

WHEREAS, Temporary On-call Snow Plow Drivers are not required to hold a Commercial Driver's License as they are not driving a commercial vehicle; and

WHEREAS, staff conducted the annual hiring process and selected a qualified candidate to fill one of the remaining vacancies; and

WHEREAS, the candidate has passed the pre-employment screening process; and

WHEREAS, staff recommends hiring Mr. Kevin Wilkes at $13.00 per hour, effective on or near December 8, 2017.

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

Motion to adopt resolution #17-12-313 to do the following:

1) Hire Mr. Kevin Wilkes as a temporary on-call snow plow driver, at $13.00 per hour, effective on or near December 8, 2017.

The motion for the adoption of the `foregoing resolution was duly seconded by Council Member, , 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 12th day of December, 2017.

CC Regular Session **4. 13.**

Meeting Date: 12/12/2017

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #17-12-301 Approving Final Payment to AAA Striping Service Company for IP 17-04, Sunwood Drive Striping Improvements

Purpose/Background:

Resolution and Pay Request attached.

Observations/Alternatives:

Issuing final payment will be contingent on receipt of the following items from AAA Striping Service Company:

- IC 134 (Contractor's Withholding Affidavit showing compliance with the provisions of Minnesota Statute 290.92 requiring withholding state income tax),
- Waiver of Mechanic's Lien Rights (Affidavits that all claims against AAA Striping Service Company by reasons of the contract have been fully paid or satisfactorily secured), and
- Consent of Surety to Final Payment (Certification from the contractor's surety).

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends final payment to AAA Striping Service Company for IP 17-04, Sunwood Drive Striping Improvements in the amount of $11,986.10.

Action:

Motion to adopt Resolution #17-12-301 approving final payment to AAA Striping Service Company for IP 17-04, Sunwood Drive Striping Improvements in the amount of $11,986.10.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	MaryJo Warner	11/22/2017 11:26 AM
Mary Jo Warner (Originator)	MaryJo Warner	11/22/2017 11:28 AM
Bruce Westby	MaryJo Warner	11/29/2017 08:52 AM
Mary Jo Warner (Originator)	MaryJo Warner	11/29/2017 01:29 PM
Bruce Westby	Bruce Westby	12/07/2017 08:20 AM
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: MaryJo Warner		Started On: 11/21/2017 02:34 PM
Final Approval Date: 12/07/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-301

RESOLUTION APPROVING FINAL PAYMENT TO AAA STRIPING SERVICE COMPANY FOR IMPROVEMENT PROJECT #17-04, SUNWOOD DRIVE STRIPING IMPROVEMENTS

WHEREAS, Sunwood Drive between Armstrong Boulevard/CSAH 83 and Ramsey Boulevard/CSAH56 within the City's COR development area was constructed in 2006; and

WHEREAS, the existing pavement striping on this segment of Sunwood Drive is in poor condition and must be replaced to safely direct pedestrian and vehicle traffic; and

WHEREAS, the existing pavement striping includes significant center two-way turn lane striping since much of the corridor was undeveloped when Sunwood Drive was constructed and striped; and

WHEREAS, all center two-way turn lane striping is proposed to be replaced with dedicated left turn lane striping to better direct vehicles turning onto existing streets and into private accesses; and

WHEREAS, dedicated right turn lane striping is proposed to be added at several intersections to reduce delay and congestion due to right turning traffic, and to increase safety for pedestrians; and

WHEREAS, City staff prepared plans and specifications for pavement striping improvements along Sunwood Drive in 2017; and

WHEREAS, pursuant to a resolution of the City Council adopted July 25, 2017 the bid of AAA Striping Service Company in the amount of $11,836.25 for the total bid is the lowest responsible bidder; and

WHEREAS, as of December 12, 2017 $0 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends final payment to AAA Striping Service Company in the amount of $11,986.10.

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 AAA Striping Service Company for Improvement Project #17-04, Sunwood Drive Striping Improvements in the amount of $11,986.10.

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 December 12, 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 12th day of December, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 17-04 SUNWOOD DRIVE STRIPING IMPROVEMENTS

City of Ramsey

FINAL PAY ESTIMATE

Estimate no 1

TOTAL CONTRACT	$	11,836.25
TOTAL CONTRACT	$	11,836.25
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	$	11,986.10
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	11,986.10
	$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	11,986.10
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	-
PAY CONTRACTOR PER ESTIMATE NO. 1	$	11,986.10

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on the this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the amount for the Final Estimate, the provisions of M.S. 290.92 have been complied with and that all claims against me by reason of the contract have been paid or satisfactorily secured.

Contractor: AAA Striping Service Company

By Ann Ebenpeter Corp. Sec.
Name Title

Date 11/20/17

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

By Leonard F. Linton Civil Engineer IV
Leonard Linton, PE

Date 11/20/17

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By Bruce Westby City Engineer 11/20/17
Name Title Date

CC Regular Session **4. 14.**

Meeting Date: 12/12/2017

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #17-12-315 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #18-03, 2018 Street Overlay Improvements

Purpose/Background:

Purpose:
The purpose of this case is to adopt Resolution #17-12-315 accepting the Feasibility Report and ordering a Public Hearing for Improvement Project #18-03, 2018 Street Overlay Improvements.

Background:
Numerous public street segments have Pavement and Surface Evaluation Rating (PASER) values between 3 and 5, indicating they are good candidates for receiving pavement overlay improvements. Overlaying the streets identified within the attached Feasibility Report in 2018 will allow the City to maintain these streets in the most cost-effective manner throughout the serviceable life of the streets.

The Feasibility Report includes maps showing the specific street segments proposed to receive bituminous pavement overlay improvements in 2018. These street segments 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 Special Assessments Policy allows 25-percent of eligible overlay project costs to be assessed against benefiting properties. Per Council approval and direction, Staff prepared a Feasibility Report for the proposed 2018 Street Overlay Improvements. This allows special assessments to be considered as a funding source per the requirements of the City's Special Assessment Policy, Chapter 8 of the City Charter, and Minnesota Statute, Chapter 429. Copies of each of these documents are attached.

The proposed improvements are designated as City Improvement Project #18-03, 2018 Street Overlay Improvements.

Notification:

Upon Council approval, Staff will publish a Public Hearing Notice twice in the Anoka Union Herald, once on Friday, December 22, and again on Friday, December 29, 2017.

Observations/Alternatives:

Observations:
The Feasibility Report explores 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 were also identified, allowing a detailed project funding program to be proposed, which includes the use of special assessments. A description of the methodology used to calculate individual special assessments for benefiting parcels is included in the report. A project schedule is also proposed within the report.

Staff has not yet conducted a public information meeting 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. However, a public information meeting date is identified within the Feasibility Report, and upon Council acceptance of the Feasibility Report, Staff will mail notices of the meeting to all identified benefiting property owners.

The Feasibility Report incorporates data that was gathered using Ground Penetrating Radar and soil borings. This information helped verify the status of the existing pavement sections, and that the proper pavement maintenance operation is being proposed.

Holding the Public Hearing on January 9, 2018, will allow the project to proceed in a timely manner and to receive competitive bids next spring.

Alternatives:
Alternative #1 – Motion to adopt Resolution #17-12-315 accepting the Feasibility Report and ordering a Public Hearing for Improvement Project #18-03, 2018 Street Overlay Improvements.

Funding Source:
The Feasibility Report was completed in-house as part of staff's regular duties. The preparation of final plans and specifications will also 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, allowing these public streets to be most cost-effectively maintained.

Action:
Motion to adopt Resolution #17-12-315 accepting the Feasibility Report and ordering a Public Hearing for Improvement Project #18-03, 2018 Street Overlay Improvements.

Attachments

Resolution 1712315
MSS Ch429
City Charter Chapter 8
Special Assessments Policy
Feas Report IP1803

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 04:20 PM
Form Started By: Bruce Westby		Started On: 12/04/2017 04:59 PM

Final Approval Date: 12/07/2017

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

RESOLUTION #17-12-315

RESOLUTION ACCEPTING FEASIBILITY REPORT AND ODERING PUBLIC HEARING FOR IMPROVEMENT PROJECT #18-03, 2018 STREET 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, pursuant to a resolution of the City Council adopted October 24, 2017, a Feasibility Report has been prepared by the City Engineer with reference to proposed pavement overlay improvements to approximately 63,449 square yards of bituminous pavement on numerous street segments throughout the City, 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 December 12, 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.

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, Chapter 8 of 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:

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, Chapter 8 of the City Charter, and the City's adopted Special Assessments Policy, at an estimated total project cost of $585,460.

2. A Public Hearing will be held on such improvements on the 9th day of January, 2018 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 12th day of December, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

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.
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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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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)

SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

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

SECTION 1. GENERAL POLICY STATEMENT.

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

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

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

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

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

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

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

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

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

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

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.

2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.

3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

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

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

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

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

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

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

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

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

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

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

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

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

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

SECTION 7. METHODS OF ASSESSMENT.

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

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

A. "Adjusted Front Footage" Method of Assessment.

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

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

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

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the "odd shaped lot" method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.

3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.

4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the "corner lot adjustment".

5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. "Area" Method of Assessment.

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

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

C. "Per Lot" Method of Assessment.

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

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

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

A. Surface Improvements

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

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

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

B. Sub-Surface Improvements

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

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

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

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

C. Subgrade Improvements

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

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

SECTION 9. POLICIES OF REASSESSMENT.

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

Policy Statement

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

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

SECTION 10. ASSESSMENT COMPUTATIONS.

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

A. Street and Curb and Gutter Improvements

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

B. Sidewalks and Trails

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

C. Storm Sewer Improvements

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

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

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

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

D. Sanitary Sewer Assessments

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

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

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

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

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

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

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

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

E. Watermain Assessments

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

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

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

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

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

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

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

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

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

F. Street Boulevard Trees

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

G. Street Lights

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

H. Other Improvements

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

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

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

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

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

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

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

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

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

*Original Adoption: 12/9/14 by Resolution #14-12-250
*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

FEASIBILITY REPORT

2018 STREET OVERLAY IMPROVEMENTS

CITY OF RAMSEY
IMPROVEMENT PROJECT NO. 18-03

December 7, 2017

Prepared By:

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

December 7, 2017

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

Re: Feasibility Report – 2018 Street Overlay Improvements
City of Ramsey Improvement Project No. 18-03

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed 2018 Street Overlay Improvements, Improvement Project No. 18-03.

The report examines the feasibility of completing 2-inch bituminous pavement overlay improvements on approximately 63,449 square yards of public streets in several areas within the City of Ramsey, and other necessary appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, examines whether the improvements should be completed as proposed or in connection with another improvement, and provides a determination for the necessity, feasibility and cost-effectiveness of the proposed improvements.

I would welcome the opportunity to discuss this report with you at your convenience. Please feel free to call me at 763-433-9825 with any questions.

Sincerely,

Bruce Westby, PE
City Engineer

Enclosure

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

*Electronic copy only

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: December 7, 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: December 7, 2017 License No. 21112

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- Exhibit D – 2018 Overlay Improvements – Northfork Itasca Shores
- Exhibit E – 2018 Overlay Improvements – Northfork
- Exhibit F – 2018 Overlay Improvements – Northfork 2nd & 3rd
- Exhibit G – 2018 Overlay Improvements – Northfork Oaks

Appendix B

Street Segment Summaries

Appendix C

Opinion of Probable Costs
Preliminary Assessment Maps
Preliminary Assessment Rolls

Appendix D

Ground Penetrating Radar (GPR) Results

1. EXECUTIVE SUMMARY

City Improvement Project 18-03 proposes to complete 2-inch bituminous pavement overlay improvements to numerous public street segments within the City of Ramsey, including other associated appurtenant improvements as outlined in this report. Approximately 63,449 square yards of public streets in several areas of the City are proposed to receive bituminous pavement overlay improvements in 2018. The street segments proposed to receive overlay improvements include the neighborhoods of; Woodland Green, The North Forty 2nd, The North Forty 3rd, Northfork Itasca Shores, Northfork, Northfork 2nd, Northfork 3rd, and Northfork Oaks.

Appendix A includes an overall project location map, as well as exhibits showing the individual project areas.

City staff typically rates the pavement sections of all city streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. The latest PASER rating for each street segment proposed to receive an overlay with this project is included in the street segments summary found in ***Appendix B***.

On October 24, 2017 the Ramsey City Council ordered this feasibility report which explores the necessity, feasibility and cost-effectiveness of the proposed improvements by examining the scope of the improvements, exploring estimated costs and available funding sources, defining a preliminary project schedule, and determining whether the improvements should be completed as proposed or in connection with another improvement.

The engineer's opinion of probable costs for this project is $585,460.78. Estimated costs include 5% contingency costs, plus 14% indirect costs for administrative, engineering, finance and legal costs.

The improvements proposed with this project are identified in the City's current 10-year Capital Improvement Program, and can be funded using a combination of General Obligation Street Reconstruction and Overlay Plan bond funds, special assessments to benefiting properties, and utility enterprise funds. ***Appendix C*** includes a detailed opinion of probable costs, and preliminary assessment rolls and maps.

The proposed improvements are necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein. The proposed improvements would be most cost-effectively constructed as a separate project and not in connection with other proposed improvements due to the specific nature of the improvements.

2. INTRODUCTION

2.1 Authorization

Preparation of this feasibility report was authorized by the Ramsey City Council on October 24, 2017.

2.2 Program Overview

This project is designated as 2018 Street Overlay Improvements; Improvement Project No. 18-03.

This feasibility report explores proposed bituminous pavement overlay improvements to approximately 63,449 square yards of public streets within several areas of the City. The street segments are proposed to receive 2-inch bituminous overlays with joint milling occurring at driveway aprons and match-in streets. Associated appurtenant improvements are also proposed to be completed as necessary and as outlined in this report.

Maps showing the general location and scope of the proposed improvements are included in ***Appendix A***.

2.3 Scope

The scope of this report addresses proposed overlay improvements to approximately 63,449 square yards of public streets within several areas of the City as shown in ***Appendix A***.

3. EXISTING CONDITIONS

3.1 Existing Streets

The existing right-of-ways along the street segments proposed to receive overlays as part of this project generally are 66-feet in width. The paved streets vary in width from 30 to 31-feet as measured from the back-of-curb to back-of-curb. All streets in this project were constructed with bituminous pavement and curbing, and many of the street segments contain storm sewer.

Braun Intertec was previously employed to complete a ground penetrating radar (GPR) analysis for the project areas, which included driving the GPR equipped vehicle throughout all street segments within the project areas. Summary tables and charts of the GPR Analysis are attached in ***Appendix D***. The GPR Analysis provides bituminous and aggregate base thicknesses. City staff used this data to determine the appropriate treatment for the pavement. The existing bituminous thicknesses varied from between 0.5 inches and 6.3 inches. The average bituminous thicknesses by project area ranged from 2.0 to 3.3 inches, with an overall average of 2.6 inches across all the project areas combined. The average section thickness, including pavement and aggregate base, ranged from 6.8 to 7.7 inches. The City's current residential street pavement section standard includes 3.5 inches of bituminous pavement and 4 inches of aggregate base, totaling 7.5 inches.

City staff visually inspects each public street segment throughout the City, typically on an annual basis, to determine the pavement condition. Staff uses the Pavement Surface Evaluation and Rating (PASER) system to assign a numerical rating between 1 and 10 to each street segment. Streets rated with a 10 are considered to be in excellent condition therefore requiring no improvement. The street segments proposed to receive overlays in 2018 had 2017 PASER ratings of 3, 4, and 5 making them good candidates for bituminous pavement overlay improvements in 2018, which will extend the life of the pavement approximately 20 years.

Based on the manner in which the existing pavement is deteriorating, staff does not believe there are any issues with subgrade soils that will negatively impact the design life of the proposed improvements. Staff also does not believe groundwater will be a concern for any of the proposed improvements.

3.2 Watermain

Watermain does not exist under any of the streets in the proposed project areas.

3.3 Sanitary Sewer

Sanitary sewer does not exist under any of the streets in the proposed project areas.

3.4 Storm Sewer/Drainage

Storm sewer exists under several of the streets in the proposed project areas, but is not proposed to complete any significant repairs or storm sewer construction as part of this project.

4. PROPOSED IMPROVEMENTS

4.1 Bituminous Pavement Overlays

4.1.1 Pavement Condition Evaluation/Ratings

City staff generally evaluates and rates the pavement conditions of all city streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. This requires a visual evaluation of each pavement surface throughout the City based on the type, extent and severity of each pavement distress observed. Various 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.

Once staff gathers the updated field data, it is recorded in a Microsoft Excel pavement management database. This database is used by staff to determine the most cost-effective pavement rehabilitation method for each street segment, and to schedule the annual long-term Street Maintenance Program projects.

4.1.2 Project Area Selection

Staff reviewed the pavement management database to identify street segments throughout the City with PASER ratings from 3 to 5 as these are the best candidates for overlays. These segments were then evaluated as to proximity and overall scope to determine which segments could be grouped together to help reduce bid prices related to equipment mobilization, which often accounts for 5% or more of bid prices.

The City's 5-year Street Reconstruction and Overlay Plan proposed to overlay several segments in 2018. These include; Woodland Green, The North Forty 2nd, The North Forty 3rd, Northfork Itasca Shores, Northfork, Northfork 2nd, Northfork 3rd, and Northfork Oaks. In total, approximately 63,449 square yards of pavement is proposed to receive overlay improvements. ***Exhibits A, B, C, D, E, F, and G in Appendix A*** show the location and scope of the proposed 2018 overlay improvements.

4.1.3 Other Considerations

Driveways:
Overlaying of existing residential driveway aprons may be needed to varying degrees with this project. The limits of each overlay will vary with each driveway based on the elevation of the street abutting the driveway apron, the driveway pavement condition and type, and the locations of existing driveway pavement joints.
During construction, staff will evaluate the construction limits for each driveway and will work with each property owner to determine the proper overlay limits in the field.
Right-of-entry may be needed from residential property owners to complete work outside City right-of-ways and easements.

Pedestrian Facilities:

Pedestrian facilities exist along several of the street segments proposed to receive an overlay. Staff will evaluate potential impacts to each facility during design and plan preparation to determine whether any adjustments or improvements are needed.

4.2 Stormwater Improvements

No storm sewer construction or repair work is proposed. Only minor structure casting adjustments are proposed. Stormwater improvements will be further evaluated during preparation of plans and specifications.

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

A 1-inch deep joint mill will first be performed at the street tie-in locations for each street segment. The Woodland Green neighborhood is proposed to receive a 7-foot wide edge mill along both sides of the streets due to severely degraded pavement conditions. Then all existing metal castings for storm sewer will be raised, including grouting of catch basins as needed, after which the pavement will be swept to remove any loose debris. A coating of bituminous tack material will then be applied to the existing pavement which serves as a glue to adhere the bituminous overly to the existing bituminous pavement. Each street will then receive a 2-inch bituminous overlay lift.

4.6 Private Utilities

Staff has not yet met with the private electric, gas, and telecommunications utility companies regarding this project. Once plans and specifications are ordered, staff will meet with private utility companies per the project schedule in this report to discuss the proposed improvements, and to determine if modifications are feasible and/or warranted to minimize impacts to their utilities. Based on preliminary reviews, staff does not anticipate any impacts to private utilities.

Should a utility company decide to upgrade, replace, or otherwise modify their services during this project, any such upgrades, replacements, or modifications will be at the sole discretion and cost of the private utility company. Such work could include burying existing overhead lines.

4.7 Permits

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

- Anoka County Highway Department Permit.....Work in Right-of-Way
- MPCA General Stormwater Permit (NPDES)..... Grading and Storm Water

4.8 Right-of-Ways/Easements

All work for this project is anticipated to occur within existing City right-of-ways and easements, but some work may be necessary within Anoka County's right-of-way along County Road 83 / Armstrong Boulevard while matching into the existing pavement section.

If any temporary access is required on private properties, staff will obtain right of entries from property owners.

It is not anticipated that the City will need to acquire any permanent or temporary right-of-way or easements to complete this project.

5. FINANCING

5.1 Opinion of Cost

The engineer's opinion of probable costs for this project is $585,460.78. A detailed breakdown of project are costs is included in ***Appendix C***.

Estimated costs include 5% contingency costs, plus 14% indirect costs for administrative, engineering, finance, and legal costs.

5.2 Funding

5.2.1 Assessments

Assessments are proposed to be levied against 123 properties having direct access to each of the improved street segments. In accordance with the City's Special Assessments Policy, each property is proposed to be assessed based on the "per lot" method for each of the separate project subdivisions. Since projects are generally classified by subdivisions which have similar characteristics and lot sizes, project costs are proposed to be assessed equally within each individual subdivision.

Preliminary assessments vary considerably per project area. The total project assessment cost is $146,365.19. This represents 25 percent of the total eligible project costs in accordance with the City's adopted Special Assessments Policy, chapter 8 of the City Charter, and State Statute Chapter 429.

Final assessments will be approved by the City Council after final project costs are known and an assessment hearing is held on October 9, 2018. At that time the City Council may choose to reduce the amount of the assessment if final project costs are less than costs estimated with this feasibility report.

A preliminary assessment map and roll, as well as opinion of probable costs, are included in ***Appendix C***.

5.2.2 City Contribution

The City contribution to the project includes all funding in excess of the amount collected through special assessments to benefiting properties, which totals $438,242.72. The City's contribution will be funded using the 5-year General Obligation Street Reconstruction and Overlay Bond funds, though utility enterprise funds can be used for needed utility infrastructure improvements.

No funds were budgeted for this project in 2018, but this improvement project is included in the City's current 10-year Improvement Plan.

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... October 24, 2017

Council Accepts Feasibility Report/Orders Public Hearing ..... December 12, 2017

Staff Conducts Public Information Meeting ..... January 3, 2018

Council Conducts Public Hearing/Authorizes Plans and Specifications ..... January 9, 2018

Council Approves Plans and Specifications/Authorizes Ad for Bids ..... February 27, 2018

Staff Receives Bids ..... April 3, 2018

Council Accepts Bids/Awards Contract ..... April 10, 2018

Contractor Begins Construction ..... June 2018

Contractor Completes Construction ..... August 31, 2018

Council Conducts Assessment Hearing ..... October 9, 2018

7. CONCLUSIONS AND RECOMMENDATIONS

This feasibility report explores proposed bituminous pavement overlay improvements to approximately 63,449 square yards of public streets in several areas of the City. The street segments are proposed to receive 2-inch bituminous overlays. Other associated appurtenant improvements are proposed to be completed as necessary and as outlined in this report.

It is the recommendation of City staff that the improvements proposed with City Improvement Project No. 18-03 are feasible, necessary, and cost-effective from an engineering standpoint. Staff also recommends completing the proposed improvements as proposed within this report and not in connection with other proposed improvements.

APPENDIX A

Project Exhibits

Exhibit 1 - 2018 Overlay Improvements – Overall Map
Exhibit A – 2018 Overlay Improvements – Woodland Green
Exhibit B – 2018 Overlay Improvements – The North Forty 2nd
Exhibit C – 2018 Overlay Improvements – The North Forty 3rd
Exhibit D – 2018 Overlay Improvements – Northfork Itasca Shores
Exhibit E – 2018 Overlay Improvements – Northfork
Exhibit F – 2018 Overlay Improvements – Northfork 2nd & 3rd
Exhibit G – 2018 Overlay Improvements – Northfork Oaks

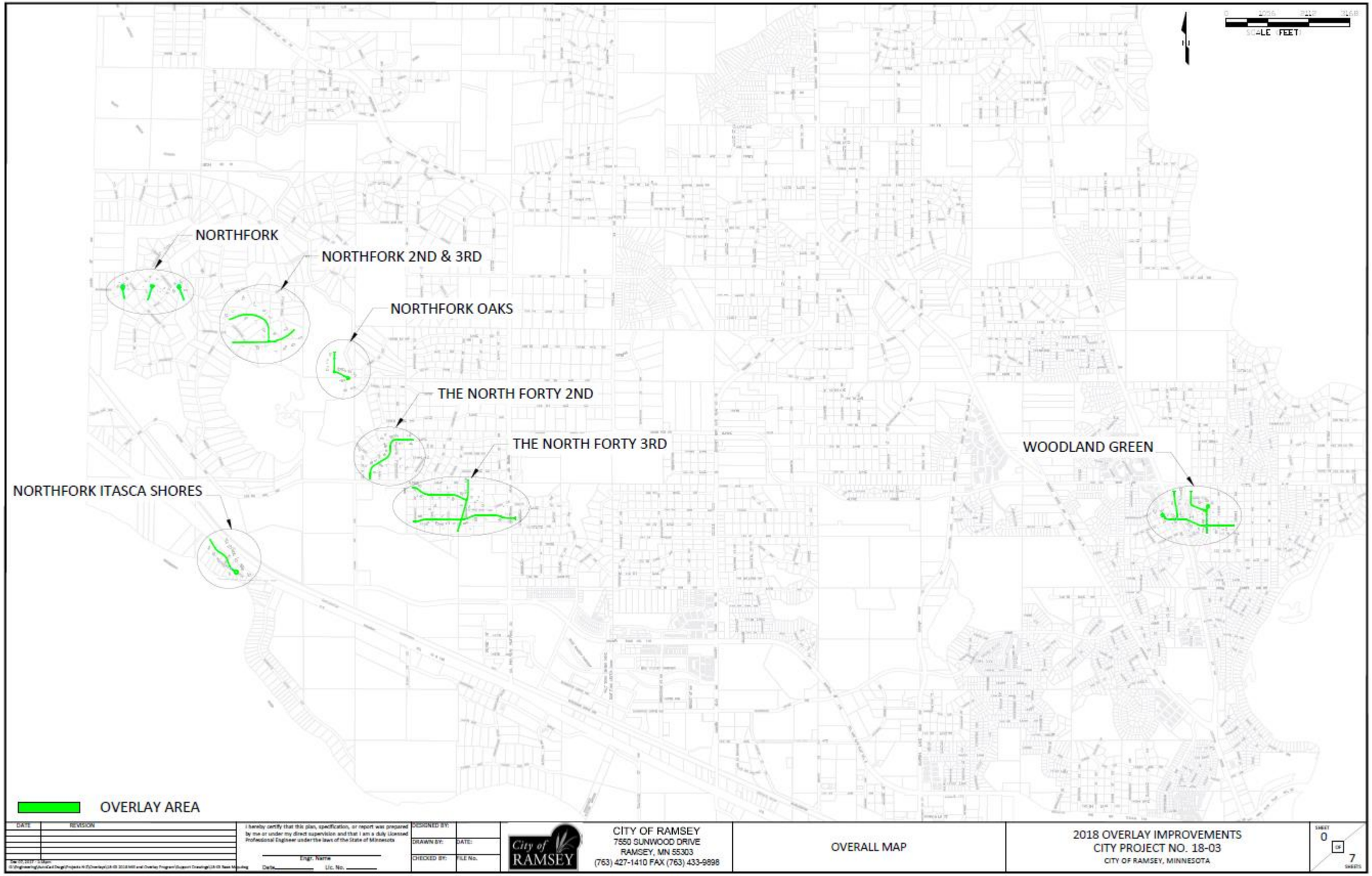


Exhibit 1 – 2018 Overlay Improvements – Overall Map

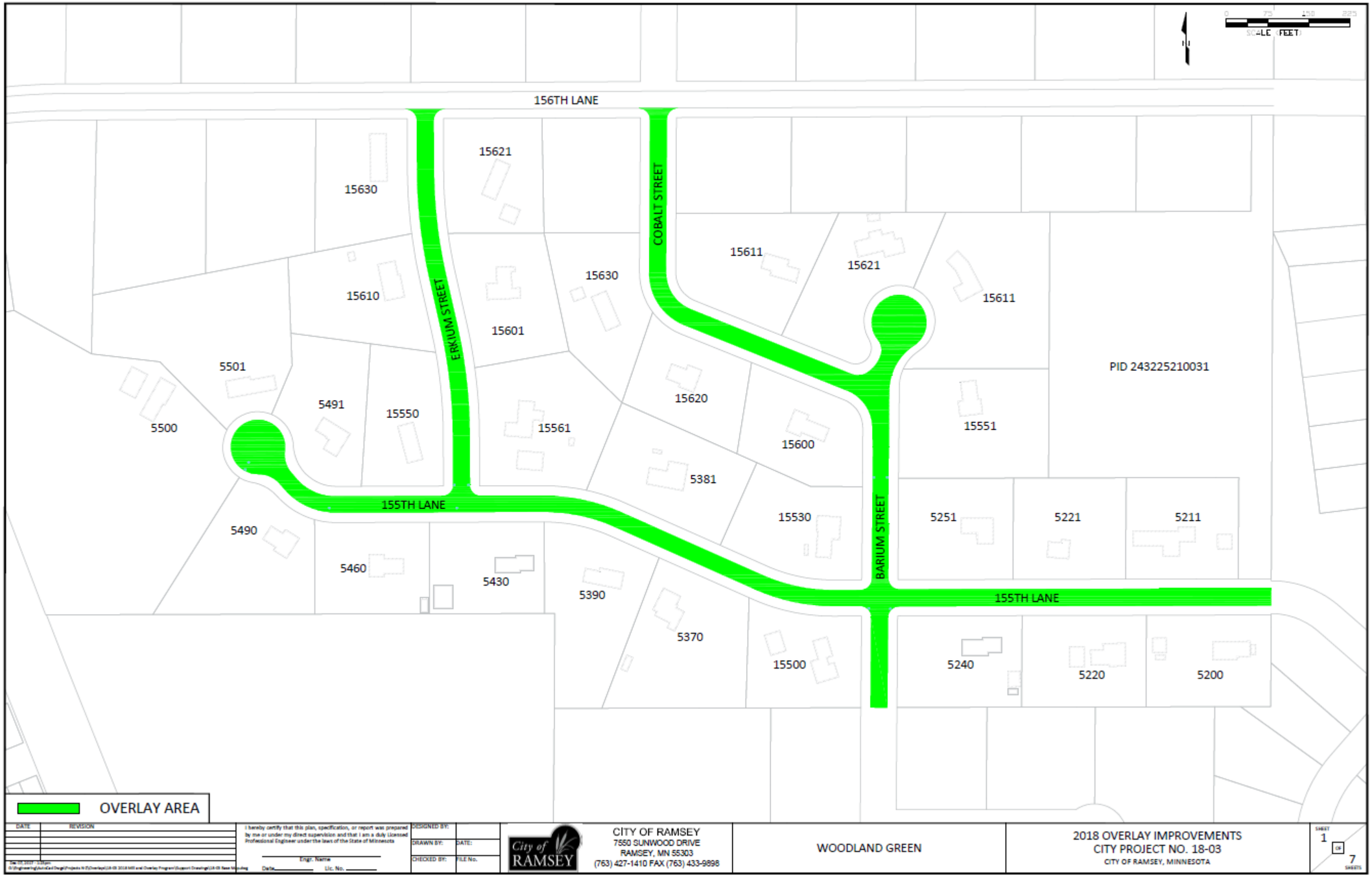


Exhibit A – 2018 Overlay Improvements – Woodland Green

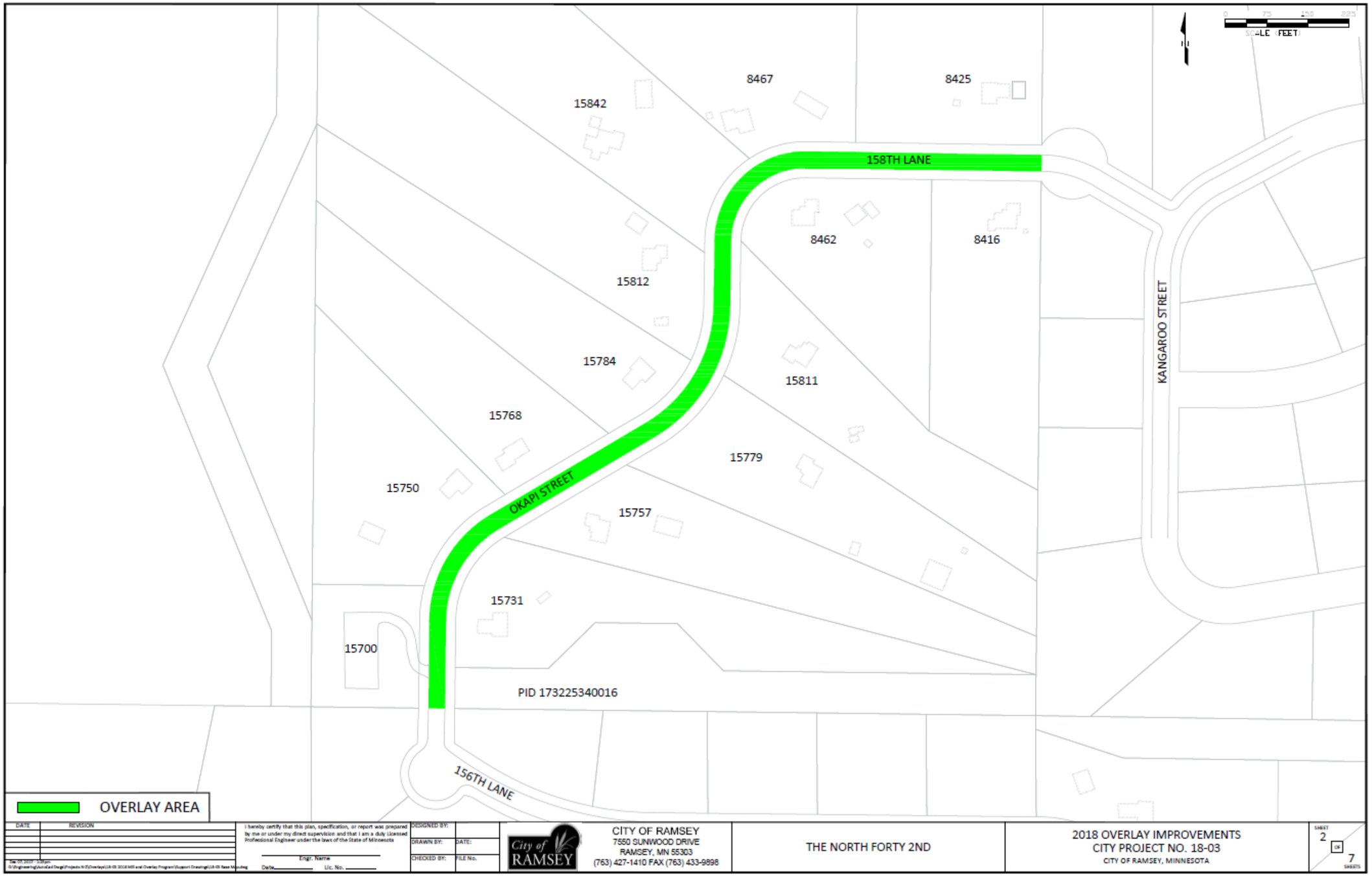


Exhibit B – 2018 Overlay Improvements – The North Forty 2nd

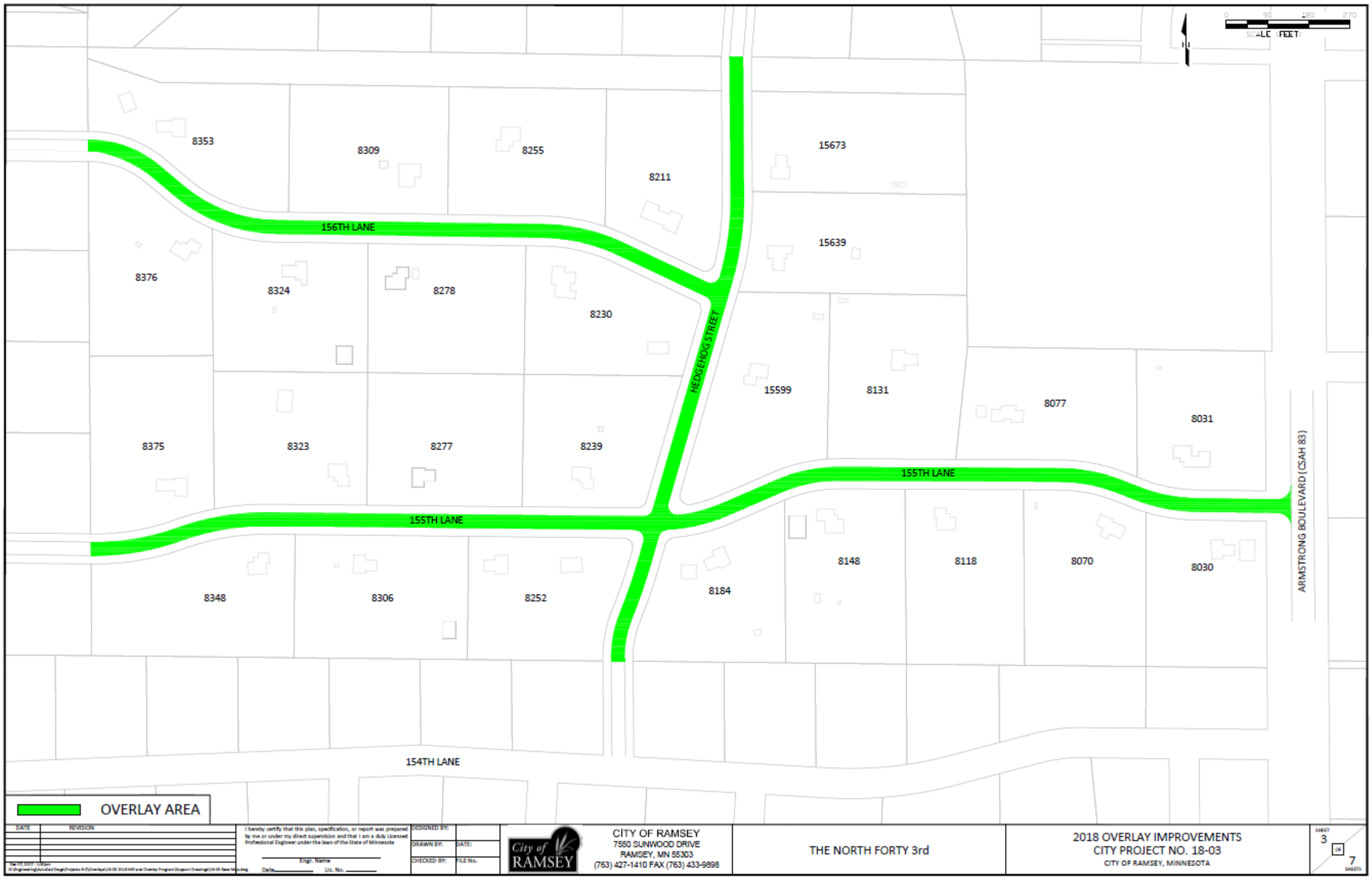


Exhibit C – 2018 Overlay Improvements – The North Forty 3rd

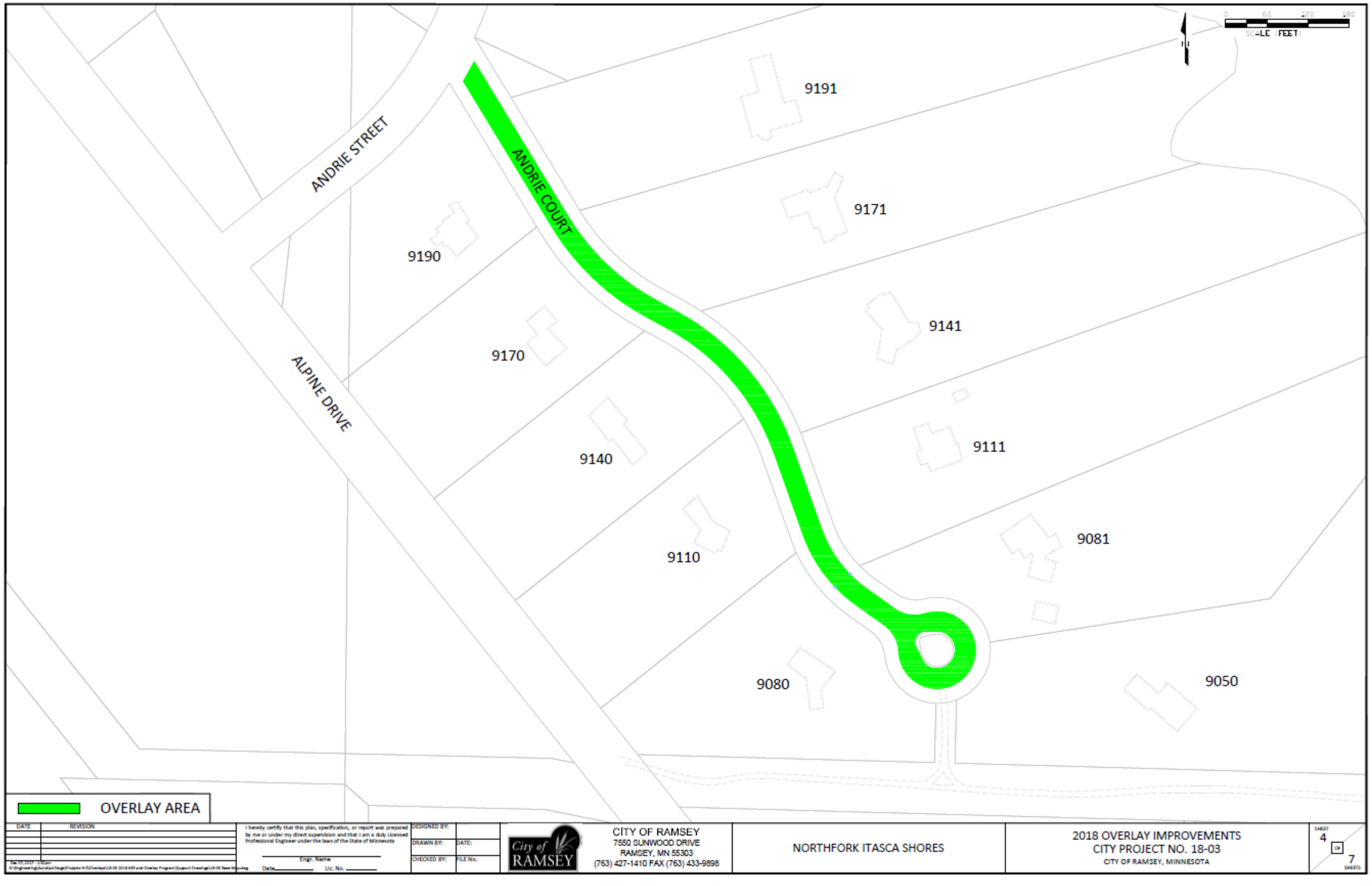


Exhibit D – 2018 Overlay Improvements – Northfork Itasca Shores

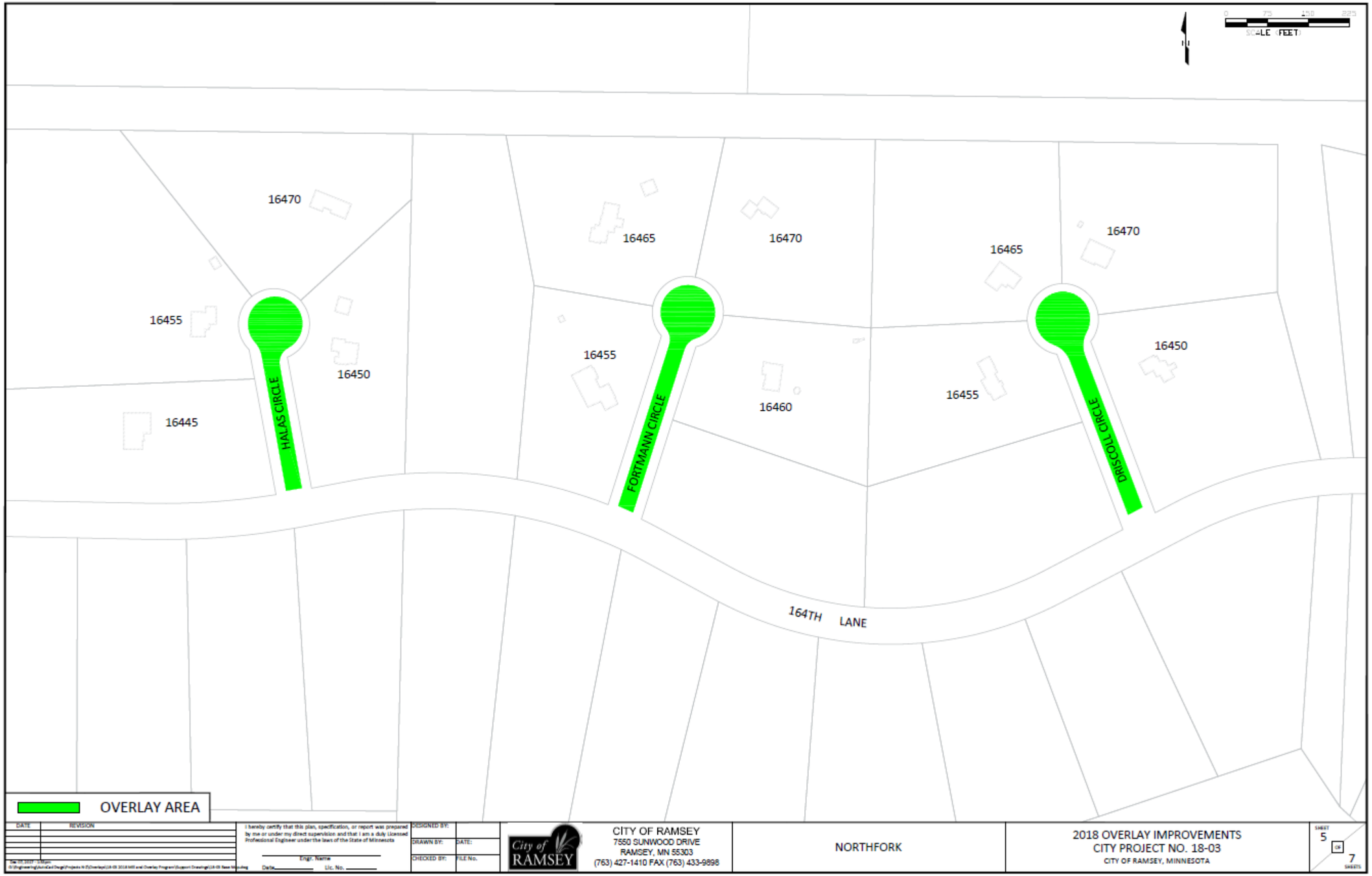


Exhibit E – 2018 Overlay Improvements – Northfork

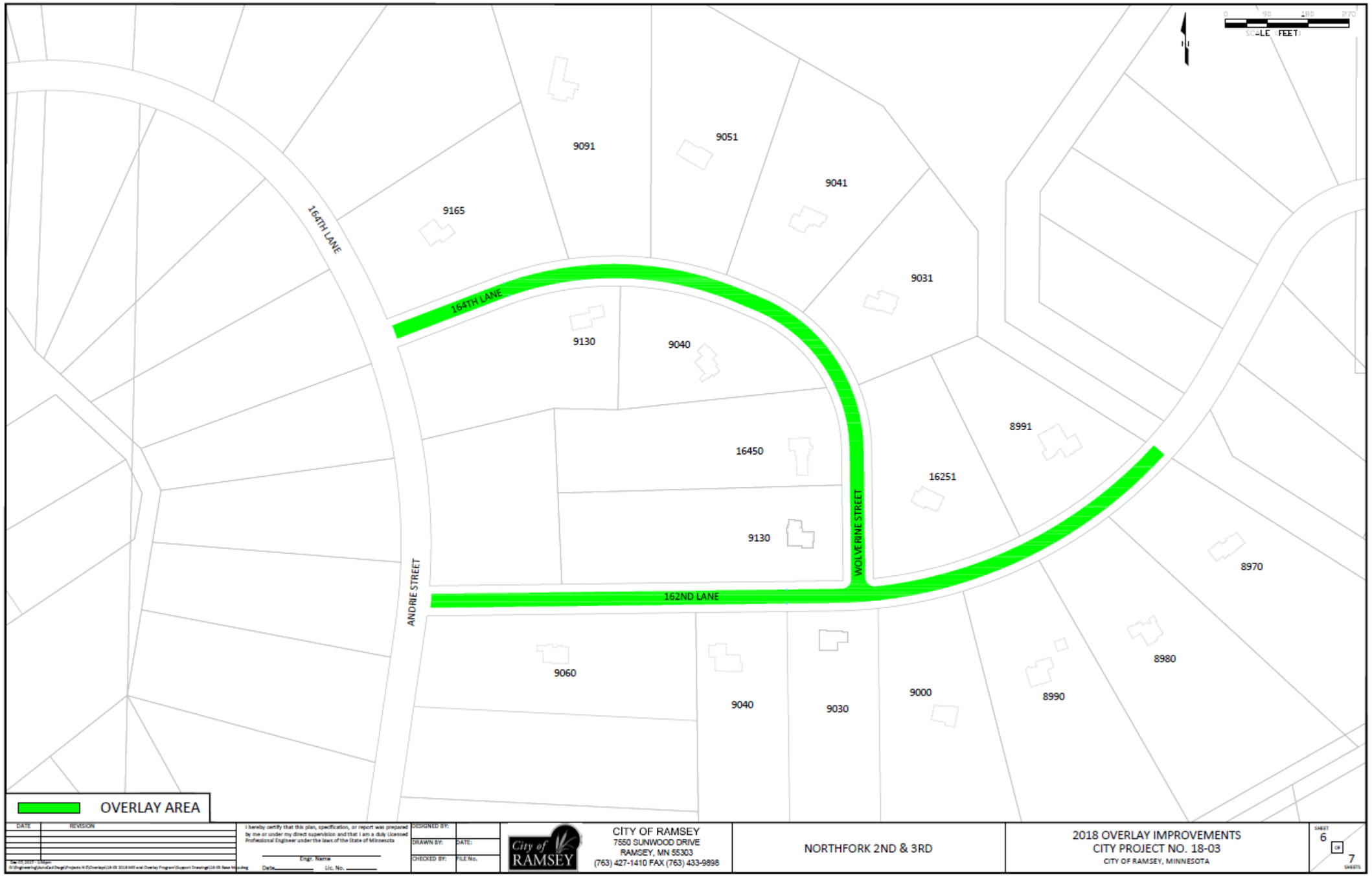


Exhibit F – 2018 Overlay Improvements – Northfork 2nd & 3rd

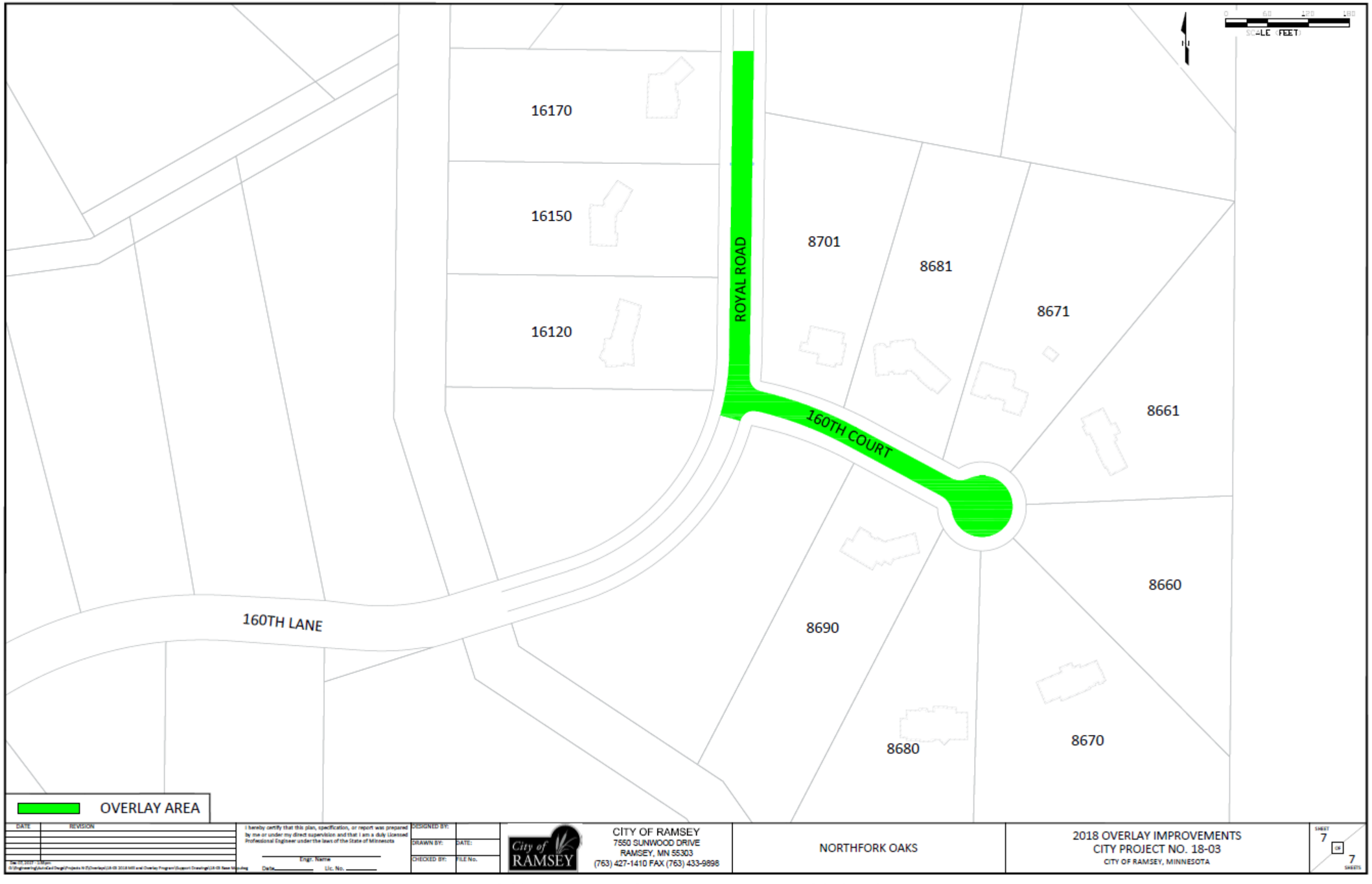


Exhibit G – 2018 Overlay Improvements – Northfork Oaks

Appendix B

Street Segment Summaries

18-03 OVERLAY IMPROVEMENTS

STREET SEGMENT SUMMARIES

WOODLAND GREEN

Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3
155th Lane	CDS / E EOP	1924	30 / 31	Bit / No Curb	4	1974	SC 1 - 1981	OL - 1990	SC 2 - 1996
Barium Street	S EOP / CDS	907	30 / 31	Bit / No Curb	4	1974	SC 1 - 1981	OL - 1990	SC 2 - 1996
Cobalt Street	N EOP / Barium St	775	31	Bit	4	1974	SC 1 - 1981	OL - 1990	SC 2 - 1996
Erkium Street	155th Ln / 156th Ln	727	31	Bit	4	1974	SC 1 - 1981	OL - 1990	SC 2 - 1996

THE NORTH FORTY 2ND

Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3
158th Lane	NE PC Okapi St & 158th Ln / E EOP	548	31	Bit	4	1989	SC 1 - 1998		
Okapi Street	S EOP / NE PC 158th Ln & Okapi St	1219	31	Bit	4	1989	SC 1 - 1998		

THE NORTH FORTY 3RD

Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3
155th Lane	W EOP / Armstrong Blvd	2943	30.5	Bit	4	1990	SC 1 - 1995	SC 2 - 2003	
156th Lane	W EOP / Hedgehog St	1464	30.5	Bit	4	1990	SC 1 - 1995	SC 2 - 2003	
Hedgehog Street	S EOP / N EOP	1362	30.5	Bit	4	1990	SC 1 - 1995	SC 2 - 2003	

NORTHFORK ITASCA SHORES

Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3
Andrie Court	Andrie St / CDS	1117	30	Bit	5	1996	SC 1 - 1999		

NORTHFORK

Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3
Driscoll Circle	164th Ln / CDS	395	30	Bit	4	1985	SC 1 - 1992	SC 2 - 1999	
Fortmann Circle	164th Ln / CDS	383	30	Bit	4	1985	SC 1 - 1992	SC 2 - 1999	
Halas Circle	164th Ln / CDS	307	30	Bit	3	1985	SC 1 - 1992	SC 2 - 1999	

NORTHFORK 2ND & 3RD

Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3
162nd Lane	Andrie St / E EOP	1693	31	Bit	4	1990	SC 1 - 1999		
164th Lane	Andrie St / E EOP	1101	31	Bit	4	1985	SC 1 - 1992	SC 2 - 1999	
164th Lane	W EOP / Wolverine St					1990	SC 1 - 1999		
Wolverine Street	162nd Ln / 164th Ln	462	31	Bit	3	1990	SC 1 - 1999		

NORTHFORK OAKS

Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3
160th Court	Royal Rd / CDS	397	30	Bit	4	1994	SC 1 - 1999		
Royal Road	160th Crt / E EOP	537	30	Bit	4	1994	SC 1 - 1999		

Appendix C

Opinion of Probable Costs
Preliminary Assessment Maps
Preliminary Assessment Rolls

18-03 OVERLAY IMPROVEMENTS
PRELIMINARY ENGINEER ESTIMATES

PRELMIINARY ESTIMATE – WOODLAND GREEN					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$2,000.00	$2,000.00
2	Sawing Bituminous Pavement – Full Depth	LF	212	$3.00	$636.00
3	Mill Bituminous Pavement (7 Foot Edge Mill 0" – 2" Depth)	SY	6572	$1.25	$8,215.00
4	Bituminous Material for Tack Coat	GAL	1,077	$2.50	$2,692.50
5	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (2.0")	TON	1,692	$63.00	$106,596.00
6	Adjust Casting (Storm Sewer)	EA	10	$375.00	$3,750.00
7	6" Concrete Walk	SF	73	$6.50	$474.50
8	Truncated Domes	SF	16	$40.00	$640.00
9	Traffic Control	LS	1	$1,000.00	$1,000.00
				Woodland Green Construction Cost	$126,004.00
				5% Contingency Cost	$6,300.20
				14% Indirect Cost	$18,522.59
				Woodland Green Preliminary Project Cost	**$150,826.79**

PRELMIINARY ESTIMATE – THE NORTH FORTY 2ND					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$800.00	$800.00
2	Sawing Bituminous Pavement – Full Depth	LF	68	$3.00	$204.00
3	Mill Bituminous Pavement (2" Depth – Street Tie-in)	SY	100	$1.25	$125.00
4	Bituminous Material for Tack Coat	GAL	412	$2.50	$1,030.00
5	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (2.0")	TON	648	$63.00	$40,824.00
6	6" Concrete Walk	SF	70	$6.50	$455.00
7	Truncated Domes	SF	16	$40.00	$640.00
8	Traffic Control	LS	1	$1,000.00	$1,000.00
				The North Forty 2nd Construction Cost	$45,078.00
				5% Contingency Cost	$2,253.90
				14% Indirect Cost	$6,626.47
				The North Forty 2nd Preliminary Project Cost	**$53,958.37**

PRELMIINARY ESTIMATE – THE NORTH FORTY 3RD					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$2,000.00	$2,000.00
2	Sawing Bituminous Pavement – Full Depth	LF	205	$3.00	$615.00
3	Mill Bituminous Pavement (2" Depth – Street Tie-in)	SY	460	$1.25	$575.00
4	Bituminous Material for Tack Coat	GAL	1,256	$2.50	$3,140.00
5	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (2.0")	TON	1,974	$63.00	$124,362.00
6	Traffic Control	LS	1	$1,000.00	$1,000.00
				The North Forty 3rd Construction Cost	$131,692.00
				5% Contingency Cost	$6,584.60
				14% Indirect Cost	$19,358.72
				The North Forty 3rd Preliminary Project Cost	**$157,635.32**

PRELMIINARY ESTIMATE – NORTHFORK ITASCA SHORES					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$600.00	$600.00
2	Sawing Bituminous Pavement – Full Depth	LF	41	$3.00	$123.00
3	Mill Bituminous Pavement (2” Depth – Street Tie-in)	SY	50	$1.25	$62.50
4	Bituminous Material for Tack Coat	GAL	300	$2.50	$750.00
5	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (2.0”)	TON	472	$63.00	$29,736.00
6	Adjust Casting (Storm Sewer)	EA	2	$375.00	$750.00
7	6” Concrete Walk	SF	78	$6.50	$507.00
8	Truncated Domes	SF	16	$40.00	$640.00
9	Traffic Control	LS	1	$1,000.00	$1,000.00
				Northfork Itasca Shores Construction Cost	$34,168.50
				5% Contingency Cost	$1,708.43
				14% Indirect Cost	$5,022.77
				Northfork Itasca Shores Preliminary Project Cost	**$40,899.69**

PRELMIINARY ESTIMATE – NORTHFORK					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$800.00	$800.00
2	Sawing Bituminous Pavement – Full Depth	LF	57	$3.00	$171.00
3	Mill Bituminous Pavement (2” Depth – Street Tie-in)	SY	145	$1.25	$181.25
4	Bituminous Material for Tack Coat	GAL	389	$2.50	$972.50
5	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (2.0”)	TON	612	$63.00	$38,556.00
6	Traffic Control	LS	1	$1,000.00	$1,000.00
				Northfork Construction Cost	$41,680.75
				5% Contingency Cost	$2,084.04
				14% Indirect Cost	$6,127.07
				Northfork Preliminary Project Cost	**$49,891.86**

PRELMIINARY ESTIMATE – NORTHFORK 2ND & 3RD					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$2,000.00	$2,000.00
2	Sawing Bituminous Pavement – Full Depth	LF	90	$3.00	$270.00
3	Mill Bituminous Pavement (2” Depth – Street Tie-in)	SY	145	$1.25	$181.25
4	Bituminous Material for Tack Coat	GAL	755	$2.50	$1,887.50
5	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (2.0”)	TON	1,186	$63.00	$74,718.00
6	Adjust Casting (Storm Sewer)	EA	6	$375.00	$2,250.00
7	Traffic Control	LS	1	$1,000.00	$1,000.00
				Northfork 2nd & 3rd Construction Cost	$82,306.75
				5% Contingency Cost	$4,115.34
				14% Indirect Cost	$12,099.09
				Northfork 2nd & 3rd Preliminary Project Cost	**$98,521.18**

PRELMIINARY ESTIMATE – NORTHFORK OAKS					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$600.00	$600.00
2	Sawing Bituminous Pavement – Full Depth	LF	60	$3.00	$180.00
3	Mill Bituminous Pavement (2” Depth – Street Tie-in)	SY	55	$1.25	$68.75
4	Bituminous Material for Tack Coat	GAL	252	$2.50	$630.00
5	Type SP Wearing Course Mixture (SPWEA340C) (2.0”)	TON	396	$63.00	$24,948.00
6	Adjust Casting (Storm Sewer)	EA	2	$375.00	$750.00
7	Traffic Control	LS	1	$1,000.00	$1,000.00
				Northfork Oaks Construction Cost	$28,176.75
				5% Contingency Cost	$1,408.84
				14% Indirect Cost	$4,141.98
				Northfork Oaks Preliminary Project Cost	**$33,727.57**

18-03 PRELIMINARY ESTIMATE SUMMARY		
PROJECT AREA	**PROJECT COST**	**TOTAL ASSESSMENT (25%)**
WOODLAND GREEN	$150,826.79	$37,706.70
THE NORTH FORTY 2ND	$53,958.37	$13,489.59
THE NORTH FORTY 3RD	$157,635.32	$39,408.83
NORTHFORK ITASCA SHORES	$40,899.69	$10,224.92
NORTHFORK	$49,891.86	$12,472.96
NORTHFORK 2ND & 3RD	$98,521.18	$24,630.29
NORTHFORK OAKS	$33,727.57	$8,431.89
PRELIMINARY TOTAL	**$585,460.78**	**$146,365.19**



WOODLAND GREEN
ASSESSABLE PROPERTIES
2018 OVERLAY IMPROVEMENTS

City of RAMSEY



THE NORTH FORTY 2ND
ASSESSABLE PROPERTIES
2018 OVERLAY IMPROVEMENTS

0 200 400 600
SCALE IN FEET

City of RAMSEY



THE NORTH FORTY 3RD
ASSESSABLE PROPERTIES
2018 OVERLAY IMPROVEMENTS


9050
9081
9111
9141
9171
9191
9080
9110
9140
9170
9190
ANDRIE
COURT
NW
DRIVE
NORTHFORK ITASCA SHORES
ASSESSABLE PROPERTIES
2018 OVERLAY IMPROVEMENTS
0
200
400
600
SCALE IN FEET
City of
RAMSEY



NORTHFORK
ASSESSABLE PROPERTIES
2018 OVERLAY IMPROVEMENTS

0 300 600 900
SCALE (FEET)

City of RAMSEY



NORTHFORK 2ND & 3RD
ASSESSABLE PROPERTIES
2018 OVERLAY IMPROVEMENTS

0 300 600 900
SCALE (FEET)

N

City of RAMSEY


16170
16150
16120
ROYAL
8701
8681
8671
8661
160TH
CT
8660
8690
8680
8670
NORTHFORK OAKS
ASSESSABLE PROPERTIES
2018 OVERLAY IMPROVEMENTS
0
150
300
450
SCALE IN FEET
N
City of
RAMSEY

PROPOSED ASSESSMENT ROLL - 18-03 WOODLAND GREEN							
PID	**Name/Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
243225210012	FLOYD JESSICA	15611 COBALT ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210013	ARENDS BARBARA	15621 BARIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210014	MORAVETZ PAUL	15611 BARIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210015	LORETZ JAMES R & M K	15551 BARIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210016	WESTERVELD DONNA LYNN	5251 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210017	GIVENS ANDREW	5221 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210018	NELSON TIMOTHY C & BARBARA A	5211 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210019	CASSIDY MEGAN	5240 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210020	CIKOTTE THOMAS D & SHELLEY	5220 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210021	THIEL MARK	5200 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210023	SWEET LAURA	15630 COBALT ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210024	JAMES CORRINE	15620 COBALT ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210025	FISCHER TIMOTHY A & NANCY A	15600 COBALT ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210026	WATSON JUDY	15530 BARIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210027	NYARA JOSEPH C	5381 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210028	VANG LA	5390 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210029	HOEKE CURTIS	5370 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210030	HATCH JOHN S	15500 BARIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225210031	CITY OF RAMSEY		RAMSEY	MN	55303	1	$ 1,216.35
243225220008	AHLQUIST TRUSTEE JOHN & AHLQUIST TRUSTEE PEGGY	15561 ERKIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220009	MCCALLA ANNETTE	15601 ERKIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220010	HAMMOCK JERRY	15621 ERKIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220015	HALTER JONATHAN T & GINA L	15630 ERKIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220017	MAJKRZAK THOMAS J	15610 ERKIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220018	SCHMID RICHARD & JACQUELINE	5491 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220019	KIGER GREGORY A	15550 ERKIUM ST NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220021	MILLER MARYLEE	5490 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220022	ZIMMERMANN RONALD G & D J	5460 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220023	POMEROY GEORGE A	5430 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220025	SCOTT DOROTHY	5501 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
243225220027	ROSE GARY L & G C	5500 155TH LN NW	RAMSEY	MN	55303	1	$ 1,216.35
TOTALS						**31**	**$ 37,706.70**

PROPOSED ASSESSMENT ROLL - 18-03 THE NORTH FORTY 2ND							
PID	**Name/Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
173225340002	COULT BRENDA	8425 158TH LN NW	RAMSEY	MN	55303	1	$ 899.31
173225340003	GEISSLER JOSEPH & KIMBERLY	8467 158TH LN NW	RAMSEY	MN	55303	1	$ 899.31
173225340004	GRONAU SHANE	15842 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340005	JOHNSON PATRICIA	15812 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340006	LEVENICK EMMA	15784 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340007	WISE LYLE D & JEAN R	15768 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340008	BERRY FRANCIS P	15750 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340009	TRUONG KY	8416 158TH LN NW	RAMSEY	MN	55303	1	$ 899.31
173225340010	HASTINGS SHERRY	8462 158TH LN NW	RAMSEY	MN	55303	1	$ 899.31
173225340011	OLSON THOMAS C & CARRIE M	15811 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340012	MOLDENHAUER AMANDA	15779 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340013	JOY ANDREW C & JERI L	15757 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340014	WARZONEK ZACHERY	15731 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340015	CITY OF RAMSEY	15700 OKAPI ST NW	RAMSEY	MN	55303	1	$ 899.31
173225340016	CITY OF RAMSEY		RAMSEY	MN	55303	1	$ 899.31
TOTALS						**15**	**$ 13,489.59**

PROPOSED ASSESSMENT ROLL – 18-03 THE NORTH FORTY 3RD							
PID	**Name/Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
203225110004	BACKMAN JEANINE	8030 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110005	CHISMAR PAMELA	8070 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110006	GOODMAN JOHN D & MIKA JONI R	8118 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110007	BORELL RONALD J & SANDRA A	8148 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110008	SCHUETTE JOAN	8184 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110009	MORLEY JOHN	8031 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110010	SUOMALA ERIN	8077 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110011	BABKIN VYACHESLAV	8131 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110012	DUSTERHOFT KYLE J & MELANIE A	15599 HEDGEHOG ST NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110013	GRANHOLT LUANN	15639 HEDGEHOG ST NW	RAMSEY	MN	55303	1	$ 1,515.72
203225110014	NORMAN MARVIN G & MARIA K	15673 HEDGEHOG ST NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120003	GUSTAVSON GENE E & LANETTE J	8211 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120004	ANDERSON HARLAN	8255 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120005	WULF RONDA	8309 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120006	LATOUR GREGORY	8353 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120007	HEINEMAN THOMAS	8239 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120008	MOORE DANIEL	8277 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120009	TRASK BENJAMIN J	8323 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120010	TREPTOW THERESA	8375 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120011	BOBB MICHAEL J	8376 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120012	NORMAN MICHAEL	8324 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120013	WIDEL LAURA	8278 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120014	MAU DAVID	8230 156TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120015	DAVIS ALLISON	8252 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120016	ROUSE MICHAEL	8306 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
203225120017	PETERSON CHAD	8348 155TH LN NW	RAMSEY	MN	55303	1	$ 1,515.72
TOTALS						**26**	**$ 39,408.83**

PROPOSED ASSESSMENT ROLL – 18-03 NORTHFORK ITASCA SHORES							
PID	**Name/Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
193225130013	TAMAN TARIK & EUSTICE HEIDI T	9191 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130014	SCHROEDER RICHARD M & PENNY M	9171 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130015	TEAL DALE	9141 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130016	MCDONALD ROBERT G & DENISE A	9111 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130017	FIORE EDWARD	9081 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130018	MISNER ALBA	9050 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130020	JORDAN KEVIN L & SUE A	9170 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130021	OLSON MITCHELL A & MICHELLE L	9140 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130022	PAULEY MARIE	9110 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
193225130023	CHRISTIANSON LINDSEY	9080 ANDRIE CT NW	RAMSEY	MN	55303	1	$ 1,022.49
TOTALS						**10**	**$ 10,224.92**

PROPOSED ASSESSMENT ROLL – 18-03 NORTHFORK							
PID	**Name/Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
183225210002	SHERER MOLLY	16470 FORTMANN CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225210003	KOEHLER MICHAEL	16460 FORTMANN CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225210006	ADAMS LYNN	16455 DRISCOLL CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225210007	WITTER KELLY	16465 DRISCOLL CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225210008	FOOTE CLIFFORD L & SHIRLEY	16470 DRISCOLL CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225210009	RESECH DAVID G & SHAREN J	16450 DRISCOLL CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225220002	LYNCH TERRANCE M & SMITH SUSAN	16445 HALAS CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225220003	TERNUS JESSE	16455 HALAS CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225220004	HANSON ELLEN M	16470 HALAS CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225220005	SKYBERG JASON D & JOANN M	16450 HALAS CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225220007	ANDERSON II TRUSTEE	16455 FORTMANN CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
183225220008	RUDY TRUSTEE CAROL	16465 FORTMANN CIR NW	RAMSEY	MN	55303	1	$ 1,039.41
TOTALS						**12**	**$ 12,472.96**

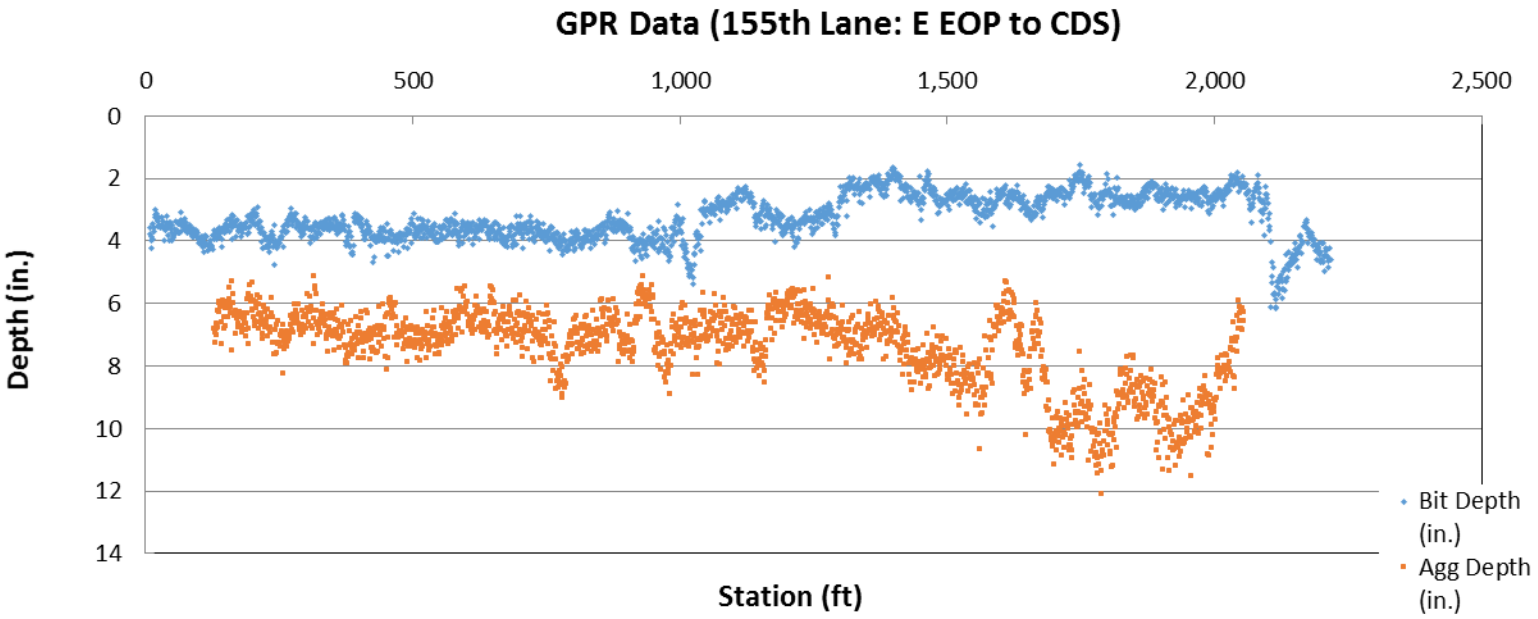
PROPOSED ASSESSMENT ROLL – 18-03 NORTHFORK 2ND & 3RD							
PID	**Name/Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
183225110004	PELUF LAWRENCE & PATRICIA	9041 164TH LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225110005	SHUGA TOM & IDA S	9031 164TH LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225120005	MORTENSON CYNTHIA	9165 164TH LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225120006	SMITH TRUSTEE JILL & SMITH TRUSTEE STEPHEN	9130 164TH LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225120012	FREDERICKSON JOAN M & THOMAS A	9040 164TH LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225120013	WEBSTER MITCHELL W & NANCY W	9091 164TH LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225120014	SCHOENEMAN CRAIG & JOHNSON E A	9051 164TH LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225130008	FLAVIN RANDY & JOAN	9060 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225130012	KUNKEL NICHOLAS V & NANCY L	9040 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225130013	FIELD ROBERT & LORI	16250 WOLVERINE ST NW	RAMSEY	MN	55303	1	$ 1,368.35
183225130014	BARBER JAMES	16450 WOLVERINE ST NW	RAMSEY	MN	55303	1	$ 1,368.35
183225140002	CHRISTENSEN SCOTT M & LISA E	8970 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225140003	HARTER GREGORY J & LYNNE M	8980 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225140005	WATSON BARBARA	9000 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225140006	MALECK KATHLEEN M	9030 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225140007	ZIERDEN SCOTT M & JULIE M	16251 WOLVERINE ST NW	RAMSEY	MN	55303	1	$ 1,368.35
183225140008	QUICK BRYAN R & MARY M	8991 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
183225140020	MCGERR PATRICIA R TRUSTEE	8990 162ND LN NW	RAMSEY	MN	55303	1	$ 1,368.35
TOTALS						**18**	**$ 24,630.29**

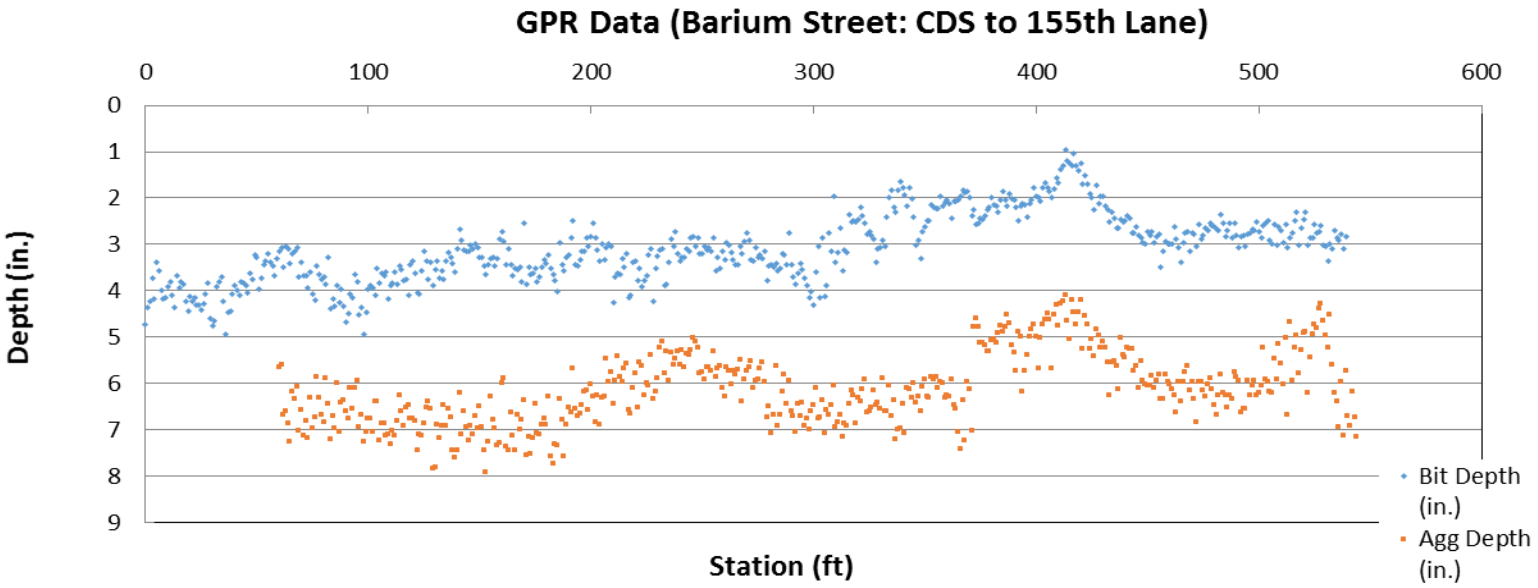
PROPOSED ASSESSMENT ROLL – 18-03 NORTHFORK OAKS							
PID	**Name/Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
173225230006	SERIANO KIMBERLY	16170 ROYAL RD NW	RAMSEY	MN	55303	1	$ 766.54
173225230007	HANSON JOHN	16150 ROYAL RD NW	RAMSEY	MN	55303	1	$ 766.54
173225230008	KUZMA MARK E & WENDY J	16120 ROYAL RD NW	RAMSEY	MN	55303	1	$ 766.54
173225230009	MENTH JEFFREY & O'BERRY E M	8701 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
173225230010	SOGN BRUCE	8681 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
173225230011	FOGGIA JOSEPH M & KAREN S	8671 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
173225230012	FROLIK JON	8661 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
173225320004	PARENT CUSTOM HOMES LLC	8660 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
173225320005	SAXON TED	8670 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
173225320006	BIRD DANIEL	8680 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
173225320007	BRUSVEN DAVID D & MARY G	8690 160TH CT NW	RAMSEY	MN	55303	1	$ 766.54
TOTALS						**11**	**$ 8,431.89**

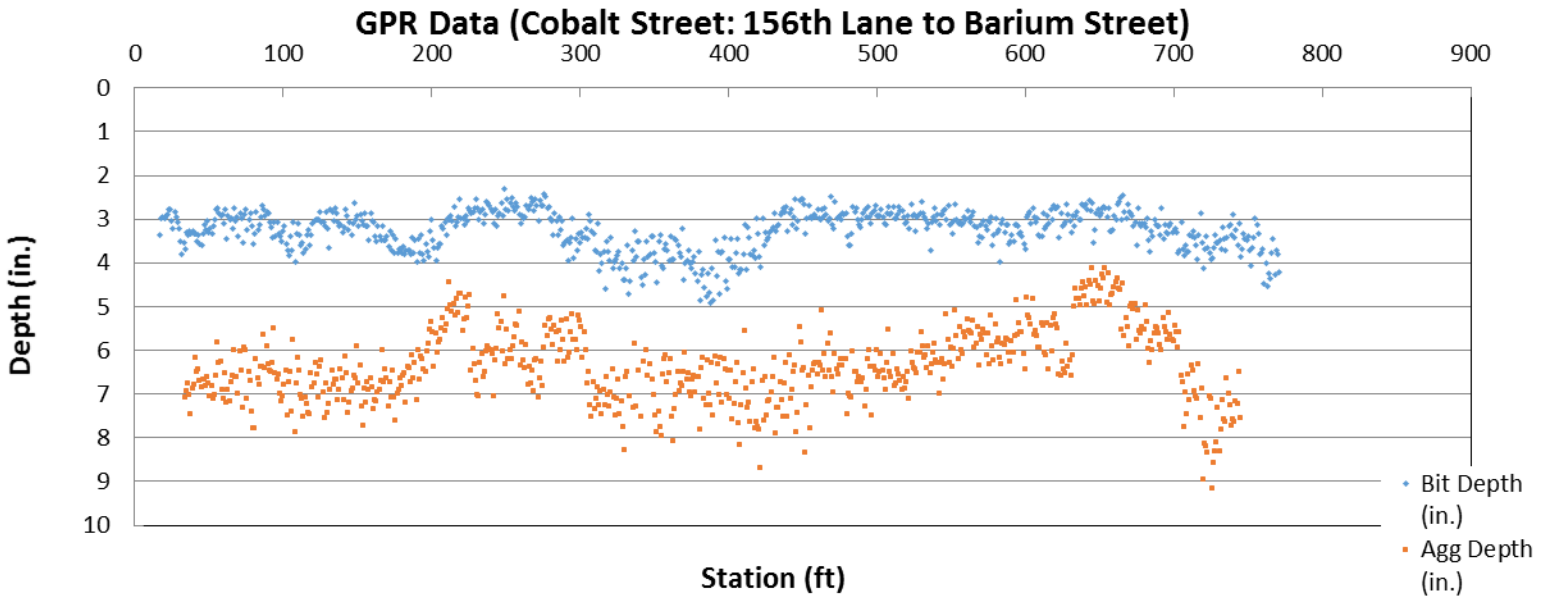
Appendix D

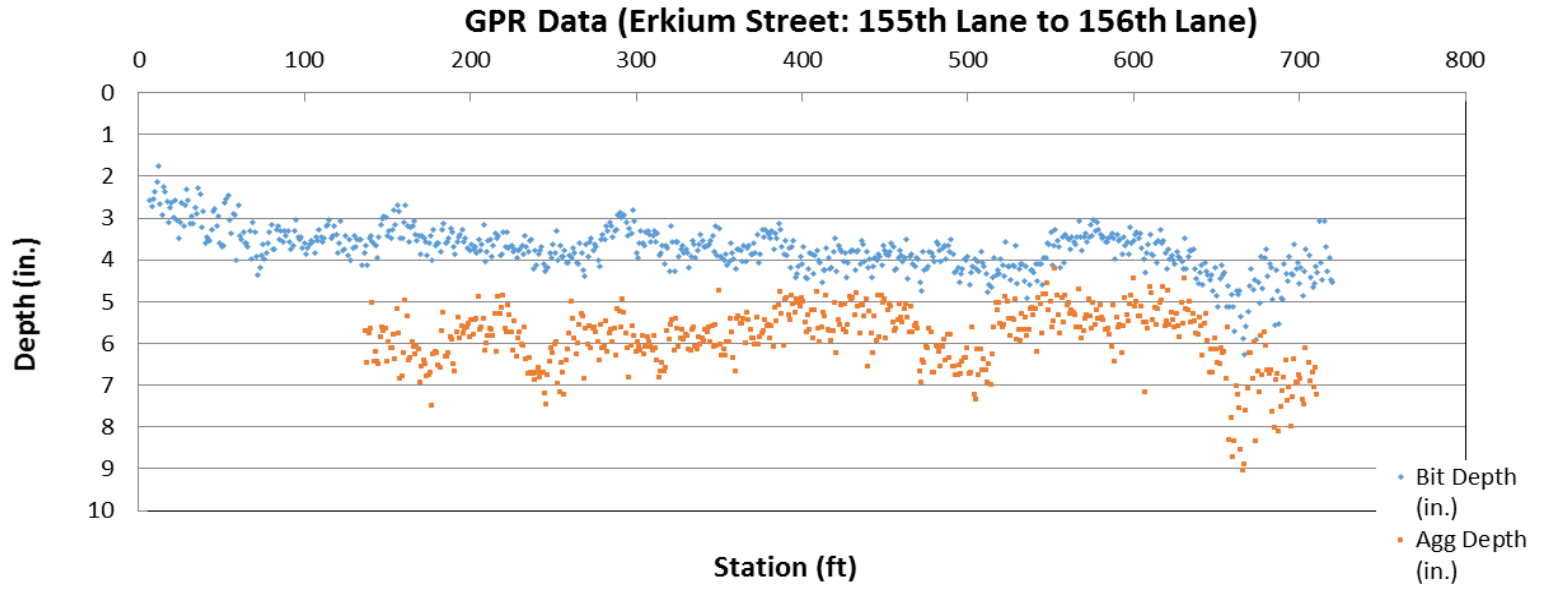
Ground Penetrating Radar (GPR) Results Tables and Data Charts

Woodland Green GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
155th Lane	E EOP / CDS	1.6	6.2	3.3	1.9	9.6	4.9	7.4	5.1	316' West of E EOP.
Barium Street	S EOP / CDS	1.0	4.9	3.1	1.5	7.2	3.2	6.1	4.09	130' North of 155th Lane.
Cobalt Street	N EOP / Barium St	2.3	4.9	3.3	1.3	5.3	3.1	6.4	4.11	126' Northwest of Barium Street.
Erkium Street	155th Ln / 156th Ln	1.8	6.3	3.8	0.6	3.7	2.0	5.9	4.2	167' South of 156th Lane
Project Summary		*1.0*	*6.3*	*3.3*	*0.6*	*9.6*	*3.6*	*6.8*	*4.09*	*Barium Street, 130' North of 155th Lane.*

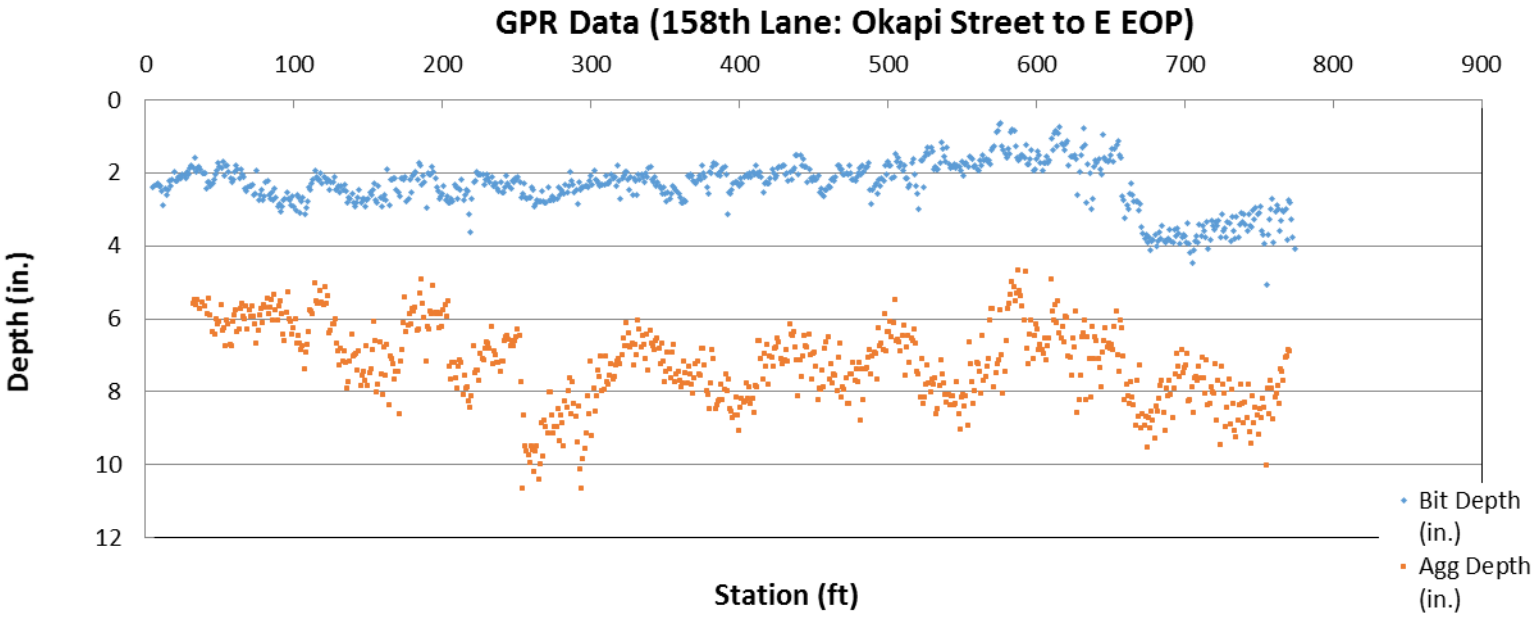


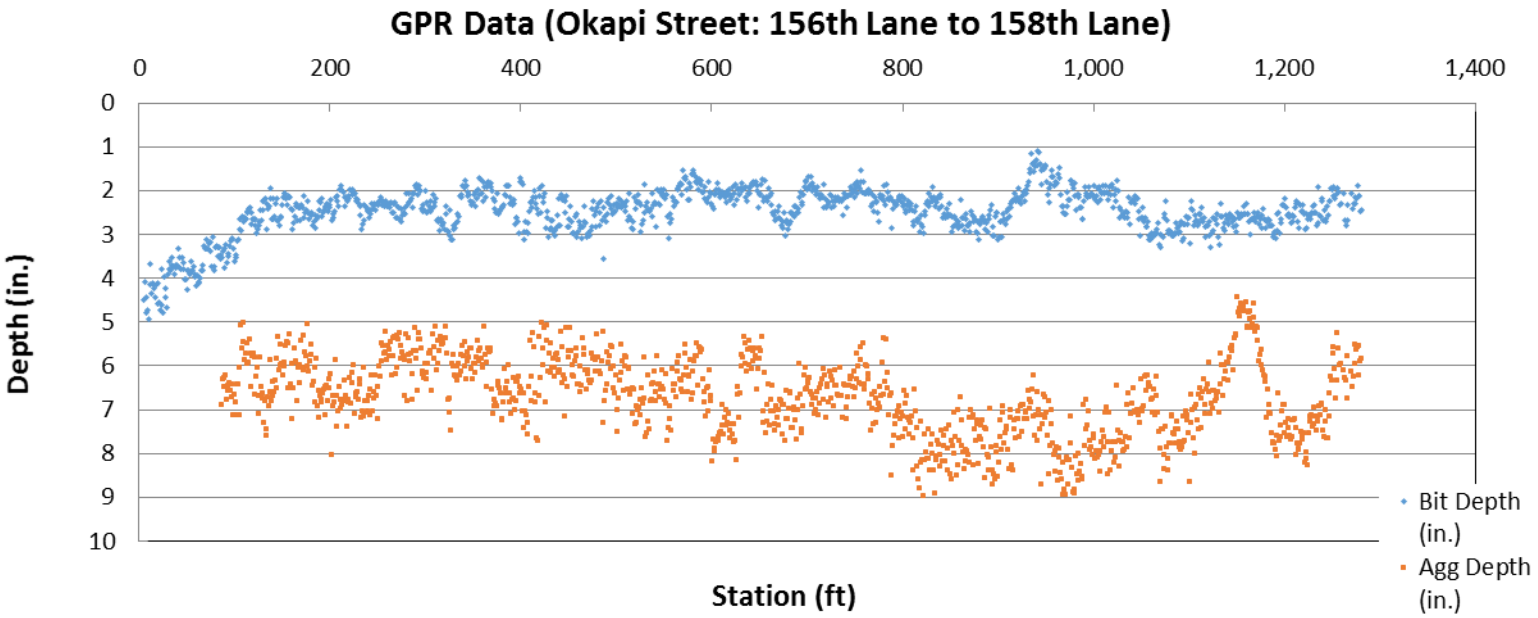



GPR Data (Cobalt Street: 156th Lane to Barium Street)
0
100
200
300
400
500
600
700
800
900
0
1
2
3
4
5
6
7
8
9
10
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)

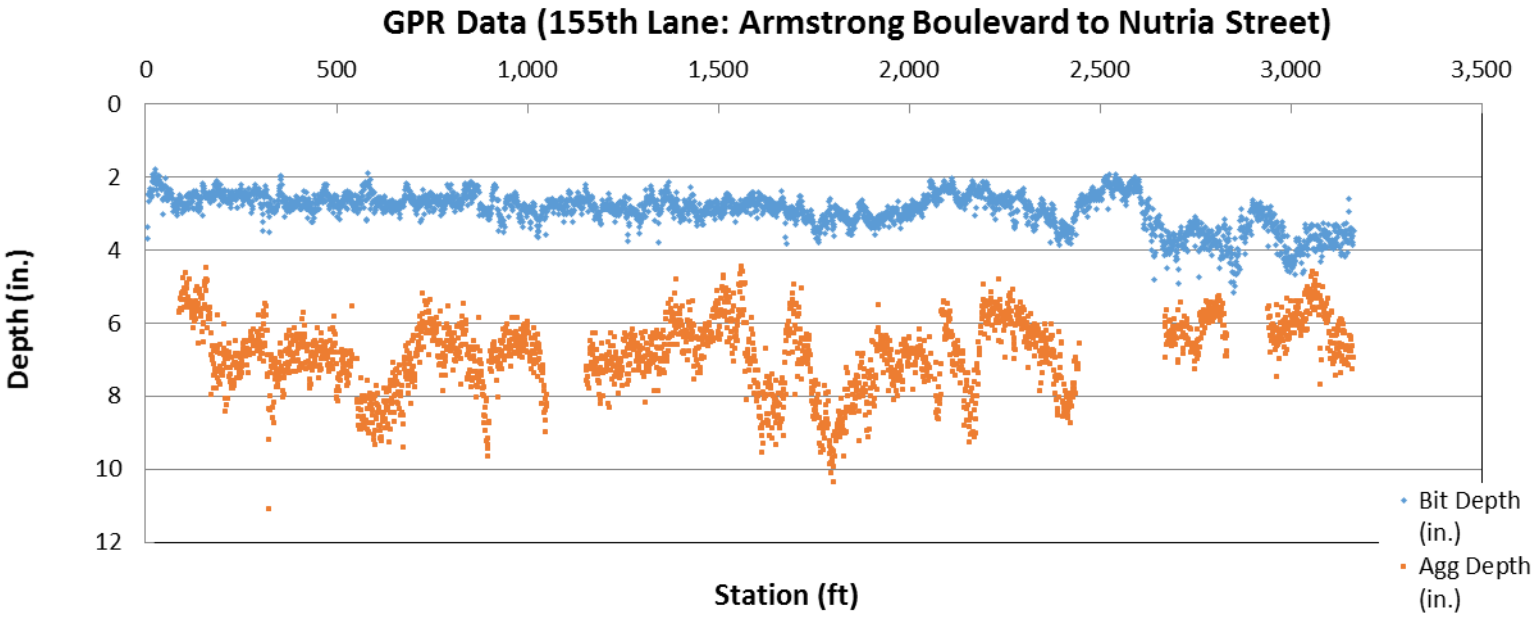

GPR Data (Erkium Street: 155th Lane to 156th Lane)
0
100
200
300
400
500
600
700
800
0
1
2
3
4
5
6
7
8
9
10
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)

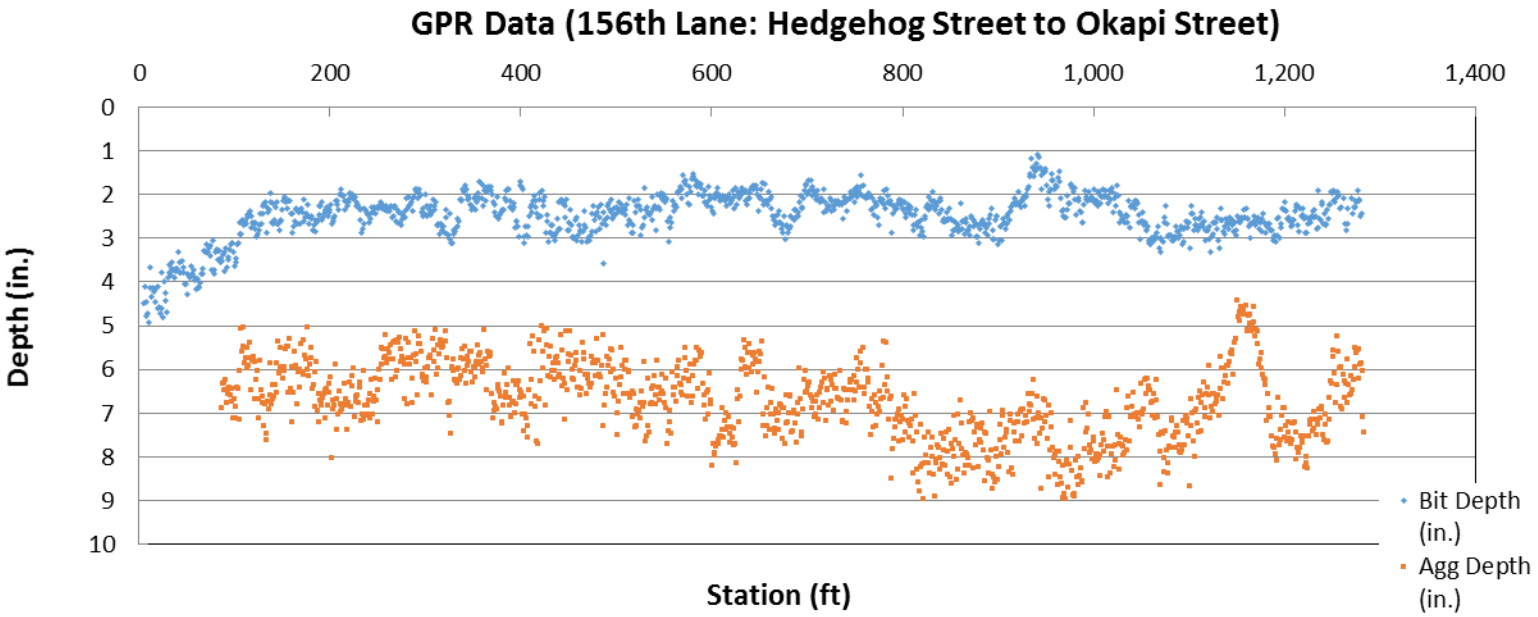
The North Forty 2nd GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
158th Lane	NE PC Okapi St & 158th Ln / E EOP	0.7	5.1	2.3	2.5	8.3	4.6	7.2	4.7	187' West of E EOP.
Okapi Street	S EOP / NE PC 158th Ln & Okapi St	1.1	4.9	2.5	1.9	7.1	4.3	6.7	4.4	130' North of S EOP.
Project Summary		*0.7*	*5.1*	*2.4*	*1.9*	*8.3*	*4.4*	*6.9*	*4.4*	*Okapi Street, 130' North of S EOP.*

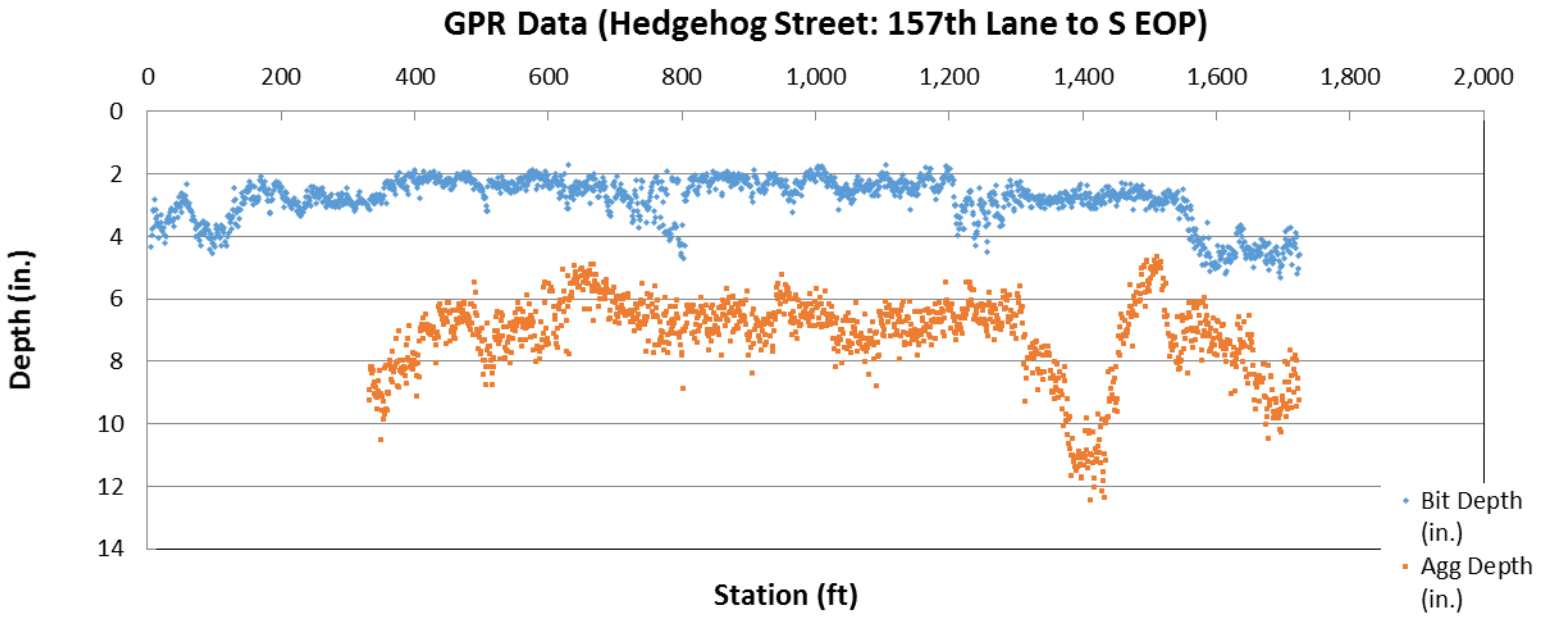




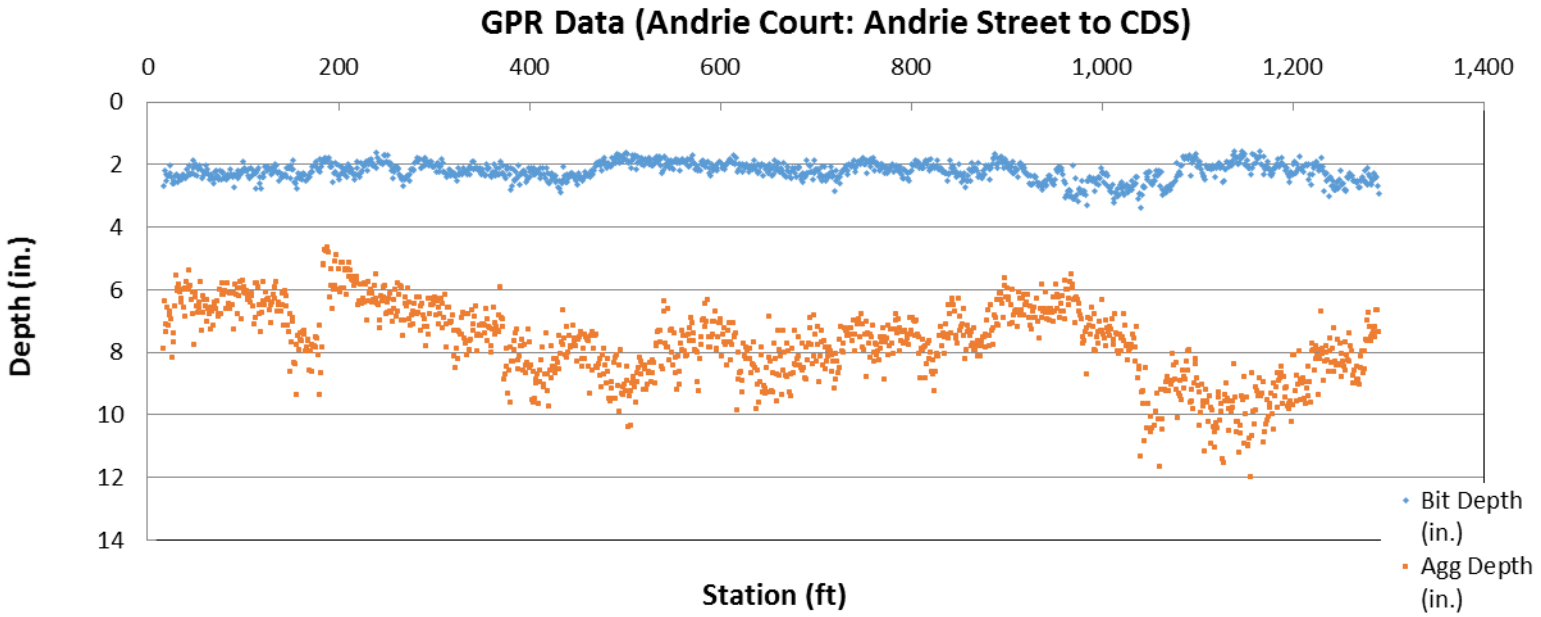
The North Forty 3rd GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
155th Lane	W EOP / Armstrong Blvd	1.8	5.2	2.9	1.2	7.0	3.7	6.9	4.5	52' West of Hedgehog Street.
156th Lane	W EOP / Hedgehog St	1.1	4.9	2.5	1.9	7.4	4.1	6.7	4.4	137' East of W EOP.
Hedgehog Street	S EOP / N EOP	1.7	5.3	2.8	1.6	9.4	4.4	7.2	4.7	216' North of S EOP.
Project Summary		*1.1*	*5.3*	*2.8*	*1.2*	*9.4*	*4.0*	*6.9*	*4.4*	*156th Lane, 137' East of W EOP.*



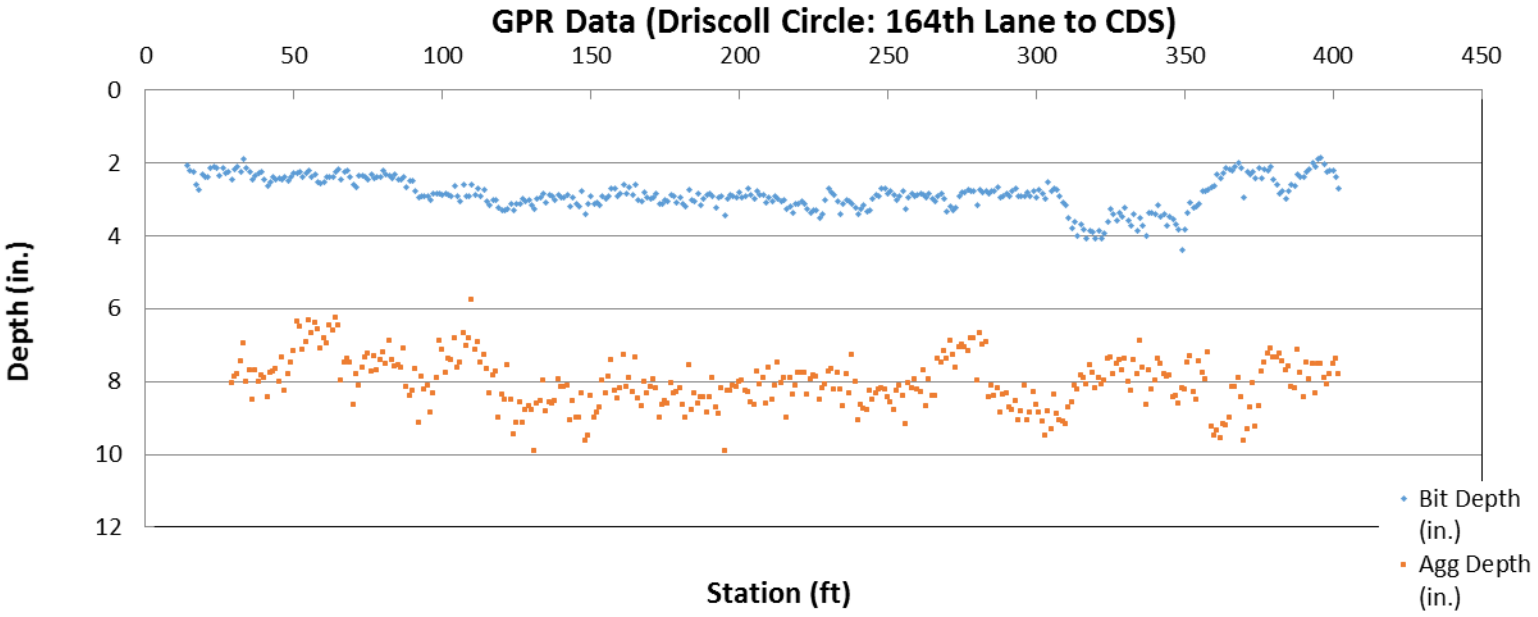


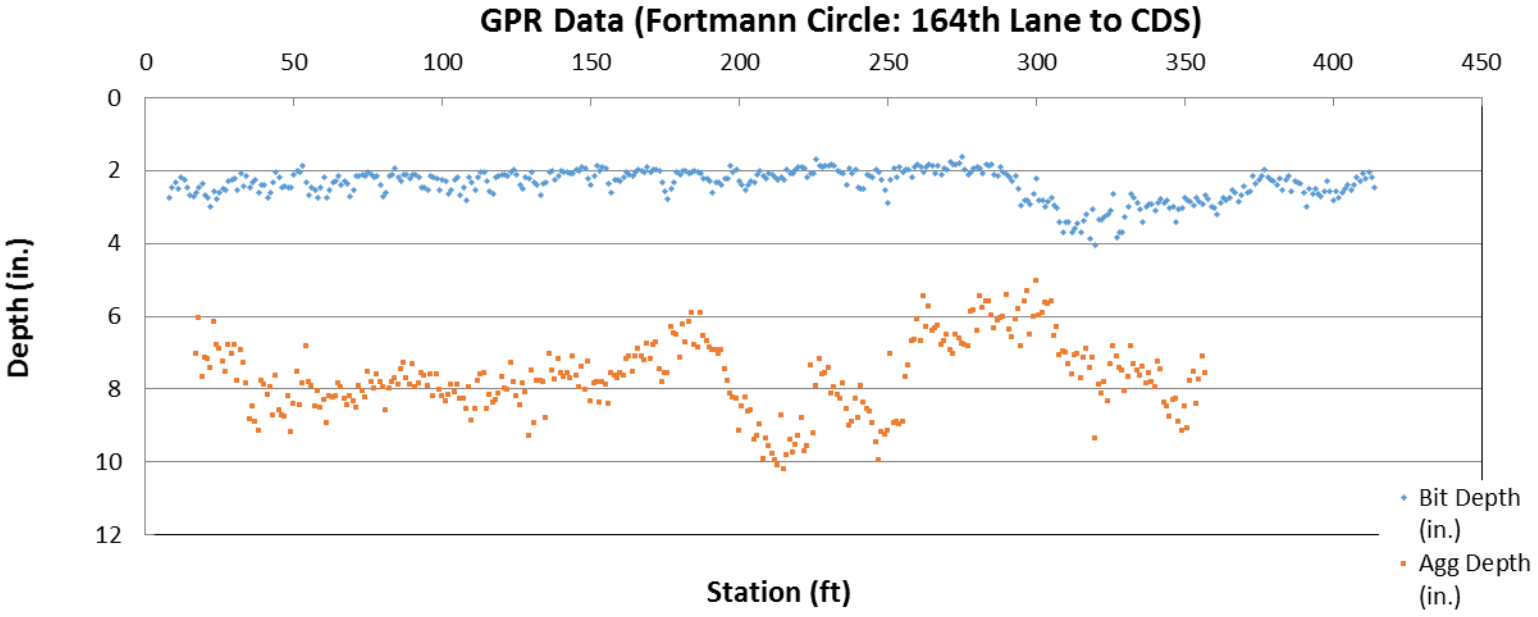


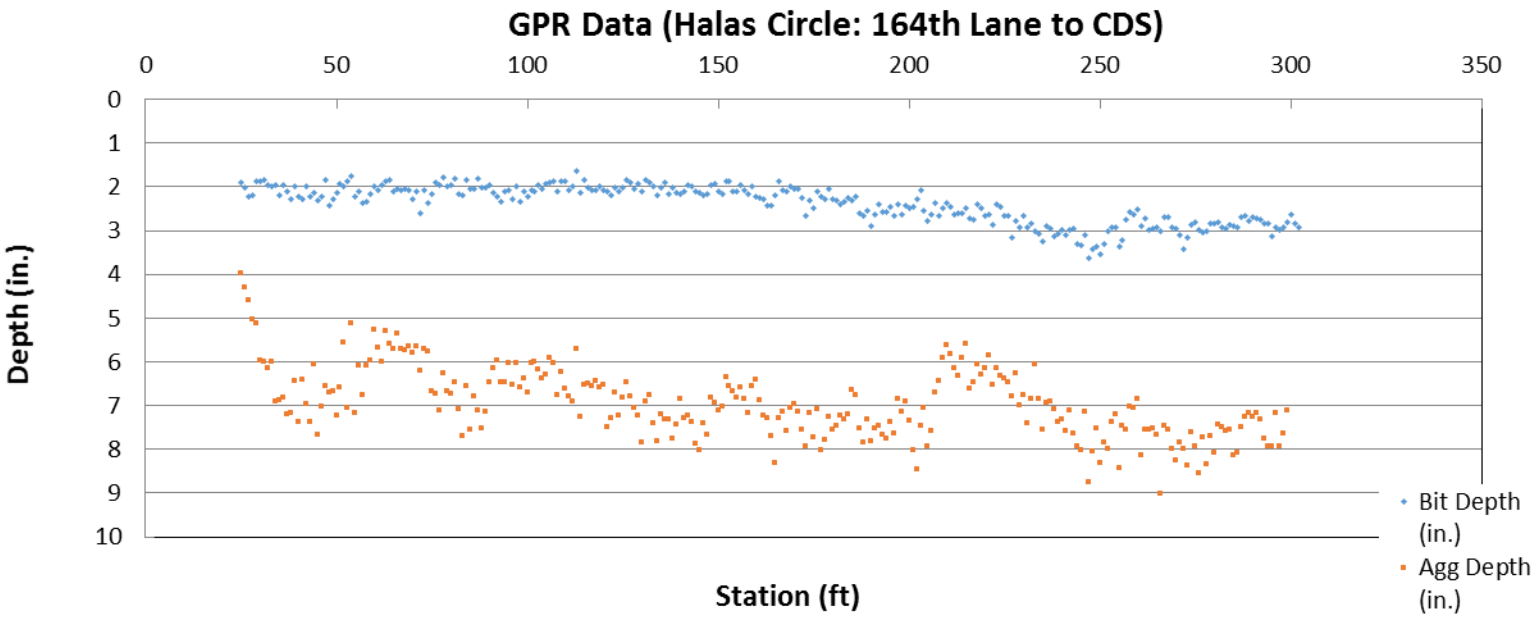
Northfork Itasca Shores GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
Andrie Court	Andrie St / CDS	1.6	3.4	2.2	2.5	9.7	5.5	7.7	4.7	189' East of Andrie Street.
Project Summary		*1.6*	*3.4*	*2.2*	*2.5*	*9.7*	*5.5*	*7.7*	*4.7*	*Andrie Court, 189' East of Andrie Street.*



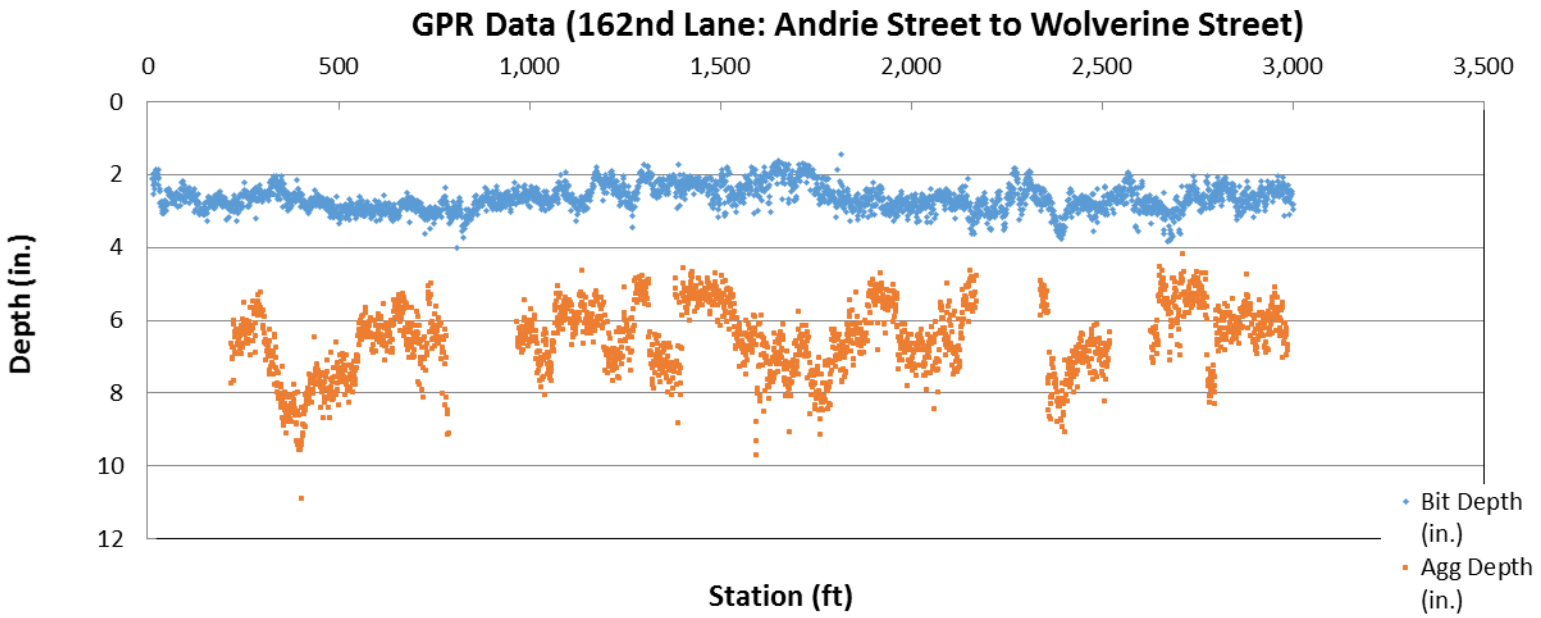
Northfork GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
Driscoll Circle	164th Ln / CDS	1.9	4.4	2.9	3.2	7.1	5.2	8.0	5.8	110' North of 164th Lane.
Fortmann Circle	164th Ln / CDS	1.6	4.1	2.4	2.5	7.9	5.3	7.7	5.0	294' North of 164th Lane.
Halas Circle	164th Ln / CDS	1.6	3.6	2.4	2.1	6.2	4.6	6.9	4.0	25' North of 164th Lane.
Project Summary		*1.6*	*4.4*	*2.6*	*2.1*	*7.9*	*5.0*	*7.6*	*4.0*	*Halas Circle, 25' North of 164th Lane.*

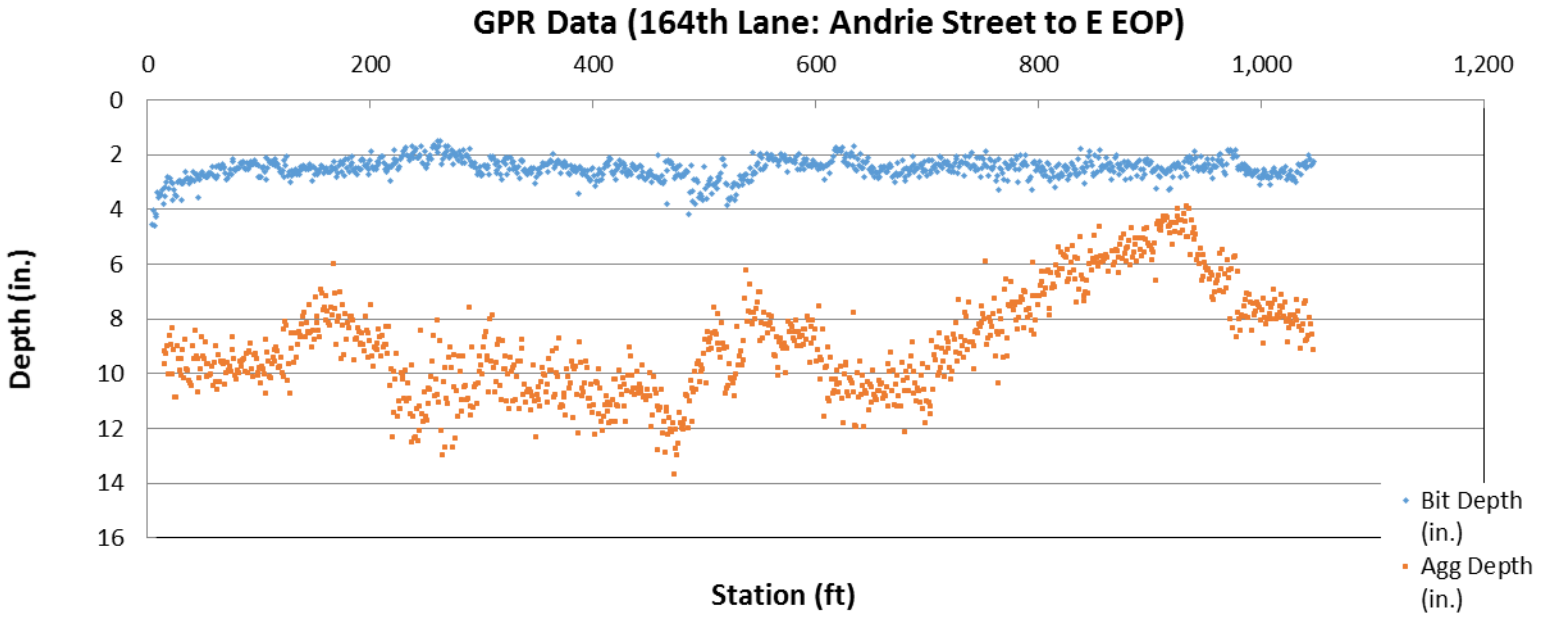


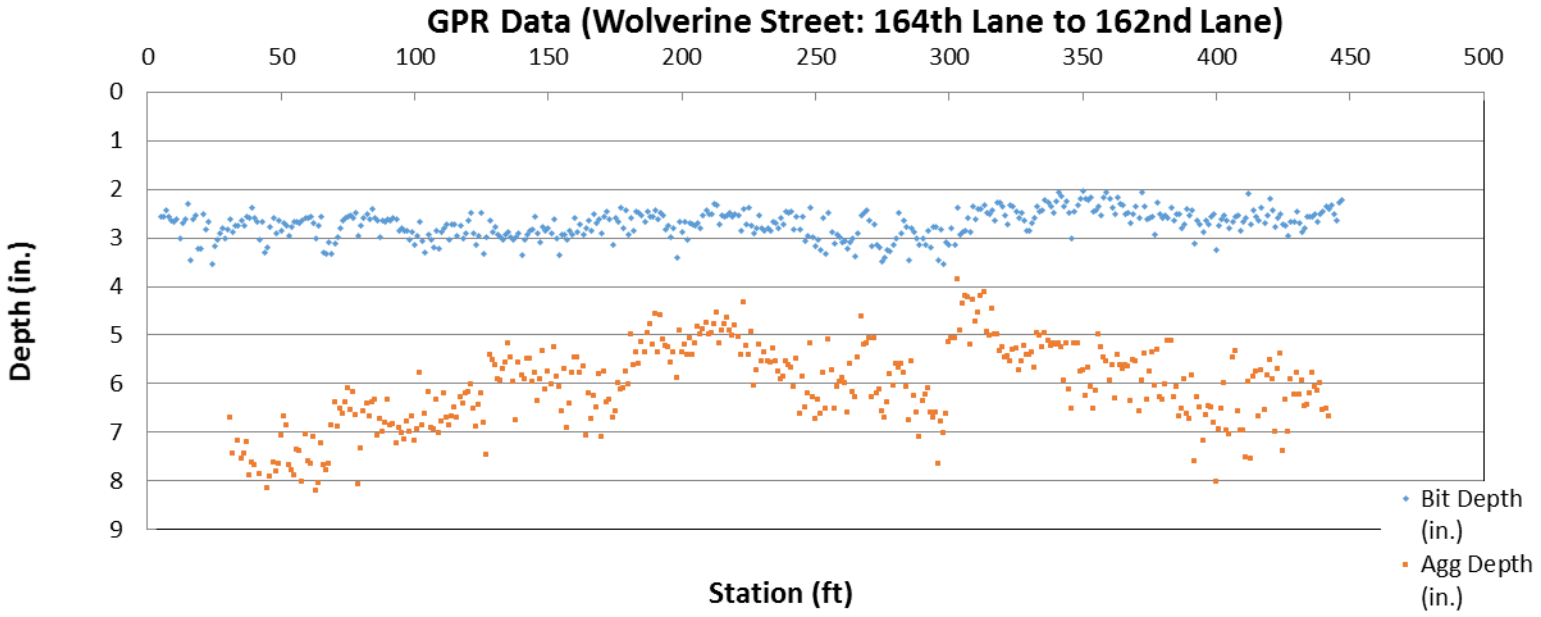




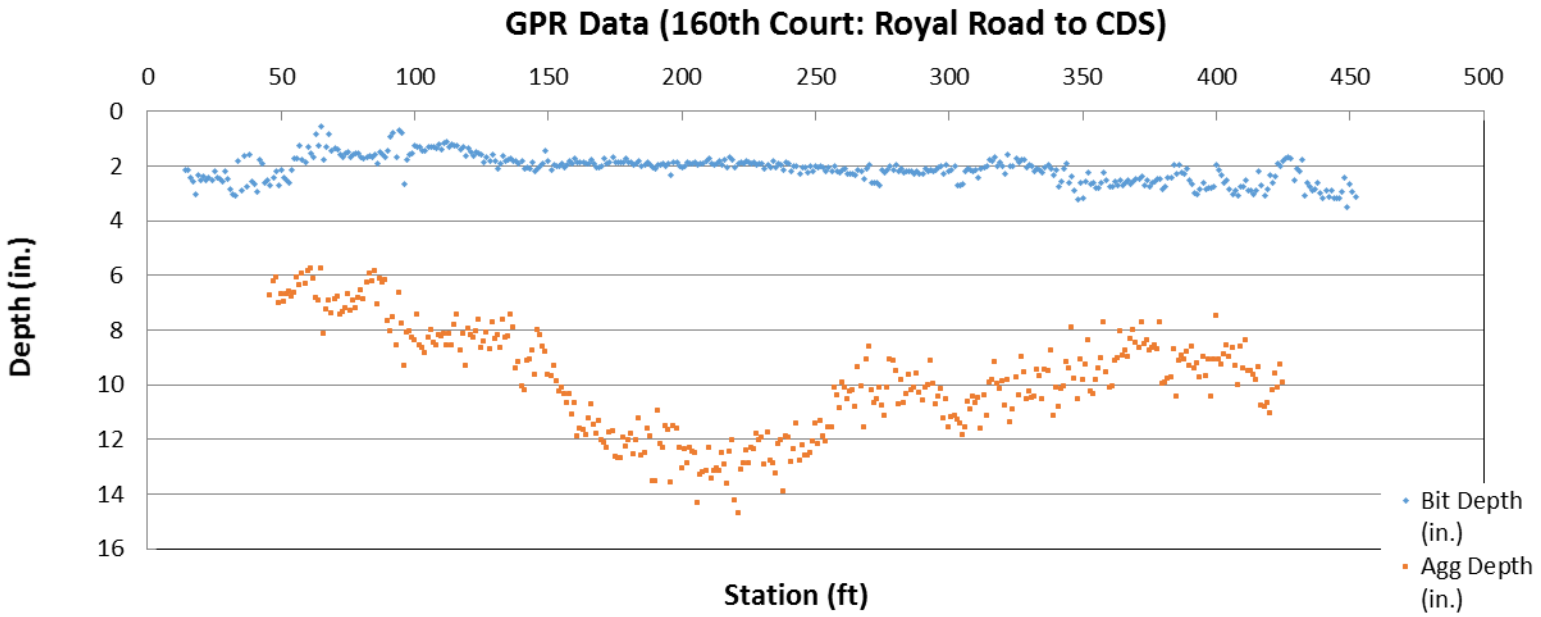
Northfork 2nd & 3rd GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
162nd Lane	Andrie St / Wolverine St	1.4	4.0	2.7	1.3	7.2	3.8	6.5	4.2	287' East of Andrie Street
164th Lane	Andrie St / E EOP	1.5	4.6	2.5	3.8	10.8	7.0	8.9	3.88	116' West of Wolverine Street.
Wolverine Street	162nd Ln / 164th Ln	2.0	3.6	2.7	1.4	5.4	3.3	6.1	3.86	144' North of 162nd Lane.
Project Summary		*1.4*	*4.6*	*2.6*	*1.3*	*10.8*	*4.1*	*7.1*	*3.86*	*Wolverine Street, 144' North of 162nd Lane.*

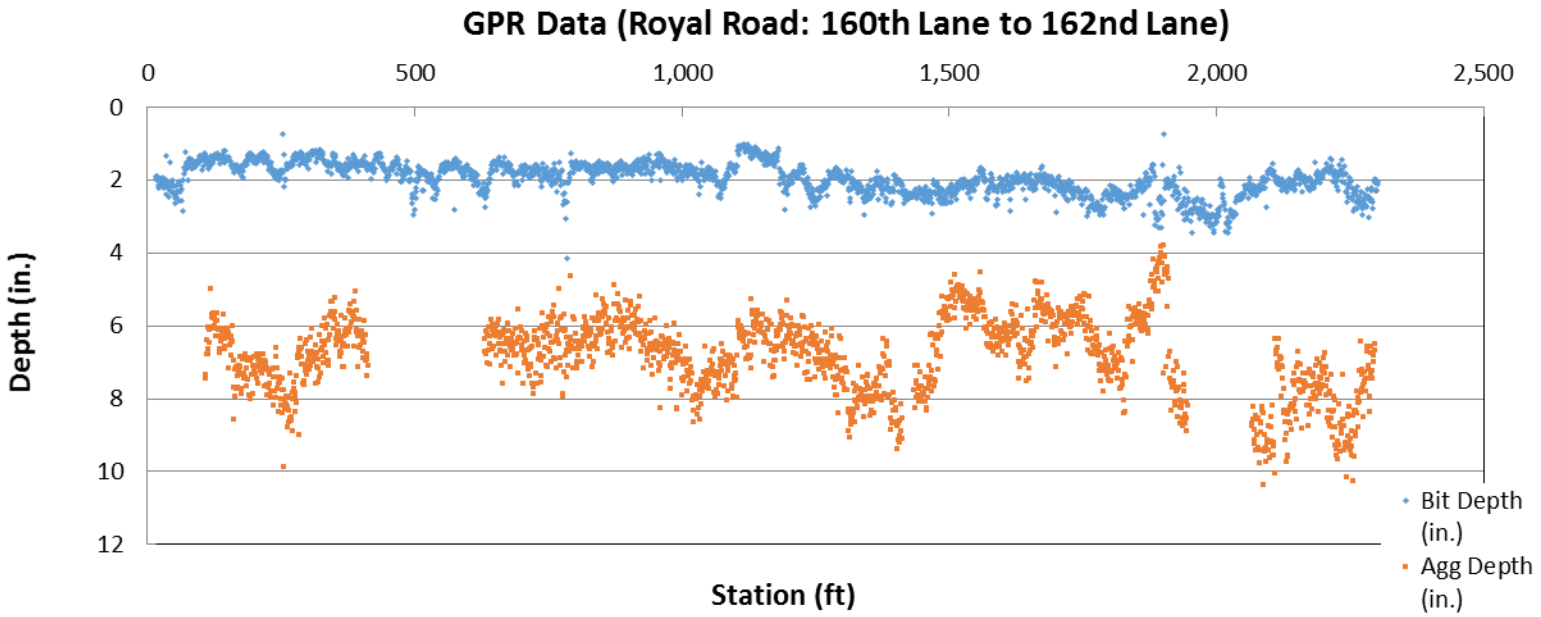

GPR Data (162nd Lane: Andrie Street to Wolverine Street)
0
500
1,000
1,500
2,000
2,500
3,000
3,500
0
2
4
6
8
10
12
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)


GPR Data (164th Lane: Andrie Street to E EOP)
0
200
400
600
800
1,000
1,200
0
2
4
6
8
10
12
14
16
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)


GPR Data (Wolverine Street: 164th Lane to 162nd Lane)
0
50
100
150
200
250
300
350
400
450
500
0
1
2
3
4
5
6
7
8
9
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)

Northfork Oaks GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Avg**	**Min**	**Location**
160th Court	Royal Rd / CDS	0.5	3.5	2.1	3.8	12.8	8.1	9.9	5.7	49' East of Royal Road.
Royal Road	160th Crt / E EOP	0.7	4.2	2.0	0.7	8.2	4.9	6.8	3.8	209' North of 160th Court.
Project Summary		*0.5*	*4.2*	*2.0*	*0.7*	*12.8*	*5.3*	*7.3*	*3.8*	*Royal Road, 209' North of 160th Court.*





CC Regular Session **4. 15.**

Meeting Date: 12/12/2017

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #17-12-311 Accepting Fee Title to Outlot A, Covenant Meadows per the Approved Planned Unit Development (Project No. 17-102); Case of Brookview Estates, LLC

Purpose/Background:

In June of 2017, the City Council approved the Final Plat and Zoning Amendment for Covenant Meadows, a twelve (12) lot rural subdivision. The project was approved as a Planned Unit Development with the public benefit being the approximately fifteen (15) acres that straddles Trott Brook being conveyed to the City for permanent open space. Brookview Estates, LLC (the "Developer") has prepared a Warranty Deed and a Mortgage Release to convey Outlot A, Covenant Meadows to the City per the approved final plat and zoning amendment. Adoption of Resolution #17-12-311 would authorize the acceptance of Outlot A, Covenant Meadows and would allow the necessary documents to be recorded to complete the land transfer.

Funding Source:

All costs associated with this request are the responsibility of the Developer.

Recommendation:

Staff recommends adoption of Resolution #17-12-311 accepting fee title to Outlot A, Covenant Meadows.

Action:

Motion to adopt Resolution #17-12-311 accepting fee title to Outlot A, Covenant Meadows.

Attachments

Site Location Map with Aerial

Warrant Deed and Mortgage Release Documents

Resolution #17-12-311: Acceptance of Fee Title to Outlot A Covenant Meadows

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Jo Thieling	12/07/2017 03:40 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 04:25 PM
Form Started By: Chris Anderson		Started On: 12/05/2017 11:35 AM
Final Approval Date: 12/07/2017		

Site Location Map - Outlot A



PROPERTY ID	02-32-25-44-0010	Owner Address	6210 GREEN VALLEY RD
ADDRESS		Owner City	ANOKA
CITY	RAMSEY	Owner State	MN
STATE	MN	Owner Zip Code	55303
ZIP CODE	55303	SaleDate2	0
Owner	BROOKVIEW ESTATES LLC		

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.

Map Scale
1 inch = 400 feet
12/5/2017

(Top 3 inches reserved for recording data)

WARRANTY DEED
Business Entity to Business Entity

Minnesota Uniform Conveyancing Blanks
Form 10.1.9 (2013)

eCRV number: _____

DEED TAX DUE: _____ DATE: _____
(month/day/year)

FOR VALUABLE CONSIDERATION, Brookview Estates, LLC a limited liability company under the laws of the State of Minnesota ("**Grantor**"), hereby convey(s) and warrant(s) to City of Ramsey a municipal corporation under the laws of the State of Minnesota ("**Grantee**"), real property in Anoka County, Minnesota, legally described as follows:

Outlot A, Covenant Meadows, Anoka County, Minnesota.

Abstract Property

Check here if all or part of the described real property is Registered (Torrens) ☐

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:

Check applicable box:

- ☐ The Seller certifies that the Seller does not know of any wells on the described real property.
- ☐ A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: _____.)
- ☐ I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

Brookview Estates, LLC

Eric Thomsen
Manager

State of Minnesota
County of _____

This instrument was acknowledged before me on Aug 3, 2017 by Eric Thomsen, as Manager of Brookview Estates, LLC a Minnesota limited liability company.

JEFFREY C. NYCKLEMOE
NOTARY PUBLIC
MINNESOTA
My Commission Expires Jan. 31, 2022

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

Gibraltar Title Agency, LLC
7825 Washington Avenue South
Suite 200
Bloomington, MN 55439

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:
(insert legal name and residential or business address of Grantee)
City of Ramsey

(Top 3 inches reserved for recording data)

PARTIAL RELEASE OF MORTGAGE by Business Entity

Minnesota Uniform Conveyancing Blanks Form 20.6.2 (2011)

DATE: August 4, 2017
(month/day/year)

FOR VALUABLE CONSIDERATION, the real property in Anoka County, Minnesota, legally described as follows:

Outlot A, Covenant Meadows, Anoka County, Minnesota.

Abstract Property

Check here if all or part of the described real property is Registered (Torrens) ☐

is hereby released from the lien of the mortgage, owned by the undersigned, dated June 29, 2017, executed by Brookview Estates, LLC as mortgagor, to Village Bank as mortgagee, and recorded on June 29, 2017, as Document Number 2174491.001 (or in Book _____ of _____ Page _____), in the Office of the ☑ County Recorder ☐ Registrar of Titles of Anoka County, Minnesota.

Village Bank
(name)

By: _____
(signature)

Its: EVP/CCO
(type of authority)

SANDRA R. BAROTT
Notary Public
Minnesota
My Commission Expires January 31, 2022

By: _____
(signature)

Its: Notary
(type of authority)

State of Minnesota, County of Anoka

This instrument was acknowledged before me on August 4th, by IVAR L. PETERSON as Executive Vice President and by _____ as _____ of Village Bank.

(Stamp)

SANDRA R. BAROTT
Notary Public
Minnesota
My Commission Expires January 31, 2022

Sandra R. Barott
(signature of notarial officer) _____

Title (and Rank): _____

My commission expires: 1/31/22

THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

Gibraltar Title Agency, LLC
7825 Washington Avenue South
Suite 200
Bloomington, MN 55439

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

RESOLUTION # 17-12-311

RESOLUTION ACCEPTING FEE TITLE TO OUTLOT A, COVENANT MEADOWS

WHEREAS, Brookview Estates, LLC, hereafter referred to as "Developer", has, in accordance with the approved plat known as Covenant Meadows, has drafted a Warranty Deed to grant Outlot A, Covenant Meadows to the City of Ramsey; and

WHEREAS, the City of Ramsey received a sketch plan for Brookview Estates from Brookview Estates, LLC on December 1, 2016; and

WHEREAS, the Planning Commission reviewed the sketch plan on January 5, 2017; and;

WHEREAS, the Developer changed the name of the proposed subdivision from Brookview Estates to Covenant Meadows due to a plat titled Brookview Estates already existing within Anoka County; and

WHEREAS, the Ramsey Environmental Policy Board (EPB) considered tree preservation, landscape plan, and potential wetland impacts pertaining to the preliminary plat on February 22nd, 2017; and

WHEREAS, on March 2, 2017, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat and tabled action until April; and

WHEREAS, the Ramsey Parks Commission considered the preliminary plat on March 9, 2017; and

WHEREAS, on March 14, 2017, the City Council received an update regarding the preliminary plat; and

WHEREAS, the Planning Commission reviewed the preliminary plat again on April 6, 2017; and

WHEREAS, the City Council reviewed and approved the preliminary plat of Covenant Meadows on April 25, 2017; and

WHEREAS, the City Council reviewed and approved the final plat of Covenant Meadows on June 13, 2017; and

WHEREAS, as part of the approved Planned Unit Development, the Developer was to convey Outlot A, Covenant Meadows to the City to satisfy the public benefit requirement.

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 accepts fee title to Outlot A Covenant Meadows as satisfaction of the required public benefit per the approved Planned Unit Development.

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 12th day of December, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 16.**

Meeting Date: 12/12/2017

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Report from Public Works Committee meeting dated November 21, 2017.
1. Consider Recommending City Council Approval of Pedestrian Trail Easement Vacation on Lot 6, Block 3, Wildlife Sanctuary Third Addition: Ratify the recommendation of the Public Works Committee to recommend that the City Council not vacate the pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition, but talk with the resident about removing the blacktop with the resident responsible for restoration.
2. Consider Request for Additional Stop Signs at the Intersection of 163rd Avenue / Marble Street: Ratify the recommendation of the Public Works Committee to recommend that the City Council not install additional stop signs at this intersection based on the traffic counts and accident history, that speed limit signs be posted in both directions, and the Police Department continue to enforce the 30-mph speed limit in the area in an effort to reduce speeds on 163rd Avenue.
3. Consider Public Infrastructure Feasibility Study for The COR: Ratify the recommendation of the Public Works Committee to recommend that the City Council authorize the Bolton & Menk work order, not to exceed $25,384, to complete concept designs and feasibility reports for all remaining public infrastructure needed in The COR. This is being discussed as a separate case on tonight's agenda.
4. Consider Recommending City Council Approval of September 2017 Comprehensive Sanitary Sewer Study Update: Ratify the recommendation of the Public Works Committee to recommend that the City Council approval of the September 2017 Comprehensive Sanitary Sewer Study Update, including the sanitary sewer infrastructure needed to serve the 167th node area. Council approved the Comprehensive Sanitary Sewer Study Update on November 28th.
5. Consider Recommending City Council Approval of September 2017 Comprehensive Water System Study Update: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve of the September 2017 Comprehensive Water System Study Update and ask staff to address the questions raised relating to dead end stubs. Council approved the Comprehensive Water System Study Update on November 28th.
6. Consider Recommending City Council Approval of Municipal State Aid Maintenance Allocation Reduction: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve reducing the City of Ramsey's MSA maintenance allocation from 35% to 25%. Council approved the Municipal State Aid Maintenance Allocation Reduction on November 28th.
7. Consider the Addition of Street Lights in our Industrial Area: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve installation of priority street lights at the following intersections: Ramsey Boulevard / 143rd Avenue; Jaspar Street / 143rd Avenue; Ebony Street / 143rd Avenue; Ebony Street / 141st Avenue; and, Azurite Street / 144th Avenue .

Purpose/Background:

The Public Works Committee held its regular meeting on November 21, 2017 and discussed the following cases:
1. Consider Recommending City Council Approval of Pedestrian Trail Easement Vacation on Lot 6, Block 3, Wildlife Sanctuary Third Addition: City Engineer Westby reviewed the staff report, and Parks and Assistant Public Works Superintendent Riverblood presented an alternative future trail connection route which would allow the pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition to be vacated. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council not vacate the pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition, but direct staff to talk with the resident about removing the blacktop with the resident responsible for restoration.
2. Consider Request for Additional Stop Signs at the Intersection of 163rd Avenue / Marble Street: Public Works Superintendent Riemer reviewed the staff report and explained staff has received a petition signed by 17 residents requesting additional stop signs at the intersection of 163rd Avenue and Marble Street. Currently, there are stop signs on the Marble Street portions of the intersection. He explained the reasons given for the additional stop signs are excessive speed and poor visibility at the intersection when traveling westbound on 163rd Avenue. Staff reviewed the traffic counts for the area, noting the traffic counts and accident history do not meet warrants to change this to a 4-way stop condition. With regard to the issue of poor visibility, staff would recommend cutting back vegetation in the northwest corner of the intersection. Staff recommends not installing additional stop signs at this intersection based on the low traffic counts and accident history not relating to the intersection. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council not install additional stop signs at this intersection based on the traffic counts and accident history, that speed limit signs be posted in both directions, and the Police Department continue to enforce the 30-mph speed limit in the area in an effort to reduce speeds on 163rd Avenue.
3. Consider Public Infrastructure Feasibility Study for The COR: Assistant to the City Administrator Brama reviewed the staff report and Bolton & Menk work order to provide concept level plans and a feasibility report for all remaining needed public infrastructure in The COR. This work order is consistent with the City of Ramsey EDA Work Plan, Tactic/Strategy #2, and approved by the EDA/City Council for the Inland Group/Affinity apartment project. Staff explained that Bolton & Menk has provide the City of Ramsey with similar services in the past for the new Ramsey Business Park and was selected at that time, through a competitive RFP process based on quality of services and competitive pricing. Staff is comfortable recommending Bolton & Menk for this work order based on their track record of helping staff successfully with similar projects, they are familiar with and have completed several recent projects in The COR, and are a Ramsey business. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council authorize the Bolton & Menk work order, not to exceed $25,384, to complete concept designs and feasibility reports for all remaining public infrastructure needed in The COR.
4. Consider Recommending City Council Approval of September 2017 Comprehensive Sanitary Sewer Study Update: City Engineer Westby reviewed the staff report and explained the purpose of this case is to consider recommending City Council approval of the September 2017 Comprehensive Sanitary Sewer Study Update. It was noted the 2012 Comprehensive Sanitary Sewer Study was prepared with the goal of meeting the City's infrastructure needs based on development projected within the City's 2030 Comprehensive plan. The 2017 Comprehensive Sanitary Sewer Study Update incorporates current population and land use projection, addresses impact on the City's sanitary sewer infrastructure due to development that has occurred in the last five years as well as currently proposed and projected development out to the year 2040 to be consistent with the 2040 Comprehensive Plan updates that are underway. The Public Works Committee recommended City Council approval of the September 2017 Comprehensive Sanitary Sewer Study Update, including the sanitary sewer infrastructure needed to serve the 167th node area. Council approved the September 2017 Comprehensive Sanitary Sewer Study Update on November 28th.
5. Consider Recommending City Council Approval of September 2017 Comprehensive Water System Study Update: City Engineer Westby referenced the staff report and explained the purpose of this case is to consider recommending City Council approval of the September 2017 Comprehensive Water Study Update. He noted it is the same consideration as the previous case with updating projections. The 2012 Comprehensive Water System Study was prepared with the goal of meeting the City's infrastructure needs based on development projected within the City's 2030 Comprehensive Plan. The 2017 Comprehensive Water System Study Update incorporates current population and land use projects and addresses impacts on the City's water system infrastructure due to development that has occurred since 2012 as well as currently proposed and projected development out to the year 2040 to be consistent with the 2040 Comprehensive Plan Updates that are underway. The Public Works Committee recommended City Council approval of the September 2017 Comprehensive Water System Study Update, and

asked staff to address the questions raised relating to dead end stubs. Council approved the September 2017 Comprehensive Water System Study Update on November 28th.
6. Consider Recommending City Council Approval of Municipal State Aid Maintenance Allocation Reduction: City Engineer Westby reviewed the staff report and explained the purpose of this case is to consider recommending approval of reducing the City's Municipal State Aid (MSA) Maintenance allocation from 35% to 25%. Staff explained a Maintenance Expenditure Report must be completed by a MSA city if the city's maintenance request is greater than 25% of its total allocation, or the city's lump sum request is greater than 25% of its total allocation. If a city requests more than 25% as maintenance allocation, a Maintenance Expenditure Report must be completed and filed each year. He stated this report takes about 30 hours of staff time to create and in the end, it provides no benefit. The Public Works Committee recommended City Council approval of reducing the City of Ramsey's MSA maintenance allocation from 35% to 25%. Council approved the Municipal State Aid Maintenance Allocation Reduction on November 28th.
7. Consider the Addition of Street Lights in our Industrial Area: Public Works Superintendent Riemer presented the staff report and explained the purpose of this case is to investigate the installation of additional street lights in the City's industrial areas. He explained staff received a complaint from a local business owner about vandalism who felt part of the cause was lack of adequate street lighting near his business. Staff inventoried street lighting in the industrial area and found it could be improved at several key intersections. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council approve installation of priority street lights at the following intersections: Ramsey Boulevard / 143rd Avenue; Jaspar Street / 143rd Avenue; Ebony Street / 143rd Avenue; Ebony Street / 141st Avenue; and, Azurite Street / 144th Avenue.

Action:

Motion to ratify the recommendation of the Public Works Committee.

Attachments

November Agenda

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/06/2017 12:40 PM
Bruce Westby	Bruce Westby	12/07/2017 09:00 AM
Patrick Brama	Patrick Brama	12/07/2017 09:04 AM
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: MaryJo Warner		Started On: 12/04/2017 01:53 PM
Final Approval Date: 12/07/2017		

City of Ramsey
Agenda
Public Works Committee
Tuesday, November 21, 2017
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

1. Call to Order

2. Citizen Input

3. Approve Agenda

4. Approve Minutes

1. Approve Public Works Committee Meeting Minutes

5. Committee Business

1. Consider Recommending City Council Approval of Pedestrian Trail Easement Vacation on Lot 6, Block 3, Wildlife Sanctuary Third Addition

2. Request for Additional Stop Signs at the Intersection of 163rd Ave / Marble St

3. Public Infrastructure Feasibility Study for The COR

4. Consider Recommending City Council Approval of September 2017 Comprehensive Sanitary Sewer Study Update

5. Consider Recommending City Council Approval of September 2017 Comprehensive Water System Study Update

6. Consider Recommending City Council Approval of Municipal State Aid Maintenance Allocation Reduction

7. Consider the Addition of Street Lights in our Industrial Area

6. Committee/Staff Input

1. Staff Updates on Improvement Projects and Items of Interest

2. Review Future Topics Calendar

7. Adjournment

Public Works Committee **4. 1.**

Meeting Date: 11/21/2017
Submitted For: Grant Riemer, Engineering/Public Works
By: MaryJo Warner, Engineering/Public Works

Title:
Approve Public Works Committee Meeting Minutes

Purpose/Background:
To review and approve the Public Works Committee meeting minutes dated September 19, 2017.

Timeframe:
5 minutes.

Observations/Alternatives:
n/a

Funding Source:
n/a

Recommendation:

Action:
Motion to approve the Public Works Committee meeting minutes dated September 19, 2017.

Attachments

Minutes

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/16/2017 09:54 AM
Kurt Ulrich	Kurt Ulrich	11/16/2017 02:24 PM
Form Started By: MaryJo Warner		Started On: 11/16/2017 09:38 AM
Final Approval Date: 11/16/2017		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, September 19, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Acting Chairperson Mark Kuzma Councilmember Jill Johns Councilmember Melody Shryock
Absent:	Chairperson Chris Riley
Also Present:	Public Works Superintendent Riemer City Engineer Bruce Westby Parks and Assistant Public Works Superintendent Mark Riverblood Community Development Director Tim Gladhill

1. CALL TO ORDER

Acting Chairperson Kuzma called the regular meeting of the Public Works Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Acting Chairperson Kuzma, Councilmembers Johns and Shryock. Voting No: None.

4. APPROVE MINUTES

4.01: Approve Public Works Committee Meeting Minutes

Motion by Councilmember Johns seconded by Councilmember Shryock to approve the following minutes:

Regular Meeting Minutes dated June 20, 2017
Regular Meeting Minutes dated July 18, 2017

Motion carried. Voting Yes: Acting Chairperson Kuzma, Councilmembers Johns and Shryock. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Consider Recommendation to City Council Regarding Connexus Energy's Special Assessment for Sunwood Drive Reconstruction

City Engineer Westby reviewed the staff report and stated that up to 25% of costs of the Sunwood Drive Reconstruction project is proposed to come from special assessments to benefiting properties. Connexus Energy is one of nine properties that are proposed to be assessed for this project. Connexus uses Sunwood Drive as the primary access for their fleet of service vehicles.

Connexus Energy has not formally objected to their preliminary assessment, and City Staff's meetings with representatives of Connexus have been cordial and productive. When the Special Assessment policy was adopted, the City used the League of Minnesota Cities' model ordinance template that could be amended at any time during the process.

City Engineer Westby stated traffic volumes and/or vehicle types were not considered in calculating assessments for any of the benefiting properties. Based on vehicle impacts of all existing benefiting properties, Connexus Energy's service vehicle fleet likely has the greatest negative long-term impact on the service life of Sunwood Drive.

Each parcel in this corridor is being assessed based on its highest and best use. This is the first business corridor that the City has attempted to calculate assessments, and the City's consultant has advised that each parcel in the corridor should be assessed based on its highest and best use, rather than its current status.

City Engineer Westby stated the Committee is requested to review two alternatives. Alternative #1 is to recommend that the City Council adopt special assessments consistent with the calculations outlined within the Feasibility Report. Alternative #2 is to recommend that the City Council adopt adjusted special assessments based on Committee recommendations. He added staff does not recommend that assessments be adjusted, and if Connexus Energy's assessment is reduced, all other assessment amounts will need to be reviewed and adjusted which could delay the Assessment Hearing and increase the City's overall contribution to the project.

City Engineer Westby introduced Mike Bash, VP and CFO, Connexus Energy.

Mr. Bash gave a presentation regarding Connexus Energy's position on the special assessment issue. Mr. Bash stated he has served in City Government in Long Lake, Minnesota, in the past, and addressed similar issues. He added Connexus and the City of Ramsey are involved in a number of partnerships, including a proposed solar farm, and it is a good working relationship.

Mr. Bash stated, in his City Council experience, he has been on both sides of road assessments. He added the City's current policy is based on the League of Minnesota Cities' model, and it is a good policy.

Mr. Bash stated Sunwood Drive was constructed in 1996, and Connexus worked with the City of Ramsey when the development first opened. He added this is a unique situation in terms of road reconstruction, because typically everything is already developed. He noted, in this case, their parcel is undeveloped.

Mr. Bash stated the City of Ramsey has looked at all the options for assessing roads, including front footage, area or per lot. He added the City's current policy is that up to 25% of the project is paid for by the property owners. He added the remaining 75% should not have to be paid by taxpayers who may or may not use the road. He noted, in any assessment scenario, the City must show that the property increases in value by the amount of the assessment.

Mr. Bash stated assessed values of every property, as well as percent of assessed values, are available on the Anoka County website. He added there are significant differences. He noted Connexus' property is vacant, but it is assessed at 5% of its value, as opposed to the other properties which are assessed at 2%. He stressed the importance of equitable assessments, and consideration of whether the 5% assessment is fair and in keeping with the spirit of the Minnesota Statute.

Mr. Bash stated, from a real estate perspective, if a property were to be marketed with a pending $40,000 assessment, a buyer would not pay the list price because the assessment is a detriment. He added Connexus will not contest the assessment, but he stressed that he would like the City to consider possible changes to its special assessment policy.

Councilmember Kuzma stated the City Council is in a difficult position, attempting to determine a fair policy for both commercial and residential property assessments. He added franchise fees and other scenarios were reviewed, and added that the City hires an appraisal consulting firm to prepare a valuation report for street reconstruction projects to verify benefits to properties.

Councilmember Kuzma stated the preliminary assessment is based on front footage, which the City Council has deemed a fair policy. He added the final assessment can be reviewed after the valuation is received.

Mr. Bash stated he disagrees with the assessment method that the City's consultant is using, which is highest and best use. He added it is unfair as the property should be valued at its current worth, and not what it might be worth someday, which makes a judgment about future potential values.

Councilmember Johns stated the assessment policy can be changed. She added the City's biggest consideration is the successful construction of roads with a 60-year service life, by which time there may be further development on the property, including expansions and improvements. She added that since the City is building roads for the future, the highest and best use decision comes into play.

Mr. Bash stressed the importance of determining whether the assessment policy complies with State statute, which does not care about highest and best use. He added the final test will be to comply with State statute by determining whether the property value increases by the assessed amount.

Councilmember Kuzma stated he agrees but for the sake of due diligence, the consultant will review the assessments and provide an opinion.

Mr. Bash stated the consultant will not provide a full real estate proposal on all the properties, because this is a commercial area.

City Engineer Westby stated it is difficult to be equitable because lots are different sizes and shapes, but there are many ways of applying assessments. He added he referred to truck traffic because it is generally accepted that one commercial truck damages a road as much as 4,000 passenger vehicles do.

Councilmember Shryock asked whether Connexus is being assessed on different tax levels for separate lots, or if it is one assessment.

Mr. Bash stated Connexus is the largest taxpayer in the City of Ramsey. He added property taxes are paid by Connexus on electric poles, wires and transformers, in addition to property.

Councilmember Kuzma stated the Committee is in agreement with Mr. Bash that the assessment policy be fair. He added the consultant will provide a valuation that will be considered by the City Council before adopting assessments.

City Engineer Westby stated the Connexus parcel is unique in that it also has access to Ramsey Boulevard and Bunker Lake Boulevard, for which Connexus will never be assessed for since Anoka County does not assess for road improvements. He added the assessed property could be split into several parcels and that if Connexus' assessment was split among the parcels it would generally be consistent with assessments on similar sized parcels along Sunwood Drive.

Councilmember Johns asked how commercial properties with multiple driveways are assessed. Westby stated several of the properties along this project have multiple driveways and that assessments were levied on all properties fronting Sunwood Drive, regardless of whether they have none or multiple driveways accessing Sunwood Drive. He added that residential properties are only assessed if their primary driveway accesses a street being improved.

Councilmember Johns thanked Mr. Bash for his input.

City Engineer Westby stated assessment rolls must be filed with Anoka County in mid-November to allow collections to start in 2018, otherwise assessments cannot be collected until 2019.

Mr. Bash thanked the Councilmembers for their time.

Councilmember Johns stated she appreciates the feedback on this unique project, and feedback and comments are greatly appreciated.

5.02: Improving Pedestrian Crosswalk Visibility in the COR

Public Works Superintendent Riemer reviewed the staff report, and stated City Staff has received resident comments about safety of drivers coming into the City Hall area on Sunwood Drive. There are twelve crosswalks on Sunwood Drive that were constructed with colored concrete, which was considered desirable at the time as it is less obvious. With 3,600 cars a day, the colored concrete crosswalks do not stand out and should be better defined.

Public Works Superintendent Riemer stated in-street pedestrian crossing signs are 89% effective at 30 miles per hour, and they are portable and removable. However, holes would have to be drilled in the concrete, which is not preferable, so portable weighted bases would be used. Two pedestrian warning signs are proposed west of Center Street and near the Ramsey Office Building. There is a curve in the road, causing low visibility for pedestrians and motorists.

Public Works Superintendent Riemer stated the roadway is not striped yet, and the situation will improve when it is striped. He stressed the importance of creating increased pedestrian safety.

Councilmember Johns stated she does not like signs, but these would be temporary and removable. Public Works Superintendent Riemer confirmed this.

Councilmember Kuzma requested clarification regarding cost. Public Works Superintendent Riemer stated the signs are $300 each, and the City has two and four on order.

Councilmember Johns stated a notice could be placed in the Ramsey newsletter, to increase awareness of pedestrian safety in the COR.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to recommend that the City Council approve the purchase and installation of "in street pedestrian marking signs" as recommended by City Staff.

Motion carried. Voting Yes: Acting Chairperson Kuzma, Councilmembers Johns and Shryock. Voting No: None.

5.03: Consider Recommendation for City Council to Order Feasibility Report for 2018 Overlay Improvements

City Engineer Westby reviewed the staff report and the proposed 2018 Overlay Improvements, along with estimated project costs and estimated assessments for each project area. He added most of the overlay is proposed for areas located in the west part of Ramsey.

City Staff plans to request City Council approval to prepare a Feasibility Report for this project on September 26, 2017.

Councilmember Kuzma asked whether the slides were available for review. City Engineer Westby stated the slides were not attached to the case since very preliminary assessment amounts are shown on the slides so he did not want to push them out to the public yet.

Councilmember Johns asked where access to Woodland Green is located. City Engineer Westby stated Woodland Green access is east of Highway 47 and 156th Avenue.

City Engineer Westby stated City Staff hopes to move forward with the feasibility report and potential adoption by the City Council.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to recommend that the City Council order a Feasibility Report for the 2018 Overlay Improvements, City Improvement Project #18-03.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

5.04: Review Feedback and Next Steps for Comprehensive Plan Update Transportation Chapter

Community Development Director Tim Gladhill stated the City of Ramsey's Comprehensive Plan will be reviewed in October and again at the end of December 2017. He added a draft Comprehensive Plan is due for submission by June 2018. He noted City Staff have been collecting raw data through communication with residents, and transportation issues are a big priority.

Community Development Director Tim Gladhill stated the City's traditional transportation map incorporates the Highway 10 access planning study, and City Staff is focused on selecting preferred alternatives. He added there is currently a series of 22 different exhibits that comprise a staged plan for Highway 10. He added this will be laid out in one document, which will be the Ramsey Highway 10 plan.

Community Development Director Tim Gladhill stated the other priority issue for residents is the river crossing, which will not happen in this planning period. He stressed the importance of reserving the corridor and planning for a river crossing.

Community Development Director Tim Gladhill stated another issue of focus is a Rum River crossing, which would alleviate traffic congestion on Highway 47 and Bunker Lake Boulevard.

Councilmember Kuzma asked whether that would be a pedestrian trail crossing. Community Development Director Tim Gladhill stated a roadway crossing may not be well received by the City of Andover. He added a joint meeting should be scheduled with the cities of Andover and Dayton.

Councilmember Kuzma expressed concern that a planning for a pedestrian crossing does not contribute to the transportation plan.

Community Development Director Tim Gladhill stated there will be some overlap between the transportation plan and the trails plan. He added the trails system is part of the base plan for the non-motorized components of the transportation system. He noted other ideas can be explored if the direction is to study a Rum River vehicle crossing.

Community Development Director Tim Gladhill stated the 173rd Avenue and Green Valley Road corridor in the City's north end has three disconnected road segments. He added this is an opportunity to consider intersections and shoulders to create a cohesive corridor. He noted many roads that are rural in nature do not have a shoulder, and meetings with Anoka County Highway staff are aimed at addressing that issue.

Community Development Director Tim Gladhill stated the Bunker Lake Boulevard and Armstrong Boulevard corridors are high priorities that are often raised by residents.

Community Development Director Tim Gladhill stated the trails map identifies perceived gaps in the system and areas where improvements are needed, such as the Highway 10/railroad tracks pedestrian crossing, and in The COR. He added potential funding sources for these plans will be reviewed. He noted the Comprehensive Plan probably will not contain details related to funding sources, but individual plans will have more details.

Community Development Director Tim Gladhill stated the partnership with the University of Minnesota will add value to certain components of the Comprehensive Plan process. He added these components include the transit plan requirement, which is fulfilled by the Northstar Commuter Rail. He noted long-term monitoring is proposed of a pilot study for a shuttle bus service in Fridley, that provides transportation to major employers near the Northstar Rail Station.

Councilmember Kuzma stated Highway 10 is the City's main focus, to increase safety and get it as secure as possible. He added this is an important component of the transportation plan, and trails are secondary.

Councilmember Johns stated there would be a decrease in the number of vehicles on the roads if residents were using trails. She added the City must continue to expand the trails system.

Community Development Director Tim Gladhill agreed, and stressed the importance of addressing pedestrian and bike access within the community. He added, for instance, the Mississippi River Trail, which has become a great asset to the City of Ramsey, was at one time just a concept.

Councilmember Shryock asked whether a history or record of what has been considered will be included in the Comprehensive Plan. She stressed the importance of not losing track over time of desired aspects and concerns that have been expressed, which could be an additional outcome in addition to what we are trying to achieve.

Community Development Director Tim Gladhill stated the table document can be included in the Plan index.

Councilmember Shryock stated there is a large area of farmland with a trail to be developed, and as the area and trail location are identified and developed, the City should have a way of referring back to where the City has plans for trail connections.

Councilmember Johns stated residents on the north side of Ramsey use that road to get to Elk River and Andover and back, and a trail should be identified as there will be more and more construction traffic in that area.

Community Development Director Tim Gladhill stated the City is receiving inquiries regarding the undeveloped area just north of Brookfield, which will probably be developed within the next 5-10 years. He added there is a new elementary school going in nearby, and traffic will change and increase, and quickly become a high priority.

6. COMMITTEE / STAFF INPUT

6.01: Staff Updates on Improvement Projects and Items of Interest

City Improvement Projects

- **Riverdale Drive Extension - Traprock St. to Ramsey Blvd. (#16-20)**

City Engineer Westby stated work has begun on Riverdale Drive, beginning with stripping topsoil. The project will progress quickly and should be substantially completed by the end of October. He added the watermain will be extended there will be two services stubbed to serve the park property, for which the City will not be financially responsible.

- **Sunwood Drive Reconstruction (#17-00)**

City Engineer Westby stated Sunwood Drive and Alpine Drive reconstruction projects are both complete. He presented "before" and "after" photos of Sunwood Drive, and noted the condition of the pavement, which has been white-washed with a cement curing compound. He added spot curb replacement was completed, but City Staff was not satisfied with the appearance. He noted that Staff had the contractor apply one coat of white curing compound to all of the curb over the whole corridor.

City Engineer Westby stated curing compound substantially improved the appearance of the whole corridor. He added City Staff would like to do this on all future high visibility corridor projects.

Councilmember Kuzma agreed.

Councilmember Johns stated she had noticed the white compound, and wondered what it was. She added she likes the appearance.

City Engineer Westby stated the City of Shoreview applies two coats of this compound on all their projects, even their residential streets. He added two coats gives a more uniform finish. He requested the Committee's feedback and comments about doing curing compound on all the City's streets projects.

Councilmember Kuzma stated he likes the appearance of the roadway with the curing compound.

Councilmember Johns agreed, adding the compound gives the corridor a finished, updated appearance.

Councilmember Kuzma asked whether the City could purchase an applicator machine.

City Engineer Westby stated he is unsure exactly how much of its own curb the City generally pours, and whether such a purchase would be beneficial.

Public Works Superintendent Grant Riemer stated the City does very little of its own curb work, less than 100 feet per year. He added catch basins are completed by City employees, as well as some damaged curb repairs.

Councilmember Shryock how long the treatment lasts.

City Engineer Westby stated the curing compound should last roughly seven years, and it will fade uniformly. He requested the Committee's feedback and comments on using the curing compound on residential streets.

Councilmember Kuzma stated he supports using the compound even on existing curbs, and the areas where the City is currently completing sealcoat projects. He added an applicator machine might not be that expensive, and doing it internally would be cheaper than contracting the work.

City Engineer Westby agreed to review costs and bring it back to the Committee for further discussion.

Councilmember Johns stated she would like to see the compound done as part of the City's street projects. She added she would prefer to see the white curing compound on all curb rather than only on patchwork repairs.

Councilmember Shryock stated it would be a good thing to consider as the City starts to look at issues related to its image. She added the City is attracting tournaments, sports groups, and events, and this type of improvement would be a good idea.

City Engineer Westby stated City Staff would look into the cost implications and provide further information to the Committee.

- **2017 Crackseal and Sealcoat Improvements (#17-03)**

City Engineer Westby stated the 2017 Crackseal and Sealcoat Improvements project is substantially completed, and striping should be completed this week or next week. He added striping will be completed on Sunwood Drive as well.

- **Bunker Lake Boulevard Utilities Extensions (#17-09)**

City Engineer Westby stated the Bunker Lake Boulevard utilities extension is complete, and Puma Street utilities are out for bid.

Anoka County Improvement Projects

Mr. Westby stated he would not address Anoka County Improvement Projects.

MnDOT Improvement Projects

City Engineer Westby stated City Staff received notification yesterday from the Minnesota Department of Transportation (MnDOT) that the City of Ramsey was not selected for the Municipal Metro Agreement Program funding for the north frontage road. He added the City applied for $710,000 of MnDOT funding for the $13 million project, with no other funding sources identified. He noted MnDOT indicated that the City should re-apply for funding for the north frontage road project when other funding has been secured.

City Engineer Westby added that traffic tubes will be going out on roads for the next eight weeks to get traffic counts at 73 locations for 2 days each. He added this data is required by MnDOT every two years.

6.02: Review Future Topics Calendar

City Engineer Westby stated a calendar of future topics has been provided for review and discussion by the Public Works Committee. The list includes topics drawn from Committee requests received during meetings, and/or topics previously discussed by the Committee that are not yet resolved. All dates shown are estimated based on availability of information, staff workload, and competing objectives, and are therefore subject to change.

City Engineer Westby stated City Staff have been focusing lately on the Resilient Communities Program project, meeting with students at the University of Minnesota over the past few weeks. He added he has been there four times in the past 2 weeks, and plans to attend a meeting this week and another one next week. City Staff has spent a lot of time on this project to get timelines in place.

City Engineer Westby stated two items for future discussion are Sunfish Lake sedimentation basin improvements, and Gibbons Street drainage improvements. He added City Staff will try to bring these forward in October, but they might get pushed out to November.

Councilmember Kuzma stated he would be interested in a review of the City's Municipal State Aid.

City Engineer Westby agreed, stating there have been many roadways changes over the years, including Armstrong Boulevard re-alignment and the Riverdale extension. He added the Municipal State Aid system needs to be reviewed, and the City is looking at re-assigning roadways percentages.

7. ADJOURNMENT

Motion by Councilmember Johns, seconded by Councilmember Shryock, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 7:01 p.m.

Respectfully submitted,

_____

Grant Riemer
Public Works Superintendent

Drafted by Mary Mullen
TimeSaver Off Site Secretarial, Inc.

Public Works Committee **5. 1.**

Meeting Date: 11/21/2017

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommending City Council Approval of Pedestrian Trail Easement Vacation on Lot 6, Block 3, Wildlife Sanctuary Third Addition

Purpose/Background:

Purpose:

The purpose of this case is to consider recommending City Council approval to vacate the 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 a 7½-foot wide pedestrian trail easement along the east edge of the property. Attached is a figure depicting this easement area. 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 existing and future neighborhoods north and west of the subject property.

Since the pedestrian trail easement agreement was executed, a private party purchased the large property north of the subject property, which was owned by the State of Minnesota and is largely undevelopable due to numerous wetlands and low-lying areas. Staff therefore projects that a trail connection is much less likely than previous conditions might have allowed for. In any instance, a trail connection through this property would require significant sections of boardwalk, which costs at least 4 times more than bituminous trail.

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 to private property. Staff supports the request of the subject property owners, and have identified an alternative pedestrian trail connection route should future conditions align to warrant exploring a trail connection from the Wildlife Sanctuary subdivision to the north and/or west. Attached is a map showing this alternative route.

The City Council is authorized to vacate the existing pedestrian trail easement pursuant to Minnesota Statute 412.851 and City Charter Chapter 12, which are attached to this case.

On November 28, Staff plans to ask the City Council to adopt Ordinance #17-15 to vacate this 7.5-foot wide pedestrian trail easement pursuant to City Charter Chapter 3. Attached is a copy of draft Ordinance #17-15, as well as a copy of City Charter Chapter 3.

Timeframe:

Approximately 10 minutes should suffice to present this case and respond to questions.

Observations/Alternatives:

Observations:
The 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.

Alternatives:
Alternative #1 – Motion recommending City Council approval to vacate the 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 alternative #1.

Action:
Motion recommending City Council approval to vacate the pedestrian trail easement on Lot 6, Block 3, Wildlife Sanctuary Third Addition.

Attachments

May 2012 PWC case
Alternative Future Trail Route
Existing Pedestrian Trail Easement Location
Draft Ordinance #17-15
MN Statute 412.851
City Charter Chapter 3
City Charter Chapter 12

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/16/2017 09:56 AM
Kurt Ulrich	Kurt Ulrich	11/16/2017 02:24 PM
Form Started By: Bruce Westby		Started On: 11/15/2017 04:23 PM
Final Approval Date: 11/16/2017		

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:

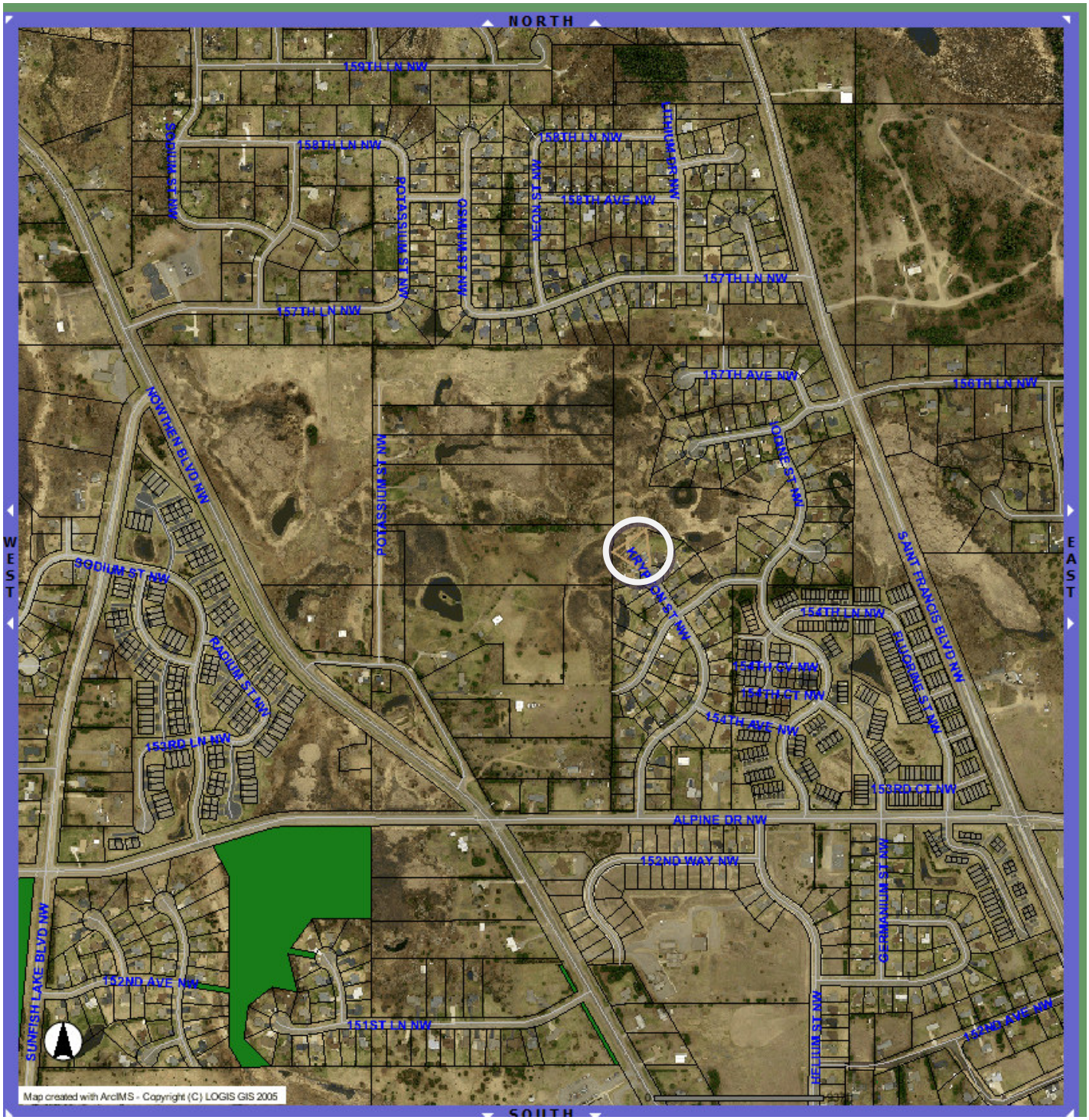
Based upon discussion.

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

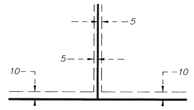
0 100 200
SCALE IN FEET
1 INCH = 100 FEET

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.

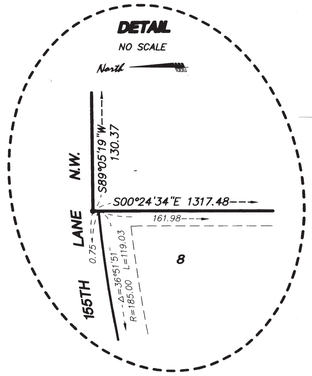
ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE, AND NOT SHOWN ON THIS PLAT, WILL BE SET WITHIN ONE YEAR OF THE RECORDING DATE OF THIS PLAT, AND SHALL BE EVIDENCED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY R.L.S. NO. 25287.

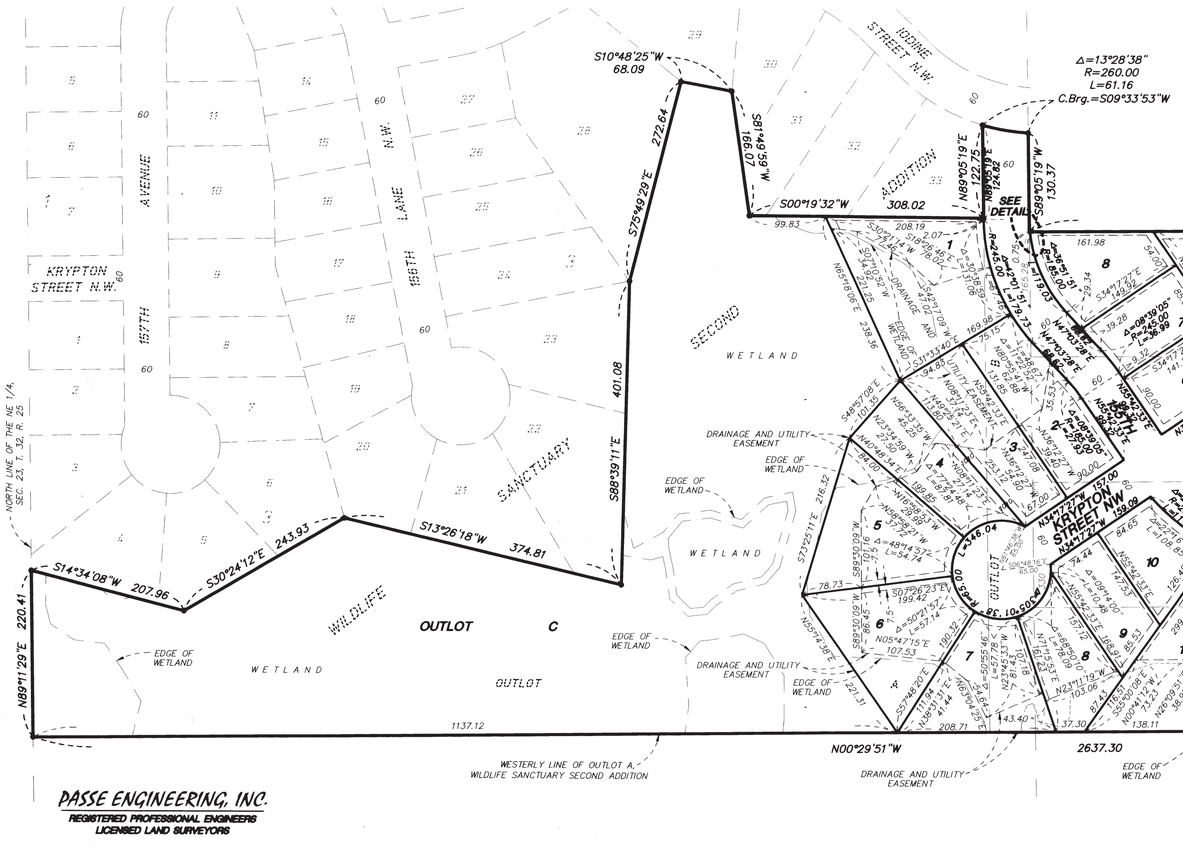
• DENOTES FOUND IRON MONUMENT

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

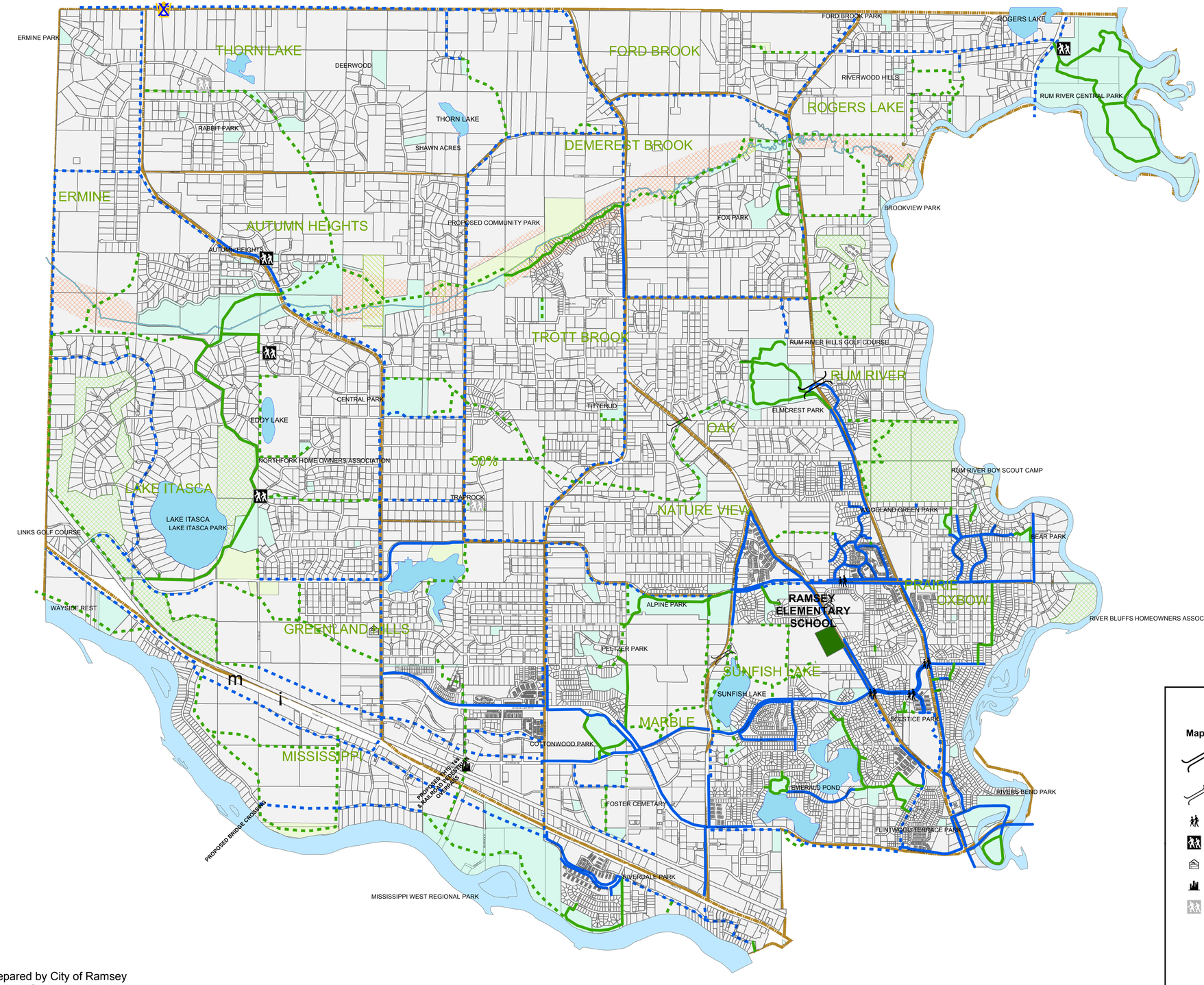
3 PVC

PC = 3+

PT =

855.64-san inv
865.36-top rim

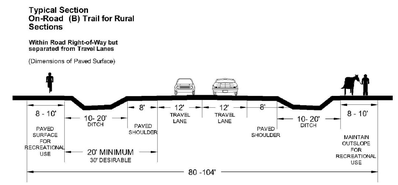
City of Ramsey Master Park and Trail Plan



Typical Section
On-Road (B) Trail for Rural Sections

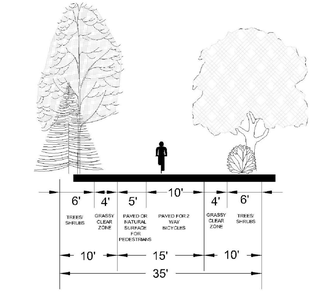
Within Road Right-of-Way but separated from Travel Lanes

(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)

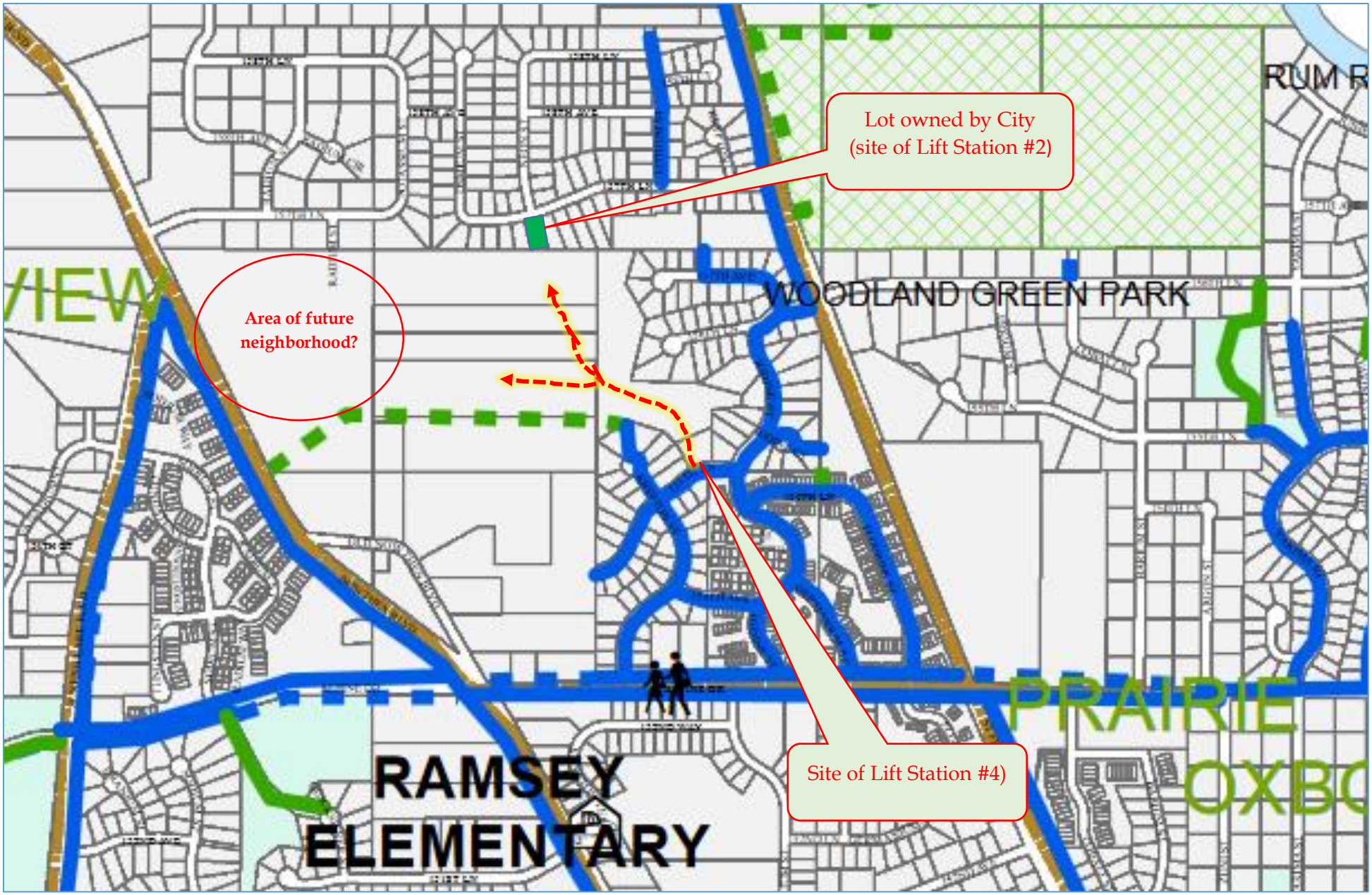
Proposed Trails

- Off-Road
- On-Roadway (separated)
- Conservation Easements

Parks

- Quasi-Public
- Existing Parks
- Proposed Park
- TROTT BROOK SPECIAL PROTECTION CORRIDOR
- Ramsey Recreation Districts

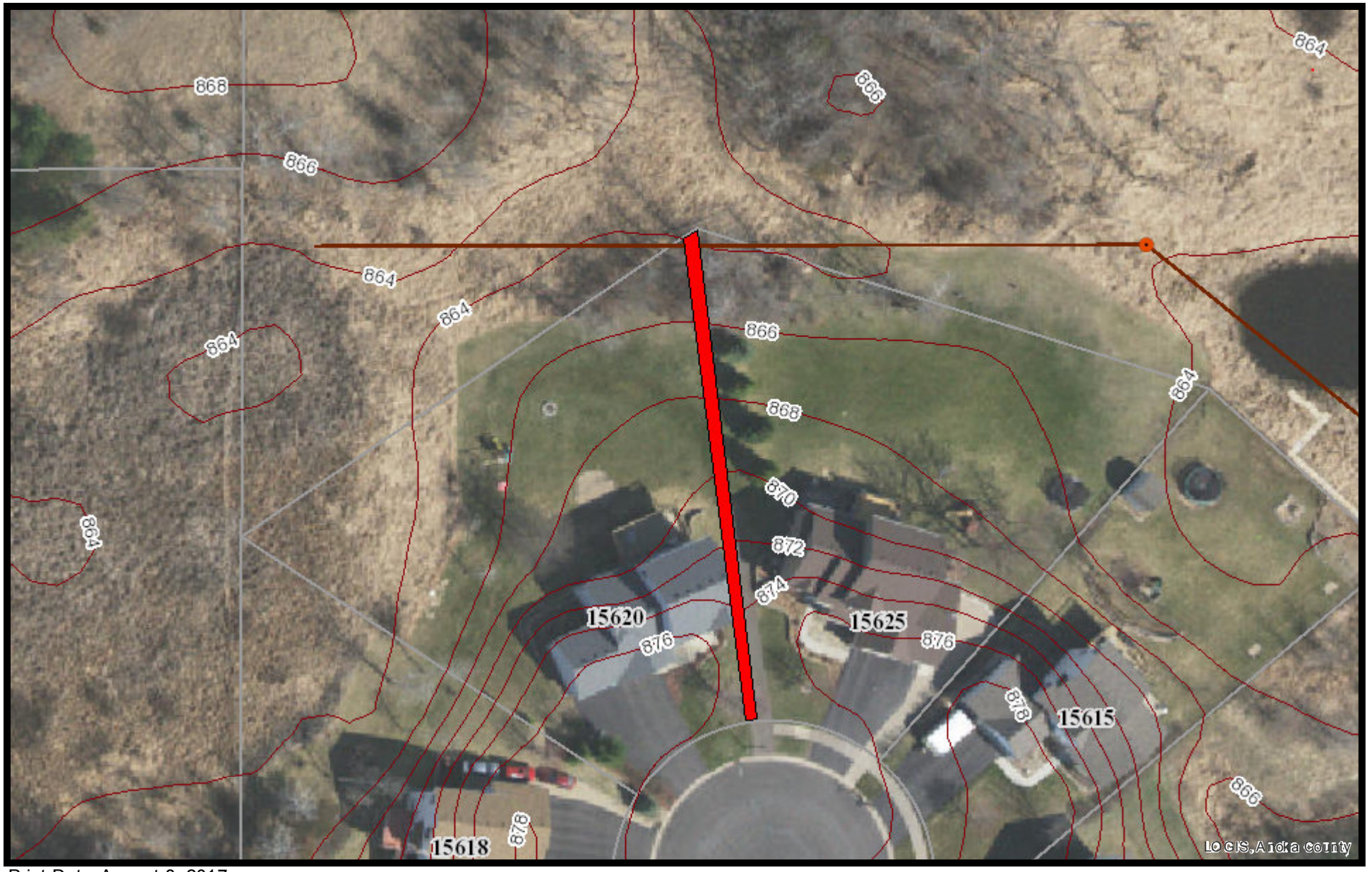
Prepared by City of Ramsey
Revised September 2010



Parks Master Plan: Proposed future trail/sidewalk routes in green dotted line.

Red dotted line represents *possible* future route **if warranted**, and if trail easement could be obtained from a **willing seller**, at the location of the existing lift station #4.

7.5' Pedestrian Trail Easement



Print Date: August 8, 2017

0 15 30 60 90 120
Feet

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

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.

Public Works Committee **5. 2.**

Meeting Date: 11/21/2017

Submitted For: Grant Riemer, Engineering/Public Works

By: Grant Riemer, Engineering/Public Works

Title:

Request for Additional Stop Signs at the Intersection of 163rd Ave / Marble St

Purpose/Background:

Staff has received a request for additional stop signs at the intersection of 163rd Ave and Marble street. Currently there are stop signs on the Marble St portions of the intersections. The requested action would change this intersection to an all stop condition. The reasons given for requesting the additional stop signs are excessive speed and poor visibility at the intersection when traveling west bound on 163rd Ave. Both the letter requesting the stop signs and the neighborhood petition are attached to this case. Photos of the intersection will be presented at the meeting.

Timeframe:

10-15 minutes

Observations/Alternatives:

The following information was gathered at the intersection:
Traffic count on north Marble St-57
Traffic count on south Marble St-30
Traffic count on 163rd Ave east of Marble St-203
Traffic count on 163rd Ave west of Marble St-173
Posted speed limit at intersection-30 mph
85th percentile speed-40.8 mph
Accident data from 2012-2017- 2 minor accidents none involving pedestrians

The traffic counts and accident history do not meet warrants to change this to a 4 way stop condition. There is a visibility issue on 163rd Ave caused by the vertical rise to the intersection, but if you are stopped at either leg of Marble St you can see down 163rd Ave in either direction. Staff would recommend cutting back vegetation in the NW corner of the intersection to help improve visibility. Staff requested that the police department set up their radar trailer to collect speed data on 163rd Ave on two separate days 10/3 and 10/4 , so we could get an accurate reading of vehicle speed in the area. The data showed a range of speeds from 8-50 mph with the 85 percentile being 40.84 mph.

Funding Source:

Funding for any additional signage would come from the general fund.

Recommendation:

Staff recommends not installing additional stop signs at this intersection based on the traffic counts and accident history. Staff would also recommend that the Police Department continue to enforce the 30 mph speed limit in the area in an effort to reduce speeds on 163rd Ave.

Action:

Motion to accept staff recommendation to not install additional stop signs at this intersection based on the traffic counts and accident history or reject staff recommendation and approve alternative motion based on committee discussion.

Attachments

Stop Sign Petition Request

Petition

Speed trailer data

Speed trailer data 2

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/12/2017 04:21 PM
Form Started By: Grant Riemer		Started On: 10/02/2017 02:15 PM
Final Approval Date: 10/12/2017		

September 29, 2017

Grant Riemer
City of Ramsey
Public Works Superintendent
Phone: 763.433.9863
Griemer@cityoframsey.com

Dear Mr. Riemer,

As promised, you will find attached a petition regarding installing stop signs on 163rd Ave. NW at the intersection of Marble Street. As you will see, 17 concerned citizens from ten separate households in the vicinity have expressed their desire to make this intersection safer for our neighborhood.

The main concern I heard from EVERY household is the danger of the speed at which people are driving through the intersection. There is not one stop sign on all of Jaspar Street or 163rd Ave NW. By the time motorists reach the intersection of 163rd and Marble Street it appears they are going well over the 30 mph speed limit for a residential area.

Furthermore, as the intersection is at the top of a hill, westbound traffic enters the intersection blindly. This poses an incredible safety risk for other vehicles, pedestrians or bikers that may be over the crest of the hill in that blind spot.

As discussed, if it is deemed necessary for our case, we hope to see a radar speed sign placed at exactly that point past the blind spot; we would like it to be placed near the northwest corner of the intersection (basically in the front yard of 7165 163rd Ave NW) to track the speed of the passing vehicles.

There are many people in our neighborhood, including children, who walk or ride bikes in the street as there are no sidewalks. Our concern is for their safety. The speed at which vehicles drive through the neighborhood has gotten out of hand, and we believe that stop signs on 163rd Ave. NW at Marble Street will reduce traffic speeds and improve visibility at this dangerous intersection.

Please let me know the next steps and if there is any way I can be of further assistance. I would very much like to be kept in the loop as to how this matter progresses, including attending any city council meetings that may address our concerns.

Thank you very much for your attention on this serious matter.

Katherine Savior
7165 163rd Ave NW
612.229.7231
ksavior28@gmail.com

Petition summary and background	To ensure the safety of bikers, pedestrians, and children at the intersection of 163rd Ave. NW and Marble St., we need to install stop signs on 163rd Ave. The lack of stop signs on 163rd does nothing to deter motorists from speeding on 163rd Ave. and thus through the intersection. Westbound 163rd Ave. leads up a hill to said intersection and this limits the ability of drivers to see oncoming traffic and pedestrians until they are over the hill. The speed at which motorists drive through the neighborhood has gotten out of hand, and the lack of stop signs through all of Jaspar St. and 163rd Ave. NW is contributing to the problem. There are many people in the neighborhood, including children, who walk or ride bikes in the street as there are no sidewalks, and the speed of motorists is a danger to their safety.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to install stop signs on 163rd Ave. NW at Marble Street for the safety of our community.

Printed Name	Signature	Address	Comment	Date
Katie Savior		7165 163rd Ave NW	yes please!	9-21-17
STEPHEN SAVIOR		7165 163RD AVE NW		9.21.17
JACK MAZUREK		7210 163RD AVE NW	Yes	9-21-17
Kelly Mazurek		7210 163rd Av N.W		9-21-17
Wy Lone Abbott		16250 Marble St. NW.		9-21-17
Richard Abbott		16250 marble ST NW		9-21-17
Mark Wosmek		7120 163rd AVE		9-21-17
Lawn K wolson		16320 marblest	yes	9.21-17
Holly Watson		16320 marble St	Yes Please	9-21-17
Sue Johnson		16337 marble St	Yes	9-21-17
Lori Jensen		7191 163 Ave NW	Yes	9-21-17

7191-163rd ave NW

James Jensen	James Jensen	Dangrous Corner	Dangrous Corner	9-21-2017
Dan Klatt	DENNIS MADISON	16327 MARBLE	" "	9-22-2017
Anne Madison	Anne Madison	16327 Marble	" "	9-22-17
Laura Hedlund	Laura Hedlund	16159 Marble ST NW	Blind spot on top of hill- cars speed!	9/22/17
Carl Hedlund	Carl Hedlund	16159 Marble st NW	"	9-22-17
Janet Cameron	Janet Cameron	9025-163 Ave NW	"	9/22-17

Per Grant Riemer from the City of Ramsey 9/12/2017: *"...we require is a signed petition from at least 5 residents within a 500 ft. radius of the intersection. The signatures must be from numerous households in that 500 foot radius. Once that petition is turned into the Public Works department it will be forwarded to the city council. At that point the council will direct staff to conduct a traffic study of the area and present those findings and the staff recommendation to the Public Works Committee for discussion and possible approval/disapproval of the request. The information gathered will include traffic counts, accident history, sight line distances, and speed limits for the roads involved."*

> Vehicle Count By Speed

Speeds:	8 - 50 MPH	Start:	2017-10-03
Vehicles:	All Types	End:	2017-10-03
Directions:	Approach & Depart	Records:	174

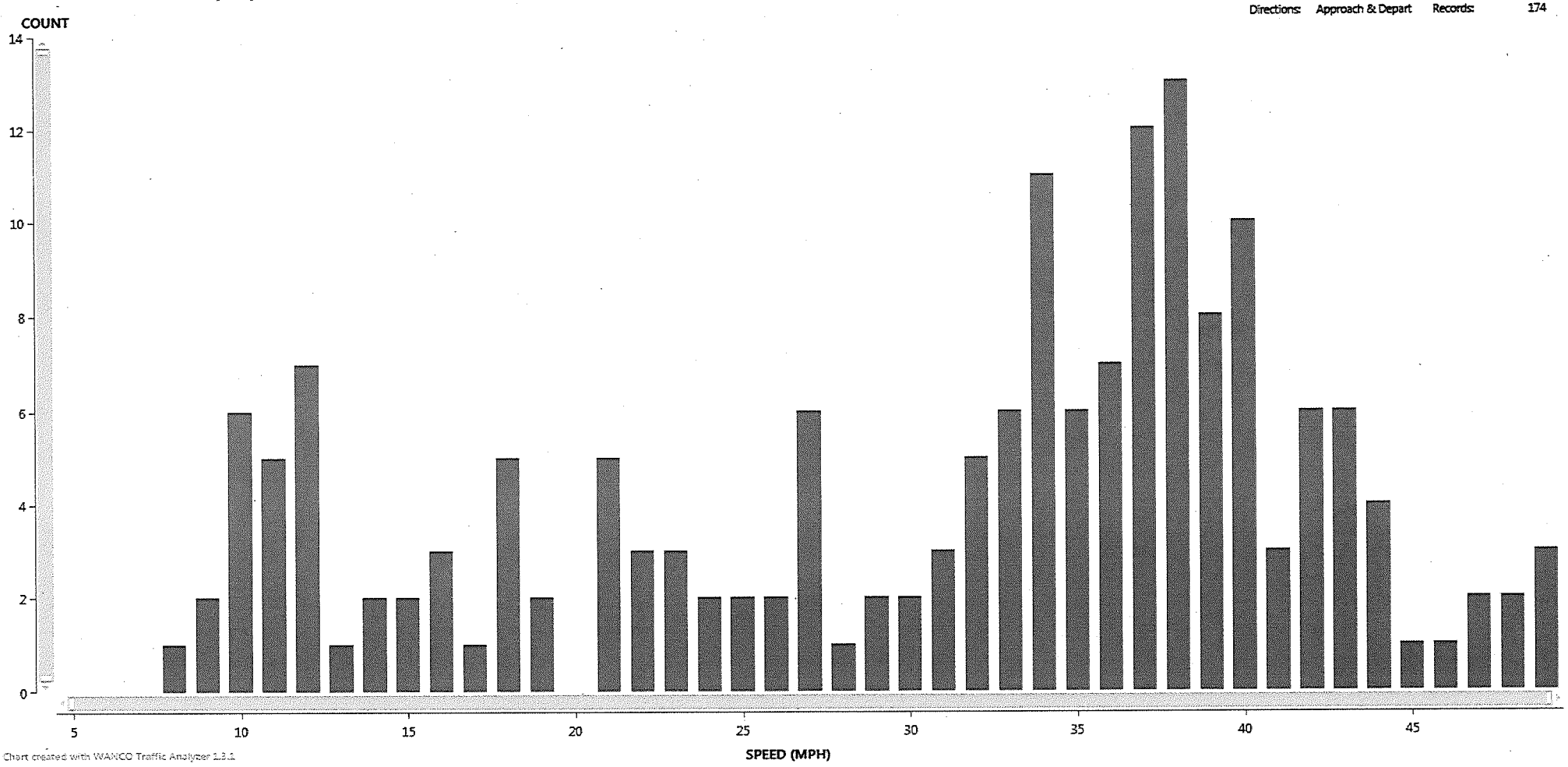
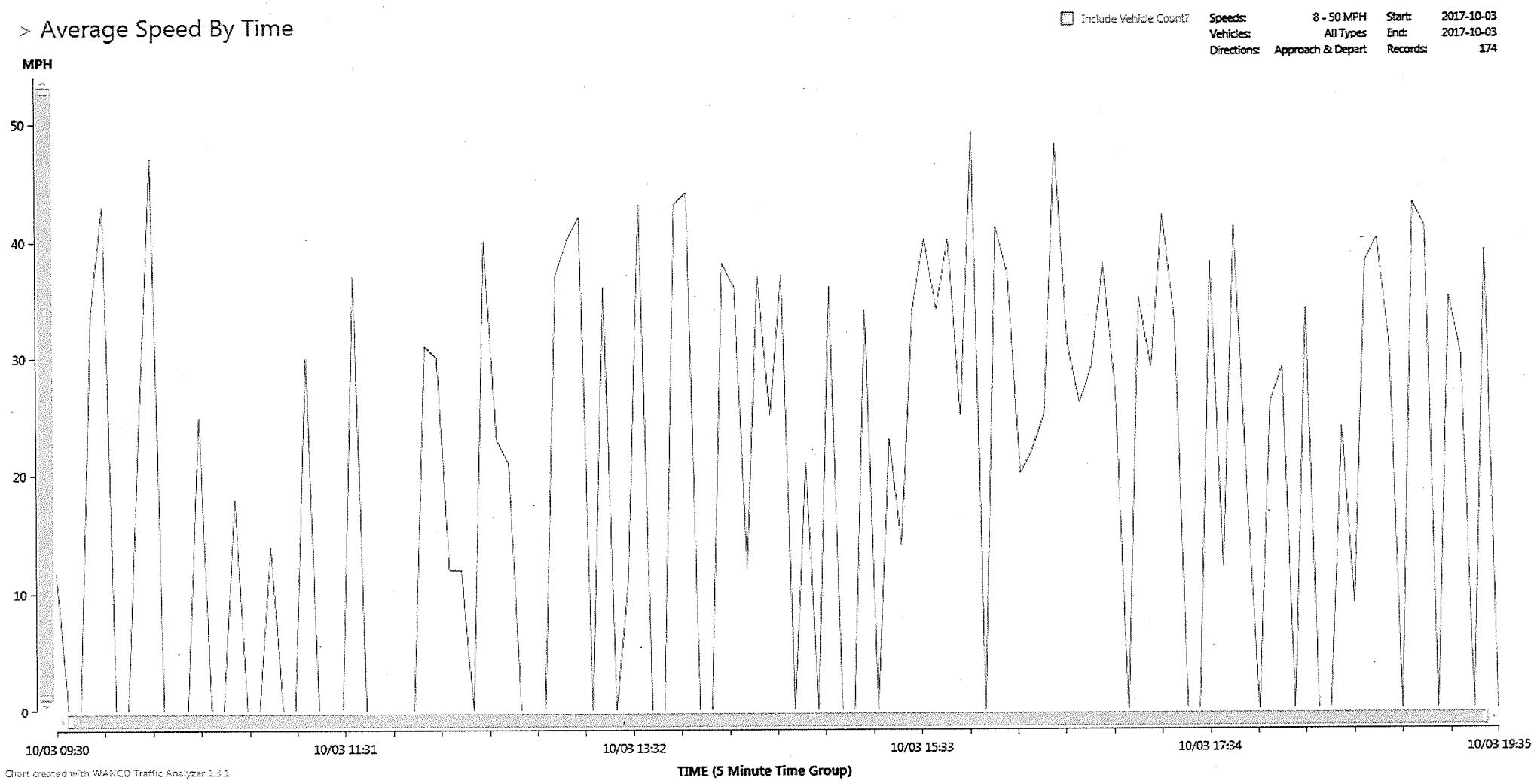
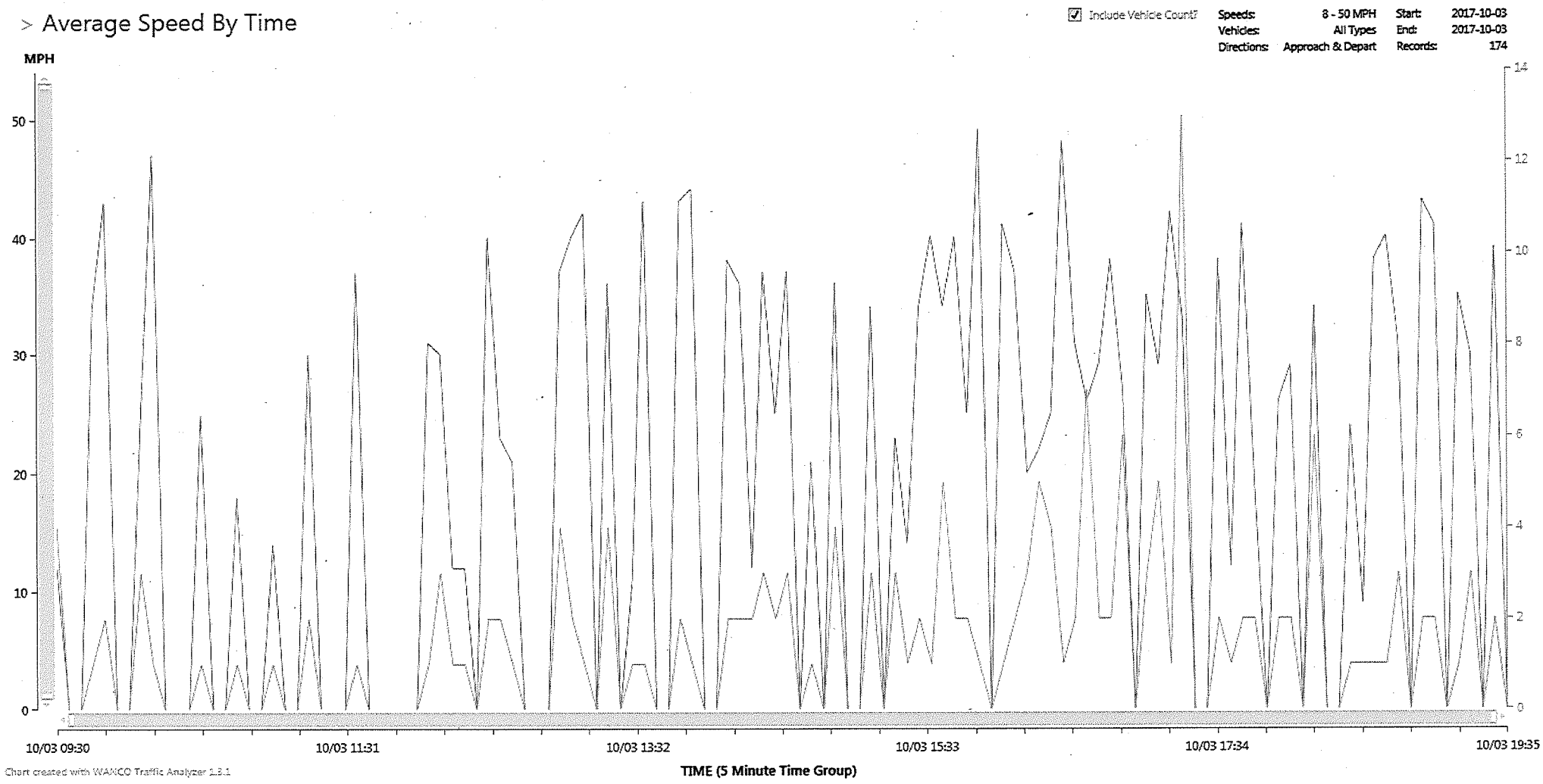


Chart created with WANCO Traffic Analyzer 1.3.1

> Average Speed By Time



> Average Speed By Time



> Vehicle Count By Time

Include Avg. Speed?

Speeds:	8 - 50 MPH	Start:	2017-10-03
Vehicles:	All Types	End:	2017-10-03
Directions:	Approach & Depart	Records:	174

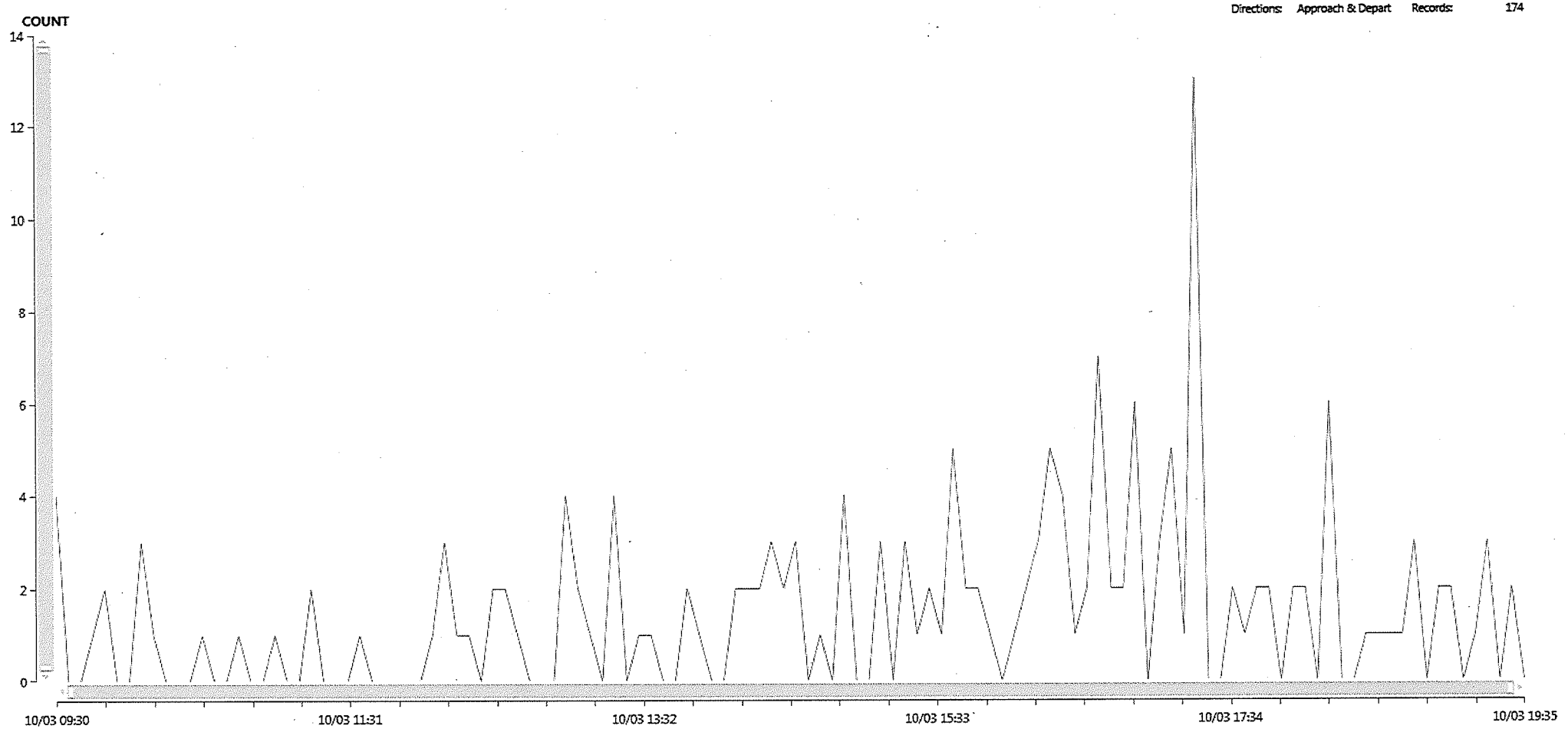


Chart created with WANCO Traffic Analyzer 1.3.1

> Vehicle Count By Time

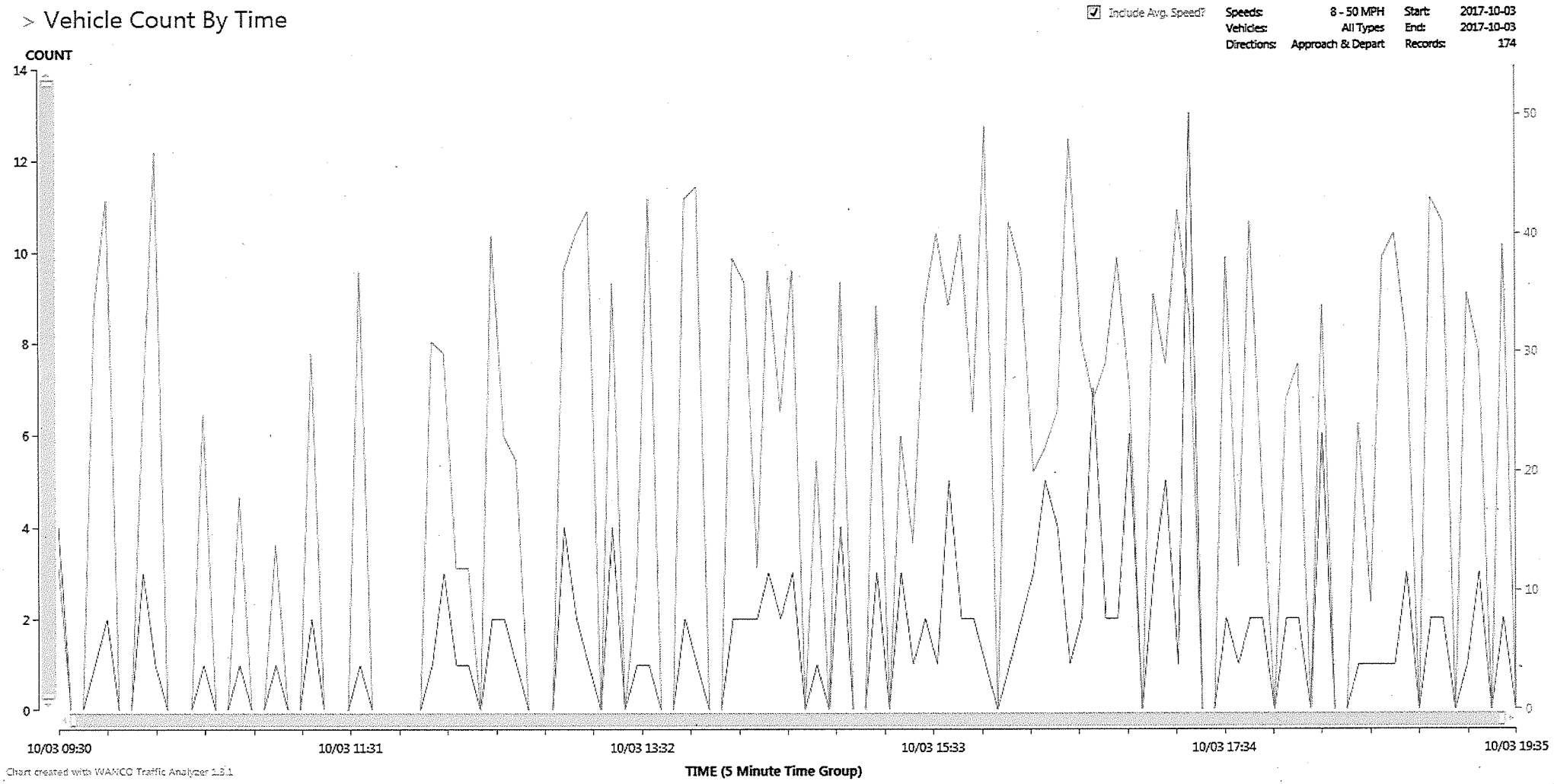


Chart created with WANCO Traffic Analyzer 1.3.1

> Percentile By Speed

Speeds:	8 - 50 MPH	Start:	2017-10-03
Vehicles:	All Types	End:	2017-10-03
Directions:	Approach & Depart	Records:	174

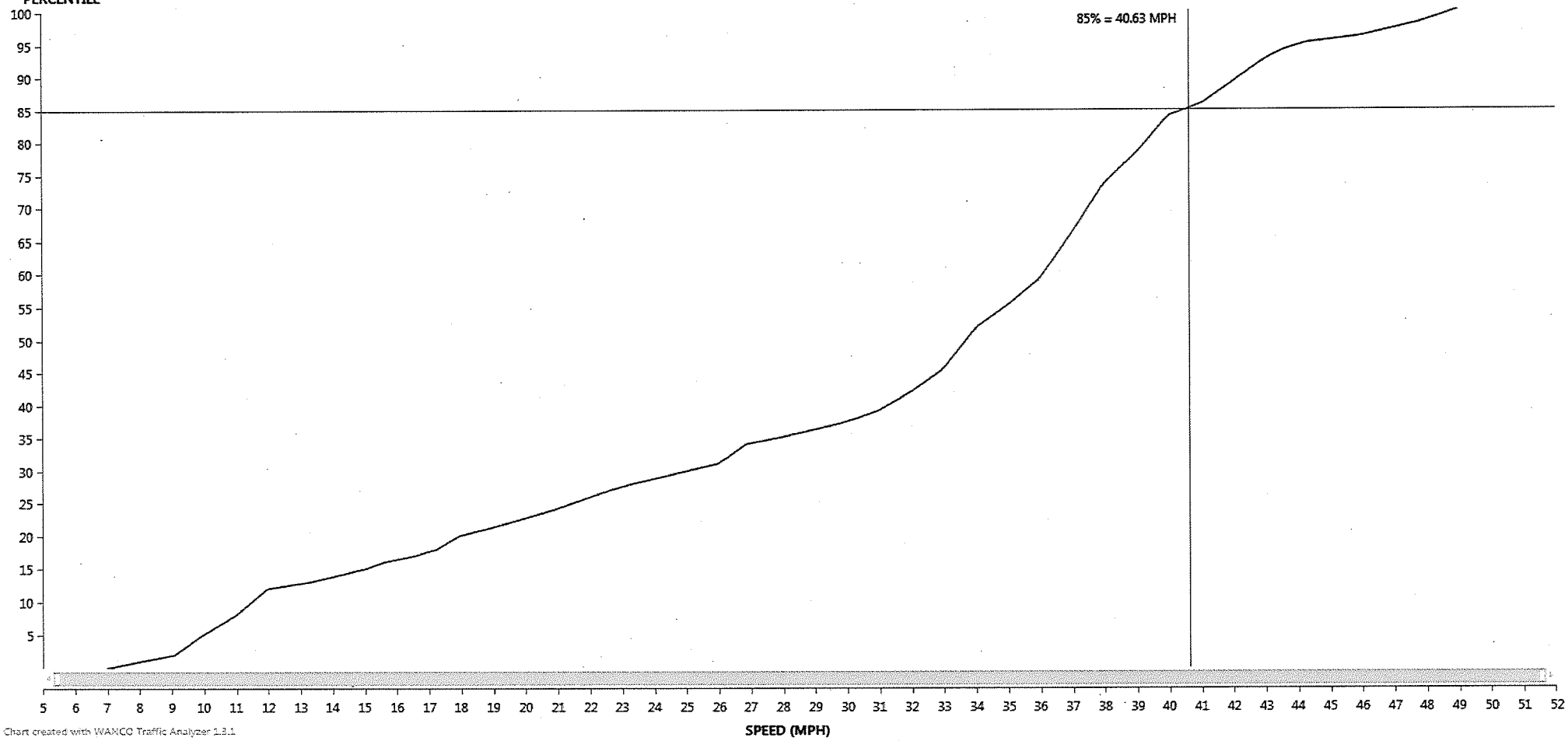


Chart created with WANCO Traffic Analyzer 1.3.1

> Vehicle Count By Speed

Speeds:	8 - 50 MPH	Start:	2017-10-04
Vehicles:	All Types	End:	2017-10-04
Directions:	Approach & Depart	Records:	146

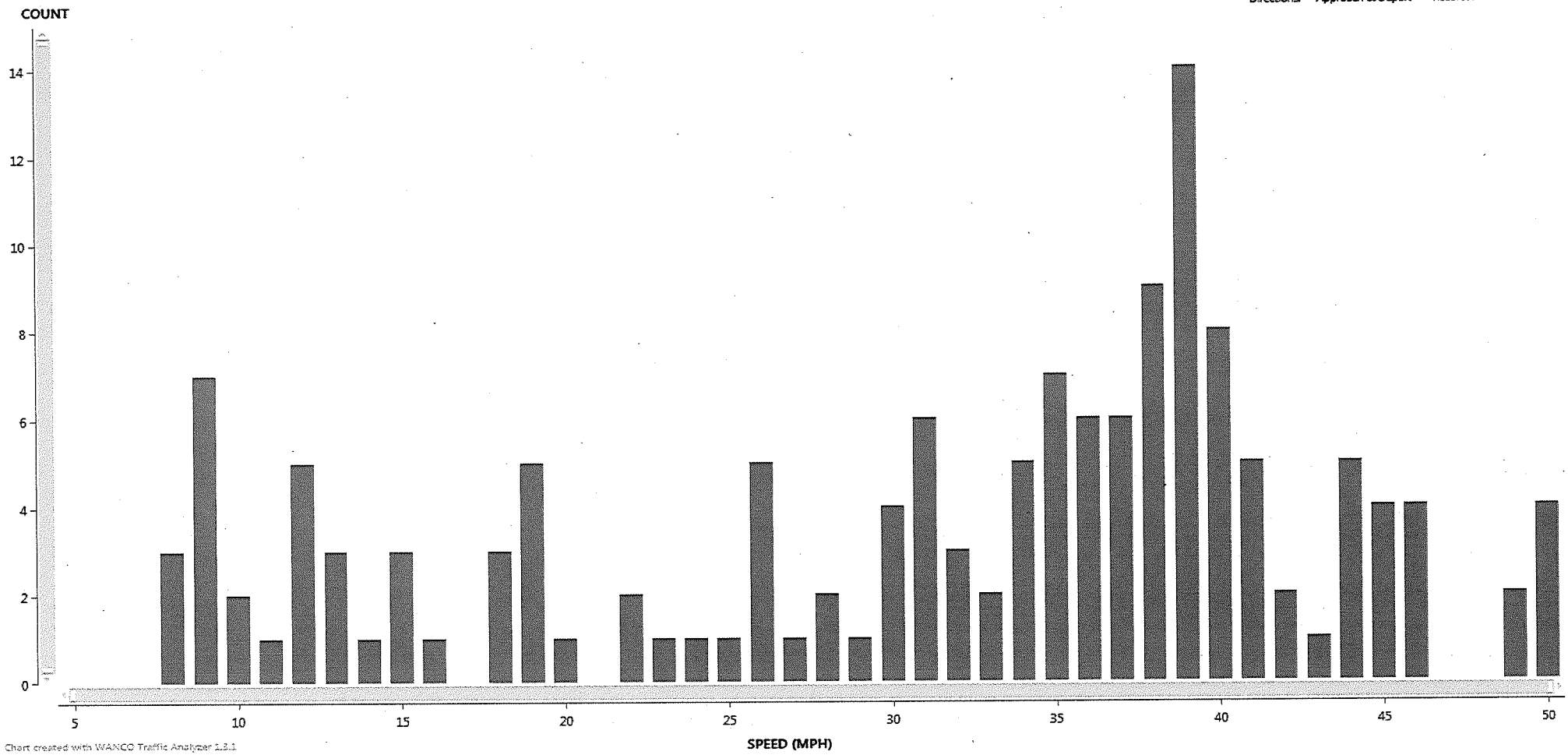


Chart created with WANCO Traffic Analyzer 1.3.1

> Average Speed By Time

Include Vehicle Count?

Speeds:	8 - 50 MPH	Start:	2017-10-04
Vehicles:	All Types	End:	2017-10-04
Directions:	Approach & Depart	Records:	146

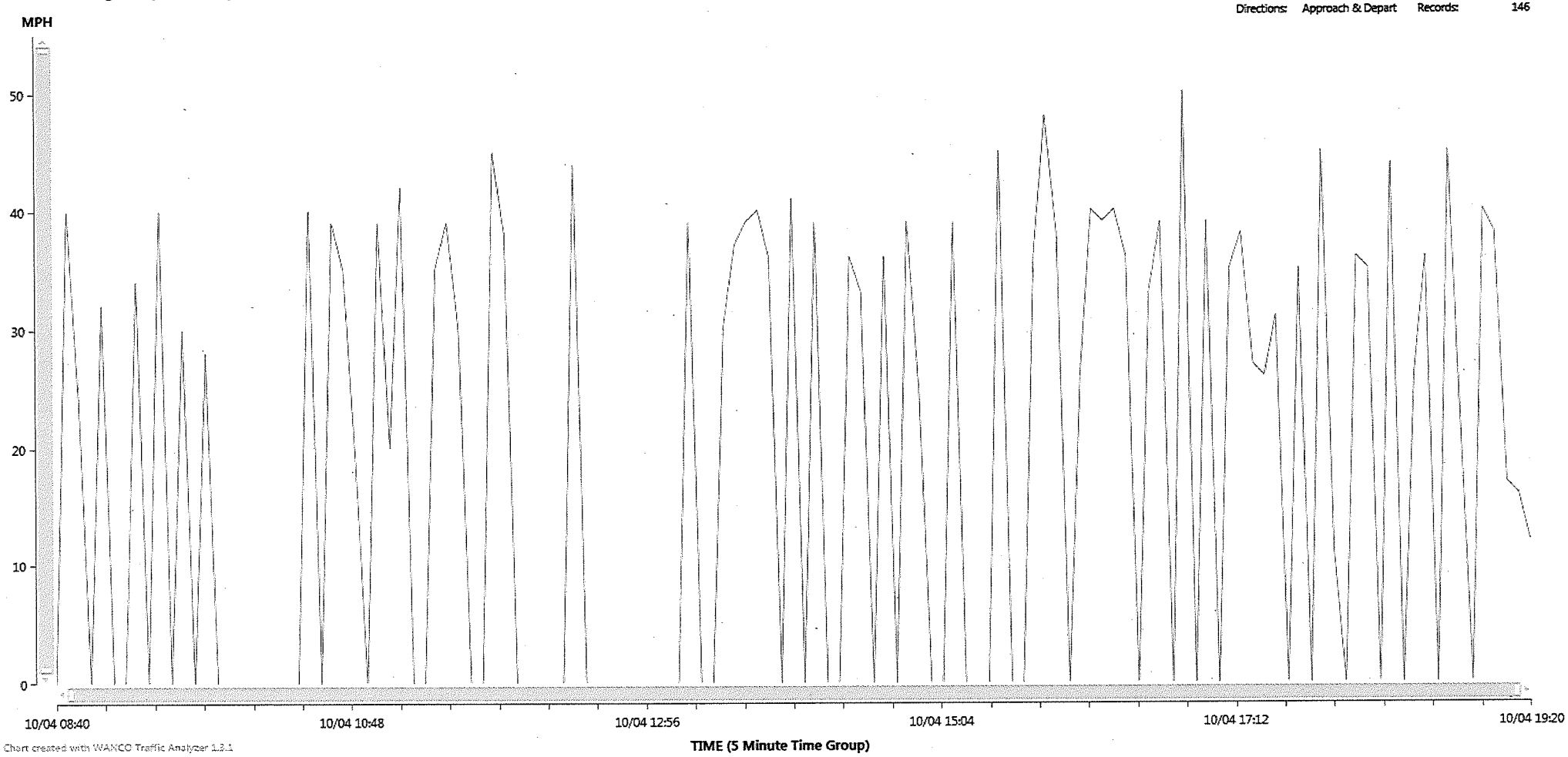
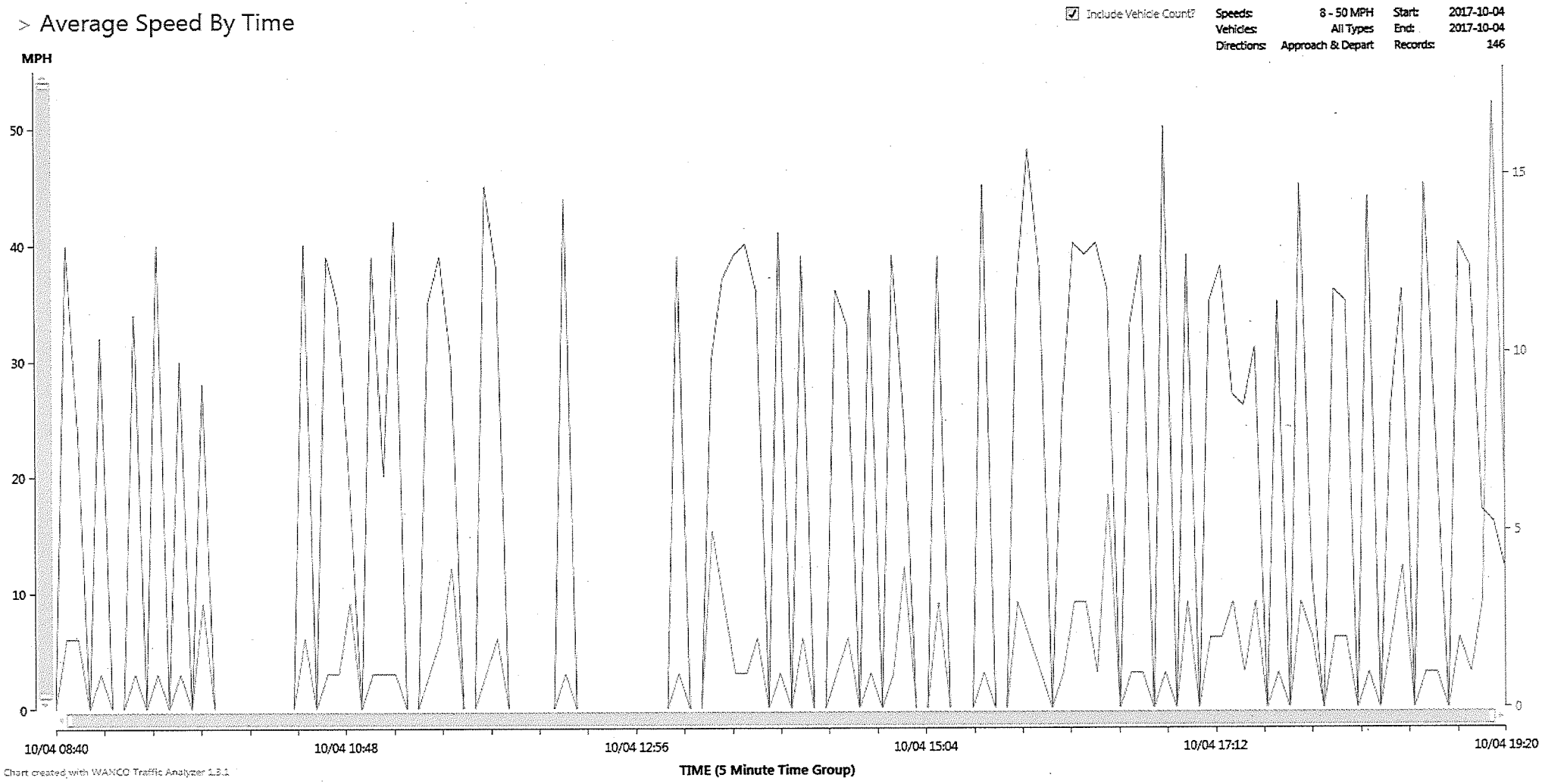


Chart created with WANCO Traffic Analyzer 1.2.1

> Average Speed By Time



> Vehicle Count By Time

Include Avg. Speed?

Speeds:	8 - 50 MPH	Start:	2017-10-04
Vehicles:	All Types	End:	2017-10-04
Directions:	Approach & Depart	Records:	146

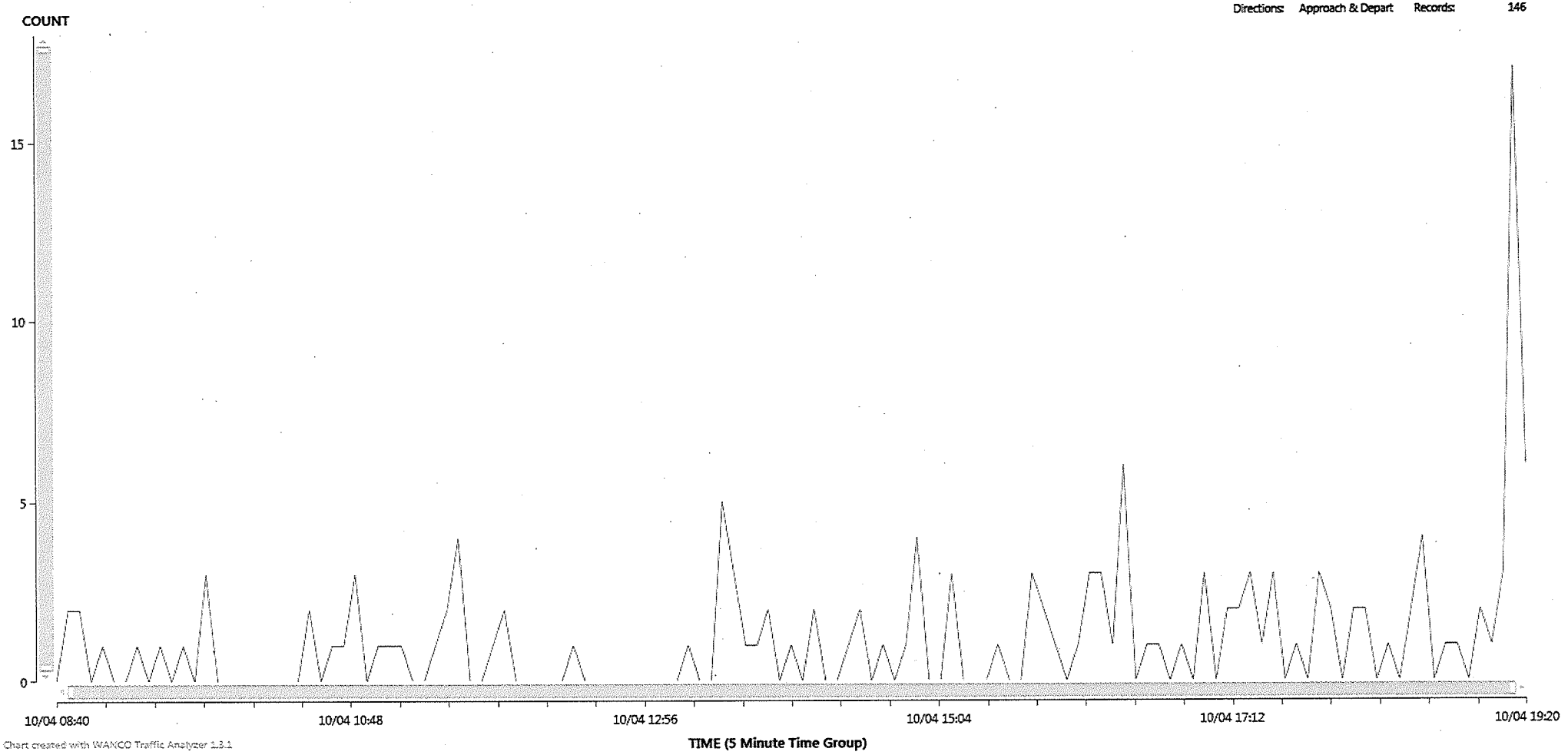
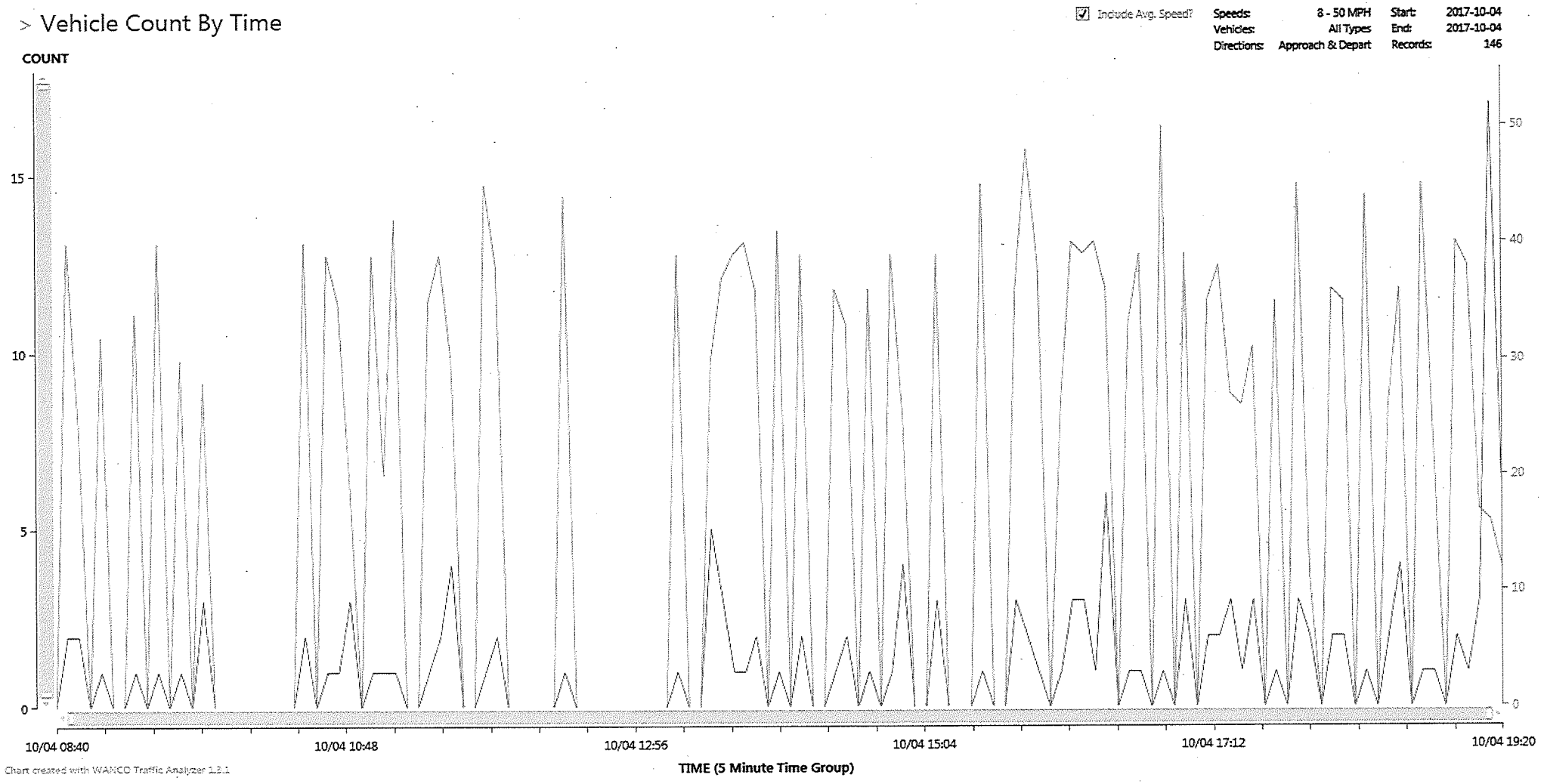


Chart created with WANCO Traffic Analyzer 1.3.1

> Vehicle Count By Time



> Percentile By Speed

Speeds:	8 - 50 MPH	Start:	2017-10-04
Vehicles:	All Types	End:	2017-10-04
Directions:	Approach & Depart	Records:	146

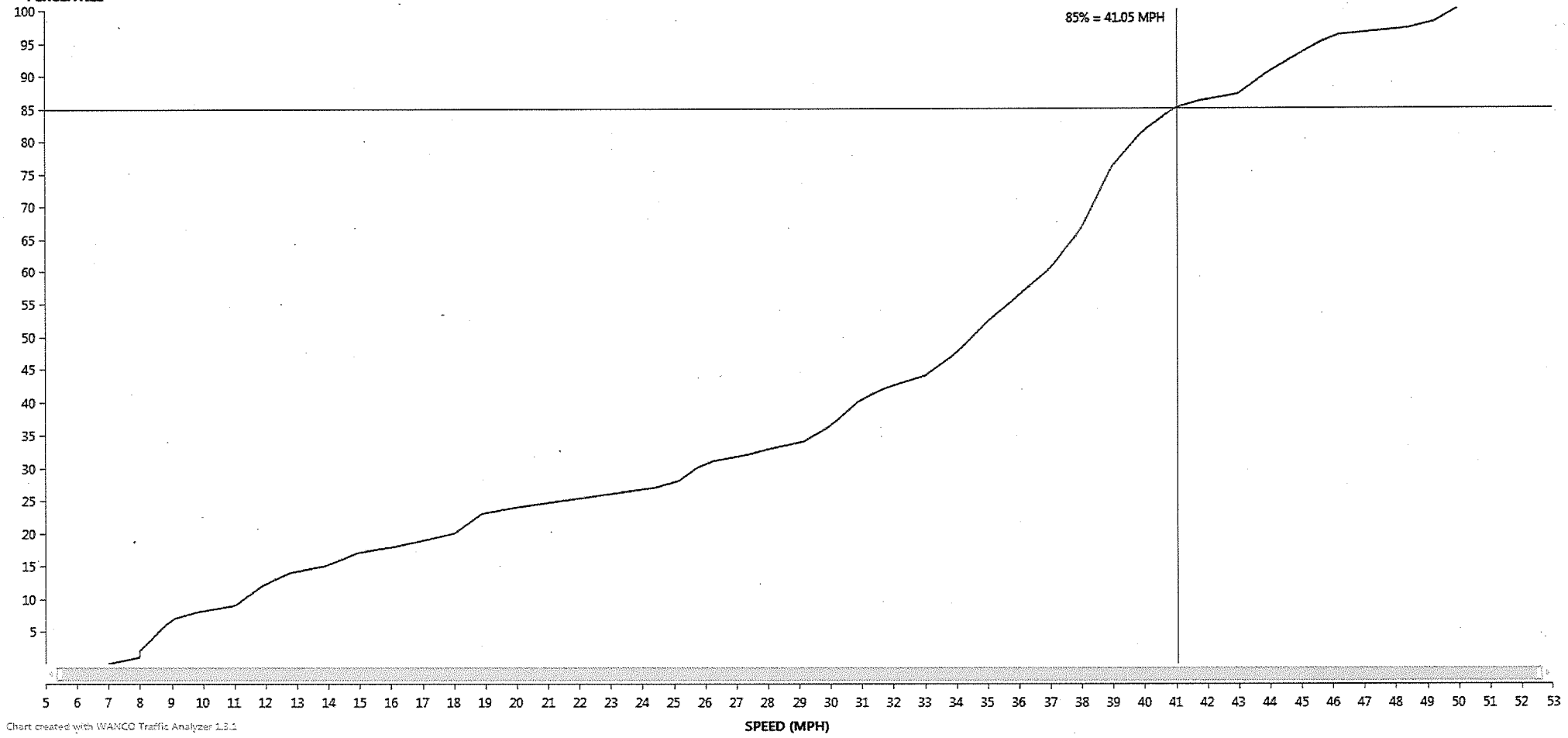


Chart created with WANCO Traffic Analyzer 1.3.1

Public Works Committee **5. 3.**

Meeting Date: 11/21/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Title:

Public Infrastructure Feasibility Study for The COR

Purpose/Background:

PURPOSE

Consider approving the attached Bolton & Menk Work Order.

BACKGROUND

The attached work order provides concept level plans and a feasibility report for all remaining needed public infrastructure in The COR. The work order is not-to-exceed $25,384. This work order is consistent with:

(A) The attached City of Ramsey EDA workplan, see tactic/ strategy #3.

The purpose of this tactic is to obtain concept/ feasibility information needed for the development of The COR. This information will be valuable for the City (help us better evaluate development proposals, help staff better negotiate development deals, help elected officials have policy discussions/ strategy discussions, help the city put together an accurate proforma for The COR, etc.). This information is needed by developers/ prospects to evaluate projects, and makes Ramsey sites more competitive (compared to sites that don't have this information available). Most prospects/ parties consider Ramsey to be the master developer for The COR, and as a result, expect the City to have this information on-hand.

(B) The work order approved by the EDA/ City Council for the Inland Group/ Affinity apartment project .

Attached is a work order that was approved by the EDA/ City Council in October. The scope of work for the Inland Group/ Affinity work order is nearly identical to the work order attached to this case. The only difference is the geographic areas being studied. The Inland/ Affinity work order was concentrated only on infrastructure located adjacent/ near said project. The attached work order finishes out the entire COR.

(C) EDA Review on 11/09.

The EDA reviewed this case on 11/09. Only three EDA members were in attendance. All three supported approval of this work order.

WORK ORDER REVIEW PROCESS

EDA, 11/09
PWC, 11/21
CCRS, 11/2

Notification:

Observations/Alternatives:

NA

Funding Source:

Staff will utilize one/ more of the following funding sources:
--The COR TIF District
--TIF District 1
--EDA Marketing Line Item
--PIR Fund

Recommendation:

Bolton & Menk has provided the City of Ramsey with similar services in the past, for the new Ramsey Business park. At that time, staff did a competitive RFP process, and selected Bolton & Menk, based on quality of services/ competitive pricing.

Considering Bolton & Menk's track record of helping staff successfully with similar projects (new business park), the fact that Bolton & Menk has completed several recent projects in The COR/ is familiar with The COR (PSD projects, Inland/ Affinity project), and that Bolton & Menk is a Ramsey business, staff is comfortable recommending Bolton & Menk be awarded this work order.

Staff would note, the Parks Commission will be considering a separate work order, from a landscape architect, to complete concept level planning for the lake Ramsey area (located in The COR). Moving the attached Bolton & Menk work order forward now will allow both studies (infrastructure and parks) to be completed at the same time, and will allow them to "talk-to-each-other" and be more cohesive/ effective.

Alternative: If the PW Committee prefers to complete a formal RFP process, staff will bring back a RFP document for approval in December (proposals would be received in January). A contract would be approved in January/ February. This would add about 45-60 days to the process.

Action:

Motion to recommend the City Council:

Authorize the attached Bolton & Menk Work Order, not to exceed $25,384, to complete concept designs and feasibility reports for all remaining public infrastructure needed in The COR.

Attachments

B&M Work Order (new, this case)

B&M Work Order (old, already approved, Inland Group)

REF Map

EDA Work Plan

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/16/2017 02:07 PM
Form Started By: Patrick Brama		Started On: 11/10/2017 01:24 PM
Final Approval Date: 11/16/2017		

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

October 11, 2017

Mr. Patrick Brama
Economic Development Manager
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey COR Analysis

Dear Mr. Brama:

In reviewing the COR Development Plan dated 5/15/2012, combined with development that has occurred since 2012, there appear to be several components the City may want to analyze further:

- Existing roundabout at Sunwood Drive and Ramsey Parkway,
- Bunker Lake Boulevard,
- Center Street realignment,
- Center Street intersection at Ramsey Parkway,
- Zeolite Street,
- Yolite Street,
- Peridot Street,
- Veterans Drive,
- Veterans Drive parking options,
- Earth work calculations (area south of Bunker Lake Blvd., north of Sunwood Dr., west of Center Street, and east of Armstrong Blvd.), and
- Public utilities (review existing/planned future sanitary sewer, watermain, and storm water sewer facilities to help ensure cost-effective development).

The COR area generally developed from the edges towards the center. Taking a step back to make sure the final pieces fit together appears to be a responsible next step by the City.

We have prepared the following scope of services based on adding a series of tasks to our current analysis. We essentially will review the entire COR area, with a heavier focus on the undeveloped portions.

SCOPE OF SERVICES

The expanded work scope includes:

- Receive all record drawings, GIS information and other date the City has on file for developed properties, public infrastructure and previous studies in the COR area.
- Create a base drawing based on plats, aerial photography and other information available from the City.

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- Create an intelligent contour map based on information supplied by the City and supplanted with LiDAR information as needed.
- Create roadway alignments and grades for the unimproved areas of the COR.
- Review storm water routing, modeling and assumptions with the City. We don't anticipate completing further storm water analyses, only carrying concepts forward for consideration.
- Review sanitary sewer and water main routing and needs based on the comprehensive plans.
- Review property elevations for areas of future development.

Once the base map is created, and preliminary routing of roadways and alignments are completed, we'll perform a review. Based on that review, we'll meet with the City to discuss our findings.

We anticipate questions from the City based on our review and findings and will perform additional analyses as needed.

We'll finalize our analysis and present to the City a written report detailing our assumptions, findings and recommendations. We'll prepare exhibits for use as a guide for future development. In addition to the report, we anticipate delivering the following to the City:

- Drawings depicting roadway alignments and grades for the roadways to be constructed and reconstructed in the corridor. These will be considered concept level drawings, as no field survey will be completed. The drawings will be accurate to within 1 foot horizontally and 6 inches vertically.
- Cost estimates for public improvements. These will be completed using typical cost ranges for standard roadways, utilities and landscaping improvements. More detailed and thorough cost estimates can be prepared on a case by case basis as development plans become available for individual parcels. Costs will be at a preliminary level and will include construction contingencies in the range of 20 to 30 percent and administrative costs in the range of 18 to 22 percent.

We have assumed traffic analysis will include a cursory review of the area. Because these are local streets, no detailed analyses are anticipated. Intersections will most likely be all-way stops or side street stop conditions, neither of which adds significantly to public infrastructure costs.

FEES

We have prepared a fee estimate assuming this portion of the analysis will be performed in conjunction with our study of the Center Street area project.

Based on our previous work performed with the City, we estimate our fees to be as follows:

Task	Amount
Base Map Creation	$ 6,160.00
Preliminary Design of Improvements	$ 7,992.00
Cost Estimating	$ 3,336.00
Graphics (2 Exhibits)	$ 2,700.00
Report	$ 4,456.00
Meetings (2)	$ 740.00
Total Base Cost	**$25,384.00**

Because this is a conceptual analysis, we anticipate that some of the areas will need to be refined and studied further as discussions with potential developers occur. We'll continue to work with the City to update and refine graphics, estimates and attend meetings as requested. Additional work will be invoiced hourly, with any work agreed to with the City prior to proceeding.

Bolton & Menk is an equal opportunity employer.

If there are any questions or concerns, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.

Kevin P. Kielb, P.E.
Senior Project Manager

ACCEPTED BY:

_____

Kurt Ulrich
City Administrator

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Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

August 14, 2017

Mr. Patrick Brama
Economic Development Manager
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey COR Analysis
Center Street Area

Dear Mr. Brama:

We appreciated the opportunity to discuss a new area of the COR that is being primed for development. Our proposal was prepared based on our conversation and our experience in working with you on the Business Park analyses.

SCOPE OF SERVICES

The work associated with this project includes preparation of a letter report, cost estimating of improvements, along with the creation of exhibits for use by the City in discussions with interested parties.

We have assumed traffic analysis will include a cursory review of the area. Because these are local streets, no detailed analyses are anticipated.

We will obtain record drawings and GIS information from the City to use for base map creation.

We will prepare Concept Layouts based upon anticipated roadway configurations as discussed with the City. The Layouts will also include public utilities, park areas and other amenities such as sidewalks and trails. The Layouts will form the basis of cost estimating for the project.

Cost estimates will be completed for the improvements. The estimates will be broken out into a logical phasing plan for use by the City.

A letter report will be prepared that discusses the improvements. The report will include the following:

Written discussion of preliminary design findings.

Preliminary cost estimates based on estimated quantities from the Concept Layouts and unit prices from bids received for similar projects.

Cost allocation scenarios after discussion with the City.

Discussion of potential phasing of improvements.

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Compilation of preliminary exhibits. We anticipate exhibits will include a series of drawings depicting stages of construction/implementation, along with potential funding allocations.

FEES

Based on our work associated with the Business Park, we estimate our fees to be as follows:

Task	Amount
Base Map Creation	$ 1,440.00
Preliminary Design of Improvements	$ 1,440.00
Cost Estimating	$ 3,600.00
Graphics (6 Exhibits)	$ 4,800.00
Letter Report	$ 1,920.00
Meetings (2)	$ 740.00
Total Base Cost	**$13,940.00**

As additional options and alternatives present themselves, we'll continue to work with the City to update and refine graphics, estimates and attend meetings as requested. Additional work will be invoiced hourly, with any work agreed to with the City prior to proceeding.

If there are any questions or concerns, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.



Kevin P. Kielb, P.E.
Senior Project Manager

Bolton & Menk is an equal opportunity employer.


Sunwood
149TH AVE NW
148TH LN NW
116
XENIA TH ST NW
WILLEMITE WAY NW
PERIDOT ST NW
147TH LN NW
147TH TER NW
147TH CIR NW
FERRET ST NW
147TH AVE NW
SUNWOOD DR NW
TOWN CENTER DR NW
146TH LN NW
146TH AVE NW
146TH XING
145TH LN NW
145TH PL NW
145TH PL
OLIVINE ST NW
THE DRAW
EAST RAMSEY PKWY NW
RAMSEY PKWY
83
ZEOLITE ST NW
VETERANS DR NW
EAST TOWN CENTER DR NW
RAMSEY CITY HALL/POLICE
RAMSEY ON THE GO LIBRARY
RAMSEY POLICE STATION
SUNWOOD DR NW
NORTHSTAR RAMSEY STATION
RAMSEY LICENSE CENTER
145TH AVE NW
MIDWEST MEDICAL EXAMINERS OFFICE
144TH AVE NW
RIVERDALE DR NW
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RHINESTONE ST NW
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ARMSTRONG BLVD NW
ALPACA ST NW
142ND AVE NW
JASPER ST NW
MISSISSIPPI


Zeolite
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JASPER ST NW
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142ND AVE NW
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Peridot
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FERRET ST NW
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Center Street Realignment?
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NORTHSTAR RAMSEY STATION
RAMSEY LICENSE CENTER
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MIDWEST MEDICAL EXAMINERS OFFICE
144TH AVE NW
ARMSTRONG BLVD NW
RIVERDALE DR NW
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ALPACA ST NW
RHINESTONE ST NW
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JASPER ST NW
142ND AVE NW
MISSISSIPPI


Veteran's Parking?
149TH AVE NW
148TH LN NW
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147TH LN NW
147TH CIR NW
146TH LN NW
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JASPER ST NW
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EAST TOWNCENTER DR NW
FERRET ST NW
ARMSTRONG BLVD NW
ALPACA ST NW
MISSISSIPPI


Cut/ Fill?
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147TH LN NW
147TH CIR NW
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EAST TOWNE CENTER DR
RHINESTONE ST NW
OLIVINE ST NW
PERIDOT ST NW
ARMSTRONG BLVD NW
ALPACA ST NW
JASPER ST NW
MISSISSIPPI


Previous Affinity/
Inland Work
(already ordered)
149TH AVE NW
148TH LN NW
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147TH LN NW
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146TH AVE NW
146TH XING
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147TH AVE NW
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TOWNCENTER DR NW
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RAMSEY LICENSE CENTER
NORTHSTAR RAMSEY STATION
MIDWEST MEDICAL EXAMINERS OFFICE
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RIVERDALE DR NW
RHINESTONE ST NW
JASPER ST NW
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MISSISSIPPI

2018 Economic Development Workplan

Purpose

Provide a functional plan that prioritizes the work of the City's economic development department and Economic Development Authority (EDA).

Objectives

1. Encourage, and plan for, growth of industrial, commercial, retail and housing opportunities
2. Foster the retention and expansion of existing Ramsey businesses
3. Support and maintain a positive local businesses environment
4. Leverage use of outside economic resources, partnerships and funding for economic development initiatives

Outcomes

1. Growth of the City's tax base
2. Growth in the City's job base
3. Improved quality of life

Tactics/ Description	*Timeline*	*Additional Resources & Tools Required*	*Key Outcomes/Metrics*
<u>(1) Business Retention & Expansion</u> The large majority of local economic growth comes from existing Ramsey businesses. The purpose of this goal is to develop and maintain positive relationships with existing Ramsey businesses (establish trust). This goal is implemented through quality customer service, businesses visits, and facilitating business events.	Ongoing	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed.	Complete 24 business visits annually. Host EDA business expo, business appreciation golf tournament, and fall networking event. Participate in Anoka County Broker Event, Anoka Ramsey Job Fair, and MN Marketing Partnership.
<u>(2) Recruit Restaurants & Retail Users</u> The desire for the City of Ramsey to establish new restaurant and retail users continuous to be a high priority for Ramsey residents and elected officials alike. Feedback from the development market is Ramsey needs more rooftops and higher traffic counts to achieve this goal. Although Ramsey continues to make good progress on rooftops and traffic counts, there is a desire to be more pro-active. The purpose of this tactic is: (A) Consider establishing a policy(ies) to provide financial incentives for said users. For example, the City had a full service restaurant subsidy program/ policy several years back. (B) Consider establishing a targeted professional information/ marketing package for said users. (C) Consider deploying staff (and CBRE) to establish/ grow relationships with developers that work directly with said target market. (D) Reconsider broker selection—is there a better broker for retail? (E) Try to define what success looks like, or what progress targets Ramsey can make? (F) Obtain annual traffic counts for The COR	2018	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed. This tactic may result in the need to create/ dedicate financial resources for incentives in the future. If dollars are needed for the developer information package, the EDA Budget (Marketing line item) can be utilized. Also, The COR TIF District (#14) is available to support this tactic.	(A) New financial incentive policy in place. (B) New information packet/ marketing packet. (C) New relationships created.

Tactics/ Description	*Timeline*	*Additional Resources & Tools Required*	*Key Outcomes/Metrics*
<u>(3) COR Development Feasibility, Pro-Forma, and Policy</u> The City of Ramsey has taken on the role of master developer for The COR. Currently, the City manages The COR, and our various COR development related discussions on a "case-by-case-basis" and with policy based on "past practice." Staff would like to develop more clarity/ intentional policy/ structure on how the City manages this project. Completion of this tactic will put the City in a stronger position to analyze/ respond to development proposals, strategize marketing efforts, and carry out budget/ policy discussions. (A) Pro-Forma: from a development perspective, the list of City obligations (expenditures) for The COR is relatively long, and at this point not well-defined. Additionally, the list of revenue streams from The COR is relatively straight forward, but have been committed informally in several instances. Staff would like to develop a formal pro-forma that outlines all anticipated expenses and all anticipated revenues for the project. (B) Feasibility Analysis: this discussion will require the City to complete a feasibility analysis for all outstanding development items to provide a clear scope of future development costs (i.e. cut/ fill, roads, storm water, community center, signs, etc.). (C) Policy Positions: this discussion also warrants the City to take policy positions on various outstanding development items (i.e. expenses) and how they will be paid for (all city, all developer, split, etc.), and roughly when various improvements will be made (now, in the future, in phases, etc.).	2018	This work will require assistance from third party professionals. <u>Feasibility Reports/ Concept Studies:</u> • infrastructure-$25,000-$75,000 • regional storm water --$15,000-$35,000 • cut & fill analysis -- $5,000-$25,000 • sign plan--$5,000-$30,000 • parking ramp(s) -- $5,000-$15,000 • community center-- $10,000-$25,000. • parks/ trails--$15,000-$40,000 • pro-forma assistance/ review from Ehlers--$5,000-$20,000. The numbers outlined above are very preliminary. Staff would like to get quotes for EDA review and/or review by other boards. Staff anticipates various funding sources to be utilized. Potentially, the University of Minnesota Resilient Communities Program may play a role in completing, or speeding up, some of this work.	Completed feasibility analysis on various outstanding pre-development items. Policy positions on various development items. Completed development pro-forma.

Tactics/ Description	*Timeline*	*Additional Resources & Tools Required*	*Key Outcomes/Metrics*
<u>(4) RALF</u> Utilize the Metropolitan Council administered, MNDOT funded, RALF (right of way acquisition loan fund) for purchasing properties needed for U.S. Highway 10 improvements in Ramsey. Update: staff received word from MnDOT/ MetCouncil in August 2017 that they will no longer accept applications for RALF from the City of Ramsey. The City must first complete their updated plan for improvements to US Highway 10 and must update their Official Map.	Ongoing	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed. In some cases, this work does require use of third party professionals	Economic Development staff will continue to work with the Metropolitan Council to purchase at least property per year. Economic Development staff will continue to work with Engineer and Planning staff to complete an updated Official Map and Highway 10 plan for Ramsey.
<u>(5) Sell Surplus City Owned Land</u> The City owns a large inventory of surplus land available for development. In 2017, the City completed a process to obtain shovel ready information for most city-owned property. Through that process staff has identified the following outstanding items: (A) Properties #37 and #45 have various potential environmental findings to further discuss and address. (B) North side of the new business park (i.e. former Legacy site) should become shovel ready. This would be a new shovel ready application.	2018	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed. This work item does require use of third-party professional services (Shovel Ready Certifications and subsequent due-diligence). TIF #1 has been identified as a funding source for this work. NOTE: the large majority of shovel-ready work was completed in 2017. This goal is nearly completed. The State of Minnesota is currently officially reviewing the City's applications for shovel ready sites. The purpose of this tactic is to keep the EDA updated on some remaining items staff is closing out.	Land sales.

Tactics/ Description	Timeline	Additional Resources Required	Key Outcomes/Metrics
(6) Business Incubator Consider utilizing the roughly 3,500 square foot vacant space on the second floor of the Ramsey Municipal Center for a business incubator program. Staff would like to kick off the process with a scoping meeting (i.e. how should we approach this task).	2018	At this point, no additional resources are being requested. Based on the scope of this project, additional resources will be needed. The City's Public Utilities Fund may be available for this project.	Decide if the City has a genuine interest in starting a business incubator. Have a general scope for what a business incubator means in Ramsey.
(7) ZIP Code In 2015, the City of Ramsey did open its doors to the first ever Ramsey substation USPS Post Office. Although this is a positive step for Ramsey, the need for an independent zip code still exists. The purpose of this tactic is to pursue an independent zip code for our community. Process: 1. Meet USPS minimum standards for obtaining a new zipcode (delivery points, deliver routes, scheme items, sectors). The City needs to submit a request for an audit. 2. USPS audit made—Ramsey either meets minimum thresholds or not. If they do, move on to step 3. 3. USPS conducts a survey of community to gather feedback/ support for a new zip code. 4. USPS grants Ramsey a new zip code.	Ongoing	No additional resources requested. Normal staff duties.	Apply again. Approval or denial of a new Ramsey zip code.

Public Works Committee **5. 4.**

Meeting Date: 11/21/2017

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommending City Council Approval of September 2017 Comprehensive Sanitary Sewer Study Update

Purpose/Background:

Purpose:

The purpose of this case is to consider recommending City Council approval of the September 2017 Comprehensive Sanitary Sewer Study Update.

Background:

Attached is an update to the City of Ramsey's 2012 Comprehensive Sanitary Sewer Study.

Also attached is the 2012 Comprehensive Sanitary Sewer Study, which was prepared with the goal of meeting the City's infrastructure needs based on development projected within the City's 2030 Comprehensive Plan.

The attached update incorporates current population and land use projections. It also addresses impacts on the City's sanitary sewer infrastructure due to development that has occurred since 2012, and due to currently proposed and projected development out to the year 2040 to be consistent with the 2040 Comprehensive Plan updates that are underway.

Key updates to the 2012 plan include:

- Estimated costs associated with infrastructure needed to serve future development areas,
- Estimations of growth and development anticipated through the year 2040, and
- Connection amounts based on estimated costs and development.

Staff is also requesting a recommendation from the Public Works Committee on whether sanitary sewer infrastructure needed to serve the 167th node, and areas to the north and east, should be incorporated into the update. Incorporating this sanitary sewer infrastructure into the update will ensure that a properly designed and coordinated sanitary sewer system will be available for future development of the 167th node, as well as for areas to the north and east. This would increase connection fees by about 5%. If this infrastructure is not included in the update (as attached), construction of sanitary sewer infrastructure needed to serve the area in and around the 167th node will occur in a less coordinated manner, and will require individual funding agreements between the City and individual developers on a development by development basis.

Staff will provide a formal presentation during the meeting.

Timeframe:

Staff estimates this case will take 20 minutes to present and respond to questions.

Observations/Alternatives:

Observations:

Estimated 2021 – 2040 costs are based on improvements shown on the maps and included in the tables within the report.

Alternatives:

Alternative #1 – Motion recommending City Council approval of the September 2017 Comprehensive Sanitary

Sewer Study Update, including the sanitary sewer infrastructure needed to serve the 167th node area.

Alternative #2 – Motion recommending City Council approval of the September 2017 Comprehensive Sanitary Sewer Study Update as attached, omitting the sanitary sewer infrastructure needed to serve the 167th node area.

Funding Source:

Costs to amend the update to include sanitary sewer infrastructure needed to serve the 167th node would be taken from the sanitary sewer enterprise funds, which was also used to pay for the attached update.

Recommendation:

Staff recommends alternative #1.

Action:

Motion recommending City Council approval of the September 2017 Comprehensive Sanitary Sewer Study Update, including the sanitary sewer infrastructure needed to serve the 167th node area.

Attachments

Sept 2017 Comp San Swr Study Update

167th Node San Swr Impacts Memo

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/16/2017 03:32 PM
Kurt Ulrich	Kurt Ulrich	11/16/2017 04:23 PM
Form Started By: Bruce Westby		Started On: 11/15/2017 04:21 PM
Final Approval Date: 11/16/2017		

COMPREHENSIVE SANITARY SEWER STUDY UPDATE

IN COORDINATION WITH 2040 COMPREHENSIVE PLAN UPDATE

CITY OF RAMSEY, MN

SEPTEMBER 2017

Submitted by:
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COMPREHENSIVE SANITARY SEWER STUDY UPDATE
IN COORDINATION WITH
2040 COMPREHENSIVE PLAN UPDATE

CITY OF RAMSEY, MINNESOTA

A. PURPOSE

The purpose for this report is to update the City's 2012 Comprehensive Sanitary Sewer Study based on current population and land use projections. The 2012 Comprehensive Sanitary Sewer Study included a plan for meeting the City's infrastructure needs based on development projected within the City's 2030 Comprehensive Plan.

City staff has identified development which has occurred since the 2012 study was completed and has provided projections for development which is likely to occur in the next 23 years (Year 2040). This report evaluates the impact of the recent and projected development on the proposed sanitary sewer infrastructure implementation.

The following paragraphs present a summary of key updates to the 2012 plan. The intent is to complete the following:

- Estimate costs associated with infrastructure needed to serve future development areas,
- Provide estimations of growth and development anticipated through Year 2040, and
- Develop a connection amount based on the estimated costs and development.

B. SUMMARY OF INFRASTRUCTURE REVISIONS TO THE 2012 COMPREHENSIVE PLAN

Section 4 of the 2012 report describes the trunk infrastructure improvements needed to serve each defined subdistrict within the MUSA boundary. For this report, each subdistrict was reviewed and revisions were made to the required infrastructure based on:

- Improvements made over the last 5 years, and
- Considerations of improvements required.

Through discussions with the City, we were able to determine the improvements made within each subdistrict over the last 5 years. We also made revisions based on anticipated development patterns and anticipated future needs. The following paragraphs describe the revisions made within each subdistrict to allow us to quantify the total improvement costs throughout the City. We attached the updated 2017 "Proposed Trunk Sewer Extensions" map showing the subdistricts and the proposed trunk sewer extensions.

1. Subdistrict M3

This subdistrict is located in the Southwest corner of the City, south of Highway 10. The primary sewer crossing of Trunk Highway 10 has been completed and was removed from the figure and cost estimate. The Bower's Drive NW trunk sanitary sewer line has been converted from a trunk facility to a lateral sewer line. This line was removed from the 2017 proposed trunk sewer extensions as it is now anticipated to serve the area as a standard lateral line. All trunk line project costs have been updated to 2017 unit prices.

2. Subdistrict M4

This subdistrict is located north of Highway 10 and west of Armstrong Boulevard. The trunk sanitary sewer facilities have been modified to reflect the findings of the 2015 Future Business Park study that was completed for this area of the City. Lift station MLS-5 was added to the improvements required for this subdistrict. All project costs have been updated to 2017 unit prices.

Because portions of these improvements have been, or are programmed to be constructed in 2017, we included some in the Capital Improvement Plan and others in the future improvements plan.

3. Subdistricts R21 Through R25

These subdistricts are located north of Trott Brook in the north central portion of the City. No layout revisions to these trunk extensions were made. All trunk line project costs have been updated to current 2017 unit prices.

4. System Extension for 167th Avenue Future MUSA Study Area

The Future MUSA Study Area identifies an area to better understand the feasibility of extending a trunk sewer line to the 167th Avenue/Saint Francis Boulevard (TH 47) land use node. Municipal Water service exists to the area, but Sanitary Sewer does not. The City has a land use goal to revitalize this node and surrounding area, and the availability of Sanitary Sewer is a major variable in future land use decisions. The MUSA boundary does not currently include this area. Findings from this study area will be utilized to influence the City's 2040 Comprehensive Plan Update and discussions with private developers currently proposing certain land use scenarios.

C. TRUNK SANITARY SEWER SYSTEM COSTS

Attached are the updated cost estimates related to the above revisions, totaling $7,571,929. These costs include 25% for indirect costs such as administration, engineering, legal and financing. Additionally, we have included a 20% contingency for unforeseen improvements which may be required during the study period, for a total cost of $9,086,315 in 2017 dollars.

The City's current Capital Improvement Plan was used to determine expenditures for the years 2017 to 2020. For the years 2021 to 2040, the above described costs were spread evenly over the 20 year period, while being inflated at a rate of 3% per year.

D. DEVELOPMENTAL IMPACT ON THE COMPREHENSIVE SANITARY SEWER STUDY

Actual and projected development within the City of Ramsey since the 2012 Comprehensive Sanitary Sewer Study are summarized as follows:

- Actual Total Connections from 2012-2015 are as follows:
  - 2012: 295
  - 2013: 164
  - 2014: 66
  - 2015: 258
  - Avg: 196

- Projected development rates used in 2012 study (through 2030) were as follows:
  - 260 Residential Units/Year (25% High Density)
  - 25 Commercial/Industrial Acres/Year
- Projected development rates (through 2040) are anticipated to be as follows:
  - 160 Residential Units/Year (50% High Density)
  - 10 Commercial/Industrial Acres/Year

The projected Residential development rate was lowered by 38.5% to 80 Units/Year, the projected Commercial/Industrial development rate was lowered by 15 Acres/Year (-60%), while the projected number of high density units increased from 65 Units/Year to 80 Units/Year (+23%).

Based on these considerations, the Residential Equivalent Units (connections) is conservatively estimated at 160 per year.

The 2017 sewer connection charge is $1,154 per residential unit and $3,475 per commercial/industrial acre.

E. ANALYSIS

Many factors impact the actual fee required to sustain and expand the trunk sanitary sewer facilities. We have included a more comprehensive spreadsheet analysis of the sanitary sewer expenses and revenues. Assumption made in the spreadsheet are:

- Anticipated revenue from utility billings of $1,528,683 were used for 2017 and then inflated at 1% per year.
- Trunk Connection charges and SAC fees were set at $1,154 and $2,485 for 2017 and then inflated at 2.5% per year.
- Operating expenses were set at $1,014,301 for 2017 and then inflated at 3% per year.
- Capital expenditures for 2016 to 2020 were taken from the City's current Capital Improvement Plan.
- Capital expenditures for 2021 to 2040 was determined as described in Section 3 of this report.

The information provided in this report should be considered when setting sanitary sewer connection charges within the City.

2040 MUSA - Trunk Sanitary Sewer System Improvements (2021 - 2040)

DISTRICT	LOCATION	SIZE (IN.)	LENGTH (FT.)	COST PER FOOT*	LIFT STATION	COST
M3	MLS-2				$393,928	$393,928
	MLS-2 to MH-11A	12" FM	1750	$124		$216,660
	MLS-2 to MH-9A	18"	3600	$259		$931,921
				TOTAL M3 DISTRICT		**$1,542,510**
M4	MLS-5		(Constructed 2017. Included in CIP)			$0
	MH-92 to MLS-5	12"	1000	$146		$146,316
	MLS-5 to MH-9	6" FM	(Constructed 2017. Included in CIP)			$0
	MH-9 to MH-10A	18"	(Constructed 2017. Included in CIP)			$0
				TOTAL M4 DISTRICT		**$146,316**
R1	MH-89 to MH-92	21"	1300	$326		$424,317
				TOTAL R1 DISTRICT		**$424,317**
R23, 24 & 25	RLS-8				$343,280	$343,280
	RLS-8 to MH-82	8" FM	720	$90		$64,829
	RLS-8 to MH-82	8" FM Jacking	80	$281		$22,510
	RLS-8 to MH-84A	10"	4400	$129		$569,507
	RLS-8 to MH-83A	12"	2500	$146		$365,790
	MH-83A to MH-83	10"	2700	$129		$349,470
				TOTAL R23, 24 & 25 DISTRICT		**$1,715,388**
R21 & 22	MH-79 to MH-78	10"	5100	$129		$660,111
	MH-81 to MH-79	12"	900	$146		$131,685
	MH-81 to MH-82	18"	3900	$259		$1,009,581
	RLS-3 to MH-81	18"	850	$259		$220,037
				TOTAL R21 & 22 DISTRICT		**$2,021,414**
RLS-3	RLS-3				$241,984 (upgrade existing LS)	$241,984
				TOTAL RLS-3 DISTRICT		**$241,984**
FUTURE MUSA STUDY AREA						
RLS-9	RLS-9				$500,000	$500,000
	RLS-9 to MH-14	8" FM	10000	$98		$980,000
				TOTAL RLS-9 DISTRICT		**$1,480,000**
					SUB-TOTAL	**$7,571,929**
					20% CONTINGENCY FOR UNFORSEEN IMPROVEMENTS	**$1,514,386**
					TOTAL IMPROVEMENT COSTS	**$9,086,315**
					AVERAGE YEAR FOR 20 YEARS (2017 DOLLARS)	**$454,316**
					INFLATED AT 3% PER YEAR TO YEAR 2021	**$511,336**

* INCLUDES 25% INDIRECT COSTS

Sanitary Sewer System Rate Impact Summary
City of Ramsey, Minnesota
9/15/2017

	Actual 2016	Projected / Actual 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2030	Projected 2035	Projected 2040
Beginning Balance		**10,730,177**	**10,731,811**	**9,894,880**	**10,774,551**	**11,199,678**	**11,565,438**	**11,909,244**	**12,229,589**	**12,524,903**	**13,566,487**	**13,375,837**	**11,944,107**
Sanitary Sewer System Revenue													
Billings and Interest													
From Utility Billings (2016 is based on current activity and inflated 1% per year to 2040)		1,528,683	1,543,970	1,559,410	1,575,004	1,590,754	1,606,661	1,622,728	1,638,955	1,655,345	1,739,784	1,828,530	1,921,804
Internal Loan to offset Muni Center Debt beginning year 2010-2029 @ 2%		47,814	48,770	49,746	50,741	51,755	52,791	53,846	54,923	56,022			
Interal loan to offset RTC land Purchase - 10 Year @ 2% (When land proceeds received)		-	-	-	-	-	-	-	-	-			
Interest Earnings		107,302	160,977	148,423	161,618	167,995	173,482	178,639	183,444	187,874	203,497	200,638	179,162
Total Billings and Interest		**1,683,799**	**1,753,717**	**1,757,578**	**1,787,362**	**1,810,504**	**1,832,933**	**1,855,213**	**1,877,322**	**1,899,240**	**1,943,281**	**2,029,168**	**2,100,965**
SAC and Connection Charges													
New Customers (REUs)		**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**
Residential Connection (Trunk) Fees per Connection (Actual 2016 value and then inflated at 2.5% per year to 2040)		**1,154**	1,183	1,212	1,243	1,274	1,306	1,338	1,372	1,406	1,591	1,800	2,036
Residential Sewer Availability Charge (SAC) (Actual 2016 value and then inflated at 2.5% per year to 2040)		**2,485**	2,547	2,611	2,676	2,743	2,812	2,882	2,954	3,028	3,426	3,876	4,385
Trunk Revenue (Based on 2016 activity) (2017 to 2040 based on 160 REUs per year)		184,640	189,256	193,987	198,837	203,808	208,903	214,126	219,479	224,966	254,528	287,975	325,818
SAC Revenue (1% of Total) (Based on 2016 activity) (2017 to 2040 based on 160 REUs per year)		3,976	4,075	4,177	4,282	4,389	4,498	4,611	4,726	4,844	5,481	6,201	7,016
Total SAC and Conenction Fees		**188,616**	**193,331**	**198,165**	**203,119**	**208,197**	**213,402**	**218,737**	**224,205**	**229,810**	**260,009**	**294,177**	**332,834**
Sanitary Sewer System Expenses													
Operating Expenses (Personal Services, Supplies, Other Services & Charges) Based on 2016 Activity and inflated at 3% per year from 2017 to 2040)		**(1,014,301)**	**(1,044,730)**	**(1,076,072)**	**(1,108,354)**	**(1,141,605)**	**(1,175,853)**	**(1,211,128)**	**(1,247,462)**	**(1,284,886)**	**(1,489,535)**	**(1,726,780)**	**(2,001,811)**
CIP Projects-Sewer Utilities													
Bunker Lake Boulevard Trunk Sanitary Sewer		(105,658)											
Utility Truck(s)		(25,000)	(23,500)										
Puma Street Trunk Sanitary Sewer and Lift Station		(725,822)											
Abandon Wildlife Sanctuary Lift Station					(352,000)								
Public Works Campus			(1,715,750)										
Fire Station #1 Sanitary Sewer					(60,000)								
Abandon Liftstation River Pines					(45,000)								
Armstrong Boulevard Extend Sewer to Riverdale													
TOTALS Note: CIP Project 2021 to 2040 ($505,980/Year in 2017 Dollars. Inflated 3%/Year.)	**-**	**(856,480)**	**(1,739,250)**	**-**	**(457,000)**	**(511,336)**	**(526,676)**	**(542,476)**	**(558,751)**	**(575,513)**	**(667,178)**	**(773,442)**	**(896,631)**
Remaining Working Capital Balance	**10,730,177**	**10,731,811**	**9,894,880**	**10,774,551**	**11,199,678**	**11,565,438**	**11,909,244**	**12,229,589**	**12,524,903**	**12,793,554**	**13,613,065**	**13,198,960**	**11,479,464**

*** This fund is created to offset the repairs of lines. The city currently has over $21,000,000 of sewer lines (per 2013 audit) which includes over $5.8M of accumulated depreciation

Indicates adjustable values

CITY OF RAMSEY
MINNESOTA

FIGURE 1

PROPOSED 2040 SERVICE AREAS
COMPREHENSIVE SANITARY SEWER PLAN
PROPOSED TRUNK SEWER EXTENSIONS

SEPTEMBER 2017

R24
R21
R23
R25
R22
RLS-8
RLS-1
RLS3
RLS9
R1
R2
R19
MLS-5
M4
M3
MLS-2
10"
12"
18"
21"
24"
30"
8"

N

0 1000 2000
SCALE FEET

LEGEND

- RUM RIVER SEWER DISTRICT
- MISSISSIPPI RIVER SEWER DISTRICT
- NORTH TROTT BROOK MISSISSIPPI RIVER DISTRICT
- NORTH TROTT BROOK RUM RIVER DISTRICT
- TRUNK SEWER IN PLACE
- 2030 MUSA
- FUTURE MUSA STUDY AREA
- PROPOSED TRUNK SEWER
- PROPOSED FORCEMAIN
- PROPOSED MH
- PROPOSED LIFT STATION
- EXISTING TRUNK SEWER
- EXISTING LATERAL SEWER
- EXISTING FORCEMAIN
- EXISTING LIFT STATION

NOTE:
The information for this map was obtained from various sources of existing maps, construction plans, and City records, some of which were prepared by others. While this information is believed to be reliable Bolton & Menk, Inc. is not responsible for its accuracy nor for errors or omissions which may have been incorporated into this document as a result.

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To: Patrick Brama, City of Ramsey

From: Kevin P. Kielb, P.E

Date: September 19, 2017

RE: Sewer Service to 167th Area

BACKGROUND

We have completed the Sanitary Sewer and Watermain Plan Updates to be used in coordination with the City's 2040 Comprehensive Plan update. A question arose related to the impacts of providing service to the 167th Area, known in previous studies as the NE Expansion Area.

There are a few key considerations related to the updates we completed:

- Revenue generation considered billings to existing users, along with connection fees and Availability Charges for undeveloped parcels.
- Expenses included costs associated with extending trunk facilities to undeveloped areas.
- The sewer system was designed to ensure all parcels within the City could connect to the system, if they desired (both developed and undeveloped).
- While the 167th Area Improvements will be required to serve the undeveloped parcels in that area, it will also be required to serve the developed properties if they ever want to connect.

The spreadsheet contained in the update is very dynamic and considers both short term and long term improvements across the entire City. Balancing and averaging occurs in the spreadsheet to account for peaks and lows in connections and required improvements. This is completed to give the City an indicator of whether or not the fund is sustainable based on the current charges and fee structure.

The projections for future connections to the system include all areas of the City, including the 167th Area. Without this area included in the projections, the total number of future connections may decrease by the total number of connections available in that area, or by a percentage of that number.

To gain a general understanding of how that area might impact the entire analysis, we completed a somewhat empirical analysis to provide an idea of how the 167th Area impacts the charges and fees.

ANALYSIS

We looked at costs of improvements and available Residential Equivalent Connections (REC) with and without the 167th Area. For reference, from past studies, a REC is calculated as follows:

- The base unit is a residential dwelling and is equal to 1 REC.
- A High Density Residential connection is equal to 0.7 RECs per unit.
- Commercial and Industrial areas are equal to 3.01 RECs per acre.

The total of all of the undeveloped areas within the City, INCLUDING the 167th Area, has the potential of an additional 4572 RECs. The estimated present day costs of all improvements needed to serve these

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areas is $10,119,600, which includes a 20% contingency for unforeseen improvements that may be needed for the system. Dividing the total costs by the total connections yields a value of $2,213.

The total of all of the undeveloped areas within the City, EXCLUDING the 167th Area, has the potential of an additional 3984 RECs. The estimated present day costs of all improvements needed to serve these areas is $8,343,600, which includes a 20% contingency for unforeseen improvements that may be needed for the system. Dividing the total costs by the total connections yields a value of $2,094.

Based on this analysis, the connection charge increases in the range of 5% with the inclusion of the 167th Area connections and improvements.

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Public Works Committee **5. 5.**

Meeting Date: 11/21/2017

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommending City Council Approval of September 2017 Comprehensive Water System Study Update

Purpose/Background:

Purpose:

The purpose of this case is to consider recommending City Council approval of the September 2017 Comprehensive Water System Study Update.

Background:

Attached is an update to the City of Ramsey's 2012 Comprehensive Water System Study.

Also attached is the 2012 Comprehensive Water System Study, which was prepared with the goal of meeting the City's infrastructure needs based on development, projected within the City's 2030 Comprehensive Plan.

The attached update incorporates current population and land use projections. It also addresses impacts on the City's water system infrastructure due to development that has occurred since 2012, and due to currently proposed and projected development out to the year 2040 to be consistent with the 2040 Comprehensive Plan updates that are underway.

Key updates to the 2012 plan include:

- Estimated costs associated with infrastructure needed to serve future development areas,
- Estimations of growth and development anticipated through the year 2040, and
- Connection amounts based on estimated costs and development.

Staff will provide a formal presentation during the meeting.

Timeframe:

Staff estimates this case will take 15 minutes to present and respond to questions.

Observations/Alternatives:

Observations:

Estimated 2021 – 2040 costs are based on improvements shown on the maps and included in the tables within the report.

Alternatives:

Alternative #1 – Motion recommending City Council approval of the September 2017 Comprehensive Water System Study Update.

Alternative #2 – Motion of other.

Funding Source:

No costs are associated with this request.

Recommendation:

Staff recommends alternative #1.

Action:

Motion recommending City Council approval of the September 2017 Comprehensive Water System Study Update.

Attachments

Sept 2017 COmp Water Sys Study Update

2012 Comp Water System Study

Form Review

Inbox	Reviewed By	Date
Grant Riemer	MaryJo Warner	11/16/2017 04:16 PM
Kurt Ulrich	Kurt Ulrich	11/16/2017 04:23 PM
Form Started By: Bruce Westby		Started On: 11/15/2017 04:22 PM
Final Approval Date: 11/16/2017		

COMPREHENSIVE WATER SYSTEM STUDY UPDATE

IN COORDINATION WITH 2040 COMPREHENSIVE PLAN UPDATE

CITY OF RAMSEY, MN

SEPTEMBER 2017

Submitted by:
Bolton & Menk, Inc.
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Ramsey, MN 55303
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COMPREHENSIVE WATER PLAN UPDATE
IN COORDINATION WITH
2040 COMPREHENSIVE PLAN UPDATE

CITY OF RAMSEY, MINNESOTA

A. PURPOSE

The purpose for this report is to update the City's 2012 Comprehensive Water Plan based on current (2017) population and land use projections. The 2012 Comprehensive Water Plan included a plan for meeting the City's needs based on development projected within the City's 2030 Comprehensive Plan. The 2012 Comprehensive Water Plan outlined infrastructure needs and included an implementation schedule based on the anticipated development.

City staff has identified development which has occurred since the 2012 study was completed and has provided projections for development which is likely to occur in the next 23 years (Year 2040). This report evaluates the impact of the recent and projected development on the proposed schedule for water infrastructure implementation.

Typically water system improvements are funded through a combination of Water Availability Charges, trunk charges, and water usage fees. We have prepared one option for funding the water system which should be reviewed and discussed with the City's financial advisor prior to setting or adjusting any charges or fees.

B. SUMMARY OF INFRASTRUCTURE REVISIONS TO 2012 COMPREHENSIVE PLAN

Infrastructure expenditures were based on the City's Capital Improvement Plan for the years 2017 to 2020. We also identified several capital improvement projects which will need to be implemented between 2021 and 2040.

1. Water Distribution System

The water distribution system is depicted on Figure 1. Water wells, towers and existing and proposed water mains are shown on the graphic. A summary of revisions (when compared to the 2012 map) is as follows:

1. Removed both alternative Water Treatment Facility locations and related surface water pipes.
2. Updated the existing water main locations to match the current City water map.
3. Loop #1
    a. Revised to reflect the Bowers Drive water main as a lateral main rather than a trunk facility.
    b. Added a loop along Puma Street and Alpine Drive.
    c. Added a water main on Riverdale Drive, west of Armstrong Boulevard to complete the loop in that area.
    d. Removed the small loop east of Armstrong Boulevard on 142nd Avenue.
    e. Revised the segment east of Armstrong Boulevard, on Riverdale Drive, from proposed to existing.
4. Loop #4 was revised to connect from one existing 12" main to another. The southern existing 12" pipe appears to have been installed since the 2012 report.

5. Loop #6 was added to the map. This is proposed work to be completed next summer.

We have included a table depicting the costs of the improvements in the areas described at the back of this report.

2. Water Supply Wells and Storage

Development projections from 2012 indicated a new water supply capacity would be required by 2019. With the updated development data, new water supply is now projected to be required by 2022.

Construction of new wells in 2023 and 2028 will provide adequate capacity to the year 2040 based upon projected growth rates.

In order to determine a viable location for a new well, and potential for additional water supply options utilizing groundwater sources, a well location study should be undertaken beginning in 2017.

The following capital costs, presented in 2017 dollars, should be expected for the water system:

- A new water supply well and pumphouse in 2023 at $1,500,000,
- A new water supply well and pumphouse in 2028 at $1,500,000, and
- Water tower rehabilitation in 2030 at $2,000,000.

Additionally, $100,000 per year for the years 2021 through 2028 should be allocated for well service and pump maintenance.

Water tower 3 is anticipated to need rehabilitation in approximately 2030. Approximately $2,000,000 will be required for this work.

3. Water Treatment Facility

In the 2012 report, a water treatment facility was identified as a means of water supply. This was intended to be a surface water treatment facility that drew raw water from the Mississippi River. Based on current discussions with regulatory agencies, there is the potential to provide more water to the system through the addition of wells. In the 2017 report, the treatment facility was removed.

A new treatment facility was added to the 2017 report to provide greater water quality than exists from the untreated well water current used in the City. The construction of the facility will depend on several factors, including: needs of business and industrial users, and acceptability of the water by residents of the community. The water treatment facility is depicted as being constructed in 2027 and 2028 at a cost of $24,000,000. The actual timing of the construction of the facility is undetermined at this time.

C. TRUNK WATER MAIN COSTS

Attached are updated cost estimates related to the water distribution system improvements, totaling $6,574,097. These costs include 25% indirect costs such as administration, engineering, legal and financing. Additionally, we have included a 20% contingency for unforeseen improvements which may be required during the study period, for a total cost of $7,888,916 in 2017 dollars.

The City's current Capital Improvement Plan was used to determine expenditures for the years 2017 to 2020. For the years 2021 to 2040, the above costs were spread evenly over the 20 year period, while being inflated at a rate of 3% per year.

D. DEVELOPMENTAL IMPACT ON COMPREHENSIVE WATER PLAN

Population and Growth

Actual and projected development within the City of Ramsey since the 2012 Comprehensive Water Plan was developed are summarized as follows:

- Connections from 2012-2015 are as follows:
  - 2012: 295
  - 2013: 164
  - 2014: 66
  - 2015: 258
  - Avg: 196
- Projected development is as follows:
  - 160 Residential Units/Year, (50% High Density)
  - 10 Commercial/Industrial Acres/Year
  - 567 Residential Units in NE Expansion Area

The development projections above are projected to occur from 2016 to 2040. The total projected number of new units to be served by the water system, after a high density unit adjustment of 0.7 per high density unit, is 3831 units. This represents an average of 160 units per year will be developed. The attached Table 1 provides a summary of both the 2012 comprehensive Water Plan population and water demand projected, and the updated projections based on new development information.

E. ANALYSIS

Our detailed analysis (depicted on a spreadsheet at the back of this report) provides an evaluation of the impact of development and proposed improvements on the current rate structure. The following assumptions were made for the analysis:

- Capital expenditures for 2017 to 2020 were taken from the City's current Capital Improvement Plan.
- Capital expenditures for the years 2021 to 2040 were based on assumptions described in Sections B and C above.
- Operating expenses of $836,662 were used for 2017 and then inflated at a rate of 4% per year for the duration of the analysis period.
- Treatment facility operating expenses were assumed to begin in 2029 at an annual rate of $1,000,000 per year and then inflated at 3% per year each year after 2029.
- Water usage rates of $2.57/1,000 gallons for 2017 were used and then inflated at a rate of 2% per year after 2017.
- Water Availability Charges of $1,236 were used for 2017 and then inflated at a rate of 2.5% per year after 2017.
- Trunk charges of $1,720 were used for 2017 and then inflated at a rate of 2.5% per year after 2017.

Table 1
Population and Water Demand Projections
Ramsey, Minnesota
9/15/2017

2012 Comprehensive Water Plan

Year	2012	2016	2020	2025	2030	2035	2040
Service Area Population	11,434	14,961	18,669	22,519	26,029		
New Residential Customer Accounts	260	323	323	260	260		
People/Household	2.87	2.87	2.7	2.7	2.7		
Added Population	746	927	872	702	702		
End of Year Service Area Population	12,180	15,888	19,541	23,221	26,731		
Average Daily Water Demand (gpd)	1,827,030	2,383,236	2,931,206	3,483,221	4,009,721		
Maximum Day Water Demand (gpd)	5,481,090	7,149,708	8,793,617	10,449,662	12,029,162		

Update

Year	2012	2016	2020	2025	2030	2035	2040
Service Area Population	11,434	13,681	15,409	17,569	19,729	21,889	24,049
New Residential Customer Accounts	295	160	160	160	160	160	160
People/Household	2.87	2.70	2.70	2.70	2.70	2.70	2.70
Added Population	847	432	432	432	432	432	432
End of Year Service Area Population	12,281	14,113	15,841	18,001	20,161	22,321	24,481
Average Daily Water Demand	1,842,098	2,116,982	2,376,182	2,700,182	3,024,182	3,348,182	3,672,182
Maximum Day Water Demand	5,526,293	6,350,945	7,128,545	8,100,545	9,072,545	10,044,545	11,016,545

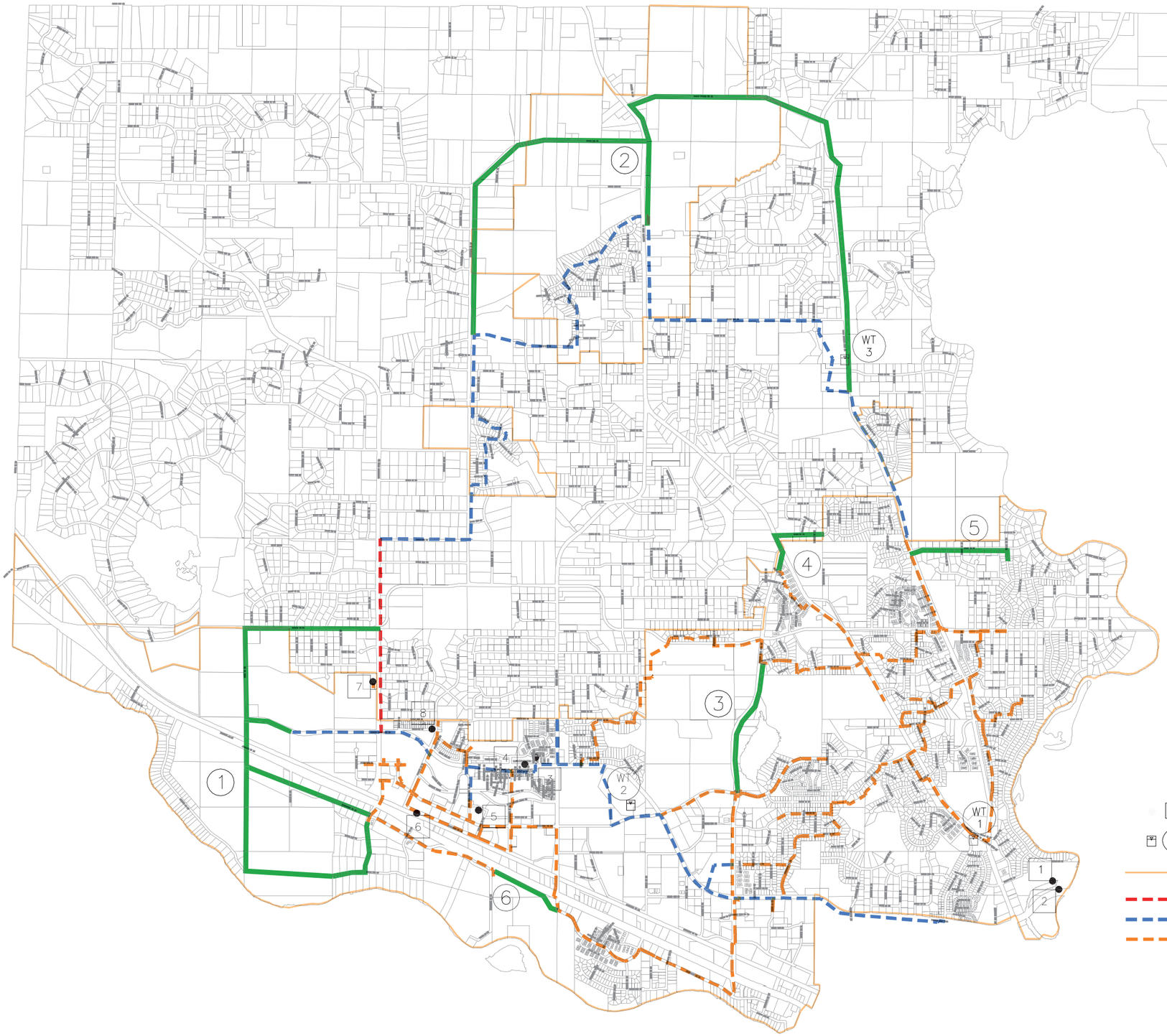
2040 MUSA - Water System Loop Improvements (2021-2040)

Loop	LOCATION	SIZE (IN.)	LENGTH (FT.)	COST PER FOOT*	COST
1	Southwest Loop	12"	19,000	$124	$2,352,313
		3,000 LF Constructed in 2017			
				TOTAL LOOP 1	**$2,352,313**
2	North Central Loop	12"	28,000	$124	$3,466,567
				TOTAL LOOP 2	**$3,466,567**
3	County Road 57	12"	4,100	**INCLUDED IN YEAR 2020 OF CIP**	
4	CSAH 5/157TH AVE NW	12"	2,700	$124	$334,276
				TOTAL LOOP 4	**$334,276**
5	158TH LANE NW	12"	3,400	$124	$420,940
				TOTAL LOOP 5	**$420,940**
6	RIVERDALE BOULEVARD	12"	2,300	**INCLUDED IN YEAR 2017 OF CIP**	
				SUB-TOTAL	**$6,574,097**
				20% CONTINGENCIES FOR UNFORSEEN IMPROVEMENTS	**$1,314,819**
				TOTAL IMPROVEMENT COSTS	**$7,888,916**
				AVERAGE YEAR FOR 20 YEARS (2017 DOLLARS)	**$394,446**
				INFLATED AT 3% PER YEAR TO YEAR 2021	**$443,952**

* INCLUDES 25% INDIRECT COST

Table 2
Water Utility Rate Impact Summary
City of Ramsey, Minnesota
9/15/2017

	Actual 2016	Projected / Actual 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2035	Projected 2040
Beginning Balance		**$ 18,440,114**	**$ 18,249,021**	**$ 17,702,048**	**$ 19,553,332**	**$ 20,635,777**	**$ 22,190,135**	**$ 23,779,713**	**$ 23,704,661**	**$ 25,339,597**	**$ 27,009,720**	**$ 28,876,172**	**$ 18,784,291**	**$ 6,426,591**	**$ 7,126,392**	**$ 7,072,941**	**$ 9,587,285**
Water System Revenue																	
New Customers		160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160
Annual Water Sales (gallons/year)		994,500,000	1,006,500,000	1,018,500,000	1,030,500,000	1,042,500,000	1,054,500,000	1,066,500,000	1,078,500,000	1,090,500,000	1,102,500,000	1,114,500,000	1,126,500,000	1,138,500,000	1,150,500,000	1,210,500,000	1,270,500,000
Water Rates ($/1000 gallons) (Inflated at 2% per year)		**$ 2.57**	2.62	2.67	2.73	2.78	2.84	2.89	2.95	3.01	3.07	3.13	3.20	3.26	3.32	3.67	4.05
Water Availability Charge (WAC) ($/connection) (Inflated at 2.5% per year)		**$ 1,236**	$ 1,267	$ 1,299	$ 1,331	$ 1,364	$ 1,398	$ 1,433	$ 1,469	$ 1,506	$ 1,544	$ 1,582	$ 1,622	$ 1,662	$ 1,704	$ 1,928	$ 2,181
Connection/Trunk Charge ($/connection) (Inflated at 2.5% per year)		**$ 1,720**	$ 1,763	$ 1,807	$ 1,852	$ 1,899	$ 1,946	$ 1,995	$ 2,045	$ 2,096	$ 2,148	$ 2,202	$ 2,257	$ 2,313	$ 2,371	$ 2,683	$ 3,035
Water Rate Revenue (Inflated at 2.5% per year)		$ 2,087,443	$ 2,139,629	$ 2,193,120	$ 2,247,948	$ 2,304,146	$ 2,361,750	$ 2,420,794	$ 2,481,314	$ 2,543,347	$ 2,606,930	$ 2,672,104	$ 2,738,906	$ 2,807,379	$ 2,877,563	$ 3,255,699	$ 3,683,524
WAC Revenue		$ 197,760	$ 202,704	$ 207,772	$ 212,966	$ 218,290	$ 223,747	$ 229,341	$ 235,074	$ 240,951	$ 246,975	$ 253,150	$ 259,478	$ 265,965	$ 272,614	$ 308,438	$ 348,969
Trunk Revenue		$ 290,575	$ 294,230	$ 297,976	$ 301,816	$ 305,752	$ 309,787	$ 313,922	$ 318,161	$ 322,506	$ 343,687	$ 352,279	$ 361,086	$ 370,113	$ 379,366	$ 429,218	$ 485,621
Interest Earnings		$ 184,401	$ 273,735	$ 265,531	$ 293,300	$ 309,537	$ 332,852	$ 356,696	$ 355,570	$ 380,094	$ 405,146	$ 433,143	$ 281,764	$ 96,399	$ 106,896	$ 106,094	$ 143,809
Total Water System Revenue		$ 2,760,179	$ 2,910,298	$ 2,964,398	$ 3,056,030	$ 3,137,726	$ 3,228,136	$ 3,320,753	$ 3,390,119	$ 3,486,897	$ 3,602,738	$ 3,710,675	$ 3,641,235	$ 3,539,856	$ 3,636,440	$ 4,099,449	$ 4,661,924
Water Utility Expenses - Capital Improvement Projects																	
Miscellaneous Projects																	
Fire Station #1 Extension of Water					$ 55,000												
County Radio Station (3 -Year Funding)		$ 1,700															
Public Works Campus			$ 1,715,750														
3/4 Ton Truck				$ 43,000													
Utility Truck		$ 25,000	$ 23,500														
Water Supply & Treatment Improvements																	
Renovate Pump House #3			$ 60,000														
Construct Well & Pumphouse #9					$ 75,000			$ 1,700,000									
Well #1 Rehabilitation		$ 38,000	$ 41,000	$ 44,000	$ 47,000												
Emergency Supply for Well #3		$ 115,000															
Well Location Study		$ 75,000															
Water Treatment Facility - 10 MGD Groundwater												$ 12,000,000	$ 12,000,000				
Water Storage Improvements																	
Refurbish Water Tower #1		$ 1,300,000															
Refurbish Water Tower #2			$ 700,000														
Maintain Water Tower #3				$ 75,000													
Distribution System Improvements																	
River Pines Lift Station Water Connection					$ 20,000												
Distribution System Maintenance Improvements																	
Watermain Looping Bunker Lake Blvd.					$ 340,000												
Watermain Looping Sunfish Lake Blvd.					$ 450,000												
Watermain Looping Ramsey Blvd to Traprock		$ 129,250															
Watermain Bunker Lake Boulevard - Business Park		$ 162,842															
Watermain Puma Street - Business Park		$ 220,226															
2021 through 2040 Projected Improvements																	
Distribution System						$ 443,952	$ 457,271	$ 470,989	$ 485,118	$ 499,672	$ 514,662	$ 530,102	$ 546,005	$ 562,385	$ 579,257	$ 671,517	$ 778,473
Construct Well & Pumphouse #10													$ 2,138,641				
Storage Tower 3 Rehabilitation															$ 3,025,179		
Well Service and Pump Maintenance (8 wells)						$ 115,927	$ 119,405	$ 122,987	$ 126,677	$ 130,477	$ 134,391	$ 138,423	$ 142,576				
Subtotal- Capital Expenses		**$ 2,067,018**	**$ 2,540,250**	**$ 162,000**	**$ 987,000**	**$ 559,879**	**$ 576,675**	**$ 2,293,976**	**$ 611,795**	**$ 630,149**	**$ 649,053**	**$ 12,668,525**	**$ 14,827,222**	**$ 562,385**	**$ 3,604,436**	**$ 671,517**	**$ 778,473**
Operational Expenses																	
Operating Expense- Distribution and Administration (Inflated at 4% per year)		$ 836,662	$ 870,128	$ 904,934	$ 941,131	$ 978,776	$ 1,017,927	$ 1,058,644	$ 1,100,990	$ 1,145,030	$ 1,190,831	$ 1,238,464	$ 1,288,003	$ 1,339,523	$ 1,393,104	$ 1,694,924	$ 2,062,134
Operating Expense- Treatment (Inflated at 3% per year)														$ 1,000,000	$ 1,030,000	$ 1,194,052	$ 1,384,234
Subtotal- Operating Expense		$ 836,662	$ 870,128	$ 904,934	$ 941,131	$ 978,776	$ 1,017,927	$ 1,058,644	$ 1,100,990	$ 1,145,030	$ 1,190,831	$ 1,238,464	$ 1,288,003	$ 2,339,523	$ 2,423,104	$ 2,888,976	$ 3,446,368
Total Annual Expenses		**$ 2,903,680**	**$ 3,410,378**	**$ 1,066,934**	**$ 1,928,131**	**$ 1,538,655**	**$ 1,594,603**	**$ 3,352,620**	**$ 1,712,785**	**$ 1,775,178**	**$ 1,839,884**	**$ 13,906,989**	**$ 16,115,224**	**$ 2,901,908**	**$ 6,027,539**	**$ 3,560,493**	**$ 4,224,840**
Finance Adjustments																	
Trunk Charges Returend per John Peterson's agreement (thru 2025)		$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)							
PW Land/Building - Internal Loan 2009-2028 @2%		$ 34,930	$ 35,629	$ 36,341	$ 37,068	$ 37,810	$ 38,566	$ 39,337	$ 40,124	$ 40,926	$ 41,745	$ 42,580	$ 54,436				
Internal Loan to offset Muni Center Debt beginning year 2011-2030@2%		$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853		
Internal Loan for RTC Land Purchase- 10 yr@2% when land sold																	
Net Finance Adjustments		$ (47,592)	$ (46,893)	$ (46,181)	$ (45,454)	$ (44,712)	$ (43,956)	$ (43,185)	$ (42,398)	$ (41,596)	$ 103,598	$ 104,433	$ 116,289	$ 61,853	$ 61,853		
Water System Working Capital Balance																	
Total Annual Expenses		$ 2,903,680	$ 3,410,378	$ 1,066,934	$ 1,928,131	$ 1,538,655	$ 1,594,603	$ 3,352,620	$ 1,712,785	$ 1,775,178	$ 1,839,884	$ 13,906,989	$ 16,115,224	$ 2,901,908	$ 6,027,539	$ 3,560,493	$ 4,224,840
Total System revenue		$ 2,712,587	$ 2,863,405	$ 2,918,217	$ 3,010,576	$ 3,093,014	$ 3,184,180	$ 3,277,568	$ 3,347,721	$ 3,445,301	$ 3,706,336	$ 3,815,108	$ 3,757,524	$ 3,601,709	$ 3,698,293	$ 4,099,449	$ 4,661,924
Net Income (loss)		$ (191,093)	$ (546,973)	$ 1,851,284	$ 1,082,445	$ 1,554,358	$ 1,589,578	$ (75,052)	$ 1,634,936	$ 1,670,123	$ 1,866,452	$ (10,091,881)	$ (12,357,700)	$ 699,801	$ (2,329,247)	$ 538,956	$ 437,084
Beginning Water Working Capital Balance		$ 18,440,114	$ 18,249,021	$ 17,702,048	$ 19,553,332	$ 20,635,777	$ 22,190,135	$ 23,779,713	$ 23,704,661	$ 25,339,597	$ 27,009,720	$ 28,876,172	$ 18,784,291	$ 6,426,591	$ 7,126,392	$ 7,072,941	$ 9,587,285
Remaining Working Capital Balance	**$ 18,440,114**	**$ 18,249,021**	**$ 17,702,048**	**$ 19,553,332**	**$ 20,635,777**	**$ 22,190,135**	**$ 23,779,713**	**$ 23,704,661**	**$ 25,339,597**	**$ 27,009,720**	**$ 28,876,172**	**$ 18,784,291**	**$ 6,426,591**	**$ 7,126,392**	**$ 4,797,145**	**$ 7,611,896**	**$ 10,024,369**



CITY OF RAMSEY
MINNESOTA

FIGURE 1

PROPOSED WATER SYSTEM IMPROVEMENTS
COMPREHENSIVE WATER PLAN
SEPTEMBER 2017

0 1000 2000
SCALE FEET

LEGEND

- # — EXISTING WELL
- WT 2 — WATER TOWER
- SERVICE AREA BOUNDARIES
- EXISTING 24" TRUNK MAIN
- EXISTING 16" TRUNK MAIN
- EXISTING 12" TRUNK MAIN
- 12" PROPOSED WATERMAIN

LOOP	LOCATION
1	SOUTHWEST LOOP
2	NORTH CENTRAL LOOP
3	COUNTY ROAD 57
4	CSAH 5/157th AVE NW
5	158th LANE NW
6	RIVERDALE BOULEVARD

NOTE:
The information for this map was obtained from various sources of existing maps, construction plans, and City records, some of which were prepared by others. While this information is believed to be reliable Bolton & Menk, Inc. is not respon- sible for its accuracy nor for errors or omissions which may have been incorporated into this document as a result.

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H:\RAMS\R16110056\CAD\2040 Proposed Water Treatment - 2016 Update.dwg 10/19/16 12:19 pm

BOLTON & MENK, INC.

Consulting Engineers & Surveyors

Comprehensive Water System Study
City of Ramsey, Minnesota
June 2012
BMI Project No. R13.104504

City of RAMSEY

COMPREHENSIVE WATER SYSTEM STUDY

FOR

CITY OF RAMSEY, MINNESOTA

JUNE 2012

R13.104504

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.

Jon D. Peterson

Date: 6-22-12

Registration No. 21309

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APPENDIX

A. PROJECTED POPULATION AND WATER DEMAND
B. WATER RATE EVALUATION
C. PROPOSED WATER SYSTEM IMPROVEMENTS
D. COMPREHENSIVE LAND USE MAPS

EXECUTIVE SUMMARY

A. PURPOSE

The purpose for this study is to update the City's Comprehensive Water Plan based on current population and land use projections. These projections are provided by the City's 2030 Comprehensive Plan. The planning period is 2012 through 2031. Water use estimates were developed utilizing population and development projections provided by the City. Infrastructure improvement plans for water supply, treatment, distribution and storage were developed to meet the projected water use of the City.

B. WATER USE PROJECTIONS

Water use projections form the basis of planning for future water infrastructure needs. Water demand projections are based on forecasts of residential, commercial and industrial water demands. Projections are first developed for population growth in commercial and industrial development. Historical water use data is evaluated for average day and maximum day water use. Future water use projections are then developed based on growth forecasts and water use trends.

Key concepts utilized in developing service area population projections are as follows:

1. The 2011 population being served by the water system is estimated to be 11,434 people.
2. Water service will be provided to an additional 260 customers per year from 2012 through 2031, within the comprehensive planning area.
3. Water service will be provided to an additional 63 customers per year, from 2013-2021 (567 total units) in the development included in the special area plan.
4. From 2012 through 2019, the population per household is projected to be 2.87.
5. From 2020 through 2031, the population per household is projected to be 2.70.
6. High density residential development is equivalent to 0.7 equivalent residential units (ERUs).

Water use projections are typically made on a per capita basis for systems without a significant large water using industry. For the City of Ramsey, future land use

development is projected to be similar to existing land use. Thus, historical water use will be utilized to project future water demands.

Key concepts used developing water use projections are as follows:

1. Residential water use will be projected to be 90 gallons per capita per day (gpcd). This will represent 60% of the total water use in the system. Conservation measures have been implemented with the intent to achieve this level of water demand.

2. Commercial water use will be 35% of the total system use. This is equivalent to 53 gpcd.

3. Other water use will be approximately 4% of the total water use. Conservation measures have been implemented, including the adoption of water conservation rates and the requirement for new development to install 4-inches of MnDOT premium soil to reduce infiltration of irrigation water. This is equivalent to 6 gpcd.

4. Unaccounted water will represent 1% of the total water use. This value is well within the range of acceptable unaccounted water use values according to the American Water Works Association. This is equivalent to 1 gpcd.

5. Total gross water use is projected to be 150 gpcd.

6. Peaking day water usage is calculated using a peaking factor, which is a ratio of the expected peak day flow over average day flow. Recent history indicates that the peak day to average day ratio has been decreasing over the past 9 years. A peaking factor of 3.0 would typically be utilized for long-term projections of a system of the size of Ramsey's. This peaking factor is representative of the ratio over the past 4 years, and will be utilized for future projections.

Figure ES.1 provides a summary of the projected average and maximum day water usage for the planning period.

C. EXISTING FACILITIES

Existing facilities include water supply, treatment, storage and distribution facilities. Infrastructure needs for each of these functional categories is as follows:

1. Water Supply Infrastructure Needs

It is anticipated that the existing Ramsey water supply system will need to be expanded to meet future water demands. If the City continues to plan on utilizing groundwater sources, new wells will be required to meet water demand during the design period. Minnesota Department of Natural Resources staff has indicated that future well construction will need to be coordinated with the overall water use of the area. Surface water sources, such as the Mississippi River, will need to be evaluated.

2. Water Treatment Infrastructure Needs

All current water sources for the City of Ramsey exceed recommended levels for iron and manganese. The average iron concentration from the City's eight wells is four times greater than the recommended concentration of 0.3 mg/L. The average manganese concentration is three times greater than the recommended concentration of 0.05 mg/L. As the city's population continues to grow, it is anticipated that there will be increasing demand for improved water quality regarding iron and manganese levels.

The current treatment utilizing polyphosphates for sequestering of iron and manganese does mitigate some of the impact of these contaminants on customers; however, sequestering does not remove iron and manganese, and over time, a certain amount of iron and manganese deposits in the distribution system, thus adding to maintenance costs of the system. Due to significant increases in the water supply demands, and the unknown quantity of groundwater that can be pumped from the Ironton-Galesville formation, surface water sources will need to be considered to meet the City's water needs. A water treatment facility would be required to treat surface water sources. Due to the number of wells which would be required to meet the future system supply needs, the current system of multiple chemical feed points may result in water quality inconsistency across the system. Also, multiple feed points will represent a substantial security risk to the system.

3. Water Storage Infrastructure Needs

Based on the evaluation of water storage capacity, no additional storage is required to meet system operation needs.

D. Water Supply and Treatment

Two alternatives for water supply were considered: 1) surface water sources utilizing the Mississippi River; and 2) ground water sources as are currently utilized.

Cost estimates for the two (2) alternatives were developed for implementing the Water Supply and Treatment required to meet the City of Ramsey's water supply demands. For each alternative, the following assumptions were utilized:

1. New water supply and treatment facilities will need to be on-line by 2019.

2. Treatment facilities will be constructed in phases to meet the demand requirements. During final design, a Value Engineering phase should be utilized to determine the most cost effective phasing of the treatment facilities.

3. Provisions will be incorporated into final design for routing of groundwater sources directly to the clearwell high service pumping facilities. With this provision, up to 20 percent of the water demand can be met with untreated ground water. The groundwater supply would by-pass the water treatment facility and would be blended with treated water prior to being pumped to the distribution system. The amount of ground water which can be blended with the treated water is determined based on meeting water quality standards for iron, manganese and hardness. The disadvantage to this system is the impact of the blending water on water quality. This may be mitigated by blending water under all water demand conditions. The advantage of this system is the water treatment facilities can be designed with a lower capacity, thus reducing capital investment. Evaluation of the impact of this process will be conducted during final design.

Alternative 1: Surface Water Supply.

With this alternative, the following key improvements are required.

Phase 1.- Construct a 9.6 mgd surface water treatment facility. Facility will need to be on-line by 2019 to meet community water demands.
Estimated cost: $32,000,000.

Phase 2 - Construct 2.4 mgd surface water treatment facility expansion. Expanded capacity required by 2025 to meet community water demand. Facility includes additional membrane filters, chemical feed and clarification facilities.
Estimated Cost: $4,250,000.

Total capital investment for this alternative is estimated to be $36,500,000.

Alternative 2: Ground Water Supply.

With this alternative, additional ground water wells, and a ground water treatment facility would be required. Key improvements are as follows:

Phase 1 - Construct 9.6 mgd ground water treatment facility. Facility to be on-line by 2019. Estimated Cost: $24,000,000.

Phase 2 - Construct Well 9. Well to be on-line by 2019. Estimated Cost: $900,000.

Phase 3 - Construct Well 10. Well to be on-line by 2022. Estimated Cost: $900,000.

Phase 4 - Construct 2.4 mgd ground water treatment facility expansion. Facility to be on-line by 2026. Estimated Cost: $4,100,000.

Phase 5 - Construct Well 11. Well to be on-line by 2026. Estimated Cost: $900,000.

Phase 6 - Construct Well 12. Well to be on-line by 2030. Estimated Cost: $900,000.

Total capital investment for this alternative is estimated to be $31,700,000.

E. WATER STORAGE AND DISTRIBUTION SYSTEM

Water storage and water system distribution improvements were evaluated to ensure adequate pressure and fire flow are available for both current and future conditions.

The water distribution system for the City of Ramsey was modeled using the Watercad Hydraulic Network Model.

In designing and analyzing system simulations, a set of design criteria was established. Recommended Standards for Water Works recommends that a minimum pressure of 20 psi be maintained at all times in the system, with normal working pressure in the 35-70 psi range. Fire flow is determined at a minimum residual pressure of 20 psi in order to correlate with the guidelines of the Insurance Services Office (ISO). Fire flows ranges were established between 1500 and 3500 gpm. The water tower levels were established at one-half total capacity during fire flow simulations.

The City of Ramsey has adequate storage for the design period. Capital improvements over the next 20 years will include maintenance and painting of the existing towers.

Distribution system master planning is "a road-map" to assist the City of Ramsey in determining the optimal size and location for future major water distribution improvements. The purpose is to ensure adequate pressure and flow is maintained throughout the entire distribution system at any given time and at the most economical cost.

The timing of implementation of new water distribution mains will be determined based on development within the City.

Table ES.1 provides a summary of the proposed water distribution system improvements. These improvements generally can be categorized as follows:

Table ES.1
Distribution System Improvements
2012-2031
City of Ramsey, Minnesota

Project	Estimated Capital Cost
Southwest Loop	$2,160,000
North Central Loop	$2,900,000
County Road 57	$380,000
CSAH 5/153rd Street	$650,000
156th Lane NW	$325,000

F. WATER UTILITY FUND EVALUATION

The water utility fund was evaluated using the following parameters:

- 260 new customers will be added to the system every year during the planning period from the Comprehensive Plan development areas
- 567 new customers will be added from the special area between 2013 to 2021.
- Implementation of the Surface Water Treatment Facility phased construction approach as outlined in Chapter 4.
- Capital water supply and treatment projects will be financed at a 4% interest rate over a 20-year term.
- Phase I Water Treatment Facility will be 20% grant funded. Assumption based on regional positive impact for implementing surface water supply and treatment facility.
- Distribution system improvements will be implemented as outlined in Chapter 5.
- Distribution system improvements will be funded through Utility Fund reserves.

Based on the parameters outlined, the impact on water rates and charges of the Water Utility Fund are summarized as follows:

- Water rates projected to increase 2.0% annually
  - 2012 rate is $2.38/1000 gallons for the first 15,000 gal/qtr
  - 2.0% increase in water rates to begin in 2014
- Water Availability Charge (WAC) decreases by 30% in 2013 from $1,640 per connection to $1,148 in 2013
- Trunk charge decreases by 30% in 2013 from $2,226 per connection in 2012 to $1,558 in 2013
- WAC and trunk charge to increase 2.5% annually beginning in 2014
- Beginning fund balance in 2012 = $8,346,319
- Fund balance decreases from $16,277,203 in 2018 to $4,305,861 in 2031 as payments are made towards capital improvements
- Projected revenue from new customers will generate 41.6% of total revenue over the planning period

- Cost of developing infrastructure, including water supply and treatment improvements, will account for 41.2 % of fund expenses over the planning period
- New customers will provide adequate revenue to fund development costs
- Operation and maintenance cost of system will be funded through user rate revenue

The recommended water use rates, WAC and trunk charges over the next five years are summarized in Table ES.2.

Table ES.2

Recommended Water Utility Rates and Charges

	2012	2013	2014	2015	2016	2017
Base Water Use Rate (per 1000 gallons)	$2.38	$2.38	$2.43	$2.47	$2.52	$2.57
WAC (per connection)	$1,640	$1,148	$1,177	$1,206	$1,236	$1,267
Trunk Charge (per connection)	$2,226	$1,558	$1,597	$1,637	$1,678	$1,720

G. RECOMMENDATIONS

The plan outlines the following recommendations:

1. Implement water distribution improvements in the following areas:
   - Southwest Loop
   - North Central Loop
   - County Road 57
   - C.S.A.H. 5/153rd
   - 156th Lane NW
2. Initiate implementation of the surface water supply and treatment facilities.
   - Acquire site for surface water treatment facility - 2013
   - Preliminary Design and Planning - 2013-2014
   - Final Design of Facility – 2015
   - Begin Construction of Facility- 2016
   - Complete Construction of Phase I WTF – 2018
   - Initiate Operation of Phase I WTF - 2019
3. Implement rate structure modification to provide adequate funding for proposed improvements.

SECTION 1 - INTRODUCTION

A. PURPOSE

The purpose of this report is to update the City's Comprehensive Water Plan based on current population and land use projections. The intent of this report is to incorporate key components of past studies into one working document for future water utility planning.

B. PLANNING PERIOD

The City of Ramsey is projected to grow substantially over 20 years. For overall planning purposes, population projections and water use estimates will be developed to the end of year 2031. Infrastructure improvement plans will be developed to meet the water utility needs over this planning period.

C. REPORT ORGANIZATION

This report is organized into seven sections as shown below.

Section 1: Introduction.

Section 2: Reviews projected water use demands based on anticipated population trends and historical water use.

Section 3: Evaluates the existing major water system components.

Section 4: Evaluates water supply and treatment alternatives.

Section 5: Analyzes the distribution system and water storage alternatives.

Section 6: Provides an evaluation of Water Utility Fund.

Section 7: Summarizes recommendations and provides an implementation plan.

SECTION 2 - WATER USE PROJECTIONS

A. PURPOSE

Water use projections form the basis of planning for future water infrastructure needs. Water demand projections are based on forecasts of residential, commercial and industrial water demands. Projections are first developed for growth in commercial and industrial development. Historical water use data is evaluated for average day and maximum day water use. Future water use projections are then developed based on growth forecasts and water use trends.

B. SERVICE AREA

A water service area is established for planning purposes in order to define the infrastructure needed to provide water service for the community.

The 2030 Comprehensive Plan Future Land Use Map (Amendment 11-02) defines the areas where water service will be required during the study period. This land use map is included in Appendix D for reference. In addition, the Comprehensive Plan includes a Special Area Plan for an area along 167th Avenue between TH 47 and CSAH 5 as shown in Appendix D. With the exception of the most westerly 40 acres, this area is not included in the 2030 Metropolitan Urban Service Area (MUSA); however, the City intends to initiate discussions with surrounding property owners to assist in the creation of a master plan for the commercial area and to determine the desires to expand the existing MUSA to include this area.

The Metropolitan Council now considers the City of Ramsey as a "Developing Community" which eliminates the constraints of the MUSA Line.

C. SERVICE AREA POPULATION PROJECTIONS

The population estimates in this report utilize state demographer data, City estimates and Metropolitan Council estimates. Key concepts utilized in developing service area population projections are as follows:

1. The 2011 population being served by the water system is estimated to be 11,434 people.

2. Water service will be provided to an additional 260 customers per year from 2012 through 2031, within the comprehensive planning area.

3. Water service will be provided to an additional 63 customers per year, from 2013-2021 (567 total units) in the development included in the special area plan.

4. From 2012 through 2019, the population per customer is projected to be 2.87.

5. From 2020 through 2031, the population per customer is projected to be 2.70.

6. High density residential development is equivalent to 0.7 equivalent residential units (ERUs).

Appendix A contains a detailed spreadsheet with projected service area population. Figure 2.1 provides a graphical chart showing the projected service area population through 2031.

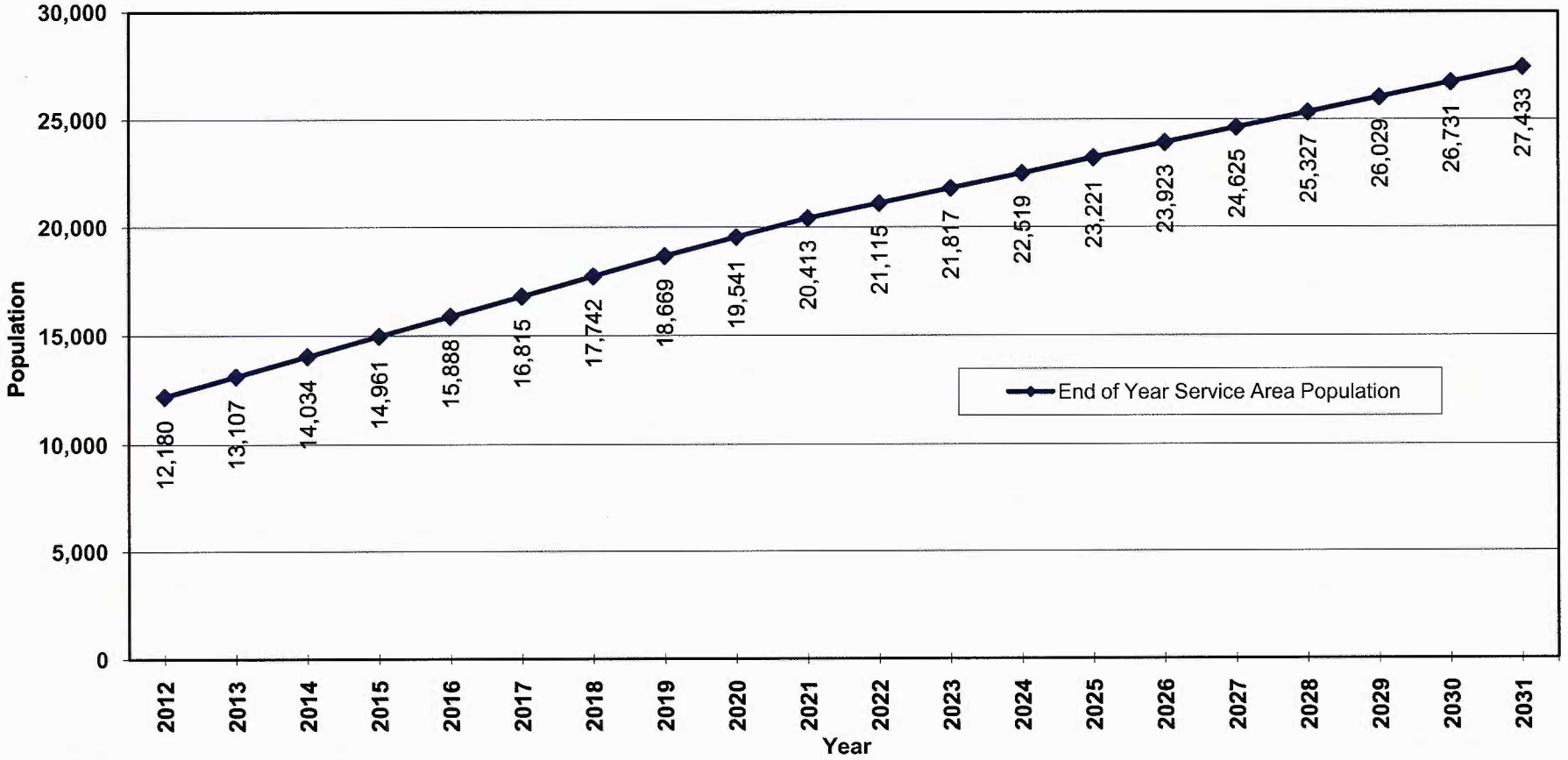
D. WATER USE

Water use projections are developed based on a combination of historical water use trends and future development projections. For the Ramsey water system, Table 2.1 provides a summary of the total water supplied to the system from 2001 – 2011.

Table 2.1
Historical Water Supply Data
City of Ramsey, Minnesota

Year	Estimated Service Population	Total Gallons Pumped/Year	Maximum Day Demand (Gallons)	Average Daily Demand (gallons)	Per Capita Average Daily Demand (gpcd)	Maximum Day/ Average Day Ratio
2001	6,579	401,100,000	4,050,000	1,098,904	167.0	3.7
2002	6,918	411,600,000	5,030,000	1,127,671	163.0	4.5
2003	7,264	506,125,000	6,200,000	1,386,644	190.9	4.5
2004	7,981	535,092,000	5,579,000	1,462,000	183.2	3.8
2005	8,959	575,605,000	5,200,000	1,577,000	176.0	3.3
2006	9,599	663,570,000	5,604,000	1,818,000	189.4	3.1
2007	10,500	704,837,300	5,189,273	1,931,061	183.9	2.7
2008	10,595	626,872,700	5,161,334	1,717,459	162.1	3.0
2009	10,650	640,257,600	4,666,983	1,754,130	164.7	2.7
2010	11,952	627,782,700	4,124,300	1,719,953	143.9	2.4
2011	11,434	589,977,500	4,644,000	1,616,377	141.4	2.9

Figure 2.1
Ramsey, Minnesota
Population Projections



Water use can be categorized based on user. Utilizing data from the water utility annual reports submitted to the Minnesota Department of Natural Resources, water use is categorized into three user classes. Categories are summarized in Table 2.2. The residential class includes all residential users. The commercial class includes all commercial and light industrial users on the system. The "other" users category includes government and institutional users. In addition, a certain amount of water in any system is unaccounted for, either through line losses or inaccurate meter reading.

Table 2.2
Water Use By Classification
City of Ramsey, Minnesota

	Average
Residential	60%
Commercial	35%
Other	4%
Unaccounted	1%
Total	**100%**

E. WATER USE PROJECTIONS

Water use projections are typically made on a per capita basis for systems without a significant large water using industry. For the City of Ramsey, future land use development is projected to be similar to existing land use. Thus, historical water use will be utilized to project future water demands.

Key concepts used developing water use projections are as follows:

1. Residential water use will be projected to be 90 gpcd. This will represent 60% of the total water use in the system. Conservation measures have been implemented with the intent to achieve this level of water demand.

2. Commercial water use will be 35% of the total system use. This is equivalent to 53 gpcd.

3. Other water use will be approximately 4% of the total water use. Conservation measures will be implemented to encourage better use of sprinkler systems. This is equivalent to 6 gpcd.

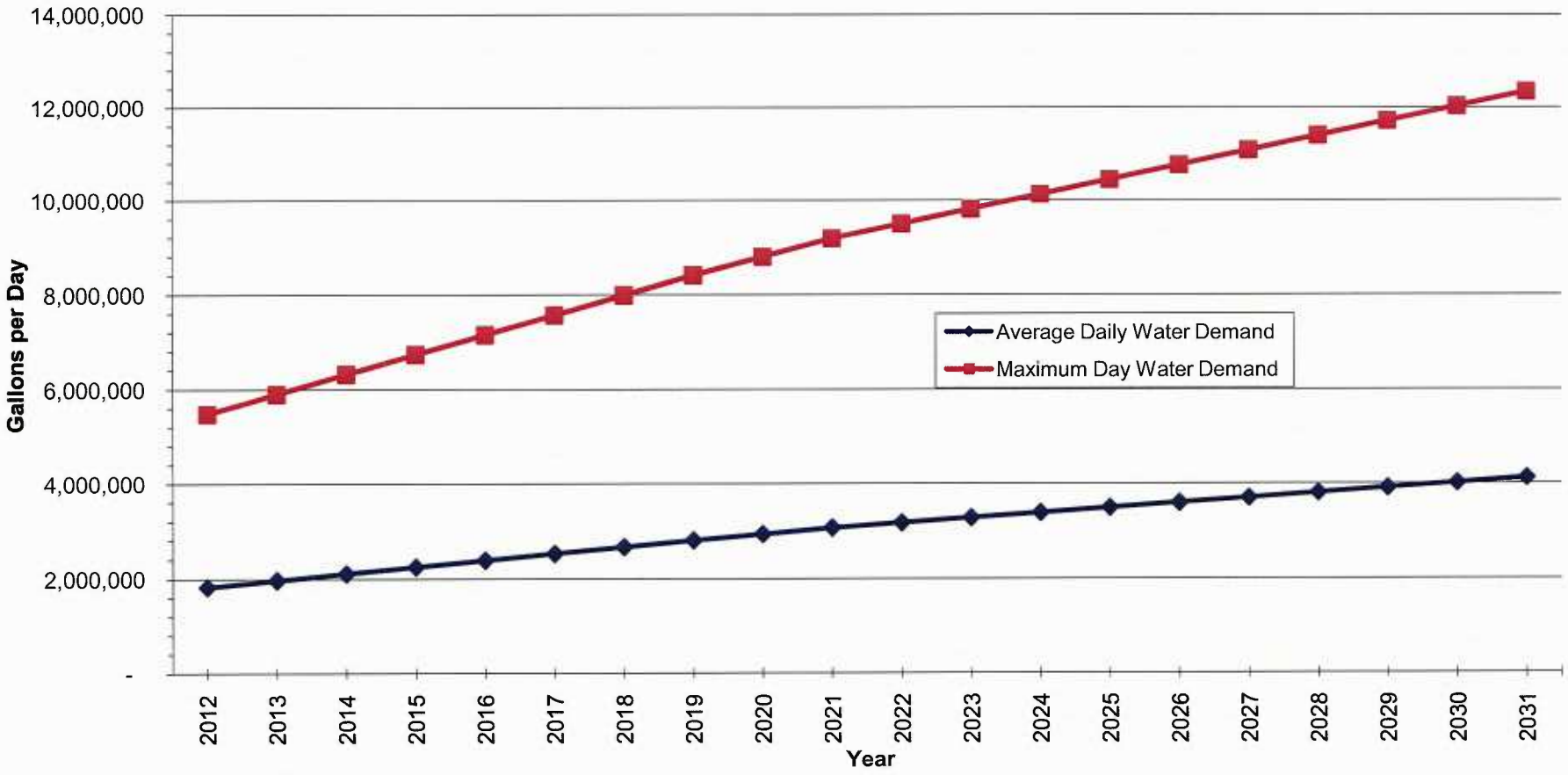
4. Unaccounted water will represent 1% of the total water use. This value is well within the range of acceptable unaccounted water use values according to the American Water Works Association. This is equivalent to 1 gpcd.

5. Total gross water use is projected to be 150 gpcd.

6. Peaking day water usage is calculated using a peaking factor, which is a ratio of the expected peak day flow over average day flow. Recent history indicates that the peak day to average day ratio has been decreasing over the past 9 years. A peaking factor of 3.0 would typically be utilized for long-term projections of a system of the size of Ramsey's. This peaking factor is representative of the ratio over the past 4 years, and will be utilized for future projections.

Figure 2.2 provides a summary of the projected average and maximum day water usage for the planning period. Appendix A has a detailed breakdown of projected population and water demand for the study period.

Figure 2.2
City of Ramsey
Projected Water Demand



A. GENERAL

This Section provides a summary of existing water supply, treatment, storage and distribution facilities for the City of Ramsey. In addition, infrastructure needs will be assessed for each of the facilities.

B. WATER SUPPLY AND WELLHEAD PROTECTION

1. Existing Water Supply Facilities

The City of Ramsey is underlain by two aquifers, the Ironton-Galesville and the Mount Simon-Hinckley formations. The City's wells are currently located in the Ironton-Galesville formation, which is located above the Mount Simon-Hinckley formation. Wells in the Ironton-Galesville formation are currently producing between 210 and 1450 gpm.

The City has an established Wellhead Protection Plan to help protect the wellhead protection areas from contamination from the land surface. Estimated costs for maintaining the City's wellhead protection program are reflected in the proposed water rates discussed in Section 6. Grant money is also available from the State of Minnesota.

A summary of the specific well construction is presented in Table 3.1

Table 3.1
Well Construction Summary
City of Ramsey, Minnesota

City Well No.	1	2	3	4	5	6	7	8
Unique Well No.	161441	416183	580303	580313	593672	706840	743832	743833
Year Installed	1984	1987	1997	1998	2000	2004	2006	2006
Capacity (gpm)	700	220	1450	850	850	900	850	1400
Casing (in.)/	14 in/	14 in/	24 in/	24 in/	24 in/	30 in/24 in	30 in/ 24 in	30 in/24 in
Depth(ft.)	243 ft	240 ft	222 ft	191 ft	210 ft	180 ft	230 ft	120 ft
Total Depth	448 ft	320 ft	345 ft	321 ft	316 ft	370 ft	320 ft	310 ft

2. Water Supply Capacity

The Recommended Standards for Water Works (Ten States Standards) recommends that the average day demand be met by the firm well pumping capacity. In addition, the daily well output is calculated based on operating for 20 hours per day to allow 4 hours per day for aquifer recharges. Peak day demands

can be met using the total well capacity, also calculated using 20 hours of pumping per day. Based on this, the existing capacity is 9.294 mgd and the firm capacity is 7.554 mgd as shown in Table 3.2.

Table 3.2
Well Capacity
City of Ramsey, Minnesota

Well	Pump Capacity (gpm)	Total Daily Capacity (mgd)*
1	970	1.164
2	220	0.264
3	1,450	1.740
4	855	1.026
5	850	1.020
6	1,000	1.200
7	1,000	1.200
8	1,400	1.680
Subtotal	**7,745**	**9.294**
Minus largest well out-of-service	1,450	1.740
Maximum Firm Capacity of Existing Wells	**6,295**	**7.554**

* Calculated based on 20 hrs. of pumping/day, max. pump capacity

3. Existing Water Supply Quality

Key issues pertaining to Water Quality are as follows:

1. The existing water supply quality meets all of the current Safe Drinking Water Act (SDWA) maximum contaminant limits (MCL's). In addition, there are no revisions to the MCL's under consideration at this time which would impact the existing ground water supply. These limits are set to protect the public from any health risks that may be found in water supplies.

2. Iron and manganese exceed the SDWA secondary limits in all of the wells. The SDWA contains secondary limits, which recommend water quality parameters, that although not health risks, reduce the quality of water, typical due to staining or taste and odor issues.

3. The hardness of Ramsey's water is classified as hard, based on American Water Works Association (AWWA) water hardness scale. Since many homeowners prefer to have in-home softeners, providing softening at the municipal scale is usually not considered to be cost effective by the municipalities.

4. Arsenic was detected in Well No. 1and Well No. 2. The arsenic levels of 0.0066 and <0.0047 mg/l are well below the current MCL of 0.010 mg/l.

While the arsenic concentration is below regulated limits, if arsenic concentrations in the wells increase, the City of Ramsey may need to address this issue. Compliance alternatives might include abandoning the affected wells and drilling new wells in an area where arsenic is not present, or constructing a treatment facility capable of removing the arsenic.

Traditional iron and manganese filter facilities are capable of removing arsenic in most waters. Thus, if treatment for arsenic is required, a water filtration facility will remove the arsenic while also removing the nuisance iron and manganese.

4. Water Supply Infrastructure Needs

It is anticipated that the existing Ramsey water supply system will need to be expanded to meet future water demands. If the City continues to plan on utilizing groundwater sources, new wells will be required to meet water demand during the design period. Minnesota Department of Natural Resources staff has indicated that future well construction will need to be coordinated with the overall water use of the area. Consideration of use of surface water sources, such as the Mississippi River, will need to be addressed. This is discussed in further detail in Section 4 - Water Supply and Treatment.

C. WATER TREATMENT

1. Existing Water Treatment Facilities

Water treatment for the City of Ramsey consists of chlorination, fluoridation and polyphosphate addition at each pump house. Chlorine is added as a preventive measure. Chlorine acts as a disinfectant, and works to prevent the growth of harmful bacteria within the distribution system should contamination occur. Fluoride is added for the purpose of reducing tooth decay as prescribed by the State of Minnesota. The addition of polyphosphates accomplishes two things. Primarily, polyphosphates prevent the iron in the water from precipitation causing staining problems. However, they do not remove iron and manganese from the water. Therefore, they are not as effective in preventing iron and manganese

staining. Secondary, polyphosphates reduce the corrosion potential of the water, thus prolonging the life of copper pipes in homes.

2. Water Treatment Infrastructure Needs

All current water sources for the City of Ramsey exceed recommended levels for iron and manganese. As the city's population continues to grow, it is anticipated that there will be increasing demand for improved water quality regarding iron and manganese levels.

The current treatment utilizing polyphosphates for sequestering of iron and manganese does mitigate some of the impact of these contaminants on customers; however, sequestering does not remove iron and manganese, and over time, a certain amount of iron and manganese deposits in the distribution system, thus adding to maintenance costs of the system. Due to significant increases in the water supply demands, and the unknown quantity of groundwater that can be pumped from the Ironton-Galesville formation, surface water sources will need to be considered to meet the City's water needs. A water treatment facility would be required to treat surface water sources. Due to the number of wells which would be required to meet the future system supply needs, the current system of multiple chemical feed points may result in water quality inconsistency across the system. Also, multiple feed points will represent a substantial security risk to the system. Construction of a treatment facility will be considered in Section 4 – Water Supply and Treatment.

D. STORAGE

1. Existing Water Storage Facilities

Existing storage facilities in the City of Ramsey consist of three (3) elevated water towers as shown in Table 3.3.

Table 3.3
Existing Storage Facilities
City of Ramsey, Minnesota

	Tower No.1	Tower No. 2	Tower No. 3
Capacity (gallons)	500,000	1,500,000	2,000,000
Year Constructed	1989	2000	2010
High Water Level	1036	1035	1036

The principal purpose of storage is to provide the ability to equalize pumping rates during periods of variable rate of demand. Adequate storage permits a reduction in the size of the pumps required to supply a community because peak demands are diminished by the reserves provided by the storage. The other reasons for providing storage include:

- Fire protection
- Emergency requirements (pump failures, power failures, etc.)
- To equalize pressure in the distribution system

2. Evaluation of Water Storage Capacity

Storage adequacy can be assessed using the Average Day Criteria or the Maximum Day, Fire Protection and Emergency Storage Criteria. These two sets of criteria are discussed in the following paragraphs.

Average Day Criteria

Generally, the minimum recommended standard, without fire protection, is equal to the average day demand (Recommended Standards for Water Works, 2007 and adopted by the Minnesota Department of Health). By this standard, no storage deficit is projected for the design period.

Maximum Day, Fire Protection and Emergency Storage Criteria

Another approach is to consider the individual storage components needed for equalization, fire demand, and emergency reserve versus the available water supply production facilities. The water production and storage must be considered together, since an increase in production may decrease the amount of water storage required. Utilizing this criteria, no storage deficit is projected for the design period.

3. Water Storage Infrastructure Needs

Based on the evaluation of water storage capacity, no additional storage is required to meet system operation needs. Water treatment options will include clearwell/reservoir capacity to allow for optimization of high service pumping facilities. Maintenance of the existing storage towers will be required over the study period, and cost for these activities will be included in the water utility fund evaluation.

SECTION 4 – WATER SUPPLY AND TREATMENT

A. GENERAL

This section evaluates water supply and treatment alternatives for the City of Ramsey. Two alternatives for water supply were considered: 1) surface water sources utilizing the Mississippi River; and 2) ground water sources as are currently utilized. The following paragraphs will summarize each of these alternatives as well as the treatment required for each alternative.

B. WATER SUPPLY ALTERNATIVES

1. Surface Water Sources

The City of Ramsey is bordered to the south by the Mississippi River. Minneapolis Water Works, St. Paul Regional Water Services, and the City of St. Cloud obtain water for drinking water purposes from the Mississippi River. Typically, smaller communities have not found it cost effective to obtain water from this source due to the treatment requirements of a surface water source compared to the cost of obtaining and treating ground water sources. However, with the increasing demand being placed on local aquifers, the decreasing costs of advanced membrane technologies, and the uncertainty of the DNR's approval to continue using the Ironton-Galesville in the future for groundwater supply, the Mississippi River is a viable option for providing water to the City of Ramsey. Surface water supply and treatment is also more of a regional solution.

A pilot study for treating water from the Mississippi River was conducted in 2007. Results from this study are summarized in the February 25, 2008 Water Supply and Treatment Evaluation Report prepared by Bolton & Menk, Inc. The 2008 evaluation concluded the following:

1. Water from the Mississippi River can be collected through a direct intake collection system. Attempts at collecting water through a riverbank infiltration system did not provide economically viable quantities of water from the River.

2. Pre-treatment of the water from the Mississippi River will be required to remove grit, sand and organics prior to the filtration process.

3. Conventional treatment with ultra-filtration membranes will provide water which meets State and Federal Drinking Water Standards. Based on the results of the pilot testing program, treatment of this source will be evaluated, with a groundwater source backup based on the current well system.

Two potential locations have been identified for a surface water intake on the Mississippi River. Locations for these intakes are shown on Figure 1, located in Appendix C. Figure 1 also shows the proposed routing of the 30" raw water transmission main from the intake structure to the water treatment plant site for each option.

2. Ground Water Sources

As discussed in previous sections, the City currently obtains drinking water from the Ironton-Galesville aquifer system. This system is utilized extensively by surrounding communities. Minnesota Department of Natural Resources (MnDNR) staff is currently exploring ways to manage this resource in the region, and have requested that Ramsey look into alternate water sources, specifically surface water sources. In addition, the City Ramsey agreed to establish an aquifer monitoring program in order to collect data regarding the impact of water withdrawal from the Ironton-Galesville aquifer. The City currently has monitoring wells and is working with the DNR to determine the interaction between the surface water and groundwater.

Based on the DNR's historical data, the potential of the Ironton-Galesville aquifer system to provide water to meet future development needs is questionable. In order to determine whether the aquifer would support future development, the City of Ramsey would need to undertake an exploratory hydrogeologic study of the area. This study would include the following:

1. Determine potential sites for additional wells based on land availability, proximity to the existing and planned water utility infrastructure, and potential for developing an economically viable water supply at the proposed site.

2. Construct test wells at the potential sites, and perform pumping tests to determine the viable production at the site and potential impact on other water resources.

The location of the potential well sites and the test well/pumping program would need to be coordinated with MnDNR staff in order to assure that data collected can be utilized in establishing water appropriation permit modifications.

C. WATER TREATMENT ALTERNATIVES

1. General

For alternative comparison, water treatment facilities were evaluated for both the surface water sources and ground water sources. Surface water sources are required to provide filtration treatment in addition to disinfection and fluoride addition. This requirement is required due to the variation in water quality typically experienced in surface water sources and the need to remove potential contaminants from the water prior to distribution and consumption. A central water treatment facility for treatment of surface water was evaluated.

While groundwater sources currently have water quality which meets safety and regulatory standards, the high levels of iron and manganese will continue to provide a source of consumer concerns. In addition, the construction and maintenance of numerous small chemical treatment facilities at each well site requires a substantial investment in capital, operations, and management resources. Storage of chemicals at numerous sites presents a security and safety challenge regarding public safety. For these reasons, a central water treatment facility was evaluated for groundwater treatment.

2. Surface Water Source Treatment

Treatment for surface water sources can be accomplished utilizing either ultra filtration membrane processes, lime softening systems, or granular media filtration. Based on the findings summarized in the 2008 Water Supply and Evaluation Report, the key components of a surface water treatment facility include the following:

- River intake / pumping station
- Raw water transmission main
- Surface water detention basin
- Clarification
- Membrane filtration
- Clearwell / Reservoir storage
- Disinfection
- High service pumping
- Wash water reclamation system

A direct raw water intake structure would be constructed on the bank of the Mississippi River as shown in Appendix C. Raw water would be pumped to the water treatment facility site. Grit, sand and organics in the raw water would be removed in the surface water detention basin. Further settling of solids will be accomplished utilizing clarifiers prior to the membrane filter.

Membrane filters consist of microfiltration (0.1 microns) and ultrafiltration (< 0.1 microns) filters. These filters can be either pressure driven or vacuum driven. Currently, the typical membrane filter contains hollow fibers and the filtration takes place from the outer surface of the fiber to the hollow inner core. Feed liquid passes through the porous wall of the fibers while the solids in the feed stream are retained on the outside fiber wall. The difference in pressure between the outside and the inside of the fibers is known as the transmembrane pressure (TMP). The TMP is the pressure that drives the liquid through the porous walls of the membrane, filtering the liquid in the process. Feed and filtrate pressures are measured by pressure transmitters and the TMP is calculated. As particles build up on the membrane surface during filtration, an increase in TMP is required to maintain a constant flow rate. To restore performance, these particles must be removed periodically by backwashing. Backwashing typically consists of air scouring, chemical scouring and liquid backwashing. Backwash is sent to a backwash tank and eventually pumped to the head of the facility for treatment. Waste solids from the backwash system are routed for disposal to the sanitary sewer. High service pumping from a cleanwell/reservoir tank sends finished water to the distribution system.

Existing groundwater sources will be routed to the treatment facility. These sources can also be utilized as a backup supply in the case of a disruption in the surface water supply system.

3. Ground Water Source Treatment

Treatment of groundwater for iron, manganese and other contaminants is typically accomplished utilizing granular media filtration. Granular media filtration is effective in removing arsenic, radionuclides, iron and manganese. Arsenic and radionuclides are removed through a process known-as co-precipitation with iron and manganese. Iron and manganese are typically removed from water using an oxidation and filtration process. This process uses oxygen (through aeration of the water), or chemical oxidants such as chlorine or potassium permanganate, to oxidize and precipitate the iron and manganese. Once precipitated, the iron and manganese are easily captured and removed using granular media filters. Granular media filters can be either gravity type or pressure type filters. Pressure filtration is not generally utilized for radionuclide contaminant removal due to build up of radon gas in the system.

Key components of a ground water treatment facility include the following:

- Water transmission mains from well sites
- Aeration
- Detention tank
- Granular media filtration
- Clearwell/reservoir storage
- High service pumping
- Disinfection
- Backwash reclaim system

4. Water Treatment Facility Sites

Two potential sites for a water treatment facility have been identified. Figure 1 in Appendix C shows the location of these sites.

Site A is located on Armstrong Boulevard in the vicinity of Fire Station No. 1. This location was selected due to close proximity to the existing water supply

wells, water distribution system, and direct route to the proposed surface water intake locations on the Mississippi River.

Site B is located at the intersection of Alpine Drive and Puma Drive. This site is currently owned by the City of Ramsey. Additional water distribution mains and raw water transmission mains would be required for this site compared to Site A.

Utilization of Site B will require approximately $1,500,000 in watermain and transmission main improvements. Cost for these improvements would be offset by savings realized by utilizing a site already owned by the City rather than purchasing property as required at Site A. The budgeted cost for purchasing Site A is $1,000,000.

Further evaluation of site locations will be required during pre-design phases of the water treatment facility project implementation.

D. ALTERNATIVE COMPARISONS

Cost estimates for two (2) alternatives were developed for implementing the Water Supply and Treatment required to meet the City of Ramsey's water supply demands. For each alternative, the following assumptions were utilized:

1. The site for the surface water treatment facility should be acquired as soon as possible.
2. New water supply and treatment facilities will need to be on-line by 2019.
3. Treatment facilities will be constructed in phases to meet the demand requirements. During final design, a Value Engineering phase should be utilized to determine the most cost effective phasing of the treatment facilities.
4. Provisions will be incorporated into final design for routing of groundwater sources directly to the clearwell high service pumping facilities. With this provision, up to 20 percent of the water demand will be met with ground water. The groundwater supply would by-pass the water treatment facility and would be blended with treated water prior to being pumped to the distribution system. The amount of ground water which can be blended with the treated water is

determined based on meeting water quality standards for iron, manganese and hardness. The disadvantage to this system is the impact of the blending water on water quality. This may be mitigated by blending water under all water demand conditions. The advantage of this system is the water treatment facilities can be designed with a lower capacity, thus reducing capital investment. Evaluation of the impact of this process will be conducted during final design.

Alternative 1: Surface Water Supply.

With this alternative, the following key improvements are required.

Phase 1.- Construct a 9.6 mgd surface water treatment facility. Facility will need to be on-line by 2019 to meet community water demands.

Estimated cost: $32,000,000.

Phase 2 - Construct 2.4 mgd surface water treatment facility expansion. Expanded capacity required by 2025 to meet community water demand. Facility includes additional membrane filters, chemical feed and clarification facilities. Estimated Cost: $4,250,000.

Figure 4.1 shows the timing required to construct the surface water system improvements to meet projected water demand. Total capital investment for this alternative is estimated to be $36,500,000.

Alternative 2: Ground Water Supply.

With this alternative, additional ground water wells, and a ground water treatment facility would be required. Key improvements are as follows:

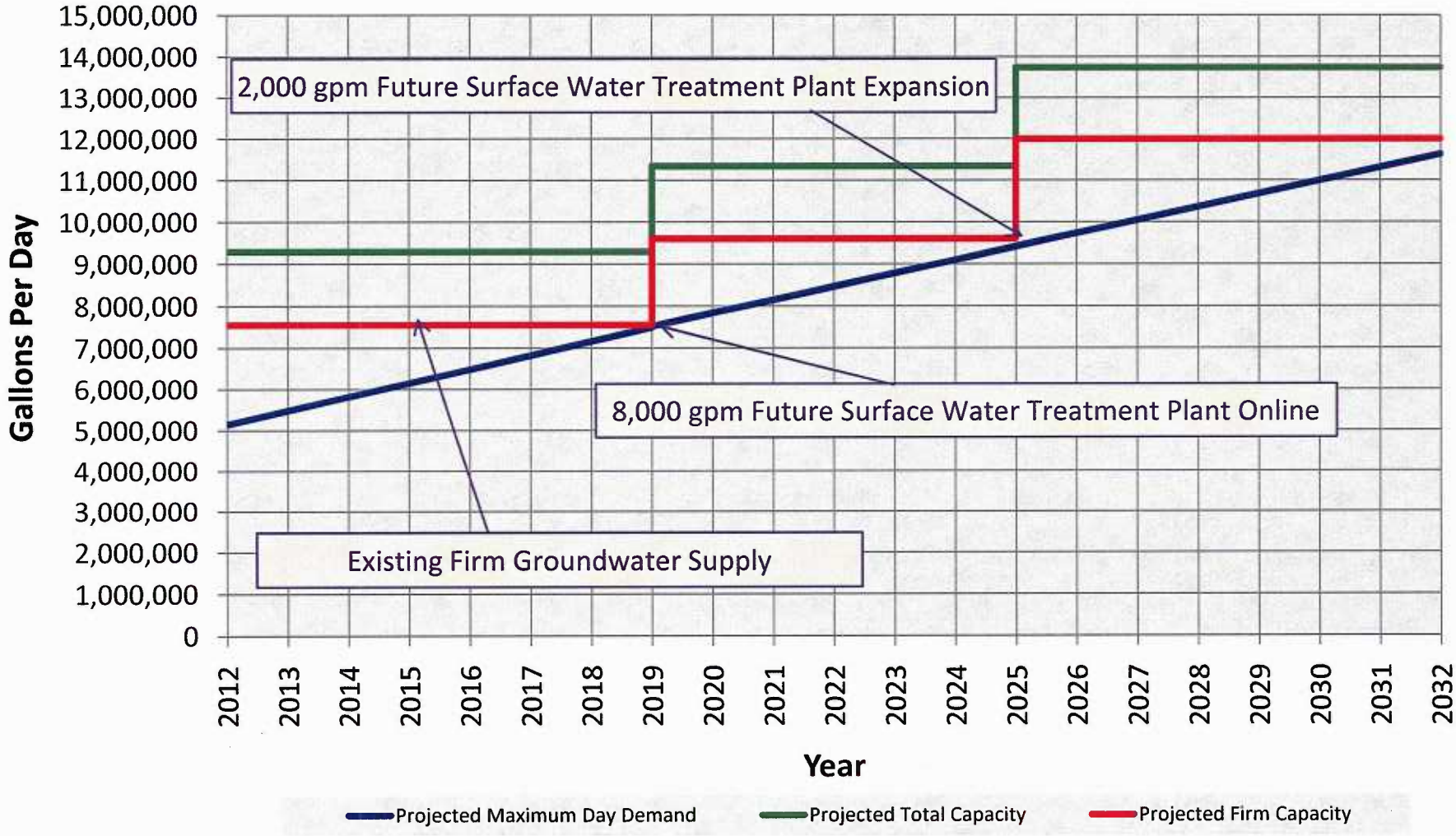
Phase 1 - Construct 9.6 mgd ground water treatment facility. Facility to be on-line by 2019. Estimated Cost: $24,000,000.

Phase 2 - Construct Well 9. Well to be on-line by 2019. Estimated Cost: $900,000.

Phase 3 - Construct Well 10. Well to be on-line by 2022. Estimated Cost: $900,000.

Phase 4 - Construct 2.4 mgd ground water treatment facility expansion. Facility to be on-line by 2026. Estimated Cost: $4,100,000.

Figure 4.1- Future Surface Water Treatment Plant
Supply Capacity versus Projected Maximum Day Water Demands
City of Ramsey, Minnesota

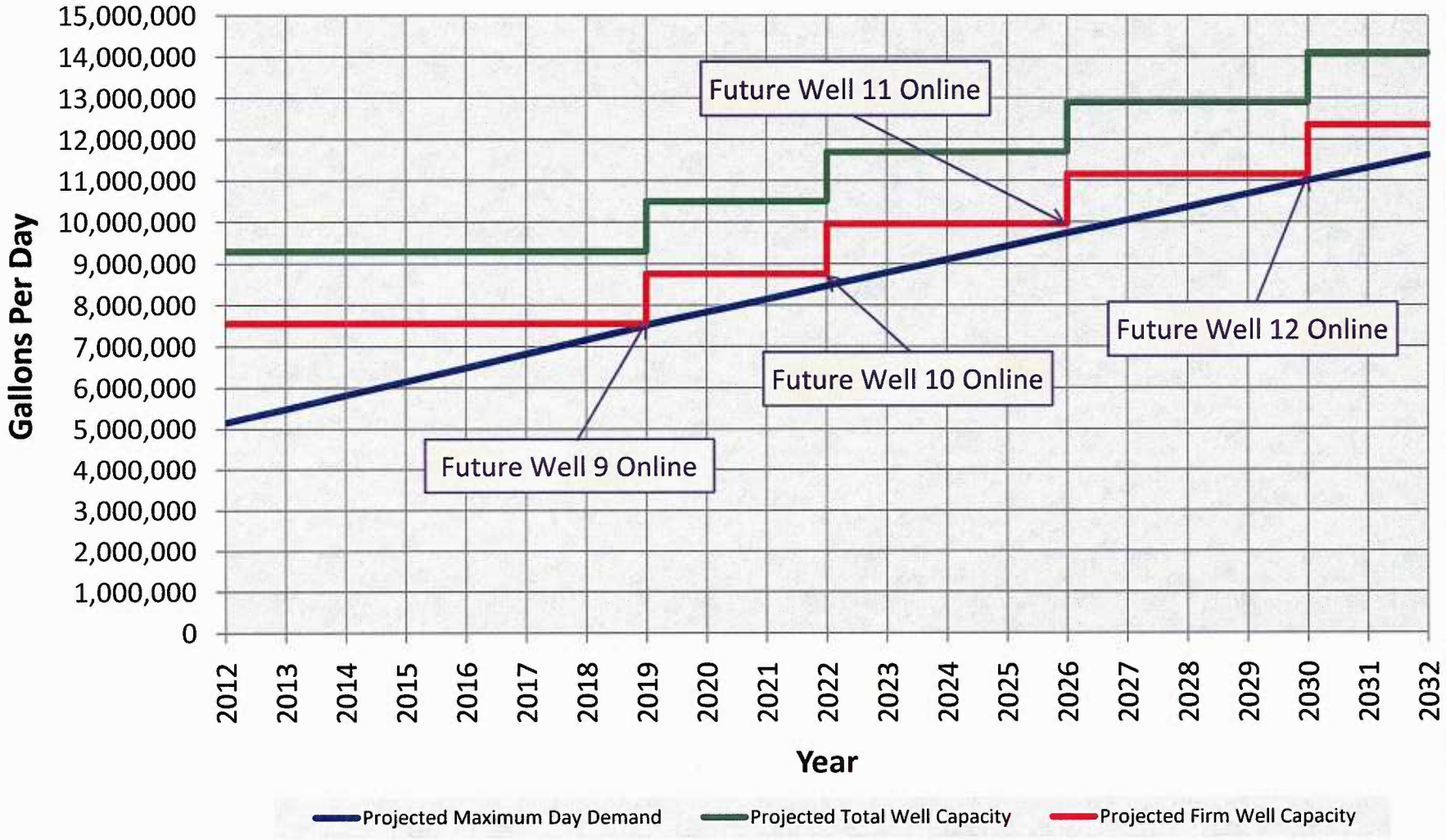


Phase 5 - Construct Well 11. Well to be on-line by 2026. Estimated Cost: $900,000.

Phase 6 - Construct Well 12. Well to be on-line by 2030. Estimated Cost: 900,000.

Figure 4.2 shows the timing required for construction of the wells and treatment facility improvement to meet project water demand. Total capital investment for this alternative is estimated to be $31,700,000.

Figure 4.2- Groundwater Wells Only
Groundwater Supply Capacity versus Projected Maximum Day Water Demands
City of Ramsey, Minnesota



SECTION 5 - WATER STORAGE AND DISTRIBUTION SYSTEM

A. PURPOSE

The purpose of this Section is to evaluate water storage and water system distribution improvements needed to ensure adequate pressure and fire flow are available for both current and future conditions.

B. GENERAL

The water distribution system for the City of Ramsey was modeled using the Watercad Hydraulic Network Model. The computer network model is used to analyze steady state flows for pipe distribution systems. The information required by the model includes data such as diameter, length, and Hazen-Williams C Factor (the pipes roughness factor) for each pipe in the system. Other data required include ground elevation of pipe junctions, elevated storage water level and water demand on the system.

C. WATER SYSTEM SIMULATION CRITERIA

In designing and analyzing system simulations, a set of design criteria was established. Recommended Standards for Water Works recommends that a minimum pressure of 20 psi be maintained at all times in the system, with normal working pressure in the 35-70 psi range. Static pressure higher than 100 psi is not recommended as higher pressures increase the frequency of watermain breaks. Fire flow is determined at a minimum residual pressure of 20 psi in order to correlate with the guidelines of the Insurance Services Office (ISO). Fire flows ranges were established between 1500 and 3500 gpm. The water tower levels were established at one-half total capacity during fire flow simulations.

D. WATER STORAGE FACILITY IMPROVEMENTS

As outlined in Section 3, the City of Ramsey has adequate storage for the design period. Capital improvements over the next 20 years will include maintenance and painting of the existing towers.

E. DISTRUBTION SYSTEM IMPROVEMENTS

Distribution system master planning is "a road-map" to assist the City of Ramsey in determining the optimal size and location for future major water distribution

improvements. The purpose is to ensure adequate pressure and flow is maintained throughout the entire distribution system at any given time and at the most economical cost.

The timing of implementation of new water distribution mains will be determined based on development within the City. Figure 1, located in Appendix C, shows the location of the proposed distribution system improvements.

Table 5.1 provides a summary of the proposed water distribution system improvements . These improvements generally can be categorized as follows:

Table 5.1
Distribution System Improvements
2012-2031
City of Ramsey, Minnesota

Project	Estimated Capital Cost
Southwest Loop	$2,160,000
North Central Loop	$2,900,000
County Road 57	$380,000
CSAH 5/153rd Street	$650,000
156th Lane NW	$325,000

In addition to these improvements, on-going maintenance and replacement projects are required throughout the system.

SECTION 6 - WATER UTLITY FUND EVALUATION

A. GENERAL

This section provides an evaluation of the City's current rate system, and provides analysis of the impact the proposed water supply, treatment, distribution and storage improvements may have on the City's Water Utility Fund.

B. CURRENT RATE STRUCTURE

The City currently collects revenue from three sources:

1. Water Use Rates
2. Water Availability Charge (WAC)
3. Trunk Charges

2012 Water Use Rates are $2.38 per 1,000 gallons for the first 15,000 gallons used per quarter. Water use rates include an increasing block rate, with higher rates charged for higher water usage in order to encourage conservation of water by users.

Water Availability Charge (WAC) is set at $1,640 per connection. This charge is applied to new customers when they connect to the system.

Trunk Charges are set at $2,226 per connection, and are collected when new developments are platted.

The City entered into a watermain and sanitary sewer cost contribution/reimbursement agreement with Oakwood Land Developments, Inc. in 2006. This agreement established the procedures for reimbursing $6,000,000 to Oakwood for its contribution to funding the sanitary sewer and watermain extensions in 2006. This agreement was subsequently assigned to 21st Century Bank. Based on the agreement, Oakwood would be credited with the total water connection charges on the lots that it develops.

C. EVALUATION OF UTILITY FUND

The water utility fund was evaluated using the following parameters:

- 260 new customers will be added to the system every year during the planning period from the Comprehensive Plan development areas

- 567 new customers will be added from the special area between 2013 to 2021.
- Implementation of the Surface Water Treatment Facility phased construction approach as outlined in Chapter 4.
- Capital water supply and treatment projects will be financed at a 4% interest rate over a 20-year term.
- Phase I Water Treatment Facility will be 20% grant funded. Assumption based on regional positive impact for implementing surface water supply and treatment facility.
- Distribution system improvements will be implemented as outlined in Chapter 5.
- Distribution system improvements will be funded through Utility Fund reserves.

Based on the parameters outlined, the impact on water rates and charges of the Water Utility Fund are summarized as follows:

- Water rates projected to increase 2.0% annually
  - 2012 rate is $2.38/1000 gallons for the first 15,000 gal/qtr
  - 2.0% increase in water rates to begin in 2014
- Water Availability Charge (WAC) decreases by 30% in 2013 from $1,640 per connection to $1,148 in 2013
- Trunk charge decreases by 30% in 2013 from $2,226 per connection in 2012 to $1,558 in 2013
- WAC and trunk charge to increase 2.5% annually beginning in 2014
- Beginning fund balance in 2012 = $8,346,319
- Fund balance decreases from $16,277,203 in 2018 to $4,305,861 in 2031 as payments are made towards capital improvements
- Projected revenue from new customers will generate 41.6% of total revenue over the planning period
- Cost of developing infrastructure, including water supply and treatment improvements, will account for 41.2 % of fund expenses over the planning period
- New customers will provide adequate revenue to fund development costs

- Operation and maintenance cost of system will be funded through user rate revenue

The recommended water use rates, WAC and trunk charges over the next five years are summarized in Table 6.1.

Table 6.1

Recommended Water Utility Rates and Charges

	2012	2013	2014	2015	2016	2017
Base Water Use Rate (per 1000 gallons)	$2.38	$2.38	$2.43	$2.47	$2.52	$2.57
WAC (per connection)	$1,640	$1,148	$1,177	$1,206	$1,236	$1,267
Trunk Charge (per connection)	$2,226	$1,558	$1,597	$1,637	$1,678	$1,720

The spreadsheet summary of the rate evaluation is included in Appendix B.

SECTION 7 – RECOMMENDATIONS

A. GENERAL

Water utility infrastructure required to service the existing and future customers for the City of Ramsey include supply, treatment, distribution and storage facilities.

The Water Comprehensive Plan provides a guide plan for the implementation of improvements required to serve the water utility customers.

B. RECOMMENDATIONS

The plan outlines the following recommendations:

1. Implement water distribution improvements in the following areas:
   - Southwest Loop
   - North Central Loop
   - County Road 57
   - C.S.A.H. 5/153rd
   - 156th Lane NW
2. Initiate implementation of the surface water supply and treatment facilities.
   - Acquire site for surface water treatment facility
   - Preliminary Design and Planning - 2013-2014
   - Final Design of Facility – 2015
   - Begin Construction of Facility- 2016
   - Complete Construction of Phase I WTF – 2018
   - Initiate Operation of Phase I WTF - 2019
3. Implement rate structure as outlined in Chapter 6 of this plan to provide adequate funding of the proposed improvements.
4. Appendix C includes Figure 1 which identifies the location of the proposed water system improvements.

APPENDIX A

PROJECTED POPULATION AND WATER DEMANDS

Ramsey, Minnesota							
Population and Water Demand Projections							
2012 Comprehensive Water Plan							
Year	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**
Service Area Population	11,434	12,180	13,107	14,034	14,961	15,888	16,815
New Residential Customer Accounts	260	323	323	323	323	323	323
People/Household	2.87	2.87	2.87	2.87	2.87	2.87	2.87
Added Population	746	927	927	927	927	927	927
Ending Service Area population	12,180	13,107	14,034	14,961	15,888	16,815	17,742
Average Daily Water Demand	1,827,030	1,966,082	2,105,133	2,244,185	2,383,236	2,522,288	2,661,339
Maximum Day Water Demand	5,481,090	5,898,245	6,315,399	6,732,554	7,149,708	7,566,863	7,984,017
Year	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
Service Area Population	17,742	18,669	19,541	20,413	21,115	21,817	22,519
New Residential Customer Accounts	323	323	323	260	260	260	260
People/Household	2.87	2.70	2.70	2.70	2.70	2.70	2.70
Added Population	927	872	872	702	702	702	702
Ending Service Area population	18,669	19,541	20,413	21,115	21,817	22,519	23,221
Average Daily Water Demand	2,800,391	2,931,206	3,062,021	3,167,321	3,272,621	3,377,921	3,483,221
Maximum Day Water Demand	8,401,172	8,793,617	9,186,062	9,501,962	9,817,862	10,133,762	10,449,662
Year	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	
Service Area Population	23,221	23,923	24,625	25,327	26,029	26,731	
New Residential Customer Accounts	260	260	260	260	260	260	
People/Household	2.70	2.70	2.70	2.70	2.70	2.70	
Added Population	702	702	702	702	702	702	
Ending Service Area population	23,923	24,625	25,327	26,029	26,731	27,433	
Average Daily Water Demand	3,588,521	3,693,821	3,799,121	3,904,421	4,009,721	4,115,021	
Maximum Day Water Demand	10,765,562	11,081,462	11,397,362	11,713,262	12,029,162	12,345,062	

APPENDIX B

WATER RATE EVALUATION

City of Ramsey	Unaudited								
Water Utility Finance Summary	2011								
2 Phase Implementation of Water Treatment and Supply Facilities									
17-Apr-12		2012	2013	2014	2015	2016	2017	2018	2019
Water Utility Expenses									
Capital Expenses-Equipment,CIP projects, Maintenenace improvements									
Miscellaneous Capital Expenditures and Equipment									
Utility Truck(2015, 2020, 2025, 2030)					$ (25,000)				
Water Supply & Treatment Improvements									
Renovate Pump House #2 (2016)						$ (49,000)			
Renovate Pump House #3 (2016)						$ (60,000)			
Well house I Improvements (2012)		$ (30,000)							
Well #1 Rehabilitation (2012-2015)		$ (50,000)	$ (58,000)	$ (30,000)	$ (32,000)				
Site Acquisition for Water Treatment Plant			$ (1,000,000)						
Water Meter Replacement	$ (109,665)	$ (249,200)							
Phase 1 - Water Treatment and Supply Facilities									$ (1,883,693)
Phase 2 - Water Treatment and Supply Facility Expansion									
Water Storage Improvements and Maintenance									
Painting of 0.5 MG Water Tower No. 1 (2015)					$ (435,000)				
Painting of 1.5 MG Water Tower No. 2 (2025)									
Distribution System Improvements									
Alpine Drive-CSAH 5 to Germanium St Watermain				$ (100,000)					
Magnesium St Watermain Looping		$ (120,000)							
Fire Station #1 Extension of Water		$ (25,000)							
Southeast Loop								$ (2,160,000)	
North central Loop									
County Rd 57									
CSAH 5/153rd St.									
156th Lane NW									
General Infrastructure Needs		$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)
Distribution System Maintenance Improvements									
Watermain Looping Bunker Lake Blvd (2012)		$ (225,000)							
Watermain Looping Sunfish Lake Blvd (2016)						$ (350,000)			
Watermain Looping Ramsey Blvd Armstrong Blvd (2013)			$ (273,000)						
Subtotal - Capital Expenses	**$ (1,172,660)**	**$ (947,188)**	**$ (1,578,987)**	**$ (397,986)**	**$ (739,985)**	**$ (706,984)**	**$ (247,983)**	**$ (2,407,982)**	**$ (2,131,674)**
Operational Expenses									
Operating Expense-Distribution and Administration	$ (896,061)	$ (922,943)	$ (950,631)	$ (979,150)	$ (1,008,525)	$ (1,038,780)	$ (1,069,944)	$ (1,102,042)	$ (1,135,103)
Operating Expense-Treatment									$ (1,022,000)
Subtotal-Operating Expense	$ (896,061)	$ (922,943)	$ (950,631)	$ (979,150)	$ (1,008,525)	$ (1,038,780)	$ (1,069,944)	$ (1,102,042)	$ (2,157,103)
Total Annual Expenses	$ (2,068,721)	**$ (1,870,131)**	**$ (2,529,618)**	**$ (1,377,136)**	**$ (1,748,510)**	**$ (1,745,764)**	**$ (1,317,927)**	**$ (3,510,024)**	**$ (4,288,777)**
Water Utility Revenue									
Customer Revenue									
New Service Connections	900	260	260	260	260	260	260	260	260
NE Expansion Area - New service connections			63	63	63	63	63	63	63
Water Sales- Estimated 2011 base (gallons/year)	975,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000
Water Sales- New Customers 2013-2019 (gallons/year)		19,500,000	43,725,000	67,950,000	92,175,000	116,400,000	140,625,000	140,625,000	140,625,000
Water Sales - New Customers 2020-2031 (gallons/year)								24,225,000	48,450,000
Water rates ($/1000 gal)	$ 2.27	$ 2.38	$ 2.38	$ 2.43	$ 2.47	$ 2.52	$ 2.57	$ 2.63	$ 2.68
Water Availability Charge (WAC) ($/connection)	$ 1,701	$ 1,640	$ 1,148	$ 1,177	$ 1,206	$ 1,236	$ 1,267	$ 1,299	$ 1,331
Connection/Trunk Charge ($/connection)	$ 2,308	$ 2,226	$ 1,558	$ 1,597	$ 1,637	$ 1,678	$ 1,720	$ 1,763	$ 1,807
Water rate revenue from 2012 customer base	$ 1,670,430	$ 1,670,430	$ 1,670,430	$ 1,703,839	$ 1,737,915	$ 1,772,674	$ 1,808,127	$ 1,844,290	$ 1,881,175
Water rate revenue from 2013-2019 customers		$ 34,789	$ 104,009	$ 164,866	$ 228,115	$ 293,828	$ 362,079	$ 369,321	$ 376,707
Water rate revenue from 2019-2031 customers			$ -	$ -	$ -	$ -	$ -	$ 63,622	$ 129,788
WAC Revenue(Service Connections x WAC)	$ 83,349	$ 83,349	$ 370,804	$ 380,074	$ 389,576	$ 399,315	$ 409,298	$ 419,531	$ 430,019
Connection/Trunk Charge Revenue (Service Connections when platted x Connection Charge)	$ -	$ -	$ 503,299	$ 515,881	$ 528,778	$ 541,998	$ 555,547	$ 569,436	$ 583,672
Interest Earnings	$ 173,674	$ 120,123	$ 126,992	$ 133,400	$ 158,932	$ 181,073	$ 205,439	$ 239,997	$ 244,158
Total Customer Revenue	$ 1,927,453	$ 1,908,690	$ 2,775,533	$ 2,898,059	$ 3,043,317	$ 3,188,888	$ 3,340,491	$ 3,506,195	$ 3,645,520
Finance Adjustments									
Trunk Charges returned per John Peterson's Agreement		$ (300,000)	$ (200,000)	$ (200,000)	$ (200,000)	$ (200,000)	$ (100,000)	$ (100,000)	$ (100,000)
Internal Loan to offset Muni Center Debt beginning year 2009-2029 2% Paid off in 2011	$ 956,762								
PW Land/Building-Internal Loan 2009-2029 @2%	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527
Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2%	**$ 61,853**	**$ 61,853**	**$ 61,853**	**$ 61,853**	**$ 61,853**	**$ 61,853**	**$ 61,853**	**$ 61,853**	**$ 61,853**
Internal Loan for COR Land Purchase-10 Year @ 2% When Land Sold		$ 259,880	$ 259,880	$ 259,880	$ 259,880	$ 259,880	$ 259,880	$ 259,880	$ 259,880
Total Finance Adjustments		$ 81,260	$ 181,260	$ 181,260	$ 181,260	$ 181,260	$ 281,260	$ 281,260	$ 281,260
Water Utility Working Capital Balance									
Total Annual Expenses	$ (2,068,721)	$ (1,870,131)	$ (2,529,618)	$ (1,377,136)	$ (1,748,510)	$ (1,745,764)	$ (1,317,927)	$ (3,510,024)	$ (4,288,777)
Total Customer Revenue	$ 3,005,595	$ 1,908,690	$ 2,775,533	$ 2,898,059	$ 3,043,317	$ 3,188,888	$ 3,340,491	$ 3,506,195	$ 3,645,520
Finance Adjustments		$ 81,260	$ 181,260	$ 181,260	$ 181,260	$ 181,260	$ 281,260	$ 281,260	$ 281,260
Net Income(Loss)	$ 936,874	$ 119,819	$ 427,175	$ 1,702,183	$ 1,476,067	$ 1,624,384	$ 2,303,824	$ 277,431	$ (361,997)
Beginning Water Utility Working Capital Balance	$ 7,071,302	$ 8,346,319	$ 8,466,138	$ 8,893,314	$ 10,595,496	$ 12,071,563	$ 13,695,947	$ 15,999,772	$ 16,277,203
Ending Water Utility Working Capital Balance	$ 8,008,176	**$ 8,466,138**	**$ 8,893,314**	**$ 10,595,496**	**$ 12,071,563**	**$ 13,695,947**	**$ 15,999,772**	**$ 16,277,203**	**$ 15,915,206**

City of Ramsey

Water Utility Finance Summary

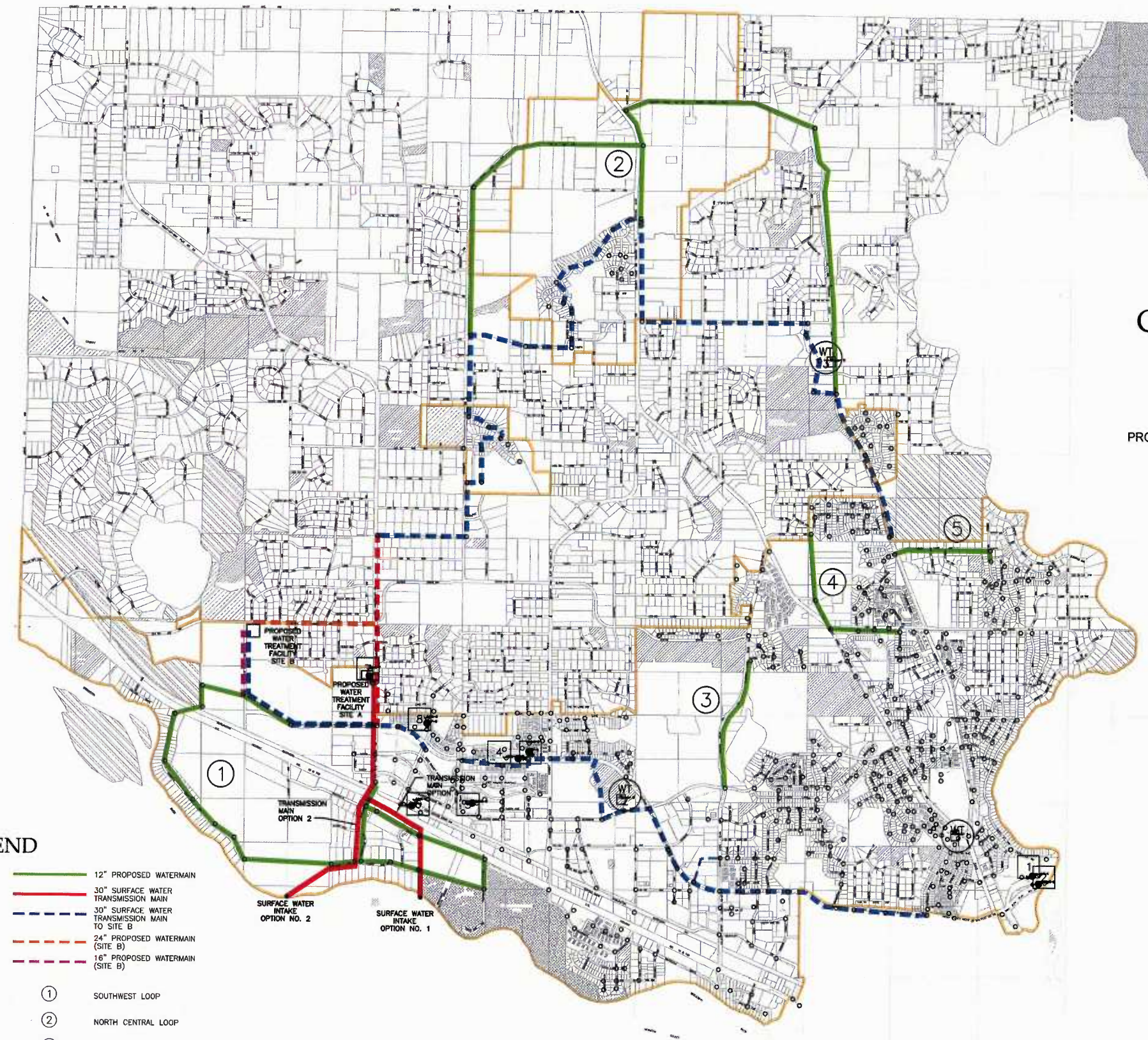
2 Phase Implementation of Water Treatment and Supply Facilities

17-Apr-12	2020	2021	2022	2023	2024	2025	2026	2027	2028
Water Utility Expenses									
Capital Expenses-Equipment,CIP projects, Maintenenace improvements									
Miscellaneous Capital Expenditures and Equipment									
Utility Truck(2015, 2020, 2025, 2030)	$ (25,000)					($25,000.00)			
Water Supply & Treatment Improvements									
Renovate Pump House #2 (2016)									
Renovate Pump House #3 (2016)									
Well house I Improvements (2012)									
Well #1 Rehabilitation (2012-2015)									
Site Acquisition for Water Treatment Plant									
Water Meter Replacement									
Phase 1 - Water Treatment and Supply Facilities	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)
Phase 2 - Water Treatment and Supply Facility Expansion						$ (312,722)	$ (312,722)	$ (312,722)	$ (312,722)
Water Storage Improvements and Maintenance									
Painting of 0.5 MG Water Tower No. 1 (2015)									
Painting of 1.5 MG Water Tower No. 2 (2025)						$ (885,000)			
Distribution System Improvements									
Alpine Drive-CSAH 5 to Germanium St Watermain									
Magnesium St Watermain Looping									
Fire Station #1 Extension of Water									
Southeast Loop									
North central Loop									
County Rd 57			$ (380,000)						
CSAH 5/153rd St.						$ (650,000)			
156th Lane NW	$ (325,000)								
General Infrastructure Needs	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)
Distribution System Maintenance Improvements									
Watermain Looping Bunker Lake Blvd (2012)									
Watermain Looping Sunfish Lake Blvd (2016)									
Watermain Looping Ramsey Blvd Armstrong Blvd (2013)									
Subtotal - Capital Expenses	**$ (2,481,673)**	**$ (2,131,672)**	**$ (2,511,671)**	**$ (2,131,670)**	**$ (2,131,669)**	**$ (4,004,390)**	**$ (2,444,389)**	**$ (2,444,388)**	**$ (2,444,387)**
Operational Expenses									
Operating Expense-Distribution and Administration	$ (1,169,157)	$ (1,204,231)	$ (1,240,358)	$ (1,277,569)	$ (1,315,896)	$ (1,355,373)	$ (1,396,034)	$ (1,437,915)	$ (1,481,053)
Operating Expense-Treatment	$ (1,052,660)	$ (1,084,240)	$ (1,116,767)	$ (1,150,270)	$ (1,184,778)	$ (1,220,321)	$ (1,256,931)	$ (1,294,639)	$ (1,333,478)
Subtotal-Operating Expense	$ (2,221,817)	$ (2,288,471)	$ (2,357,125)	$ (2,427,839)	$ (2,500,674)	$ (2,575,694)	$ (2,652,965)	$ (2,732,554)	$ (2,814,531)
Total Annual Expenses	**$ (4,703,489)**	**$ (4,420,143)**	**$ (4,868,796)**	**$ (4,559,509)**	**$ (4,632,343)**	**$ (6,580,085)**	**$ (5,097,354)**	**$ (5,176,942)**	**$ (5,258,918)**
Water Utility Revenue									
Customer Revenue									
New Service Connections	260	260	260	260	260	260	260	260	260
NE Expansion Area - New service connections	63	63							
Water Sales- Estimated 2011 base (gallons/year)	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000	725,000,000
Water Sales- New Customers 2013-2019 (gallons/year)	140,625,000	140,625,000	140,625,000	140,625,000	140,625,000	140,625,000	140,625,000	140,625,000	140,625,000
Water Sales - New Customers 2020-2031 (gallons/year)	72,675,000	96,900,000	116,400,000	135,900,000	155,400,000	174,900,000	194,400,000	213,900,000	233,400,000
Water rates ($/1000 gal)	$ 2.73	$ 2.79	$ 2.84	$ 2.90	$ 2.96	$ 3.02	$ 3.08	$ 3.14	$ 3.20
Water Availability Charge (WAC) ($/connection)	$ 1,365	$ 1,399	$ 1,434	$ 1,470	$ 1,506	$ 1,544	$ 1,583	$ 1,622	$ 1,663
Connection/Trunk Charge ($/connection)	$ 1,852	$ 1,899	$ 1,946	$ 1,995	$ 2,044	$ 2,096	$ 2,148	$ 2,202	$ 2,257
Water rate revenue from 2012 customer base	$ 1,918,799	$ 1,957,175	$ 1,996,318	$ 2,036,245	$ 2,076,970	$ 2,118,509	$ 2,160,879	$ 2,204,097	$ 2,248,179
Water rate revenue from 2013-2019 customers	$ 384,241	$ 391,926	$ 399,765	$ 407,760	$ 415,915	$ 424,233	$ 432,718	$ 441,372	$ 450,200
Water rate revenue from 2019-2031 customers	$ 198,576	$ 270,063	$ 330,898	$ 394,059	$ 459,614	$ 527,633	$ 598,189	$ 671,357	$ 747,212
WAC Revenue(Service Connections x WAC)	$ 440,769	$ 451,789	$ 372,761	$ 382,080	$ 391,632	$ 401,422	$ 411,458	$ 421,744	$ 432,288
Connection/Trunk Charge Revenue (Service Connections when platted x Connection Charge)	$ 598,264	$ 613,220	$ 505,954	$ 518,603	$ 531,568	$ 544,857	$ 558,479	$ 572,441	$ 586,752
Interest Earnings	$ 238,728	$ 229,085	$ 225,701	$ 210,461	$ 201,627	$ 193,622	$ 158,396	$ 148,558	$ 139,618
Total Customer Revenue	$ 3,779,378	$ 3,913,259	$ 3,831,398	$ 3,949,207	$ 4,077,326	$ 4,210,278	$ 4,320,120	$ 4,459,570	$ 4,604,249
Finance Adjustments									
Trunk Charges returned per John Peterson's Agreement	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)			
Internal Loan to offset Muni Center Debt beginning year 2009-2029 2% Paid off in 2011									
PW Land/Building-Internal Loan 2009-2029 @2%	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527
Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2%	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853
Internal Loan for COR Land Purchase-10 Year @ 2% When Land Sold	$ 259,880	$ 259,880							
Total Finance Adjustments	$ 281,260	$ 281,260	$ 21,380	$ 21,380	$ 21,380	$ 21,380	$ 121,380	$ 121,380	$ 121,380
Water Utility Working Capital Balance									
Total Annual Expenses	$ (4,703,489)	$ (4,420,143)	$ (4,868,796)	$ (4,559,509)	$ (4,632,343)	$ (6,580,085)	$ (5,097,354)	$ (5,176,942)	$ (5,258,918)
Total Customer Revenue	$ 3,779,378	$ 3,913,259	$ 3,831,398	$ 3,949,207	$ 4,077,326	$ 4,210,278	$ 4,320,120	$ 4,459,570	$ 4,604,249
Finance Adjustments	$ 281,260	$ 281,260	$ 21,380	$ 21,380	$ 21,380	$ 21,380	$ 121,380	$ 121,380	$ 121,380
Net Income(Loss)	$ (642,852)	$ (225,624)	$ (1,016,019)	$ (588,921)	$ (533,637)	$ (2,348,427)	$ (655,855)	$ (595,993)	$ (533,289)
Beginning Water Utility Working Capital Balance	$ 15,915,206	$ 15,272,354	$ 15,046,729	$ 14,030,711	$ 13,441,790	$ 12,908,152	$ 10,559,726	$ 9,903,871	$ 9,307,878
Ending Water Utility Working Capital Balance	**$ 15,272,354**	**$ 15,046,729**	**$ 14,030,711**	**$ 13,441,790**	**$ 12,908,152**	**$ 10,559,726**	**$ 9,903,871**	**$ 9,307,878**	**$ 8,774,589**

City of Ramsey			
Water Utility Finance Summary			
2 Phase Implementation of Water Treatment and Supply Facilities			
17-Apr-12	2029	2030	2031
Water Utility Expenses			
Capital Expenses-Equipment,CIP projects, Maintenenace improvements			
Miscellaneous Capital Expenditures and Equipment			
Utility Truck(2015, 2020, 2025, 2030)		($25,000.00)	
Water Supply & Treatment Improvements			
Renovate Pump House #2 (2016)			
Renovate Pump House #3 (2016)			
Well house I Improvements (2012)			
Well #1 Rehabilitation (2012-2015)			
Site Acquisition for Water Treatment Plant			
Water Meter Replacement			
Phase 1 - Water Treatment and Supply Facilities	$ (1,883,693)	$ (1,883,693)	$ (1,883,693)
Phase 2 - Water Treatment and Supply Facility Expansion	$ (312,722)	$ (312,722)	$ (312,722)
Water Storage Improvements and Maintenance			
Painting of 0.5 MG Water Tower No. 1 (2015)			
Painting of 1.5 MG Water Tower No. 2 (2025)			
Distribution System Improvements			
Alpine Drive-CSAH 5 to Germanium St Watermain			
Magnesium St Watermain Looping			
Fire Station #1 Extension of Water			
Southeast Loop			
North central Loop		$ (2,900,000)	
County Rd 57			
CSAH 5/153rd St.			
156th Lane NW			
General Infrastructure Needs	$ (250,000)	$ (250,000)	$ (250,000)
Distribution System Maintenance Improvements			
Watermain Looping Bunker Lake Blvd (2012)			
Watermain Looping Sunfish Lake Blvd (2016)			
Watermain Looping Ramsey Blvd Armstrong Blvd (2013)			
Subtotal - Capital Expenses	**$ (2,444,386)**	**$ (5,369,385)**	**$ (2,444,384)**
Operational Expenses			
Operating Expense-Distribution and Administration	$ (1,525,484)	$ (1,571,249)	$ (1,618,386)
Operating Expense-Treatment	$ (1,373,483)	$ (1,414,687)	$ (1,457,128)
Subtotal-Operating Expense	$ (2,898,967)	$ (2,985,936)	$ (3,075,514)
Total Annual Expenses	**$ (5,343,353)**	**$ (8,355,321)**	**$ (5,519,898)**
Water Utility Revenue			
Customer Revenue			
New Service Connections	260	260	260
NE Expansion Area - New service connections			
Water Sales- Estimated 2011 base (gallons/year)	725,000,000	725,000,000	725,000,000
Water Sales- New Customers 2013-2019 (gallons/year)	140,625,000	140,625,000	140,625,000
Water Sales - New Customers 2020-2031 (gallons/year)	252,900,000	272,400,000	291,900,000
Water rates ($/1000 gal)	$ 3.27	$ 3.33	$ 3.40
Water Availability Charge (WAC) ($/connection)	$ 1,704	$ 1,747	$ 1,790
Connection/Trunk Charge ($/connection)	$ 2,313	$ 2,371	$ 2,430
Water rate revenue from 2012 customer base	$ 2,293,142	$ 2,339,005	$ 2,385,785
Water rate revenue from 2013-2019 customers	$ 459,204	$ 468,388	$ 477,756
Water rate revenue from 2019-2031 customers	$ 825,832	$ 907,299	$ 991,693
WAC Revenue(Service Connections x WAC)	$ 443,095	$ 454,173	$ 465,527
Connection/Trunk Charge Revenue (Service Connections when platted x Connection Charge)	$ 601,421	$ 616,456	$ 631,868
Interest Earnings	$ 131,619	$ 123,711	$ 72,017
Total Customer Revenue	$ 4,754,313	$ 4,909,032	$ 5,024,646
Finance Adjustments			
Trunk Charges returned per John Peterson's Agreement			
Internal Loan to offset Muni Center Debt beginning year 2009-2029 2% Paid off in 2011			
PW Land/Building-Internal Loan 2009-2029 @2%			
Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2%	**$ 61,853**		
Internal Loan for COR Land Purchase-10 Year @ 2% When Land Sold			
Total Finance Adjustments	$ 61,853	$ -	$ -
Water Utility Working Capital Balance			
Total Annual Expenses	$ (5,343,353)	$ (8,355,321)	$ (5,519,898)
Total Customer Revenue	$ 4,754,313	$ 4,909,032	$ 5,024,646
Finance Adjustments	$ 61,853	$ -	$ -
Net Income(Loss)	$ (527,187)	$ (3,446,289)	$ (495,252)
Beginning Water Utility Working Capital Balance	$ 8,774,589	$ 8,247,402	$ 4,801,113
Ending Water Utility Working Capital Balance	**$ 8,247,402**	**$ 4,801,113**	**$ 4,305,861**

APPENDIX C

PROPOSED WATER SYSTEM IMPROVEMENTS



CITY OF RAMSEY
MINNESOTA

FIGURE 1

PROPOSED WATER SYSTEM IMPROVEMENTS
COMPREHENSIVE WATER PLAN

PREPARED BY
BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN
BURNSVILLE, MN WILLMAR, MN CHASKA, MN
RAMSEY, MN MAPLEWOOD, MN BRAINERD, MN AMES, IA

MARCH 2012

0 1000 2000
SCALE FEET

LEGEND

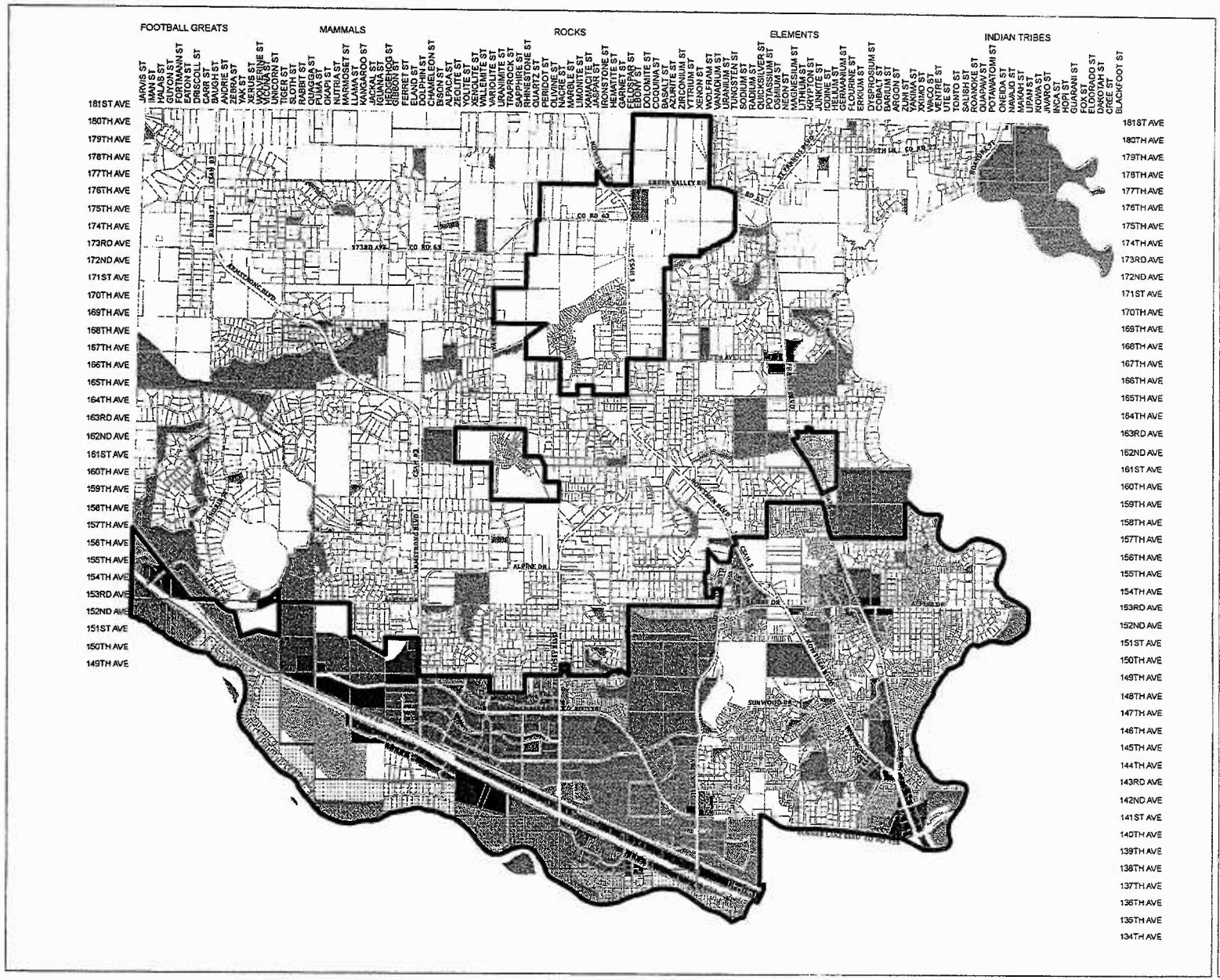
- EXISTING WELL
- WT 2 — WATER TOWER
- SERVICE AREA BOUNDARIES
- EXISTING 24" TRUNK MAIN
- EXISTING 16" TRUNK MAIN
- 12" PROPOSED WATERMAIN
- 30" SURFACE WATER TRANSMISSION MAIN
- 30" SURFACE WATER TRANSMISSION MAIN TO SITE B
- 24" PROPOSED WATERMAIN (SITE B)
- 16" PROPOSED WATERMAIN (SITE B)
- (1) SOUTHWEST LOOP
- (2) NORTH CENTRAL LOOP
- (3) COUNTY ROAD 57
- (4) CSAH 5/153rd AVE NW
- (5) 158th LANE NW

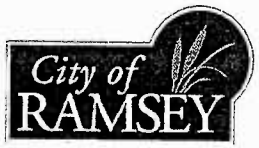
NOTE:
The information for this map was obtained from various sources of existing maps, construction plans, and City records, some of which were prepared by others. While this information is believed to be reliable Bolton & Menk, Inc. is not respon- sible for its accuracy nor for errors or omissions which may have been incorporated into this document as a result.

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G:\Ramsey\R13104504\Watercad\Proposed Water Treatment.dwg 6/22/12 4:05 pm

APPENDIX D

COMPREHENSIVE PLAN
LAND USE MAPS





2030 Comprehensive Plan
Future Land Use Map
Amendment 11-02

- MUSA
- MRCCA Boundary

Future Land Use

- LDR
- MDR
- HDR
- Office Park
- Commercial
- MU
- Business Park
- Public
- Rural Developing
- Rural Preserve
- Park

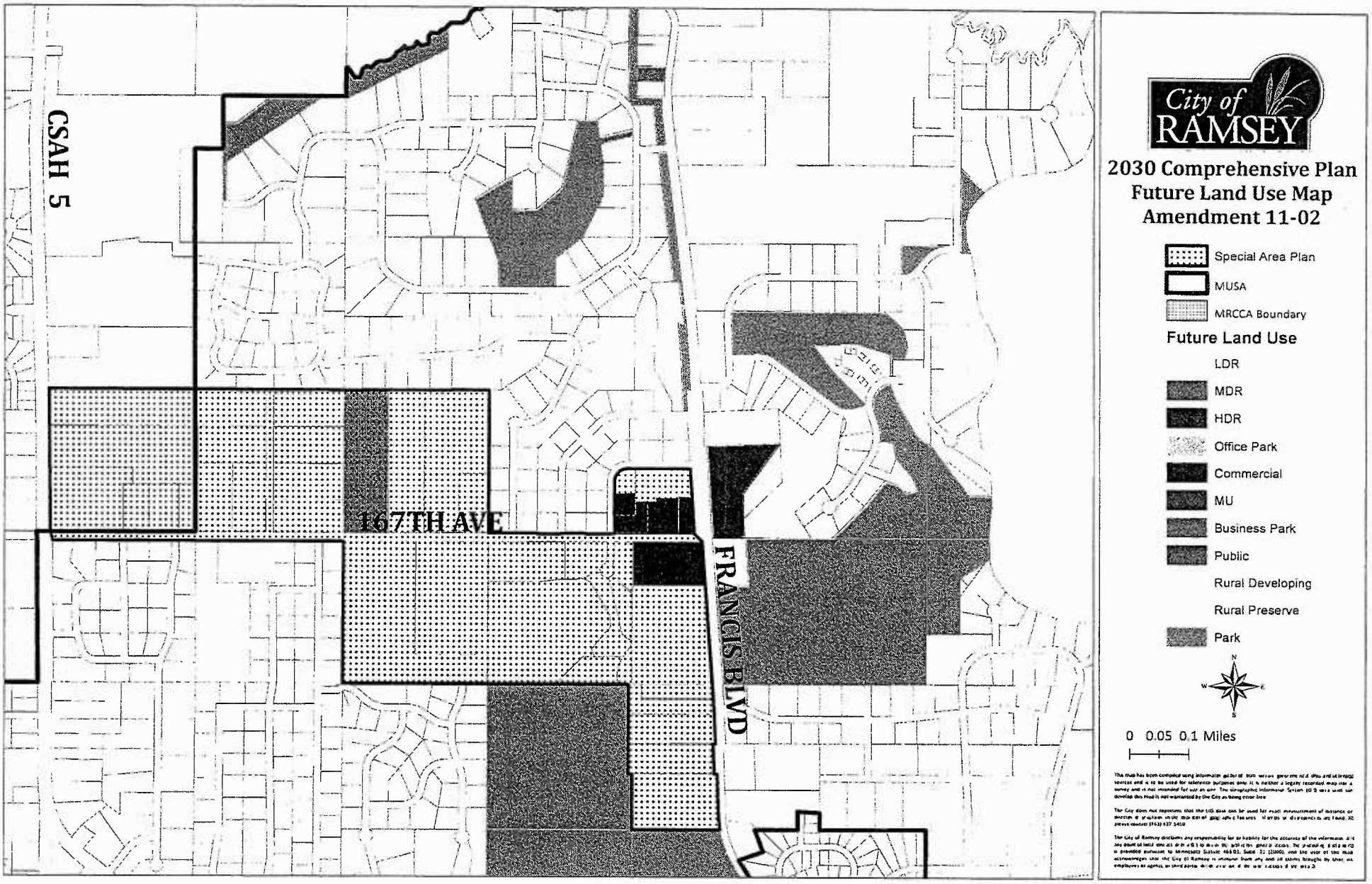
N
W
E
S

0 0.5 1 Miles

This map has been compiled using information gathered from various government and private sources and is not to be used for reference purposes only. It is neither a legally recorded map nor a survey and is not intended for use as one. The Geographic Information System (GIS) data used to develop this map is maintained by the City as being error free.

The City does not represent that the GIS data can be used for exact measurements of distances or direction or precision in the depiction of geographic features. If users of this map data are in need of such, please contact (763) 427-1616.

The City of Ramsey disclaims any responsibility for or liability for the accuracy of the information and data for any particular use and for any inferences drawn therefrom. The data, maps and information are provided pursuant to Minnesota Statutes 466.03, Subd. 21 (2000), and the user of this map acknowledges that the City of Ramsey is immune from any and all claims brought by users, its employees or agents, or third parties arising out of the user's access of the data.


CSAH 5
167TH AVE
FRANCIS BLVD
City of RAMSEY
2030 Comprehensive Plan
Future Land Use Map
Amendment 11-02
Special Area Plan
MUSA
MRCCA Boundary
Future Land Use
LDR
MDR
HDR
Office Park
Commercial
MU
Business Park
Public
Rural Developing
Rural Preserve
Park
N
W
E
S
0 0.05 0.1 Miles

Public Works Committee **5. 6.**

Meeting Date: 11/21/2017

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommending City Council Approval of Municipal State Aid Maintenance Allocation Reduction

Purpose/Background:

Purpose:

The purpose of this case is to consider recommending City Council approval of reducing the City of Ramsey's Municipal State Aid Maintenance Allocation from 35% to 25%.

Background:

Municipal State Aid Cities, of which Ramsey is one, receive annual State Aid allocations for both construction and maintenance activities. In 2017, the City of Ramsey's total State Aid allocations were $1,199,156, of which $717,811 was allocated for construction and $481,345 was allocated for maintenance activities. Attached for reference is the City of Ramsey's 2017 **Notice of Annual Distribution** for Ramsey.

According to State Aid rules (SA Operational Rule 8820.14 subpart 3) a city can request a maintenance allocation based on one of the following four options:

1. $1,500 per improved mile.
2. 25% of the total allocation.
3. 35% of the total allocation.
4. A lump sum dollar amount, which is greater than $1,500 per Improved Mile, but not more than 35%.

If a city has never submitted a request, its maintenance allocation is set at the minimum of $1,500 per improved mile, plus bond interest.

A Maintenance Expenditure Report must be completed by a MSA City if:

1. The City's maintenance request (not including bond interest) is greater than 25% of its total allocation (construction + maintenance allocation).
2. The City's lump sum request (not including bond interest) is greater than 25% of its total allocation (construction + maintenance allocation).

Therefore, if a City requests more than 25% as a maintenance allocation a Maintenance Expenditure Report must be completed and filed each year. In 2007, the City of Ramsey requested its maintenance allocation be increased to 35%. As a result, Engineering Staff have been filling out Maintenance Expenditure Reports every year since then, which takes numerous hours to complete.

To avoid the need to complete expenditure reports each year, Staff would like to reduce the City's maintenance allocation to 25% again. This would reduce the City's maintenance allocation for 2018 to roughly $300,000, which would not have a negative impact on our street maintenance program. Each year $140,000 is transferred from the State Aid account to the General Fund to cover street maintenance activities, which is well below $300,000.

Requests are due to MnDOT by December 15, 2017.

Timeframe:

Staff estimates this case will take 10 minutes to present and respond to questions.

Observations/Alternatives:

Alternative #1 – Motion recommending City Council approval of reducing the City of Ramsey's Municipal State Aid Maintenance Allocation from 35% to 25%.

Alternative #2 – Motion of other.

Funding Source:

Staff will prepare and submit the request as part of our regular duties.

Recommendation:

Staff recommends Alternative #1.

Action:

Motion recommending City Council approval of reducing the City of Ramsey's Municipal State Aid Maintenance Allocation from 35% to 25%.

Attachments

MSA Maint Allocation Reduction Request
2017 Allocation Request
MnDOT SA Schedule A
2017 Ramsey Allocation Letter

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/16/2017 02:37 PM
Kurt Ulrich	Kurt Ulrich	11/16/2017 04:23 PM
Form Started By: Bruce Westby		Started On: 11/15/2017 04:44 PM
Final Approval Date: 11/16/2017		

DEPARTMENT OF TRANSPORTATION

State Aid for Local Transportation
395 John Ireland Blvd., MS 500
St. Paul, MN 55155

October 19, 2017

To: Municipal Engineers

From: Bill Lanoux
Municipal State Aid Needs Manager

Subject: Maintenance Requests, Interest on Bonds

2018 MSAS MAINTENANCE ALLOCATIONS:

If a change is to be made to the amount or percentage that a city receives for its 2018 maintenance allocation, the municipality must submit a written request to Bill Lanoux at william.lanoux@state.mn.us prior to December 16, 2017. (Emailing requests is acceptable.)

Please Note: **a request is only necessary if the city desires to change the request on file.**

A city may submit a request to cover future maintenance allocations by specifying a fixed amount which is greater than $1,500/improved mile and less than 35% of the Total Allotment. A city may also specify that a percentage of either 25% or 35% of the city's Total Allotment be allocated to the city's Maintenance Allotment. (The remainder is then allocated to the city's Construction Allotment.)

The following wording may be used in the request to cover future Maintenance Allotments:

The city of _____ hereby notifies the Commissioner of Transportation that all future maintenance allotments are to be calculated at _____ percent of the total or an amount of _____plus bond interest (if any) until the City notifies the Department otherwise.

State Aid Rules (Chapter 8820.1400 Subp. 3) allows cities to receive up to 25% of the total allotment for maintenance without submitting an *Annual Summary of Street Information*. Requests for 35%, or lump sum amounts greater than 25%, require that an *Annual Summary of Street Information* be completed after the 2018 maintenance year. A city may only exceed the 35% maximum Maintenance Allotment to accommodate bond interest.

The document "*Annual Summary of Street Information*" is available at the following website: (under the header *MSAS Forms*)
http://www.dot.state.mn.us/safinance/formsandresolutions.html

If the documented expenditures do not cover the amount received, maintenance monies will be transferred back into the city's construction account. A detailed expenditure report is not required for a general maintenance allocation of 25% or less.

MUNICIPAL INTEREST PAYMENTS ON BOND ISSUES

Minnesota Statutes 162.18 Bonds, Municipal Subdivision 1, states in part "All interest on the obligations shall be paid out of the municipality's normal maintenance account in the municipal state aid street fund."

To satisfy the requirements of the statutes and rules the following guidelines will be used in determining the amount for maintenance.

CITIES THAT DO NOT SUBMIT A REQUEST

For cities that do not submit a request prior to December 16th, the maintenance request that is on file will be used. Cities that do not have a request on file will be adjusted by allowing $1500 per improved mile as the minimum allocation for general maintenance. We will add bond interest payments due.

CITIES THAT DO SUBMIT A REQUEST

Cities that submit a written request prior to December 16th, can change the request that is on file. Cities can request a lump sum payment of greater than $1,500/mile and up to 25% of the total allotment (plus bond interest) without having to fill out a summary of street information. Requests of 35%, or lump sum requests that end up being greater than 25%, will require that the *Annual Summary of Street Information* be completed at the end of the maintenance year.

CITIES COVERING BOND INTEREST WITH LOCAL FUNDS

SALT requests that a city notify this office in writing prior to December 16, 2017 and submit a Council Resolution by January 1, 2018 if the present and past interest due will be covered by funds other than State Aid funds.

These instructions can also be found on the MSAS website at

http://www.dot.state.mn.us/stateaid/msas.html

MAINTENANCE REQUESTS ON FILE

as of 10/20/17

	$1500 PER IMPROVED MILE	PERCENTAGE	LUMP SUM
Albert Lea		25%	
Albertville	X		
Alexandria		25%	
Andover		25%	
Anoka		25%	
Apple Valley		25%	
Arden Hills		25%	
Austin			$95,000
Baxter		25%	
Belle Plaine	X		
Bemidji		25%	
Big Lake		25%	
Blaine		25%	
Bloomington		**35%**	
Brainerd	X		
Brooklyn Center			$160,000
Brooklyn Park		25%	
Buffalo		25%	
Burnsville		25%	
Byron		25%	
Cambridge			$50,000
Champlin		25%	
Chanhassen		25%	
Chaska		25%	
Chisago City		25%	
Chisholm		25%	
Circle Pines	X		
Cloquet		**35%**	
Columbia Heights		25%	
Coon Rapids			$126,425
Corcoran		**35%**	
Cottage Grove	X		
Crookston		25%	
Crystal		25%	
Dayton		25%	
Delano		25%	

	$1500 PER IMPROVED MILE	PERCENTAGE	LUMP SUM
Detroit Lakes		25%	
Duluth			$1,533,400
Eagan	X		
East Bethel		25%	
East Grand Forks		25%	
Eden Prairie			$500,000
Edina		25%	
Elk River		25%	
Fairmont	x		
Falcon Heights		**35%**	
Faribault		25%	
Farmington		25%	
Fergus Falls		25%	
Forest Lake		25%	
Fridley		**35%**	
Glencoe			$25,000
Golden Valley		25%	
Grand Rapids		25%	
Ham Lake		25%	
Hastings		25%	
Hermantown			$65,000
Hibbing		25%	
Hopkins		25%	
Hugo		25%	
Hutchinson	X		
International Falls	X		
Inver Grove Heights		25%	
Isanti		25%	
Jordan		25%	
Kasson		25%	
LaCrescent	X		
Lake City		25%	
Lake Elmo		25%	
Lakeville			$120,000
Lino Lakes		25%	
Litchfield		25%	
Little Canada		25%	
Little Falls	X		
Mahtomedi		25%	

	$1500 PER IMPROVED MILE	PERCENTAGE	LUMP SUM
Mankato		25%	
Maple Grove		25%	
Maplewood			$275,000
Marshall	X		
Medina		25%	
Mendota Heights		25%	
Minneapolis		**35%**	
Minnetonka	X		
Minnetrista		25%	
Montevideo	X		
Monticello		25%	
Moorhead		25%	
Morris		25%	
Mound		25%	
Mounds View		25%	
New Brighton		25%	
New Hope		25%	
New Prague		25%	
New Ulm	X		
North Branch		25%	
North Mankato		25%	
North St. Paul		25%	
Northfield		25%	
Oak Grove		25%	
Oakdale		25%	
Orono		25%	
Otsego		25%	
Owatonna			$125,500
Plymouth		25%	
Prior Lake		**35%**	
Ramsey		**35%**	
Red Wing		**35%**	
Redwood Falls		25%	
Richfield			$315,000
Robbinsdale	X		
Rochester			$900,000
Rogers		25%	
Rosemount	X		
Roseville		25%	

	$1500 PER IMPROVED MILE	PERCENTAGE	LUMP SUM
St. Anthony		25%	
St. Cloud		25%	
St. Francis		25%	
St. Joseph		25%	
St. Louis Park		**35%**	
St. Michael		25%	
St. Paul			$4,000,000
St. Paul Park		25%	
St. Peter	X		
Sartell	X		
Sauk Rapids	X		
Savage	X		
Shakopee		**35%**	
Shoreview		25%	
Shorewood		25%	
South St. Paul		25%	
Spring Lake Park		25%	
Stewartville		25%	
Stillwater		25%	
Thief River Falls		25%	
Vadnais Heights		**35%**	
Victoria		25%	
Virginia		25%	
Waconia		25%	
Waite Park	X		
Waseca		25%	
West St. Paul		25%	
White Bear Lake		25%	
Willmar		25%	
Winona		25%	
Woodbury		25%	
Worthington			$100,000
Wyoming	X		
Zimmerman	X		

ORDER NO. 95771

It is hereby ordered that the following amounts be apportioned to the 87 counties and 148 urban municipalities in accordance with provisions specified in Minnesota Statutes Chapter 162.

Charles A. Zelle
Commissioner of Transportation

1-25-17
Date

SCHEDULE "A"
MINNESOTA DEPARTMENT OF TRANSPORTATION
Funds Available for Distribution
From Highway User Tax Distribution Fund
FY2017

			Total
Estimated Gross Income from November Statewide Forecast			
(7-1-16 to 10-31-16 actual; 11-1-16 to 6-30-17 estimated)			
Motor Fuel Tax	M.S. 296A.07 296A.083		$ 905,100,000
Motor Vehicle Tax	M.S. 168.013		743,700,000
Fee on Rental Vehicles	M.S. 297A.64, Subd. 2 & 5		2,000,000
Motor Vehicle Fees	M.S. 299D.03, Subd. 5 (b)		935,000
Motor Vehicle Sales Tax 60%	M.S. 297B.09		446,830,000
Interest on Investments	M.S. 161.081, Subd. 2		882,000
Total Highway Users Income			$ 2,099,447,000
Less Appropriations and Estimated Transfers to:			
DEPARTMENT OF PUBLIC SAFETY			
Motor Vehicle Division	L2015 75 01 005 02-03	955,000	
DEPARTMENT OF REVENUE			
Petroleum Division	L2015 77 01 014 002	2,326,000	
Petroleum Division-Hwy Refund Interest	M.S. 296A.16, Subd. 8	20,000	
MINNESOTA MANAGEMENT & BUDGET			
Statewide Indirect Costs (Estimated)	M.S. 16A.127, Subd. 03 (b)	117,000	
DEPARTMENT OF NATURAL RESOURCES			
Non-refunded Marine Gas Tax	M.S. 296A.18, Subd. 2	10,951,000	
Non-refunded Snowmobile Gas Tax	M.S. 296A.18, Subd. 3	7,301,000	
Non-refunded All-Terrain Vehicle Gas Tax	M.S. 296A.18, Subd. 4	1,971,000	
Non-refunded Forest Road	M.S. 296A.18, Subd. 7	1,035,000	
Non-refunded Off-Road Motorcycle Gas Tax	M.S. 296A.18, Subd. 5	336,000	
Non-refunded Off-Road Vehicle Gas Tax	M.S. 296A.18, Subd. 6	1,197,000	
Total Appropriations and Transfers			$ (26,209,000)
Reserve for Fund Balance	MnDOT Internal Budget Practice		$ (12,000,000)
Total Highway Users Fund Available for Distribution			$ 2,061,238,000

DISTRIBUTION OF HIGHWAY USERS FUND		Base	*Excess Sum	Total
95% Distribution - per Minnesota Constitution Article XIV, Section 5				
$2,061,238,000 x 95% = $1,958,176,100 **		$ 1,331,559,748	$ 626,616,352	$ 1,958,176,100
Trunk Highway Fund	x 62%	1,214,069,182		1,214,069,182
County State Aid Highway Fund	x 29%	386,152,327	181,718,742	567,871,069
Municipal State Aid Street Fund	x 9%	176,235,849	-	176,235,849
95% Distribution Sub-total		$ 1,776,457,358	$ 181,718,742	$ 1,958,176,100
5% Distribution - per M.S. 161.081				
$2,061,238,000 x 5% = $103,061,900 ***		$ 69,570,679	$ 33,491,221	$ 103,061,900
Town Road Account	x 30.5%	31,433,879		31,433,879
Town Bridge Account	x 16%	16,489,904		16,489,904
Flexible Highway Account	x 53.5%	37,220,314	17,917,803	55,138,117
5% Distribution Sub-total		85,144,097	17,917,803	103,061,900
Total Highway Users Fund Available for Distribution		$ 1,861,601,455	$ 199,636,545	$ 2,061,238,000

* With the exception of the County State Aid Highway Fund and the Flexible Highway Account the "Excess Sum" amount becomes part of the "Base" amount.

** The 95% Distribution is split 68% Base and 32% Excess Sum.

*** The 5% Distribution is split based on the old detailed calculations.

SCHEDULE "B"
MINNESOTA DEPARTMENT OF TRANSPORTATION
Estimated Funds Available for Distribution
To Counties in 2017

INCOME	Base	Excess Sum	Total
County State Aid Highway Fund (95% Distribution x 29%)	$ 386,152,327	$ 181,718,742	$ 567,871,069
Motor Fuel Taxes -FY 2016 actual vs. estimate	137,360	64,640	202,000
Motor Vehicle Taxes -FY 2016 actual vs. estimate	(4,283,665)	(2,015,842)	(6,299,507)
Motor Vehicle Sales Taxes - FY 2016 actual vs. estimate	(1,298,985)	(611,287)	(1,910,272)
Interest on Investments (estimated)	3,717,560	1,749,440	5,467,000
Investment Interest -FY 2016 actual vs. estimate	(121,615)	(57,231)	(178,846)
Fund Balance Reserve -FY 2016 actual vs. estimate	2,248,080	1,057,920	3,306,000
Unexpended Balance of Administrative Account	2,931,549	1,379,552	4,311,101
Unexpended Balance of Research Account			-
Release of Unencumbered State Park Road Account			-
Federal Reimburse for State Planning and Research Program	138,787	65,311	204,098
Total Funds Available	$ 389,621,398	$ 183,351,245	$ 572,972,643
LESS: DEDUCTIONS			
Administrative Account (2% of the total funds available)	7,792,428	3,667,025	11,459,453
Disaster Account (after deducting for the administrative account, 1% of the remaining funds available, provided that the total amount in the account shall not exceed 2% of the total apportionment sum)			
Legal Limit	7,555,094	3,555,338	11,110,432
Year End Account Balance	8,217,349	3,866,988	12,084,337
1% Distribution or Amount to Reach Legal Limit	(662,255)	(311,650)	(973,905)
Research Account (shall not exceed 1/2 of 1% of the prior year apportionment sum, as recommended by the previous year screening board)			
$553,519,989 x 0.50%	1,881,968	885,632	2,767,600
State Park Road Account (after deducting for the administrative, disaster and research accounts, 3/4 of 1% of the remaining funds available)	2,854,569	1,343,327	4,197,896
Total Deductions	11,866,710	5,584,334	17,451,044
Apportionment Sum Available for Distribution to Counties	$ 377,754,688	$ 177,766,911	$ 555,521,599

SUMMARY OF COUNTY STATE AID HIGHWAY APPORTIONMENTS
(excludes the 5% Distribution)

Apportionment Sum		Base		Excess Sum	Total
Equalization (10%)	= $	37,775,469			$ 37,775,469
Registration (10%)	=	37,775,469	Registration (40%)	$71,106,764	108,882,233
Mileage (30%)	=	113,326,406			113,326,406
Money Needs (50%)	=	188,877,344	Money Needs (60%)	106,660,147	295,537,491
Total		$ 377,754,688		$ 177,766,911	$ 555,521,599

Motor Vehicle Lease Sales Tax Revenue - per M.S. 297A.815, Subd 3

FY 2016 Actual in excess of forecast	3,121,126	
FY 2017 forecast		
Population (100%) =	30,050,000	
Total	33,171,126	
Total Distribution to Counties		$ 588,692,725

COUNTY STATE AID HIGHWAY APPORTIONMENTS
Construction and Maintenance Allotments

In accordance with Minnesota Rules, Chapter 8820.1400, Subd 1 and 2, forty (40) percent of the regular and municipal allotments shall be set aside for the general maintenance of county state-aid highways. However the Commissioner may, upon recommendation of the screening board, or upon receipt of a resolution from a county board, and for good cause shown, increase or decrease the proportion to be used for maintenance. The following listing shows the current construction and maintenance allotments, which have been made in accordance with the formula as prescribed by law.

County		Total Allotment	Regular Maintenance	Regular Construction	Municipal Maintenance	Municipal Construction
Aitkin		$ 4,870,032	$ 1,840,288	$ 2,760,431	$ 107,725	$ 161,588
Anoka	*	19,482,541	7,071,383	10,607,075	721,633	1,082,450
Becker		5,748,254	2,170,771	3,256,156	128,531	192,796
Beltrami		6,986,323	2,697,838	4,046,758	96,691	145,036
Benton		4,131,574	1,528,517	2,292,776	124,112	186,169
Big Stone		3,055,369	1,053,002	1,579,504	169,145	253,718
Blue Earth		8,700,582	3,198,334	4,797,501	281,899	422,848
Brown		4,734,243	1,757,351	2,636,027	136,346	204,519
Carlton		5,410,732	1,921,026	2,881,540	243,266	364,900
Carver	*	7,006,464	2,496,824	3,745,235	305,762	458,643
Cass		6,092,877	2,189,292	3,283,939	247,858	371,788
Chippewa		3,055,369	1,120,343	1,680,514	101,805	152,707
Chisago		6,397,114	1,884,846	2,827,268	674,000	1,011,000
Clay		5,647,755	2,134,174	3,201,260	124,928	187,393
Clearwater		3,669,808	1,355,627	2,033,441	112,296	168,444
Cook		3,174,963	1,149,464	1,724,195	120,522	180,782
Cottonwood		3,435,417	1,188,380	1,782,569	185,787	278,681
Crow Wing		6,812,591	2,147,329	3,220,993	577,708	866,561
Dakota	*	16,940,958	6,563,605	9,845,407	212,778	319,168
Dodge		4,214,152	1,565,979	2,348,968	119,682	179,523
Douglas		5,644,792	2,054,478	3,081,718	203,438	305,158
Faribault		4,949,951	1,649,522	2,474,282	330,459	495,688
Fillmore		6,309,851	2,222,330	3,333,494	301,611	452,416
Freeborn		6,016,251	2,268,608	3,402,912	137,892	206,839
Goodhue		6,432,705	2,345,107	3,517,660	227,975	341,963
Grant		3,055,369	1,071,946	1,607,918	150,202	225,303
Hennepin		43,222,435	16,121,968	24,182,953	1,167,006	1,750,508
Houston		4,612,686	1,740,459	2,610,688	104,616	156,923
Hubbard		4,210,744	1,559,323	2,338,984	124,975	187,462
Isanti		4,062,365	1,601,222	2,401,832	23,724	35,587
Itasca		9,943,290	3,549,357	5,324,035	427,959	641,939
Jackson		4,945,061	1,736,508	2,604,761	241,517	362,275
Kanabec		3,055,369	1,135,620	1,703,429	86,528	129,792
Kandiyohi		6,549,897	2,406,694	3,610,041	213,265	319,897
Kittson		3,589,300	1,299,901	1,949,851	135,819	203,729
Koochiching		4,945,809	1,850,326	2,775,489	127,998	191,996
Lac Qui Parle		3,407,360	1,259,496	1,889,245	103,448	155,171
Lake		4,346,700	1,461,708	2,192,563	276,972	415,457
Lake of the Woods		3,272,400	1,211,966	1,817,949	96,994	145,491
Le Sueur		4,990,531	1,610,944	2,416,415	385,269	577,903
Lincoln		3,055,369	1,098,833	1,648,249	123,315	184,972
Lyon		4,203,492	1,454,408	2,181,613	226,988	340,483
Mc Leod		4,657,351	1,660,811	2,491,217	202,129	303,194
Mahnomen		3,055,369	1,140,264	1,710,395	81,884	122,826
Marshall		5,286,391	1,946,872	2,920,308	167,684	251,527
Martin		5,383,123	2,024,700	3,037,051	128,549	192,823
Meeker		3,959,894	1,497,790	2,246,686	86,167	129,251
Mille Lacs		4,659,008	1,652,643	2,478,965	210,960	316,440
Morrison		6,493,073	2,366,076	3,549,114	231,153	346,730
Mower		5,562,955	2,049,838	3,074,756	175,344	263,017
Murray		3,784,152	1,379,702	2,069,553	133,959	200,938
Nicollet		4,563,542	1,740,718	2,611,076	84,699	127,049
Nobles		4,886,604	1,793,774	2,690,662	160,867	241,301
Norman		4,014,109	1,495,336	2,243,004	110,308	165,461

County		Total Allotment	Regular Maintenance	Regular Construction	Municipal Maintenance	Municipal Construction
Olmsted		$ 8,238,258	$ 3,194,467	$ 4,791,700	$ 100,836	$ 151,255
Otter Tail		12,400,667	4,620,984	6,931,477	339,282	508,924
Pennington		3,163,477	1,242,740	1,864,111	22,650	33,976
Pine		7,904,681	2,655,973	3,983,959	505,900	758,849
Pipestone		3,055,369	931,765	1,397,648	290,382	435,574
Polk		8,239,340	3,044,271	4,566,407	251,465	377,197
Pope		3,549,708	1,311,972	1,967,958	107,911	161,867
Ramsey		19,463,146	7,585,956	11,378,933	199,303	298,954
Red Lake		3,055,369	1,090,400	1,635,600	131,748	197,621
Redwood		4,918,540	1,746,869	2,620,303	220,547	330,821
Renville		5,635,397	2,104,708	3,157,062	149,451	224,176
Rice		5,864,307	2,196,770	3,295,154	148,953	223,430
Rock		3,311,757	1,118,844	1,678,266	205,859	308,788
Roseau		5,306,854	1,939,761	2,909,642	182,980	274,471
St. Louis		29,282,714	10,142,361	15,213,541	1,570,725	2,356,087
Scott	*	9,888,101	3,875,740	5,813,610	79,500	119,251
Sherburne		5,595,504	2,148,897	3,223,346	89,304	133,957
Sibley		3,475,310	1,285,865	1,928,797	104,259	156,389
Stearns		12,784,911	4,440,967	6,661,450	672,998	1,009,496
Steele		5,581,345	2,111,758	3,167,636	120,780	181,171
Stevens		3,055,369	1,147,963	1,721,945	74,184	111,277
Swift		3,446,871	1,269,965	1,904,948	108,783	163,175
Todd		4,210,534	1,559,245	2,338,867	124,969	187,453
Traverse		3,055,369	1,133,786	1,700,680	88,361	132,542
Wabasha		4,688,621	1,665,023	2,497,535	210,425	315,638
Wadena		3,088,024	1,048,322	1,572,484	186,887	280,331
Waseca		3,510,920	1,319,263	1,978,895	85,105	127,657
Washington	*	11,228,886	3,370,013	5,055,020	1,121,541	1,682,312
Watonwan		3,437,247	1,114,493	1,671,739	260,406	390,609
Wilkin		3,710,548	1,340,844	2,011,265	143,376	215,063
Winona		6,034,137	2,223,942	3,335,912	189,713	284,570
Wright		10,855,882	3,985,846	5,978,768	356,507	534,761
Yellow Medicine		3,790,020	1,320,898	1,981,346	195,110	292,666
TOTAL		$ 555,521,599	$ 201,784,292	$ 302,676,429	$ 20,424,347	$ 30,636,531

* Does not include the Motor Vehicle Lease Sales Tax apportionment.

FLEXIBLE APPORTIONMENTS

The following apportionment has been made in accordance with provisions specified in M.S. 161.081, Subd 3.

INCOME	Base	Excess Sum	Total
Flexible Account (5% Distribution x 53.5%)	$ 37,220,314	$ 17,917,803	$ 55,138,117
Income -FY 2016 actual vs. estimate	325,208	(784,463)	(459,255)
Total Flexible amount available for distribution	$ 37,545,522	$ 17,133,340	$ 54,678,862

BASE DISTRIBUTION

Accounts		**Greater MN**	**Metro District**	**Total**
Municipal Turnback	L2015 75 01 003 06			$ -
Trunk Highway Turnback	L2015 75 01 003 06		-	-
County Turnback (Remaining Balance)		18,772,761	18,772,761	37,545,522
		$ 18,772,761	$ 18,772,761	$ 37,545,522

EXCESS DISTRIBUTION

Metro Distribution

County	**Population**		**Population Percentage**	**Excess Apportionment**
Anoka	344,838		15.041685%	$ 1,288,572
Carver	98,798		4.309526%	369,183
Dakota	414,490		18.079875%	1,548,843
Hennepin	809,186	*	35.296345%	3,023,721
Ramsey	233,324	*	10.177492%	871,872
Scott	140,898		6.145910%	526,500
Washington	251,015		10.949166%	937,979
	2,292,549		100.00000%	$ 8,566,670

Greater Minnesota Distribution

Added to County Turnback Account	$ 8,566,670
	$ 17,133,340

* Reduced by cities of the First Class (Minneapolis & St. Paul)
From Minnesota State Demographer - 2015 populations published July 2016

MOTOR VEHICLE LEASE SALES TAX REVENUE

The following apportionment has been made in accordance with provisions specified in M.S. 297A.815, Subd. 3

INCOME

Sales Tax on Leases - FY 2017 forecast	$ 30,050,000
Sales Tax on Leases - FY 2016 actual vs. estimate	3,121,126
Total County Vehicle Lease Sales Tax Avail for Distribution	$ 33,171,126

County	**Population**	**Population Percentage**	**Add to Regular Construction Apportionment**
Anoka	344,838	27.58618%	$ 9,150,647
Carver	98,798	7.90359%	2,621,710
Dakota	414,490	33.15817%	10,998,938
Scott	140,898	11.27149%	3,738,880
Washington	251,015	20.08057%	6,660,951
Total	1,250,039	100.00000%	$ 33,171,126

TOWN BRIDGE APPORTIONMENTS

In accordance with M.S. 161.081, Subd 1 (b) a town bridge account has been established. These funds may be used in conjunction with federal funds for the replacement of in place bridges 20 feet or more in length and/or grants from the MN State Transportation Fund for the replacement of in place bridges 10 feet or more in length. The allowable participation from the town bridge account can be up to 100 percent of the eligible items. The following listing shows the deficient town bridge needs by county, as determined by the bridge inspection and inventory programs, and the current year town bridge allotments which have been made in accordance with the formula as prescribed by law.

INCOME

Town Bridge Account (5% Distribution x 16%)	$ 16,489,904
Income - FY 2016 actual vs. estimate	(137,347)
Sub Total	$ 16,352,557
Less Special Town Bridge (30% of Sub Total - per State Aid)	4,905,767
Total Town Bridge Available for Distribution	$ 11,446,790

County	Number of Deficient Township Bridges	Estimated Needs	Town Bridge Apportionment
Aitkin	2	$ 263,120	$ 32,864
Anoka	0	-	-
Becker	1	174,720	21,823
Beltrami	0	-	-
Benton	3	468,665	58,538
Big Stone	0	-	-
Blue Earth	1	330,158	41,238
Brown	6	852,374	106,464
Carlton	2	850,000	106,167
Carver	6	2,225,228	277,937
Cass	2	306,332	38,262
Chippewa	17	3,926,646	490,450
Chisago	2	554,752	69,290
Clay	7	1,753,158	218,975
Clearwater	0	-	-
Cook	0	-	-
Cottonwood	8	1,572,064	196,355
Crow Wing	2	431,680	53,918
Dakota	1	720,720	90,020
Dodge	7	771,216	96,327
Douglas	1	183,456	22,914
Faribault	20	3,524,794	440,257
Fillmore	30	5,420,552	677,043
Freeborn	0	-	-
Goodhue	21	3,280,638	409,761
Grant	4	763,008	95,302
Hennepin	0	-	-
Houston	16	3,522,000	439,908
Hubbard	1	112,000	13,989
Isanti	0	-	-
Itasca	2	162,000	20,234
Jackson	8	1,545,488	193,036
Kanabec	1	184,704	23,070
Kandiyohi	4	979,280	122,315
Kittson	7	995,080	124,288
Koochiching	1	65,520	8,184
Lac Qui Parle	10	1,789,801	223,551
Lake	0	-	-
Lake of the Woods	2	149,136	18,628
Le Sueur	0	-	-
Lincoln	23	2,496,250	311,789
Lyon	5	1,040,000	129,899
Mc Leod	1	783,783	97,897
Mahnomen	3	507,229	63,354

County	Deficient Township Bridges	Estimated Needs	Town Bridge Apportionment
Marshall	5	$ 1,344,720	$ 167,959
Martin	12	2,260,124	282,296
Meeker	2	-	-
Mille Lacs	0	-	-
Morrison	8	2,037,456	254,484
Mower	38	5,700,660	712,029
Murray	7	1,437,000	179,485
Nicollet	0	-	-
Nobles	2	363,605	45,415
Norman	5	806,031	100,676
Olmsted	1	87,000	10,867
Otter Tail	2	315,838	39,449
Pennington	0	-	-
Pine	1	203,949	25,474
Pipestone	25	2,498,200	312,032
Polk	7	1,209,968	151,129
Pope	1	275,000	34,348
Ramsey	0	-	-
Red Lake	3	356,304	44,503
Redwood	39	6,091,693	760,870
Renville	16	2,830,993	353,599
Rice	2	180,144	22,501
Rock	6	949,370	118,579
Roseau	6	897,280	112,073
St. Louis	15	6,133,138	766,047
Scott	1	124,800	15,588
Sherburne	0	-	-
Sibley	2	725,000	90,555
Stearns	2	230,256	28,760
Steele	8	1,718,064	214,591
Stevens	1	170,976	21,355
Swift	5	708,793	88,530
Todd	3	617,163	77,085
Traverse	2	558,904	69,809
Wabasha	2	253,464	31,658
Wadena	2	901,290	112,574
Waseca	1	202,675	25,315
Washington	0	-	-
Watonwan	5	1,976,135	246,825
Wilkin	10	1,596,015	199,347
Winona	5	608,400	75,991
Wright	3	938,624	117,238
Yellow Medicine	8	1,630,918	203,707
TOTAL	490	$ 91,645,502	$ 11,446,790

TOWN ROAD APPORTIONMENTS

In accordance with M.S. 161.081, Subd 1 (b) and Minnesota Rule 8820.2300, a town road account has been established. These funds may be used for the construction, reconstruction or gravel maintenance of town roads.

The following listing shows the eligible township mileage, as certified by the county engineers, and the current year town road allotments, which have been made in accordance with the formula as prescribed by law.

INCOME

Town Road Account (5% Distribution x 30.5%)	$ 31,433,879
Income - FY 2016 actual vs. estimate	(261,818)
Total Town Road Available for Distribution	$ 31,172,061

County	Eligible Township Mileage	Town Road Apportionment
Aitkin	725.196	$ 407,860
Anoka	56.750	31,917
Becker	1,120.993	630,462
Beltrami	759.920	427,389
Benton	306.660	172,470
Big Stone	355.570	199,977
Blue Earth	631.130	354,956
Brown	638.249	358,960
Carlton	393.170	221,124
Carver	332.080	186,766
Cass	882.340	496,240
Chippewa	686.820	386,277
Chisago	443.540	249,453
Clay	945.500	531,762
Clearwater	396.160	222,806
Cook	5.060	2,846
Cottonwood	696.533	391,740
Crow Wing	730.470	410,826
Dakota	368.661	207,340
Dodge	442.866	249,074
Douglas	718.430	404,055
Faribault	789.309	443,918
Fillmore	846.180	475,903
Freeborn	640.220	360,068
Goodhue	825.330	464,177
Grant	437.210	245,893
Hennepin	0.000	-
Houston	444.864	250,198
Hubbard	603.760	339,563
Isanti	538.270	302,730
Itasca	594.970	334,619
Jackson	712.669	400,815
Kanabec	299.550	168,471
Kandiyohi	719.016	404,384
Kittson	922.350	518,742
Koochiching	122.075	68,657
Lac Qui Parle	920.390	517,640
Lake	134.748	75,784
Lake of the Woods	337.490	189,809
Le Sueur	308.243	173,360
Lincoln	557.940	313,793
Lyon	704.180	396,040
Mc Leod	475.050	267,175
Mahnomen	264.930	149,000
Marshall	1,790.635	1,007,077
Martin	767.760	431,799
Meeker	776.580	436,759
Mille Lacs	438.540	246,641

County	Ellgible Township Mileage	Town Road Apportionment
Morrison	950.540	534,597
Mower	847.320	476,544
Murray	803.000	451,618
Nicollet	349.230	196,412
Nobles	811.500	456,399
Norman	646.530	363,617
Olmsted	596.600	335,536
Otter Tail	2,438.590	1,371,496
Pennington	367.050	206,434
Pine	783.133	440,445
Pipestone	581.440	327,010
Polk	2,078.900	1,169,202
Pope	671.710	377,779
Ramsey	43.280	24,341
Red Lake	276.720	155,631
Redwood	950.750	534,715
Renville	973.490	547,504
Rice	517.820	291,229
Rock	552.640	310,812
Roseau	1,212.860	682,129
St. Louis	830.970	467,349
Scott	383.962	215,945
Sherburne	484.760	272,636
Sibley	574.087	322,874
Stearns	1,435.740	807,480
Steele	390.665	219,715
Stevens	533.125	299,837
Swift	735.990	413,931
Todd	1,034.060	581,569
Traverse	460.121	258,778
Wabasha	365.270	205,433
Wadena	365.500	205,562
Waseca	367.643	206,768
Washington	174.670	98,237
Watonwan	395.630	222,508
Wilkin	693.630	390,107
Winona	470.570	264,654
Wright	871.080	489,906
Yellow Medicine	796.581	448,007
TOTAL	55,425.514	$ 31,172,061

SCHEDULE "C"
MINNESOTA DEPARTMENT OF TRANSPORTATION
Estimated Funds Available for Distribution
To Municipalities in 2017

INCOME			
Municipal State Aid Street Fund (95% Distribution x 9%)		$ 176,235,849	
Motor Fuel Taxes - FY 2016 actual vs. estimate		62,689	
Motor Vehicle Taxes - FY 2016 actual vs. estimate		(1,955,020)	
Motor Vehicle Sales Taxes - FY 2016 actual vs. estimate		(592,843)	
Interest on Investments (estimated)		1,539,000	
Investment Interest - FY 2016 actual vs. estimate		(170,826)	
Fund Balance Reserve -FY 2016 actual vs. estimate		1,026,000	
Unexpended Balance of Administrative Account		1,171,781	
Unexpended Balance of Research Account			
Federal Reimburse for State Planning and Research Program		268,409	
Total Funds Available			$ 177,585,039
LESS: DEDUCTIONS			
Administrative Account (2% of the total funds available)		3,551,701	
Disaster Account (after deducting for the administrative account, 2% of the remaining funds available, provided that the total amount in the account shall not exceed 3% of the total apportionment sum)			
Legal Limit	5,196,551		
Year End Account Balance	5,249,637		
2% Distribution or Amount to Reach Legal Limit		(53,086)	
Research Account (shall not exceed 1/2 of 1% of the prior year apportionment sum, as recommended by the previous year screening board)			
$173,612,036 x 0.50%		868,060	
Total Deductions			4,366,675
Apportionment Sum Available for Distribution to Municipalities			$ 173,218,364

Apportionment Formula

Population (50%)	=	$ 86,609,182
Money Needs (50%)	=	86,609,182
Total		$ 173,218,364

MUNICIPAL STATE AID STREET APPORTIONMENTS
Construction and Maintenance Allotments

In accordance with Minnesota Rules, Chapter 8820.1400, Subd 3, twenty-five (25) percent of the total allocation, if requested by the urban municipality before December 16 preceding the annual allocation, or $1,500 per mile of improved municipal state-aid streets, is the minimum allotment for the general maintenance of the approved state aid system. The Commissioner may modify the minimum allotment to finance the amount needed to pay the interest due on municipal state-aid bonds and to accommodate the screening board resolutions pertaining to trunk highway turnback maintenance allowances. Those municipalities desiring to receive an amount greater than the established minimum, not to exceed thirty-five (35) percent of the total allocation, shall file a request with the Commissioner before December 16 preceding the annual allocation, and shall agree to file a detailed annual maintenance expenditure report at the end of the year. The following shows current year construction and maintenance allotments, made in accordance with formulas prescribed by law.

Municipality		Total Allotment	Improved Mileage	Maintenance	Construction
Albert Lea		943,643	24.31	235,911	707,732
Albertville		319,602	7.51	11,265	308,337
Alexandria		1,001,181	33.29	250,295	750,886
Andover		1,490,056	32.87	372,514	1,117,542
Anoka		751,974	15.42	187,994	563,980
Apple Valley		2,010,372	34.31	502,593	1,507,779
Arden Hills		352,166	6.92	88,042	264,124
Austin		1,305,322	29.88	95,000	1,210,322
Baxter		539,576	16.22	134,894	404,682
Belle Plaine		338,304	8.43	52,445	285,859
Bemidji		730,757	18.72	182,689	548,068
Big Lake		429,916	11.48	136,890	293,026
Blaine		2,369,289	45.34	592,322	1,776,967
Bloomington	*	4,048,476	76.12	1,416,967	2,631,509
Brainerd		771,790	18.33	27,495	744,295
Brooklyn Center		1,041,770	21.34	160,000	881,770
Brooklyn Park		2,830,504	58.94	730,826	2,099,678
Buffalo		770,700	17.19	192,675	578,025
Burnsville		2,564,550	44.77	641,138	1,923,412
Byron		222,417	5.60	55,604	166,813
Cambridge		473,047	16.12	50,000	423,047
Champlin		956,563	19.77	239,141	717,422
Chanhassen		1,044,321	22.35	261,080	783,241
Chaska		1,032,246	19.71	258,062	774,184
Chisago City		254,535	8.10	63,634	190,901
Chisholm		279,453	8.41	69,863	209,590
Circle Pines		176,056	3.24	29,225	146,831
Cloquet	*	690,929	22.23	241,825	449,104
Columbia Heights		723,385	12.50	180,846	542,539
Coon Rapids		2,512,887	43.23	244,274	2,268,613
Corcoran	*	364,340	15.08	127,519	236,821
Cottage Grove		1,546,706	28.83	43,245	1,503,461
Crookston		534,963	11.58	133,741	401,222
Crystal		827,141	17.47	206,785	620,356
Dayton		259,000	9.60	64,750	194,250
Delano		289,480	6.21	78,107	211,373
Detroit Lakes		667,847	24.52	168,962	500,885
Duluth	*	5,258,036	116.71	1,533,400	3,724,636
Eagan		2,862,015	47.98	178,337	2,683,678
East Bethel		756,487	23.67	189,122	567,365
East Grand Forks		637,456	16.99	266,545	370,911
Eden Prairie		2,641,707	48.54	500,000	2,141,707
Edina		2,181,257	40.85	545,314	1,635,943
Elk River		1,400,088	36.94	350,022	1,050,066
Fairmont		672,047	20.01	30,015	642,032
Falcon Heights	*	180,969	3.29	63,339	117,630
Faribault		1,149,529	24.07	287,382	862,147
Farmington		852,202	12.66	213,051	639,151
Fergus Falls		985,649	26.18	246,412	739,237
Forest Lake		1,178,243	32.97	294,561	883,682

Municipality		Total Allotment			
Fridley	*	1,092,547	22.90	382,391	710,156
Glencoe		284,416	8.25	84,783	199,633
Golden Valley		1,033,398	23.74	322,781	710,617
Grand Rapids		930,201	25.04	306,837	623,364
Ham Lake		872,960	25.40	218,240	654,720
Hastings		822,944	22.61	205,736	617,208
Hermantown		618,526	18.57	65,000	553,526
Hibbing		1,294,420	53.50	390,817	903,603
Hopkins		679,417	9.92	169,854	509,563
Hugo		686,835	20.96	171,709	515,126
Hutchinson		733,854	18.49	27,735	706,119
International Falls		275,257	8.08	12,120	263,137
Inver Grove Heights		1,520,140	33.37	380,035	1,140,105
Isanti		234,937	6.83	58,734	176,203
Jordan		275,231	6.07	68,808	206,423
Kasson		256,742	5.88	64,186	192,556
LaCrescent		223,956	5.84	8,760	215,196
Lake City		253,067	8.39	63,267	189,800
Lake Elmo		491,531	16.30	122,883	368,648
Lakeville		2,701,598	62.88	357,083	2,344,515
Lino Lakes		964,551	22.01	241,138	723,413
Litchfield		342,403	8.77	85,601	256,802
Little Canada		442,120	11.35	110,530	331,590
Little Falls		599,976	21.45	32,175	567,801
Mahtomedi		312,061	9.56	78,015	234,046
Mankato		1,981,572	40.00	495,393	1,486,179
Maple Grove		2,826,055	49.69	706,514	2,119,541
Maplewood		1,758,254	36.68	398,750	1,359,504
Marshall		721,907	18.07	27,105	694,802
Medina		286,100	11.59	71,525	214,575
Mendota Heights		546,448	15.17	136,612	409,836
Minneapolis	*	15,952,913	206.03	5,583,520	10,369,393
Minnetonka		2,266,283	51.16	121,203	2,145,080
Minnetrista		388,749	12.98	97,187	291,562
Montevideo		279,064	8.83	13,245	265,819
Monticello		539,820	11.97	134,955	404,865
Moorhead		2,426,368	50.11	606,592	1,819,776
Morris		287,428	9.18	71,857	215,571
Mound		391,837	7.71	97,959	293,878
Mounds View		484,476	10.86	121,119	363,357
New Brighton		795,660	12.83	198,915	596,745
New Hope		764,356	12.86	191,089	573,267
New Prague		292,951	7.62	73,238	219,713
New Ulm		714,786	18.01	27,015	687,771
North Branch		773,368	27.18	202,792	570,576
North Mankato		661,041	15.77	253,010	408,031
North St. Paul		511,688	11.22	127,922	383,766
Northfield		808,650	16.53	202,163	606,487
Oak Grove		629,479	23.32	157,370	472,109
Oakdale		932,389	19.39	233,097	699,292
Orono		352,528	9.45	124,419	228,109
Otsego		785,978	22.62	196,495	589,483
Owatonna		1,349,811	34.64	125,500	1,224,311
Plymouth		3,196,402	64.04	799,101	2,397,301
Prior Lake	*	957,362	20.09	335,077	622,285
Ramsey	*	1,199,156	32.36	481,345	717,811
Red Wing	*	926,741	24.26	324,359	602,382
Redwood Falls		299,955	9.93	74,989	224,966
Richfield		1,526,618	24.67	315,000	1,211,618
Robbinsdale		545,421	10.05	15,075	530,346
Rochester		5,465,966	100.71	900,000	4,565,966
Rogers		715,813	21.07	178,953	536,860

Municipality		Total Allotment	Improved Mileage	Maintenance	Construction
Rosemount		$ 1,101,309	28.33	$ 42,495	$ 1,058,814
Roseville		1,362,945	30.63	340,736	1,022,209
Sartell		803,187	18.52	33,867	769,320
Sauk Rapids		657,872	14.21	21,315	636,557
Savage		1,201,368	24.75	37,125	1,164,243
Shakopee	*	1,649,600	35.86	577,360	1,072,240
Shoreview		963,002	18.58	240,751	722,251
Shorewood		347,470	9.20	86,868	260,602
South St. Paul		797,082	17.46	199,271	597,811
Spring Lake Park		240,130	5.82	60,033	180,097
St. Anthony		354,830	5.95	88,708	266,122
St. Cloud		3,177,474	57.65	794,369	2,383,105
St. Francis		462,777	13.27	115,694	347,083
St. Joseph		199,844	6.16	49,961	149,883
St. Louis Park	*	1,945,243	32.86	680,835	1,264,408
St. Michael		945,401	22.61	236,350	709,051
St. Paul	*	12,322,193	161.39	3,705,125	8,617,068
St. Paul Park		247,438	6.06	61,860	185,578
St. Peter		607,128	15.12	122,742	484,386
Stewartville		216,576	4.49	54,144	162,432
Stillwater		812,935	17.73	203,234	609,701
Thief River Falls		683,106	16.02	181,514	501,592
Vadnais Heights	*	452,806	8.90	158,482	294,324
Victoria		318,021	6.11	79,505	238,516
Virginia		534,230	15.63	133,558	400,672
Waconia		508,584	12.23	18,345	490,239
Waite Park		318,371	6.54	9,810	308,561
Waseca		362,281	7.71	90,570	271,711
West St. Paul		715,840	13.58	178,960	536,880
White Bear Lake		916,363	20.95	229,091	687,272
Willmar		1,126,020	27.87	281,505	844,515
Winona		1,158,916	21.30	289,729	869,187
Woodbury		2,985,259	56.41	746,315	2,238,944
Worthington		533,698	11.79	100,000	433,698
Wyoming		455,901	15.70	23,550	432,351
Zimmerman		225,734	5.60	8,400.00	217,334
TOTAL		$ 173,218,364	3,614.60	$ 41,755,973	$ 131,462,391

*Required to file a detailed annual maintenance expenditure report at the end of the year.

STATE OF MINNESOTA
COUNTY OF RAMSEY

The undersigned, being duly appointed agent of the Commissioner of Transportation for the purpose of certifying copies of orders, records or files issued or maintained by the Commissioner, hereby certifies that this is a true and correct copy of the order, record or file of the State of Minnesota, Department of Transportation.

Dated this 25th day of January, 2017

DEPARTMENT OF TRANSPORTATION

Financial Management, State Aid Finance
395 John Ireland Blvd., Mail Stop 215
St. Paul, MN 55155

January 27, 2017

MUNICIPALITY OF RAMSEY

Bruce Westby

7550 Sunwood Drive
Ramsey, MN 55303

RE: NOTICE OF ANNUAL DISTRIBUTION

Dear Bruce Westby:

The following allotments will be credited to the accounts listed below in compliance with the 2017 Commissioner's Order, and will be released in accordance with the current rules.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ALLOCATION AMOUNT
90	MUNI CONST	$717,811.00
94	MUNI MAINT	$481,345.00

If you have any questions please contact Cindy Degener at 651-366-4850 of the State aid Finance Office.

Sincerely,



Charles A. Zelle
Commissioner of Transportation

cc: City Clerk

Public Works Committee **5. 7.**

Meeting Date: 11/21/2017

Submitted For: Grant Riemer, Engineering/Public Works

By: Grant Riemer, Engineering/Public Works

Title:

Consider the Addition of Street Lights in our Industrial Area

Purpose/Background:

Purpose:

The purpose of this case is to investigate the installation of additional street lights in our industrial areas.

Background:

Staff received a complaint from a local business owner about vandalism on his property and felt part of the cause was lack of adequate street lighting near his business. Staff did an inventory of street lighting in the industrial area and found that lighting could be improved at several key intersections. Street lights are often used to help make motorists more aware of an approaching intersection and provide some basic illumination to the neighborhood. A map will be presented at the meeting to show the locations of the requested lights in the industrial park.

Timeframe:

10 minutes

Observations/Alternatives:

Staff has received cost estimates for light installation from Connexus Energy which is attached to the case. The initial cost for installation varies by location and are listed below. The current energy and maintenance cost is $7.76 per month/light. Intersections chosen for street light installation are as follows:

Ramsey Blvd/ 143rd Ave - $5722.50
Jaspar St/ 143rd Ave - $10473.00
Ebony St/143rd Ave - $3485.50
Ebony St/141st Ave - $3485.50
Azurite St/ 144th Ave - $6269.50

Funding Source:

Street Light Fund 9603-1730

Recommendation:

Staff recommends the installation of priority street lights at the following intersections:

Ramsey Blvd/ 143rd Ave
Jaspar St/ 143rd Ave
Ebony St/143rd Ave
Ebony St/141st Ave
Azurite St/ 144th Ave

Action:

Motion to approve staff recommendation for the installation of priority street lights at the following intersections:
Ramsey Blvd/ 143rd Ave
Jaspar St/ 143rd Ave
Ebony St/143rd Ave
Ebony St/141st Ave
Azurite St/ 144th Ave
Or reject staff recommendation and approve an alternate recommendation based on committee discussion.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Grant Riemer	10/12/2017 12:37 PM
Grant Riemer (Originator)	Grant Riemer	10/12/2017 12:38 PM
Kurt Ulrich	Kurt Ulrich	10/12/2017 04:20 PM
Form Started By: Grant Riemer		Started On: 08/14/2017 11:36 AM
Final Approval Date: 10/12/2017		

Public Works Committee **6. 1.**

Meeting Date: 11/21/2017

By: Bruce Westby, Engineering/Public Works

Title:

Staff Updates on Improvement Projects and Items of Interest

Purpose/Background:

The purpose of this case is to update the Public Works Committee on current and proposed improvement projects within the City, and on other items of interest to the Committee.

City Improvement Projects

- **Riverdale Drive Extension - Traprock St. to Ramsey Blvd. (#16-20)**
  - Construction will be substantially complete by November 22, 2017
  - Final completion will occur in 2018
- **Puma Street Utilities Extensions (#17-10)**
  - Construction in progress
  - Construction complete by end of December, 2017
- **Potassium Street Temporary Cul-De-Sac Improvements (#17-13)**
  - Council accepted quote from Dave Perkins October 24, 2017
  - Settlement Agreement preliminarily approved by Schmitz's
  - Shade Tree reviewing Easement Agreement (meeting November 17 AM)
  - Construction completion proposed by end of December, 2017
  - Final completion will occur in 2018 (after turf is established)
- **The COR Regional Infiltration Basin**
  - Staff will soon request Council authorization to prepare Plans & Specifications
  - Construction must be complete by the end of July, 2018
- **Bunker Lake Boulevard and Puma Street Improvements**
  - Staff will soon request Council authorization to prepare a Feasibility Report/ Plans & Specifications
  - Bids anticipated February/March 2018
  - Construction anticipated to begin April/May 2018
  - Final completion anticipated September 2018

Anoka County Improvement Projects

- **Hanson Boulevard/CSAH 78 Grade Separation @ BNSF Railway Crossing (2017)**
  - Reconstruct County State Aid Highway 78 (CSAH 78) / Hanson Boulevard to a 4-lane divided section
  - Construct a grade-separated overpass for Burlington Northern Sante Fe (BNSF) railway crossing
- **Hanson Boulevard/CSAH 78 Reconstruction (2018)**
  - Expand CSAH 78 / Hanson Blvd between 139th Ave and CSAH 18 / Crosstown Blvd to 4-lane divided section
- **Foley Boulevard/CSAH 11 Grade Separation @ BNSF Railway Crossing**
  - Project is currently unscheduled / unfunded

MnDOT Improvement Projects

- **Trunk Highway 10 Cable Median Barrier Installation (2018)**
  - Install cable median barrier along Highway 10 between Thurston Avenue and Highway 101
- **Ferry Street / Trunk Highway 47 Grade Separation @ BNSF Railway Crossing (2017)**
  - Preliminary design in progress

Items of Interest
?

Timeframe:
Staff estimates that 5 minutes will be needed for updates and discussion.

Observations/Alternatives:
N/A

Funding Source:
N/A

Recommendation:
N/A

Action:
No formal action is required. For Committee review and discussion purposes only.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/16/2017 11:08 AM
Kurt Ulrich	Kurt Ulrich	11/16/2017 02:15 PM
Form Started By: Bruce Westby		Started On: 11/15/2017 04:47 PM
Final Approval Date: 11/16/2017		

Public Works Committee **6. 2.**

Meeting Date: 11/21/2017

By: Bruce Westby, Engineering/Public Works

Title:

Review Future Topics Calendar

Purpose/Background:

Attached is a calendar of future topics for review and discussion by the Public Works Committee. The list includes topics drawn from Committee requests received during meetings and/or topics previously discussed by the Committee that are not yet resolved. All dates shown are estimated based on availability of information, staff workload, and competing objectives and are therefore subject to change.

Timeframe:

Staff estimates 5 minutes will be necessary to review the future topics calendar and address Committee questions.

Observations/Alternatives:

N/A

Funding Source:

N/A

Recommendation:

N/A

Action:

No formal action is required. For Committee review and discussion purposes only.

Attachments

Nov 2017 Calendar

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/16/2017 11:07 AM
Kurt Ulrich	Kurt Ulrich	11/16/2017 02:24 PM
Form Started By: Bruce Westby		Started On: 11/15/2017 04:48 PM
Final Approval Date: 11/16/2017		

Public Works Committee Future Topics Calendar *

Date	Topics for Discussion – Committee Action
January 2018	Sunfish Lake Sedimentation Basin Improvements *(Westby)*
January 2018	Gibbon Street & 173rd Avenue Drainage Improvements *(Westby)*
March 2018	Well Siting Study - Well #9 *(Westby)*
March 2018	Sunwood Drive Roundabout Landscaping *(Riemer)*
Future	County Ditch Maintenance / Buffer Law *(Westby)*
Date	**Topics for Discussion – Regulatory**
Future	Sunfish Lake Boulevard Speed Zone Study Results *(Westby)*
Future	Wellhead Protection Plan Update *(Westby)*
Date	**Topics for Discussion – Policy**
Future	Landscaped Median Maintenance Policy *(Riemer)*
February 2018	Draft Trail Maintenance Policy *(Westby)*
February 2018	Draft Stormwater Pond Maintenance Policy *(Westby)*
Date	**Topics for Discussion – Planning and Budget**
January 2018	Municipal State Aid System (MSAS) Revisions *(Westby)*
Future	Review 1996 and 2007 (unadopted) TH 47 Corridor Studies *(Westby)*
Future	Public Works Facility Review/Update *(Riemer/Brama)*
Future	Comprehensive Plan for Long-Term Water Supply *(Westby)*
Date	**Topics for Discussion – Staff Updates**
Future	Water Conservation Opportunities / Incentives *(Westby)*
January 2018	RCP Program Project Updates *(Westby, others?)*

* Dates are estimated and are subject to change based on availability of information, staff workload, and competing objectives.

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: 12/12/2017

By: Diana Lund, Finance

Information

Title:

Public Hearing on 2018 Tax Levies and General Fund Budget & Adopt Resolution #17-12-302 Adopting the 2017, Payable 2018 Municipal Tax Levy; Adopt Resolution #17-12-303 Adopting the 2018 General Fund Budget and Adopt Resolution #17-12-304 Adopting the 2018 Economic Development Authority (EDA) Budget

Purpose/Background:

Purpose: The city is required to hold a meeting where the city's budget and levy will be discussed and the public can give input. The city is required to adopt a levy and certify to the county auditor by December 28, 2017.

A budget/levy slide presentation will be provided that will outline the city's proposed 2018 levies and General Fund Budget.

A brief recap of this presentation are as follows:
2018 Final Overall Levy: $11,374,395-no reduction from September Preliminary levy of $11,374,395. The final adopted levy in 2017 was $10,479,058.

Levy Components: General Fund Levy: $9,395,242 ($8,670,635 - Year 2017)
Debt Service Levies: $1,875,172 ($1,704,442- Year 2017)
EDA Levy: $ 103,981 ($103,981 - Year 2017)

The levy increase from payable 2017 to payable 2018 is mostly attributed to a full-time Senior Planner, full-time Park Maintenance Worker, part-time Administrative Assistant in Engineering, current IT Tech from part-time to full-time, election year (regular & special election), health & dental increases, the first year debt financing of the third road reconstruction projects that included Alpine Drive and Sunwood Drive, and increased debt service on Fire Station #2.

2018 Final Tax Capacity Rate: 41.656% (42.454% - Year 2017)

2018 General Fund Budget: $12,123,284 ($11,128,759 - Year 2017).

2018 EDA Budget: $111,481 ($113,981 - Year 2017)

All EDA and General Fund documents are included together, as the EDA levy calculates into the total general levy calculation of the city and thus accounts for the several motions listed below.

Notification:

At is regular meeting of September 26, 2017, City Council agreed upon December 12, 2017 at 7:00 PM to hold a public meeting on the 20187 levy and budget. This date and time was printed on the proposed tax statements that were sent to each taxable property and public hearing notice was also posted in the Anoka County Union on December 1, 2017.

Observations/Alternatives:

Option #1 - Motion for City Council to Adopt Resolutions #17-12-302 Adopting the 2017 Payable 2018 Municipal Tax Levies(General, EDA and Debt Service) in the amount of $1,374,395; Adopt Resolution #17-12-303 Adopting the 2018 General Fund Budget in the amount of $12,123,284 and Adopt Resolution #17-12-304 Adopting the 2018 EDA Budget in the amount of $111,481.

Option #2 - Motion for City Council to Adopt Resolutions as stated above in Option 1, but with the following modifications:_____

Option#3 - Motion for City Council to not adopt the attached resolutions. If a final levy is not adopted it reverts back to the final levy of 2017 in the amount of $10,479,058.

Funding Source:

The EDA levy supports the EDA budget and the General Levy supports the General Fund Budget and debt service

Recommendation:

Staff Recommends Option #1 as outlined above.

Action:

Motion to Adopt Resolution #17-12-302 Adopting the 2017, Payable 2018 Municipal Tax Levies (General, EDA and debt service) in the amount of $11,374,395

and

Motion to Adopt Resolution #17-12-303 Adopting the 2018 General Fund Budget in the amount of $12,123,284

and

Motion to Adopt Resolution #17-12-304 Adopting the 2018 EDA Budget in the amount of $111,481.

Attachments

Reso #17-12-302 Adopting the 2017, Payable 2018 Municipal Tax Levy

Reso #17-12-303 Adopting the 2018 General Fund Budget

Reso #17-12-304 Adopting the 2018 EDA Budget

2018 General Fund Budget Final

2018 Final EDA Budget

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:21 AM

Form Started By: Diana Lund
Started On: 12/05/2017 07:32 AM
Final Approval Date: 12/07/2017

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-302

RESOLUTION ADOPTING THE 2017, PAYABLE 2018, MUNICIPAL TAX LEVY

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

1) That the following levies for assessed 2017, payable 2018, be levied upon the taxable property in said City of Ramsey, Anoka County, State of Minnesota for the following purposes:

GENERAL LEVY		
Fund 101: General Fund - General Operations		
Fiscal Disparity Transfer (as certified)	$ 1,484,000	
Collected as Property Tax – EDA Levy	103,981	
Collected as Property Tax – General Levy	7,911,242	$ 9,499,223
DEBT SERVICE LEVY		
CIP Bonds (Fire #2)	224,248	
CIP Bond – Municipal Center	1,118,613	
2013 Equipment Certificates	73,119	
2015 GO Road Improvement Bonds	116,663	
2014 Equipment Certificates	101,879	
2016 GO Road Improvement Bond	146,571	
2017 GO Road Improvement Bonds	94,079	
		$1,875,172
TOTAL CERTIFIED LEVIES		$ 11,374,395

2) That this final levy does not exceed the Proposed Levy adopted September 26, 2017.

3) That the City will not be levying the $337,929 related to the $3,090,000 GO Refunding Bond, Series 2011B, as per Joint Powers Agreement with Anoka County. Anoka County is required to pay directly to the City, this debt service amount.

4) That the City of Ramsey will not be levying the total $1,174,543 (105% of debt service) related to the GO Capital Improvement Plan Refunding Bonds for the Municipal Center. The City will levy at 100% of debt service or $1,118,613.

5) That the City of Ramsey will not be levying the total $284,248 related to the $3,880,000 GO Capital Improvement Plan Bond for Fire Station #2. The City will levy $224,248 and fund the other $60,000 from the remaining bond proceeds from the project.

6) That the City Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's office on or before Thursday, December 28, 2017.

That 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:

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 12th day of December, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-303

RESOLUTION ADOPTING THE 2018 CITY OF RAMSEY GENERAL FUND OPERATING BUDGET

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

1) That the annual budget of the City of Ramsey for the fiscal year beginning January 1, 2018 is hereby adopted for the General Fund as follows:

GENERAL FUND

Revenues:	
Property Taxes	$ 9,400,242
Licenses and Permits	512,750
Intergovernmental Revenues	359,750
Charges for Services	710,244
Fines and Forfeitures	68,700
Other Revenues-	
Interest Earnings	70,000
Miscellaneous	31,000
Other Financing Sources	970,598
Total Revenues	$ 12,123,284
Operating and Capital Expenditures:	
General Government	$ 3,355,433
Public Safety	5,099,197
Public Works	2,250,249
Parks and Recreation	1,241,950
Contingency	57,000
Other Financing Uses	119,455
Total Operating and Capital Expenditures	$12,123,284

2) That the City Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's office on or before Wednesday, December 28, 2017.

3) That all contractual agreements contained within the 2018 General Fund Budget will be considered ratified.

4) That all itemized capital equipment purchases contained within the 2018 General Fund Budget will be considered ratified.

That 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:

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 12th day of December, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-304

RESOLUTION ADOPTING THE 2018 CITY OF RAMSEY ECONOMIC DEVELOPMENT AUTHORITY FUND BUDGET

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

1) That the annual budget of the City of Ramsey for the fiscal year beginning January 1, 2017 is hereby adopted for the Economic Development Authority Fund as follows:

ECONOMIC DEVELOPMENT FUND

Revenues:	
Taxes (EDA Levy)	$ 103,981
Interest Earnings	$ 7,500
Other Financing Sources	$ 0
Total Revenues	$111,481
Operating and Capital Expenditures:	
Personal Services	$ 4,316
Supplies	$ 49,000
Services and Charges	$ 58,165
Total Operating and Capital Expenditures	$111,481

That 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:

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 12th day of December, 2017.

_____

Mayor

ATTEST:

_____

City Clerk

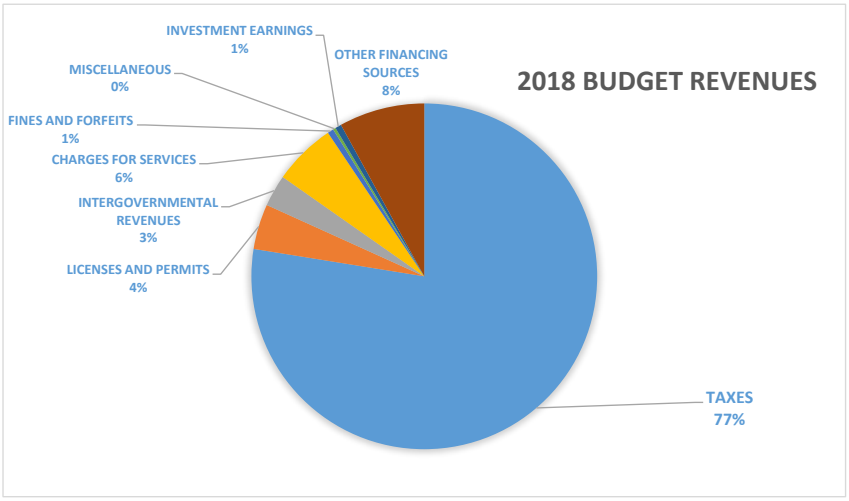
GENERAL FUND 101 - BUDGET SUMMARY

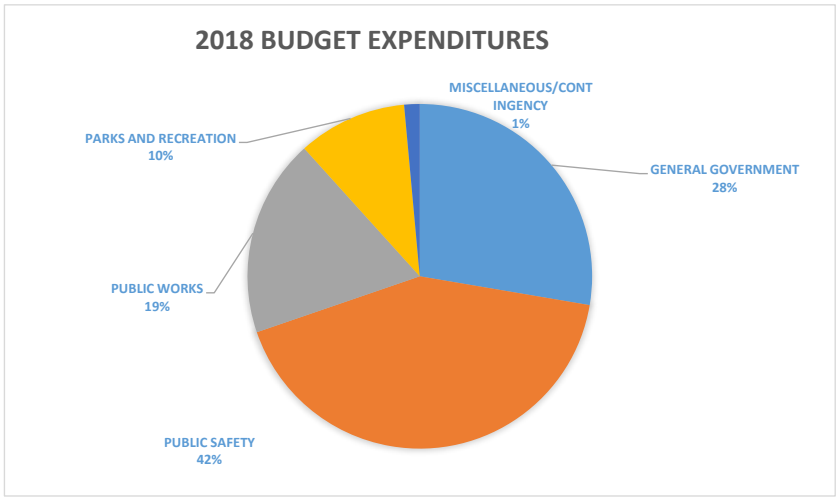
REVENUES

	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
TAXES	7,272,007	7,961,871	8,261,529	8,685,635	9,400,242
LICENSES AND PERMITS	451,323	784,954	526,009	511,800	512,750
INTERGOVERNMENTAL REVENUES	432,476	470,713	482,242	352,050	359,750
CHARGES FOR SERVICES	643,423	836,603	679,223	619,462	710,244
FINES AND FORFEITS	72,216	60,236	66,411	66,000	68,700
MISCELLANEOUS	67,131	28,776	36,069	31,000	31,000
INVESTMENT EARNINGS	209,969	76,953	55,841	100,000	70,000
OTHER FINANCING SOURCES	931,934	890,248	896,352	762,812	970,598
TOTAL REVENUES	**10,080,479**	**11,110,354**	**11,003,676**	**11,128,759**	**12,123,284**

EXPENDITURES

	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
GENERAL GOVERNMENT	2,352,144	2,553,779	2,802,966	3,127,038	3,355,433
PUBLIC SAFETY	3,904,643	4,179,687	4,491,423	4,843,668	5,099,197
PUBLIC WORKS	2,065,253	1,846,843	2,047,604	1,987,875	2,250,249
PARKS AND RECREATION	851,845	990,300	1,008,271	989,730	1,241,950
MISCELLANEOUS/CONTINGENCY	765,549	1,370,784	529,284	180,448	176,455
TOTAL EXPENDITURES	**9,939,434**	**10,941,393**	**10,879,548**	**11,128,759**	**12,123,284**

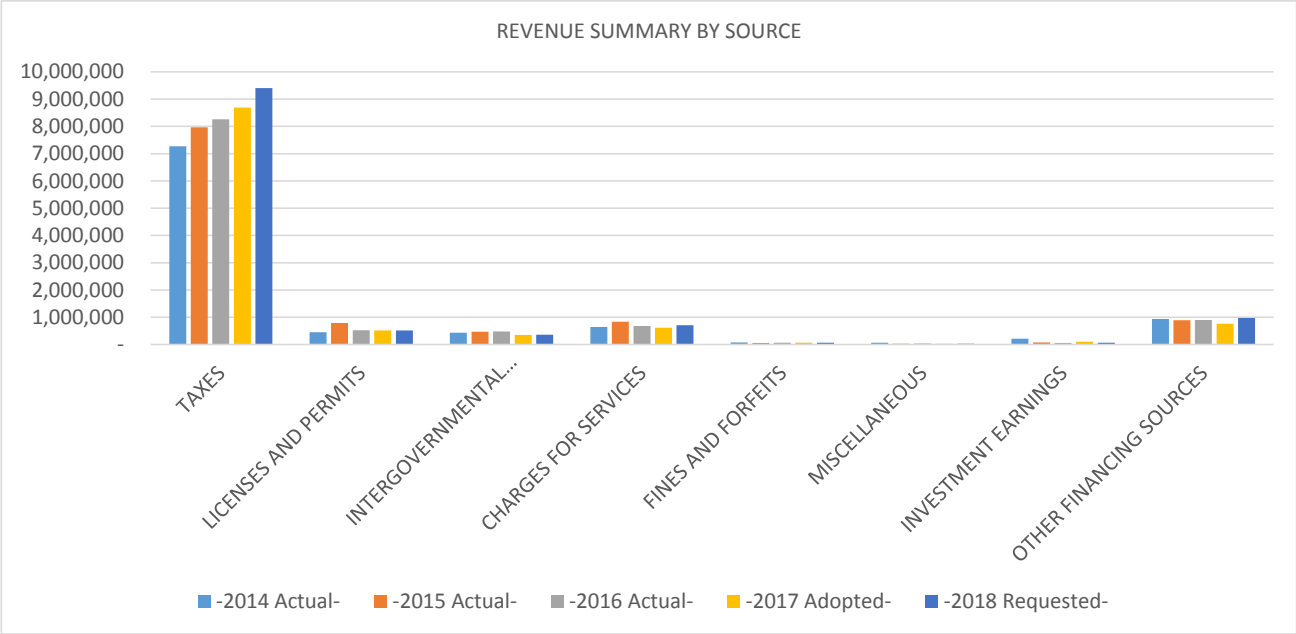




GENERAL FUND 101 - REVENUE SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
TAXES	7,272,007	7,961,871	8,261,529	8,685,635	9,400,242
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TOTAL REVENUES	**10,080,479**	**11,110,354**	**11,003,676**	**11,128,759**	**12,123,284**

HISTORICAL LEVY AMOUNTS

2014 LEVY	$ 7,201,730	-0.65%
2015 LEVY	$ 7,921,570	10.00%
2016 LEVY	$ 8,287,716	4.62%
2017 LEVY	$ 8,670,635	4.62%
2018 LEVY	$ 9,395,242	8.36%

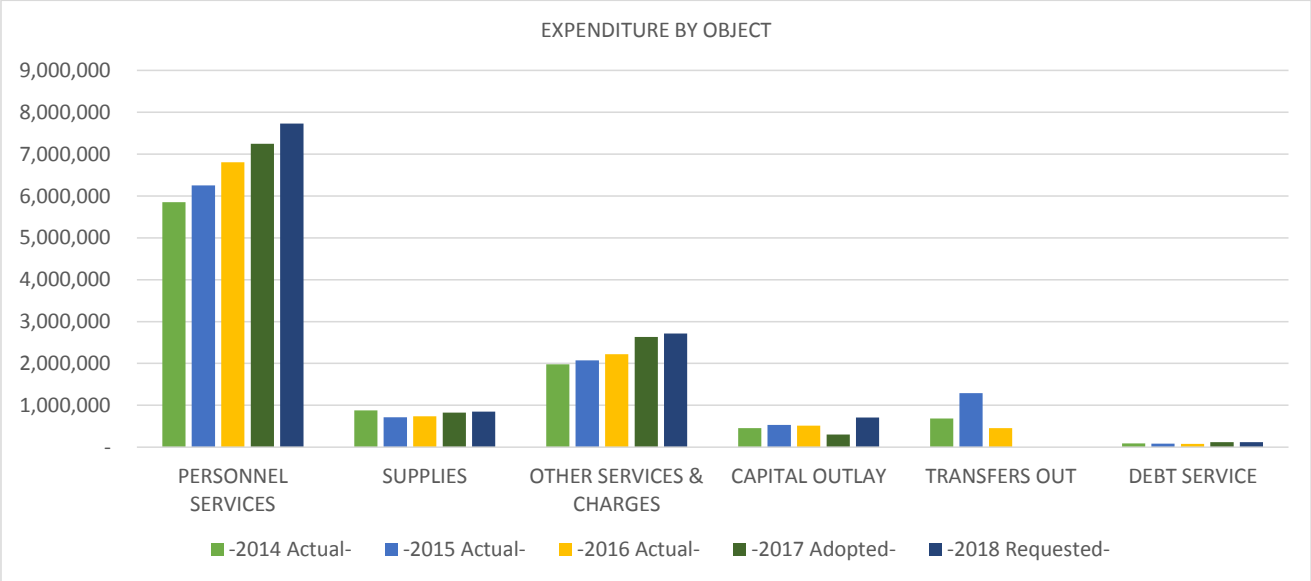


GENERAL FUND 101 - REVENUE BY SOURCE		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
TAXES						
4011	CURRENT-AD VALOREM TAXES	5,719,801	6,544,869	6,937,975	7,402,635	7,911,242
401A	CURRENT-UNCOLLECTED ALLOWANCE			-	(100,000)	(100,000)
4012	DELINQUENT-AD VALOREM TAXES	60,718	119,331	52,984	75,000	75,000
4014	FISCAL DISPARITIES	1,355,851	1,268,926	1,240,144	1,268,000	1,484,000
4015	EXCESS TAX INCREMENTS	119,556	856	21,882	20,000	20,000
4018	PENALTY/INT-AD VALOREM TAXES	16,081	27,889	8,544	20,000	10,000
TAXES Total		**7,272,007**	**7,961,871**	**8,261,529**	**8,685,635**	**9,400,242**
LICENSES AND PERMITS						
- BUSINESS LICENSES/PERMITS						
4140	CREDIT CARD PROCESSING FEES	(7,210)	(12,280)	(24,342)	(19,000)	(30,000)
4155	LIQUOR-ON SALE	43,550	43,400	38,200	42,000	38,000
4156	LIQUOR-OFF SALE	948	740	906	750	1,200
4159	MECHANICAL LICENSE	8,850	11,950	10,700	10,000	10,500
4163	PAWNSHOP LICENSE	7,121	6,695	5,798	6,500	5,000
4164	CIGARETTE SALES LICENSE	2,062	2,675	3,300	2,500	3,000
4165	REFUSE HAULERS LICENSE	350	350	200	350	350
4166	MOTOR VEHICLES LICENSE	5,832	3,850	2,625	-	-
4168	PEDDLERS LICENSE	1,700	1,520	1,955	1,700	1,700
4169	GASOLINE SALES LICENSE	1,769	2,042	-	-	-
4170	OTHER BUSINESS LICENSES & PERM	780	2,115	1,073	1,500	1,000
4171	INVESTIGATIVE FEES	2,609	4,326	4,942	3,000	3,000
- NON-BUSINESS LICENSES/PERMITS						
4205	BUILDING PERMIT	226,624	472,551	288,360	300,000	300,000
4206	PLUMBING PERMIT	30,077	56,197	32,255	33,000	35,000
4207	ANIMAL LICENSE	851	1,280	1,410	1,000	1,000
4208	HEATING PERMIT	31,894	42,417	40,742	33,000	35,000
4209	CONDITIONAL USE PERMIT	6,130	6,550	6,000	5,000	6,000
4211	SIGN PERMITS	2,725	2,650	1,825	2,500	2,500
4212	RENTAL LICENSE	2,700	8,475	-	5,000	2,500
4213	FIRE PERMIT	4,666	9,066	7,573	9,000	9,000
4214	ELECTRICAL INSPECTION PERMIT	42,158	63,012	58,255	40,000	50,000
4220	SEPTIC SYSTEM PERMIT	22,880	33,648	29,275	20,000	25,000
4221	URBAN SEWER PERMIT	4,697	8,700	6,150	5,000	6,000
4222	URBAN WATER PERMIT	6,175	9,800	6,350	7,000	6,000
4230	OTHER NON-BUSINESS LIC & PERM	1,385	3,225	2,457	2,000	1,000
LICENSES AND PERMITS Total		**451,323**	**784,954**	**526,009**	**511,800**	**512,750**
INTERGOVERNMENTAL REVENUES						
- FEDERAL INTERGOVERNMENTAL						
4253	FEDERAL EXCISE TAX REFUND	7,217	8,379	8,051	7,500	8,000
4252	FEDERAL GRANTS	-	-	14,350	-	-
- STATE INTERGOVERNMENTAL						
4262	LOCAL GOVERNMENT AID	91,381	110,352	111,311	-	-
4263	MARKET VALUE HOMESTEAD CREDIT	2,268	3,338	3,272	-	-
4268	MSA FOR STREETS	140,000	140,000	140,000	140,000	140,000
4269	POLICE - INSURANCE PREMIUM TAX	164,378	179,451	186,048	175,000	190,000
4271	POST BOARD REIMBURSEMENT	6,758	7,330	7,591	7,500	7,500
4272	STATE EXCISE TAX REFUND	271	277	335	250	250
4273	OTHER STATE GRANTS & AIDS	20,203	21,586	11,284	13,800	14,000
- LOCAL INTERGOVERNMENTAL						
4287	OTHER LOCAL GOVERNMENT GRANTS	-	-	-	8,000	-
INTERGOVERNMENTAL REVENUES Total		**432,476**	**470,713**	**482,242**	**352,050**	**359,750**

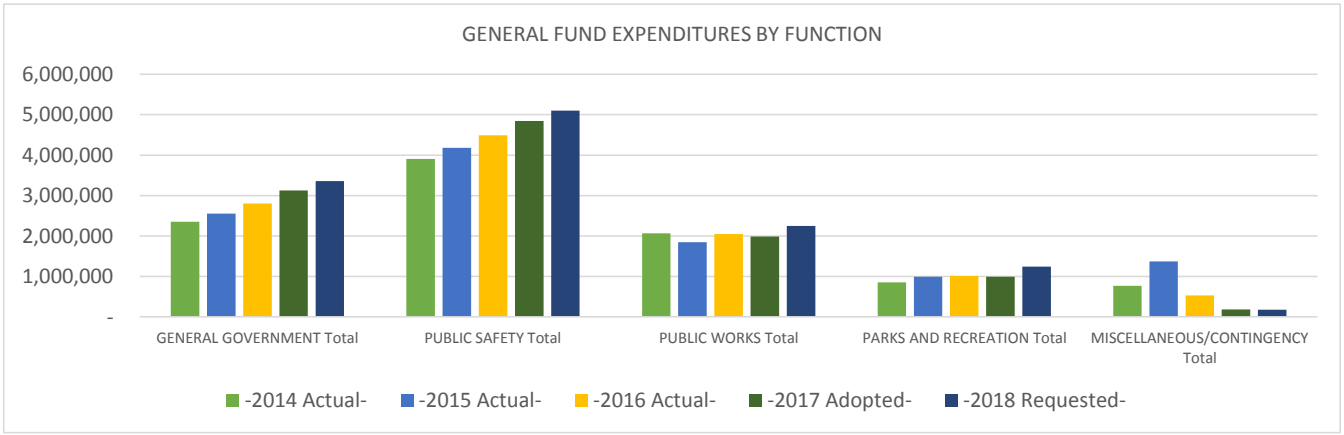
CHARGES FOR SERVICES						
4304	RENTAL FEES - REAL PROPERTY	5,765	6,378	58,326	7,500	122,000
4305	RENTAL FEES	150,635	137,528	92,750	135,000	28,000
4306	ZONING & SUBDIVISION FEES	1,950	2,325	2,850	1,500	2,500
4307	PLAN CHECKING FEES	96,144	233,584	142,855	150,000	150,000
4308	SALES OF MAPS & PUBLICATIONS	1,951	1,381	1,144	1,000	1,000
4309	ASSESSMENT SEARCHES	2,485	720	90	-	-
4312	GENERAL GOVERNMENT STAFF TIME	15,369	6,806	9,373	7,500	15,000
4326	SPECIAL POLICE SERVICES	25,176	38,781	34,193	15,000	15,000
4327	SPECIAL FIRE PROTECTION SERVIC	56,545	45,945	60,821	45,000	55,000
4328	ACCIDENT REPORTS	2,417	2,254	2,466	1,500	2,000
4329	OPEN BURN PERMIT FEES	1,350	1,025	850	1,000	1,000
4330	OTHER PUBLIC SAFETY	8,547	3,977	4,589	3,000	4,000
4337	ENGINEERING	257,570	334,033	244,652	233,462	291,744
4338	PLAN & SPECIFICATION FEES	340	-	-	-	-
4339	OTHER PUBLIC WORKS	8,537	13,951	17,006	10,000	15,000
4347	OTHER CULTURE-RECREATION	8,642	7,915	7,258	8,000	8,000
CHARGES FOR SERVICES Total		**643,423**	**836,603**	**679,223**	**619,462**	**710,244**
FINES AND FORFEITS						
4452	COURT FINES	67,820	57,780	65,362	65,000	68,000
4453	OTHER FINES & FORFEITS	515	669	771		200
4454	ADMINISTRATIVE FINES	3,881	1,787	278	1,000	500
FINES AND FORFEITS Total		**72,216**	**60,236**	**66,411**	**66,000**	**68,700**
MISCELLANEOUS						
4604	SURCHARGES	780	913	743	1,000	1,000
4605	ELECTION FILING FEES	35	-	20	-	-
4609	OTHER MISCELLANEOUS REVENUES	66,316	27,863	35,306	30,000	30,000
4608	CONTRIBUTIONS & DONATIONS	-	-	-	-	-
MISCELLANEOUS Total		**67,131**	**28,776**	**36,069**	**31,000**	**31,000**
INVESTMENT EARNINGS						
4701	INTEREST ON INVESTMENTS	209,969	76,953	55,841	100,000	70,000
INVESTMENT EARNINGS Total		**209,969**	**76,953**	**55,841**	**100,000**	**70,000**
OTHER FINANCING SOURCES						
TRANSFERS IN						
4901	TRANSFER IN FROM OTHER FUNDS	931,934	890,248	896,352	762,812	970,598
OTHER FINANCING SOURCES Total		**931,934**	**890,248**	**896,352**	**762,812**	**970,598**
TOTAL REVENUE		**10,080,479**	**11,110,354**	**11,003,676**	**11,128,759**	**12,123,284**

GENERAL FUND 101 - LINE ITEM DETAIL	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
4337 Engineering					
Riverdale Extention to Traprock (15% project cost of $2.5	163,398	20,583	-	-	-
Road Reconstruction (Est 12% of project cost of up to $ 1,700,000)		225,215	204,000	-	-
2018-Road Reconstructions :					
Bond Fund: 8% of $1,705,600				85,392	136,448
Storm Fund: 12% of				10,614	-
2017-Overlays:					
Bond Fund: 8% of $753,700				42,456	60,296
Sealcoats (Est 12% of $500,000)	66,083	36,845	60,000	60,000	60,000
Private Funded Projects	28,089	51,390	10,000	35,000	35,000
	257,570	334,033	274,000	233,462	291,744
4901 Other Finance Sources					
Water Fund Administrative Transfer	37,000	38,000	39,000	40,000	41,000
Sewer Fund Administrative Transfer	31,000	32,000	33,000	34,000	35,000
St. Lighting Fund Administrative Transfer	16,000	17,000	18,000	19,000	20,000
Recycling Fund Administrative Transfer	9,500	10,000	10,500	11,000	11,500
Storm Water Utility Fund Administrative Transfer	26,000	27,000	28,000	29,000	30,000
HRA Fund Closed to General	-	119,945	230,000	-	-
Tax Increment Financing #4	275,000	-	-	-	-
Equipment Certificate Fund	-	265,344	254,378	302,406	-
Insurance Fund	-	-	-	-	22,588
PIR Fund-Street Maintenance	25,000	100,000	25,000	125,000	100,000
Equipment Revolving Fund	452,398	265,344	254,378	202,406	710,510
Landfill Tipping Fee Fund - Environment Services Time	60,036	15,615	-	-	-
	931,934	890,248	892,256	762,812	970,598

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	5,854,763	6,250,991	6,804,543	7,249,034	7,728,382
SUPPLIES	876,914	711,546	735,171	825,300	848,775
OTHER SERVICES & CHARGES	1,976,813	2,073,959	2,220,484	2,631,607	2,716,162
CAPITAL OUTLAY	456,679	530,688	516,156	302,406	710,510
TRANSFERS OUT	686,900	1,291,936	452,455	-	-
DEBT SERVICE	87,365	82,273	76,829	120,412	119,455
TOTAL EXPENDITURE BY OBJECT	**9,939,434**	**10,941,393**	**10,805,638**	**11,128,759**	**12,123,284**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
GENERAL GOVERNMENT						
0111	MAYOR AND COUNCIL	117,678	131,549	117,554	117,792	142,184
0114	CHARTER/PLAN/HORSE COMMISSIONS	4,555	4,979	5,326	9,467	9,467
0130	ADMINISTRATION	627,468	720,608	844,358	954,493	953,453
0141	ELECTIONS	46,262	7,792	69,503	7,256	48,992
0153	FINANCE	295,694	328,942	326,447	339,560	352,154
0155	ASSESSING	134,984	136,517	137,937	138,000	140,000
0161	LEGAL	123,540	127,726	123,358	128,600	128,400
0191	PLANNING & ZONING	169,949	201,297	287,848	415,772	505,446
0192	DATA PROCESSING	446,228	423,219	421,976	465,751	518,104
0194	GENERAL GOVERNMENT BUILDINGS	357,708	440,198	431,122	497,691	507,488
0195	NEWSLETTER	28,078	30,952	37,537	52,656	49,745
GENERAL GOVERNMENT Total		**2,352,144**	**2,553,779**	**2,802,966**	**3,127,038**	**3,355,433**
PUBLIC SAFETY						
0211	POLICE PROTECTION	2,929,720	3,027,457	3,191,267	3,428,777	3,488,488
0220	FIRE PROTECTION	656,308	758,147	817,778	895,212	1,005,890
0240	PROTECTIVE INSPECTIONS	240,218	306,871	363,178	391,199	423,083
0250	CIVIL DEFENSE	5,166	4,728	22,708	7,500	7,600
0260	TRAFFIC ENGINEERING	61,206	71,868	80,766	103,780	152,786
0270	ANIMAL CONTROL	5,249	4,408	8,871	8,050	9,500
0280	COMMUNITY ORIENTING POLICING	6,776	6,208	6,855	9,150	11,850
PUBLIC SAFETY Total		**3,904,643**	**4,179,687**	**4,491,423**	**4,843,668**	**5,099,197**
PUBLIC WORKS						
0301	ENGINEERING	268,652	355,495	358,831	386,856	384,009
0311	STREET MAINTENANCE	1,399,856	1,294,881	1,470,492	1,356,114	1,594,417
0312	SNOW & ICE REMOVAL	396,745	196,467	218,281	244,905	271,823
PUBLIC WORKS Total		**2,065,253**	**1,846,843**	**2,047,604**	**1,987,875**	**2,250,249**
PARKS AND RECREATION						
0452	PARK & RECREATION	763,828	901,623	913,634	976,730	1,226,950
0455	COMMUNITY PROGRAMS	8,199	5,556	16,495	13,000	15,000
0461	ENVIRONMENTAL SERVICES	79,818	83,121	78,142	-	-
PARKS AND RECREATION Total		**851,845**	**990,300**	**1,008,271**	**989,730**	**1,241,950**
MISCELLANEOUS/CONTINGENCY						
0892	EXPENDITURE RESERVE	765,549	1,370,784	529,284	180,448	176,455
MISCELLANEOUS/CONTINGENCY Total		**765,549**	**1,370,784**	**529,284**	**180,448**	**176,455**
TOTAL EXPENDITURES & OTHER FINANCING		**9,939,434**	**10,941,393**	**10,879,548**	**11,128,759**	**12,123,284**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	3,984,025	4,191,438	4,597,697	4,904,555	5,253,434
6103	FULL TIME-REGULAR-OVERTIME	95,359	79,743	108,810	104,000	96,000
6104	PART TIME-WAGES & SALARIES	330,625	353,891	383,568	447,733	416,198
6105	TEMPORARY-WAGES & SALARIES	164,817	158,776	170,229	203,006	266,639
6106	OVERTIME-TEMPORARY	187	1,620	2,057	-	-
6107	OVERTIME-PART TIME	236	-	119	-	-
WAGES AND SALARIES		**4,575,249**	**4,785,468**	**5,262,480**	**5,659,294**	**6,032,271**
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	4,122	69,136	47,457	-	-
OTHER GROSS EARNINGS		**4,122**	**69,136**	**47,457**	**-**	**-**
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	450,485	523,345	534,057	583,825	619,247
6122	FICA/MEDICARE CONTRIBUTIONS	221,160	256,498	257,947	299,102	318,948
6123	ICMA RETIREMENT TRUST	2,000	2,032	1,968	2,000	2,000
6131	GROUP INSURANCE	495,919	513,515	567,154	563,289	598,524
6132	DISABILITY INSURANCE	-	1,284	1,284	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	105,828	99,713	132,196	140,224	156,092
EMPLOYER CONTRIBUTIONS		**1,275,392**	**1,396,387**	**1,494,606**	**1,589,740**	**1,696,111**
PERSONNEL SERVICES Total		**5,854,763**	**6,250,991**	**6,804,543**	**7,249,034**	**7,728,382**
SUPPLIES						
OFFICE SUPPLIES						
6203	DUPLICATING SUPPLY & COPY PAPE	1,712	3,299	3,283	3,500	3,250
6204	STATIONERY, ENVELOPES & FORMS	4,816	5,776	4,278	6,450	6,200
6205	DRAFTING SUPPLIES	-	200	-	400	250
6206	FILM, MICROFILM, TAPES, DISKS	344	566	1,310	1,800	1,800
6207	TRAINING SUPPLIES	720	3,365	1,765	2,500	2,500
6208	MISCELLANEOUS OFFICE SUPPLIES	11,591	12,728	10,304	15,650	15,475
OFFICE SUPPLIES		**19,183**	**25,934**	**20,940**	**30,300**	**29,475**
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	1,776	963	1,043	2,700	2,700
6223	GASOLINE	120,093	91,228	80,898	123,500	112,000
6225	DIESEL FUEL	67,741	30,022	24,802	64,500	42,500
6227	LUBRICANTS & ADDITIVES	4,523	3,046	3,578	5,400	5,100
6229	SHOP MATERIALS	5,467	4,849	3,751	8,000	7,500
6231	UNIFORMS & TURN-OUT GEAR	48,156	59,558	63,704	50,550	56,800
6233	BATTERIES	1,003	1,131	1,084	1,200	1,200
6235	AMMUNITION	10,782	11,715	9,056	9,000	8,500
6237	CRIME SCENE KIT MATERIALS	535	1,107	792	1,000	1,000
6239	FIRST AID SUPPLIES	3,175	1,956	2,833	2,700	3,300
6241	COMMUNITY POLICING SUPPLIES	6,025	4,298	5,519	7,000	6,200
6247	HAPPY DAYS SUPPLIES	7,000	10,000	10,000	11,250	11,750
6249	MISCELLANEOUS OPERATING SUPPLY	122,839	116,043	104,970	127,600	128,150
6246	MARKETING	-	-	18,000	10,000	5,000
OPERATING SUPPLIES		**399,115**	**335,916**	**330,030**	**424,400**	**391,700**
REPAIR AND MAINTENANCE SUPPLIES						
6251	BATTERIES	839	106	2,572	1,700	3,000
6253	BRAKES	1,598	1,824	3,825	2,000	2,200
6255	TIRES	3,093	8,906	7,999	8,200	8,200
6257	OTHER VEHICLE PARTS	105,778	80,091	82,933	88,000	93,800
6259	BUILDING MAINT/REPAIR SUPPLIES	7,833	4,513	8,912	11,500	11,500
6261	SAND & GRAVEL	3,949	1,951	993	3,000	4,000
6263	SALT	153,891	72,561	87,028	44,500	72,000
6265	ASPHALT	31,209	31,610	38,107	50,000	60,000
6266	SCBA-PARTS	7,827	9,370	5,893	5,000	5,000
6267	OTHER STREET MAINTENANCE SUPPL	5,277	1,933	3,388	5,700	5,700
6269	LANDSCAPE MATERIALS	28,643	26,670	13,673	25,500	25,500

6271	SIGN REPAIR MATERIALS	249	-	985	3,000	3,000
6275	OTHER EQUIPMENT PARTS	1,515	2,301	15,562	3,500	3,200
6268	IRRIGATION SUPPLIES	-	-	15,628	10,000	15,000
REPAIR AND MAINTENANCE SUPPLIES		**351,701**	**241,836**	**287,498**	**261,600**	**312,100**
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	106,855	107,860	96,653	109,000	115,450
SMALL TOOLS AND MINOR EQUIPMENT		**106,855**	**107,860**	**96,653**	**109,000**	**115,450**
MERCHANDISE FOR RESALE						
6291	CULVERTS, SIGNS, STREET SUPPLY	60	-	50	-	50
MERCHANDISE FOR RESALE		**60**	**-**	**50**	**-**	**50**
SUPPLIES Total		**876,914**	**711,546**	**735,171**	**825,300**	**848,775**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	30,600	31,100	33,110	33,500	34,100
6304	LEGAL FEES	122,341	126,355	122,179	127,000	127,000
6305	MEDICAL/PSYCHOLOGICAL FEES	15,958	10,304	13,132	16,000	16,000
6306	PERSONNEL TESTING & RECRUITMT	921	1,497	1,125	3,500	2,000
6315	MISCELLANEOUS PROFESSIONAL SER	167,251	200,196	287,370	364,415	413,688
PROFESSIONAL SERVICES		**337,071**	**369,452**	**456,916**	**544,415**	**592,788**
COMMUNICATION						
6321	TELEPHONE	17,963	17,767	19,021	23,540	23,640
6322	POSTAGE	13,711	14,851	16,236	21,100	20,650
6323	CELLULAR PHONES	22,504	24,303	26,639	31,250	31,800
6325	LONG DISTANCE CHARGES	-	-	-	-	-
COMMUNICATION		**54,178**	**56,921**	**61,896**	**75,890**	**76,090**
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	4,723	13,048	7,147	18,400	17,000
6334	MILEAGE REIMBURSEMENT	510	294	386	1,800	1,750
6335	TRAINING	61,039	60,686	56,099	94,860	88,100
EMPLOYEE REIMBURSEMENTS		**66,272**	**74,028**	**63,632**	**115,060**	**106,850**
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	23,176	24,067	28,249	34,700	37,900
6353	ORDINANCE PUBLICATION	696	1,231	860	1,500	1,500
6354	HELP WANTED ADVERTISEMENTS	2,791	3,159	3,022	3,300	3,500
ADVERTISING AND PUBLISHING		**26,663**	**28,457**	**32,131**	**39,500**	**42,900**
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	129,261	141,088	133,436	155,000	146,175
INSURANCE		**129,261**	**141,088**	**133,436**	**155,000**	**146,175**
UTILITIES						
6371	ELECTRIC UTILITIES	154,161	160,186	167,207	173,700	175,700
6372	WATER/IRRIGATION	9,536	19,782	23,456	15,700	24,500
6373	GAS	63,271	37,945	40,002	57,150	45,500
6374	REFUSE/RECYCLING	8,230	8,903	10,451	10,300	11,300
UTILITIES		**235,198**	**226,816**	**241,116**	**256,850**	**257,000**
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	28,795	29,021	36,570	35,000	41,000
6382	MACHINERY & EQUIPMENT REPAIR	24,070	24,163	39,736	27,300	35,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	250	250
6386	BRAKE REPAIR	-	-	541	1,000	1,000
6387	TIRE MOUNTING & BALANCING	130	-	171	600	600
6388	OTHER VEHICLE REPAIR	47,279	30,541	34,313	55,000	59,000
6389	TOWING SERVICES	11	344	1,657	500	3,000
REPAIRS AND MAINTENANCE - LABOR		**100,285**	**84,069**	**112,988**	**119,650**	**140,350**
REPAIRS AND MAINTENANCE - CONTRACTS						
6404	MACHINERY & EQUIPMENT	990	1,348	1,325	4,000	3,000
6405	OFFICE & DATA PROCESSING EQUIP	209,158	230,001	242,254	317,742	319,683
REPAIRS AND MAINTENANCE - CONTRACTS		**210,148**	**231,349**	**243,579**	**321,742**	**322,683**
RENTALS						
6413	OFFICE EQUIPMENT RENTAL	6,387	5,170	5,834	6,500	6,000
6415	OTHER EQUIPMENT RENTAL	32,293	43,712	38,735	49,300	100,300
6416	MACHINERY RENTAL	100	-	63	600	700

6417	UNIFORM RENTAL	6,091	5,423	2,997	5,650	4,100
RENTALS		**44,871**	**54,305**	**47,629**	**62,050**	**111,100**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	46,005	52,879	45,101	51,250	62,326
6452	SUBSCRIPTIONS	1,465	1,440	1,487	4,150	4,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**47,470**	**54,319**	**46,588**	**55,400**	**66,326**
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	347	1,616	1,731	2,950	3,100
BOOKS AND PAMPHLETS		**347**	**1,616**	**1,731**	**2,950**	**3,100**
CONTRACTED SERVICES						
6488	STREET MAINTENANCE CONTRACT	512,125	403,384	491,369	500,000	500,000
6489	OTHER CONTRACTED SERVICES	212,924	348,155	287,473	383,100	350,800
CONTRACTED SERVICES		**725,049**	**751,539**	**778,842**	**883,100**	**850,800**
OTHER SERVICES & CHARGES Total		**1,976,813**	**2,073,959**	**2,220,484**	**2,631,607**	**2,716,162**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6520	BUILDINGS	-	-	-	-	-
6540	HEAVY MACHINERY	259,940	178,973	254,117	-	330,010
6550	MOTOR VEHICLES	86,715	77,844	97,604	181,000	110,000
6580	OTHER EQUIPMENT	-	241,615	164,435	113,906	250,000
6585	COMPUTER HARDWARE/SOFTWARE	110,024	32,256	-	7,500	20,500
CAPITAL OUTLAY		**456,679**	**530,688**	**516,156**	**302,406**	**710,510**
CAPITAL OUTLAY Total		**456,679**	**530,688**	**516,156**	**302,406**	**710,510**
TRANSFERS OUT						
OPERATING TRANSFERS						
6820	OPERATING TRANSFERS TO OTHER F	686,900	1,291,936	452,455	-	-
OPERATING TRANSFERS		**686,900**	**1,291,936**	**452,455**	**-**	**-**
TRANSFERS OUT Total		**686,900**	**1,291,936**	**452,455**	**-**	**-**
DEBT SERVICE						
DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	87,365	82,273	76,829	120,412	119,455
DEBT SERVICE		**87,365**	**82,273**	**76,829**	**120,412**	**119,455**
DEBT SERVICE Total		**87,365**	**82,273**	**76,829**	**120,412**	**119,455**
TOTAL EXPENDITURES & OTHER FINANCING		**9,939,434**	**10,941,393**	**10,805,638**	**11,128,759**	**12,123,284**

FUND: GENERAL

Business Unit	2017 Adopted Budget	2018 Requested Budget
REVENUE		
9101 - GENERAL FUND REVENUE	11,128,759	12,123,284
TOTAL REVENUE	**11,128,759**	**12,123,284**

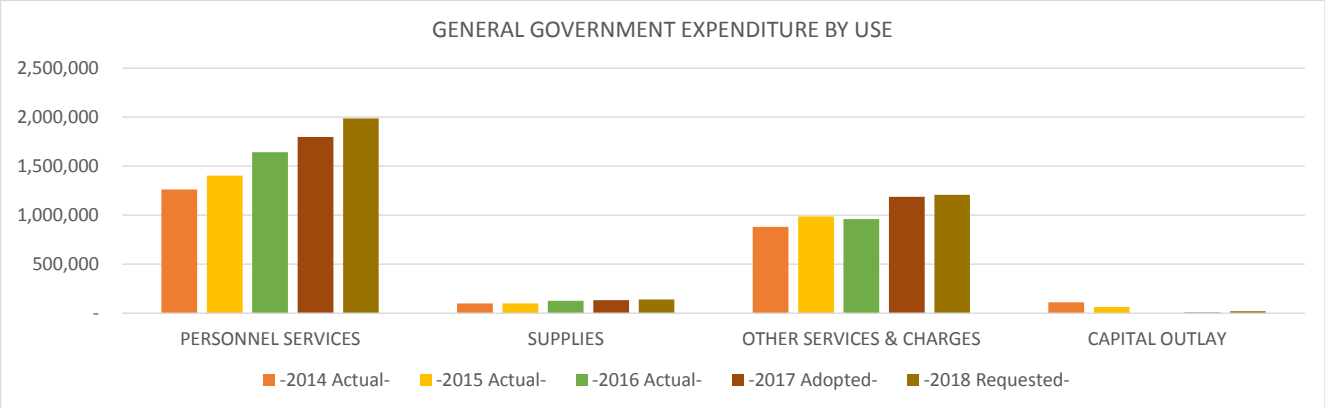
EXPENDITURES		
111 - MAYOR AND COUNCIL	117,792	142,184
114 - COMMISSIONS	9,467	9,467
130 - ADMINISTRATION	954,493	953,453
141 - ELECTIONS	7,256	48,992
153 - FINANCE	339,560	352,154
155 - ASSESSING	138,000	140,000
161 - LEGAL SERVICES	128,600	128,400
191 - PLANNING AND ZONING	415,772	505,446
192 - DATA PROCESSING	465,751	518,104
194 - GENERAL GOVERNMENT BUILDINGS	497,691	507,488
195 - NEWSLETTER	52,656	49,745
211 - POLICE PROTECTION	3,428,777	3,488,488
220 - FIRE PROTECTION	895,212	1,005,890
240 - BUILDING INSPECTION	391,199	423,083
250 - CIVIL DEFENSE	7,500	7,600
260 - TRAFFIC ENGINEERING	103,780	152,786
270 - ANIMAL CONTROL	8,050	9,500
280 - COMMUNITY ORIENTING POLICING	9,150	11,850
301 - ENGINEERING	386,856	384,009
311 - STREET MAINTENANCE	1,356,114	1,594,417
312 - SNOW AND ICE REMOVAL	244,905	271,823
452 - PARK AND RECREATION	976,730	1,226,950
455 - COMMUNITY PROGRAMS	13,000	15,000
461 - ENVIRONMENTAL SERVICES	-	-
892 - MISCELLANEOUS/CONTINGENCY	180,448	176,455
TOTAL EXPENDITURES	**11,128,759**	**12,123,284**

Excess (deficiency) of revenue over expenditures	-	-

GENERAL FUND 101 - GENERAL GOVERNMENT

GENERAL GOVERNMENT	111-195

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	1,261,026	1,404,069	1,642,010	1,798,417	1,988,194
SUPPLIES	98,947	98,796	126,802	134,050	139,175
OTHER SERVICES & CHARGES	882,147	987,521	960,244	1,187,071	1,207,564
CAPITAL OUTLAY	110,024	63,393	-	7,500	20,500
TOTAL EXPENDITURE BY OBJECT	**2,352,144**	**2,553,779**	**2,729,056**	**3,127,038**	**3,355,433**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

GENERAL GOVERNMENT **111-195**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	863,097	968,935	1,126,849	1,245,262	1,387,486
6103	FULL TIME-REGULAR-OVERTIME	2,025	299	5,632	5,000	5,000
6104	PART TIME-WAGES & SALARIES	90,486	90,128	103,374	126,363	115,354
6105	TEMPORARY-WAGES & SALARIES	49,117	29,115	63,618	51,468	58,500
6107	OVERTIME-PART TIME	236	-	119	-	-
TOTAL WAGES AND SALARIES		**1,004,961**	**1,088,477**	**1,299,592**	**1,428,093**	**1,566,340**
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	54	6,762	-	-	-
TOTAL OTHER GROSS EARNINGS		**54**	**6,762**	**-**	**-**	**-**
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	66,015	80,460	87,685	103,683	109,066
6122	FICA/MEDICARE CONTRIBUTIONS	72,919	86,873	93,057	113,376	124,905
6123	ICMA RETIREMENT TRUST	2,000	2,032	1,968	2,000	2,000
6131	GROUP INSURANCE	106,666	130,817	150,040	135,299	169,206
6133	WORKERS COMP INSURANCE PREMIUM	8,411	8,648	9,668	15,966	16,677
TOTAL EMPLOYER CONTRIBUTIONS		**256,011**	**308,830**	**342,418**	**370,324**	**421,854**
Total PERSONNEL SERVICES		**1,261,026**	**1,404,069**	**1,642,010**	**1,798,417**	**1,988,194**
SUPPLIES						
OFFICE SUPPLIES						
6203	DUPLICATING SUPPLY & COPY PAPE	1,712	3,299	3,283	3,500	3,250
6204	STATIONERY, ENVELOPES & FORMS	3,417	2,557	1,878	3,750	3,500
6206	FILM, MICROFILM, TAPES, DISKS	107	-	-	-	-
6208	MISCELLANEOUS OFFICE SUPPLIES	6,191	5,402	3,335	7,800	7,825
TOTAL OFFICE SUPPLIES		**11,427**	**11,258**	**8,496**	**15,050**	**14,575**
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	1,776	963	1,043	2,500	2,500
6223	GASOLINE	3,130	2,201	1,613	3,000	3,000
6225	DIESEL FUEL	214	52	792	2,000	2,000
6231	UNIFORMS & TURN-OUT GEAR	-	1,710	1,181	1,500	1,850
6247	HAPPY DAYS SUPPLIES	7,000	10,000	10,000	11,250	11,750
6249	MISCELLANEOUS OPERATING SUPPLY	33,139	29,167	29,248	31,100	35,250
6246	MARKETING	-	-	18,000	10,000	5,000
TOTAL OPERATING SUPPLIES		**45,259**	**44,093**	**61,877**	**61,350**	**61,350**
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	399	367	604	1,500	1,800
6259	BUILDING MAINT/REPAIR SUPPLIES	4,711	2,419	2,727	5,000	5,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		**5,110**	**2,786**	**3,331**	**6,500**	**6,800**
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	37,151	40,659	53,098	51,150	56,450
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		**37,151**	**40,659**	**53,098**	**51,150**	**56,450**
Total SUPPLIES		**98,947**	**98,796**	**126,802**	**134,050**	**139,175**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	27,200	27,650	29,610	29,900	30,500
6304	LEGAL FEES	122,341	126,355	122,179	127,000	127,000
6305	MEDICAL/PSYCHOLOGICAL FEES	15,958	10,304	13,132	16,000	16,000
6306	PERSONNEL TESTING & RECRUITMT	921	1,497	1,125	3,500	2,000
6315	MISCELLANEOUS PROFESSIONAL SER	62,557	67,545	122,249	153,471	168,588
TOTAL PROFESSIONAL SERVICES		**228,977**	**233,351**	**288,295**	**329,871**	**344,088**
COMMUNICATION						
6321	TELEPHONE	10,826	10,827	11,667	16,140	16,040
6322	POSTAGE	10,481	9,599	12,075	14,700	15,000
6323	CELLULAR PHONES	3,592	4,112	4,479	5,250	5,300
6325	LONG DISTANCE CHARGES	-	-	-	-	-
TOTAL COMMUNICATION		**24,899**	**24,538**	**28,221**	**36,090**	**36,340**

EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	833	9,397	2,815	13,000	11,500
6334	MILEAGE REIMBURSEMENT	52	-	219	800	1,000
6335	TRAINING	16,648	11,207	12,746	32,360	31,100
TOTAL EMPLOYEE REIMBURSEMENTS		**17,533**	**20,604**	**15,780**	**46,160**	**43,600**
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	23,084	24,067	28,249	34,700	37,900
6353	ORDINANCE PUBLICATION	696	1,231	860	1,500	1,500
6354	HELP WANTED ADVERTISEMENTS	2,791	3,159	3,022	3,300	3,500
TOTAL ADVERTISING AND PUBLISHING		**26,571**	**28,457**	**32,131**	**39,500**	**42,900**
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	32,212	35,146	35,703	39,800	38,675
TOTAL INSURANCE		**32,212**	**35,146**	**35,703**	**39,800**	**38,675**
UTILITIES						
6371	ELECTRIC UTILITIES	88,673	94,023	101,119	106,000	106,000
6372	WATER/IRRIGATION	3,292	3,451	2,650	4,000	4,000
6373	GAS	37,515	23,917	23,815	30,000	26,000
6374	REFUSE/RECYCLING	3,576	3,621	3,574	4,500	4,500
TOTAL UTILITIES		**133,056**	**125,012**	**131,158**	**144,500**	**140,500**
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	9,774	5,967	4,749	10,000	10,000
6382	MACHINERY & EQUIPMENT REPAIR	11,320	8,720	9,981	10,000	10,000
6388	OTHER VEHICLE REPAIR	445	178	716	1,000	2,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		**21,539**	**14,865**	**15,446**	**21,000**	**22,000**
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	204,286	211,392	232,703	266,350	261,535
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		**204,286**	**211,392**	**232,703**	**266,350**	**261,535**
RENTALS						
6415	OTHER EQUIPMENT RENTAL	619	811	282	1,000	1,000
TOTAL RENTALS		**619**	**811**	**282**	**1,000**	**1,000**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	39,953	44,373	37,997	42,500	51,776
6452	SUBSCRIPTIONS	1,348	1,440	1,487	3,150	3,000
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**41,301**	**45,813**	**39,484**	**45,650**	**54,776**
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	142	47	-	350	350
TOTAL BOOKS AND PAMPHLETS		**142**	**47**	**-**	**350**	**350**
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	151,012	247,485	141,041	216,800	221,800
TOTAL CONTRACTED SERVICES		**151,012**	**247,485**	**141,041**	**216,800**	**221,800**
Total OTHER SERVICES & CHARGES		**882,147**	**987,521**	**960,244**	**1,187,071**	**1,207,564**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6520	BUILDINGS	-	-	-	-	-
6580	OTHER EQUIPMENT	-	31,137	-	-	-
6585	COMPUTER HARDWARE/SOFTWARE	110,024	32,256	-	7,500	20,500
TOTAL CAPITAL OUTLAY		**110,024**	**63,393**	**-**	**7,500**	**20,500**
Total CAPITAL OUTLAY		**110,024**	**63,393**	**-**	**7,500**	**20,500**
TOTAL EXPENDITURES & OTHER FINANCING		**2,352,144**	**2,553,779**	**2,729,056**	**3,127,038**	**3,355,433**

FUND GENERAL

DEPARTMENT: MAYOR AND COUNCIL
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0111	6104	PART TIME-WAGES & SALARIES	45,049	44,000	44,000	44,000
0111	6121	PERA CONTRIBUTIONS	600	600	900	900
0111	6122	FICA/MEDICARE CONTRIBUTIONS	3,485	3,366	3,366	3,366
0111	6133	WORKERS COMP INSURANCE PREMIUM	82	103	176	242
0111	6247	HAPPY DAYS SUPPLIES	10,000	10,000	11,250	11,750
0111	6249	MISCELLANEOUS OPERATING SUPPLY	8,772	6,758	10,500	11,500
0111	6315	MISCELLANEOUS PROFESSIONAL SER	16,245	15,105	-	16,000
0111	6322	POSTAGE	-	-	-	-
0111	6331	TRAVEL & LODGING	5,067	1,188	7,500	6,000
0111	6335	TRAINING	1,332	1,174	2,500	2,000
0111	6361	GENERAL LIABILITY/PROPERTY INS	1,448	1,191	1,500	1,500
0111	6451	MEMBERSHIP DUES	39,468	34,069	36,100	44,926
Total Expenditure			**131,548**	**117,554**	**117,792**	**142,184**

PERSONNEL COMPLEMENT

Mayor	1.00	1.00	1.00	1.00
Council	6.00	6.00	6.00	6.00
Mayor and Council Total	7.00	7.00	7.00	7.00

6249 Miscellaneous Operating Supplies

Mayor's Prayer Breakfast	370	380	400	400
Meals for Council Work sessions	3,606	2,352	4,000	4,000
Anoka Area Chamber of Commerce	600	600	600	600
Holiday Party	2,684	3,091	3,200	3,200
Gala/Fundraising Events	500	335	300	300
Miscellaneous	1,012	-	2,000	3,000
	8,772	6,758	10,500	11,500

6451 Dues

Anoka County Mediation Services	**2,604**	**2,604**	**2,650**	**2,650**
Mississippi River Cities & Towns Initiatives (MRCTI)	**-**	**-**	**-**	**3,000**
North Metro Mayors Association	**10,576**	**11,396**	**11,810**	**12,400**
North Metro Chamber	**368**	**350**	**450**	**450**
North Metro Hwy 10 Corridor	**-**	**-**	**-**	**-**
Anoka Area Chamber of Commerce	**410**	**410**	**450**	**450**
Youth First (Lawful Gambling Funded)	**7,000**	**-**	**-**	**-**
League of Minnesota Cities	**18,480**	**19,279**	**19,985**	**19,985**
MN Mayors Assoc	**30**	**30**	**30**	**30**
Metro Cities	**-**	**-**	**-**	**4,100**
National League of Cities	**-**	**-**		**1,861**
	39,468	34,069	35,375	44,926

DESCRIPTION OF SERVICES:

The Mayor and Council budget provides for legislative and policy making activities of the city on behalf of the citizens of Ramsey. They provide for the planning and control of all financial activities including approving the tax levy, rates and charges, and approval of expenditures.

BUDGET HIGHLIGHTS

- Bi-Annual Survey: $16,000
- Happy Days Donation Increase by $500
- Tree Lighting Event: $1,000

GOALS OF CURRENT YEAR BUDGET:

- Establish and implement a Strategic Action Plan
- Establish legislative priorities for the City
- Maintain a stable tax levy rate
- Advocate for Highway 10 Improvements at the State and Federal Level

Performance Measurements:

		2016 Actual	2017 Actual	2018 Projected
Tax Levy Rate		43.32%	42.46%	42.40%
Sale of City Owned Land (acres)		32.04	3	10
State and Federal Funding Allocated for U.S. Highway 10 (dollars)		$ 21,633,308.00	$ -	$ 1,000,000

FUND GENERAL

DEPARTMENT: COMMISSIONS

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0114	6105	TEMPORARY-WAGES & SALARIES	4,560	4,890	8,660	8,660
0114	6122	FICA/MEDICARE CONTRIBUTIONS	349	364	663	663
0114	6133	WORKERS COMP INSURANCE PREMIUM	17	19	69	69
0114	6322	POSTAGE	-	-		
0114	6361	GENERAL LIABILITY/PROPERTY INS	53	53	75	75
Total Expenditure			**4,979**	**5,326**	**9,467**	**9,467**

PERSONNEL COMPLEMENT					
Charter Commission Members		9.00	9.00	9.00	9.00
Planning Commission Members		7.00	7.00	7.00	7.00
	Commission Total	16.00	16.00	16.00	16.00

DESCRIPTION OF SERVICES:

The Commissions budget provides council-appointed committee members tasked to review and provide feedback on city plans, intiatives, and policies. Commissions include: Charter Commission, Economic Development Authority Commission, Environmental Policy Board Commission, Parks and Recreation Commission, and Planning Commission.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Assist the City Council in the implementation of the City's 3-Year Strategic Action Plan
- Implement individual commissions' work plans and missions
- Implement and manage individual commissions' budgets

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
# of Meetings: Charter Commission		2	1	1
# of Meetings: Economic Development Authority Commission		12	11	11
# of Meetings: Environmental Policy Board Commission		12	10	10
# of Meetings: Parks and Recreation Commission		11	10	10
# of Meetings: Planning Commission		15	12	12
# of Meetings: City Council Regular Session		23	22	22
# of Meetings: City Council Work Session		24	30	30
# of Meetings: Public Works Committee		11	10	10

FUND GENERAL **DEPARTMENT:** ADMINISTRATION

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0130	6102	F.T. REGULAR-WAGES & SALARIES	455,028	555,210	582,241	567,536
0130	6103	FULL TIME-REGULAR-OVERTIME	18	2,193	5,000	5,000
0130	6104	PART TIME-WAGES & SALARIES	-	-		22,326
0130	6105	TEMPORARY-WAGES & SALARIES	7,176	8,150	35,528	14,560
0130	6108	SEVERANCE PAY	-	-		
0130	6121	PERA CONTRIBUTIONS	35,648	40,495	46,333	43,033
0130	6122	FICA/MEDICARE CONTRIBUTIONS	37,017	41,545	50,205	49,217
0130	6123	ICMA RETIREMENT TRUST	2,032	1,968	2,000	2,000
0130	6131	GROUP INSURANCE	48,893	66,118	64,934	67,361
0130	6133	WORKERS COMP INSURANCE PREMIUM	2,108	2,605	4,942	4,882
0130	6203	DUPLICATING SUPPLY & COPY PAPE	3,300	3,283	3,500	3,250
0130	6204	STATIONERY, ENVELOPES & FORMS	1,827	1,175	2,750	2,500
0130	6208	MISCELLANEOUS OFFICE SUPPLIES	4,622	2,701	5,500	5,500
0130	6246	MARKETING	-	18,000	5,000	5,000
0130	6249	MISCELLANEOUS OPERATING SUPPLY	5,028	4,596	10,000	5,250
0130	6305	MEDICAL/PSYCHOLOGICAL FEES	10,304	13,132	16,000	16,000
0130	6306	PERSONNEL TESTING & RECRUITMT	1,497	1,125	3,500	2,000
0130	6315	MISCELLANEOUS PROFESSIONAL SER	43,330	43,481	50,000	72,588
0130	6321	TELEPHONE	1,322	1,296	1,700	1,600
0130	6322	POSTAGE	627	665	1,500	1,500
0130	6323	CELLULAR PHONES	1,520	2,026	2,250	2,000
0130	6331	TRAVEL & LODGING	4,054	1,186	4,000	4,000
0130	6334	MILEAGE REIMBURSEMENT	-	219	300	500
0130	6335	TRAINING	7,621	9,347	22,560	22,000
0130	6352	GENERAL NOTICE & PUBLIC INFOR	457	624	1,800	1,700
0130	6353	ORDINANCE PUBLICATION	1,231	860	1,500	1,500
0130	6354	HELP WANTED ADVERTISEMENTS	3,159	3,022	3,300	3,500
0130	6361	GENERAL LIABILITY/PROPERTY INS	7,933	8,097	8,400	8,400
0130	6405	OFFICE & DATA PROCESSING EQUIP	13,467	8,056	13,500	13,000
0130	6451	MEMBERSHIP DUES	3,247	2,428	4,000	3,750
0130	6452	SUBSCRIPTIONS	586	755	2,250	2,000
0130	6489	OTHER CONTRACTED SERVICES	17,557	-	-	-
Total Expenditure			**720,609**	**844,358**	**954,493**	**953,453**

PERSONNEL COMPLEMENT				
City Administrator	1.00	1.00	1.00	1.00
Assistant City Administrator/Econ Dev Dir	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	0.50
Office Assistant	1.00	1.00	1.00	1.00
Administrative Clerks	1.00	1.00	1.00	1.00
Mgmt Intern	0.50	0.50	0.50	0.50
Administrattive Assistant	-	-	0.50	0.50
Public Information & Events Specialist	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00
Administration Total	8.50	8.50	9.00	8.50

6249 Miscellaneous Operating Supplies				
Employee Recognition	1,926	1,983	2,700	2,700
Flowers for illnesses, expenses for staff workshops, thank-you cards, and other miscellaneous operating supplies.	3,102	2,613	2,300	2,550
	5,028	4,596	5,000	5,250

6315 Miscellaneous Professional Services				
Insurance Agent of Record Annual Fee	6,200	**6,200**	6,400	6,400
Excess Liability Insurance Coverage -$1M for total of $3M	-	**-**	-	22,588
Flex Spending(admin & deposit)	3,003	**2,500**	3,200	3,200
Employee Assistance Program	1,005	**519**	1,300	1,300
City Code Codification	7,063	**7,774**	7,400	7,400
Miscellaneous department charges	1,478	4,147	6,800	6,800
Recruiting Software	5,000	**3,000**	3,000	3,000
Health admin/enrollment	2,750	2,860	2,900	2,900
Minute Taking	16,831	**16,481**	19,000	19,000
	43,330	43,481	50,000	72,588

6451 Dues				
IPMA - National	-	149	150	150
ICMA	1,076	1,048	1,100	1,100
MCCMA	375	156	375	375
MAMA	45	45	45	45
Miscellaneous	1,151	430	1,730	1,480
HR organizations-misc	-			
Rotary	600	600	600	600
	3,247	2,428	4,000	3,750

DESCRIPTION OF SERVICES:

The Administration Department is generally responsible for the execution of city policy/ strategic plan as adopted by the City Council, prepares and maintains official records, provides for the licensing of local businesses and activities as required by state law or city ordinance, provides Human Resource services, and generally oversees the coordination of events and communications for the City.

BUDGET HIGHLIGHTS

- City Clerk Position Pera Phased Retirement: ($52,368) Savings
- F.T. Administrative Assistant: $54,815 (Feb 1 Start)
- Elimination of Administrative Intern (See FT Admin Asst): ($16,882) Savings
- Reclass Public Information & Event Specialist to Communications Coordinator: $4,456
- Tree Lighting Event: $1,000

GOALS OF CURRENT YEAR BUDGET:

- Oversee implementation of the Council Strategic Action Plan and Legislative Priorities
- Optimize use of non-city funding through joint projects, grants, and partnerships
- Actively participate in effort to secure funding for U.S. Highway 10

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Strategic action plan items completed (all departments)		24 of 36	0 of 33	12 of 33
Turnover rate in staff (w/out layoffs)		0	0	0

FUND GENERAL

DEPARTMENT: ELECTIONS

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0141	6102	F.T. REGULAR-WAGES & SALARIES	1,845	16,910	717	7,812
0141	6103	FULL TIME-REGULAR-OVERTIME	-	2,026	-	-
0141	6104	PART TIME-WAGES & SALARIES	-	766	-	-
0141	6105	TEMPORARY-WAGES & SALARIES	-	38,804	-	28,000
0141	6121	PERA CONTRIBUTIONS	138	1,478	54	-
0141	6122	FICA/MEDICARE CONTRIBUTIONS	144	1,537	54	2,739
0141	6133	WORKERS COMP INSURANCE PREMIUM	8	228	6	466
0141	6208	MISCELLANEOUS OFFICE SUPPLIES		10	-	25
0141	6249	MISCELLANEOUS OPERATING SUPPLY	33	1,216	100	1,000
0141	6281	SMALL TOOLS & MINOR EQUIPMENT	5,223	5,365	5,850	7,750
0141	6322	POSTAGE	50	390	50	300
0141	6361	GENERAL LIABILITY/PROPERTY INS	86	703	125	600
0141	6451	MEMBERSHIP DUES	265	70	300	300
0141	6580	OTHER EQUIPMENT			-	
Total Expenditure			**7,792**	**69,503**	**7,256**	**48,992**

DESCRIPTION OF SERVICES:

The Elections budget provides funds needed to conduct the national, state, and local elections in accordance with statutory requirements.

BUDGET HIGHLIGHTS

- Election Year: $41,736 Increase

GOALS OF CURRENT YEAR BUDGET:

- To run a smooth election, making it a positive experience for our voters
- To maintain 100% vote count accuracy
- To hire qualified Election Judges

Performance Measurements:

	2014	2016	2018 Estimated
Number of Votes	9,097	16,927	11,000
Number of Voters registered Eletion Day	15,130	17,280	17,500
Percent (votes/registered)	60.13%	97.96%	62.86%
Number of Wards	4	4	4
Number of Precincts	8	8	8

FUND GENERAL

DEPARTMENT: FINANCE

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0153	6102	F.T. REGULAR-WAGES & SALARIES	213,612	219,460	231,548	239,982
0153	6108	SEVERANCE PAY	6,761	-		
0153	6121	PERA CONTRIBUTIONS	17,012	16,009	17,366	17,999
0153	6122	FICA/MEDICARE CONTRIBUTIONS	17,162	15,711	18,612	19,353
0153	6131	GROUP INSURANCE	30,640	31,492	23,817	26,537
0153	6133	WORKERS COMP INSURANCE PREMIUM	1,025	1,021	1,317	1,883
0153	6204	STATIONERY, ENVELOPES & FORMS	730	703	1,000	1,000
0153	6208	MISCELLANEOUS OFFICE SUPPLIES	293	404	500	500
0153	6302	AUDITING & ACCOUNTING SERVICES	27,650	29,610	29,900	30,500
0153	6321	TELEPHONE	433	439	500	500
0153	6322	POSTAGE	2,170	2,199	2,400	2,200
0153	6335	TRAINING	1,322	275	1,800	1,000
0153	6352	GENERAL NOTICE & PUBLIC INFOR	1,252	779	1,400	1,200
0153	6361	GENERAL LIABILITY/PROPERTY INS	4,740	4,562	5,000	4,900
0153	6451	MEMBERSHIP DUES	529	679	600	800
0153	6489	OTHER CONTRACTED SERVICES	3,611	3,104	3,800	3,800
Total Expenditure			**328,942**	**326,447**	**339,560**	**352,154**

PERSONNEL COMPLEMENT					
Finance Director		1.00	1.00	1.00	1.00
Asst. Finance Director		1.00	1.00	1.00	1.00
Accountant I		1.00	1.00	-	-
Accountant II		-	-	1.00	1.00
Accounting Clerk		1.00	1.00	-	-
Sr. Accounting Clerk		-	-	1.00	1.00
	Finance Total	4.00	4.00	4.00	4.00

DESCRIPTION OF SERVICES:

The Finance Department is responsible for financial reporting and budgeting, assessments, cash receipts, accounts receivable, accounts payable, payroll processing, debt service management and investment of all city funds.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Continued long-term financial planning (5-Year Budget & CIP)
- Continued CAFR award recognition
- Ensure compliance with state and federal laws

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Average Rate of Return		1.23%	1.36%	1.50%
Bond Rating		AA+	AA+	AA+
Vendor Checks Issued		2,927	2,468	2,500

FUND GENERAL

DEPARTMENT: ASSESSING

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0155	6489	OTHER CONTRACTED SERVICES	136,517	137,937	138,000	140,000
Total Expenditure			**136,517**	**137,937**	**138,000**	**140,000**

DESCRIPTION OF SERVICES:

The Assessing budget provides contractual assessing services provided by Anoka County.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Increase number of in-person assessment appraisals to better reflect market values

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Number of Assessed Parcels - Residential Properties	8,308	8,572	8,701
Number of Assessed Parcels - Commercial Properties	345	338	343

FUND GENERAL

DEPARTMENT: LEGAL

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0161	6304	LEGAL FEES	126,355	122,179	127,000	127,000
0161	6361	GENERAL LIABILITY/PROPERTY INS	1,371	1,179	1,600	1,400
Total Expenditure			**127,726**	**123,358**	**128,600**	**128,400**

DESCRIPTION OF SERVICES:

The Legal budget provides for legal counsel to the City Council and city staff, reviews ordinances, resolutions, contracts and other legal documents. The budget also provides for prosecution services. The City's prosecution services are provided by Randall, Goodrich & Haag, P.L.C and other legal services are provided by Ratwik, Roszak & Maloney, P.A.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Ensure city compliance with all laws

FUND GENERAL

DEPARTMENT: PLANNING AND ZONING
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0191	6102	F.T. REGULAR-WAGES & SALARIES	125,518	156,739	228,627	312,002
0191	6105	TEMPORARY-WAGES & SALARIES	17,379	11,774	7,280	7,280
0191	6121	PERA CONTRIBUTIONS	9,928	11,549	17,693	23,946
0191	6122	FICA/MEDICARE CONTRIBUTIONS	11,286	12,661	18,712	25,914
0191	6131	GROUP INSURANCE	19,299	18,509	20,502	34,000
0191	6133	WORKERS COMP INSURANCE PREMIUM	660	770	1,387	2,554
0191	6208	MISCELLANEOUS OFFICE SUPPLIES	487	185	1,500	1,500
0191	6249	MISCELLANEOUS OPERATING SUPPLY	799	1,274	2,000	2,000
0191	6315	MISCELLANEOUS PROFESSIONAL SER	7,969	63,663	103,471	80,000
0191	6321	TELEPHONE	390	386	500	500
0191	6322	POSTAGE	424	764	750	1,000
0191	6323	CELLULAR PHONES	1,263	1,292	1,500	1,500
0191	6325	LONG DISTANCE CHARGES	-	-	-	
0191	6331	TRAVEL & LODGING	276	441	1,500	1,500
0191	6334	MILEAGE REIMBURSEMENT	-	-	500	500
0191	6335	TRAINING	852	1,847	3,000	3,000
0191	6352	GENERAL NOTICE & PUBLIC INFOR	831	1,752	1,500	2,000
0191	6361	GENERAL LIABILITY/PROPERTY INS	2,171	2,759	2,600	2,900
0191	6451	MEMBERSHIP DUES	864	751	1,500	2,000
0191	6452	SUBSCRIPTIONS	854	732	900	1,000
0191	6471	BOOKS & PAMPHLETS	47	-	350	350
Total Expenditure			**201,297**	**287,848**	**415,772**	**505,446**

PERSONNEL COMPLEMENT					
City Planner		1.00	1.00	1.00	1.00
Community Development Director		1.00	1.00	1.00	1.00
Senior Planner		-	-	-	1.00
Community Development Assistant		1.00	1.00	1.00	1.00
Planning Intern		0.50	0.50	0.50	0.50
Rental License Intern		0.50	-	-	-
	Planning & Zoning Total	4.00	3.50	3.50	4.50

DESCRIPTION OF SERVICES:

The mission of the Community Development Department is to guide residential and commercial growth through comprehensive planning processes and administer the city's building and zoning codes in a equitable and professional manner to promote and sustain public safety, quality of life, and the health and well being of the whole community.

The Planning Division's function is to prepare and implement the City's Comprehensive Plan (the City's land use guide) and comprises of two (2) major functions: long-range land use planning and zoning administration.

BUDGET HIGHLIGHTS

- F.T. Senior Planner: $92,314
- Reduction in Professional Services: ($20,000) if Senior Planner is hired

GOALS OF CURRENT YEAR BUDGET:

- All Land Use Applications processed with 60 days.
- Standard plan review completed within 5 business day (previously 10 business days).
- Complete draft of Comprehensive Plan Update.
- Improve the image of key nodes and corridors and clean up Highway 10.
- Improve the application process for land use applications.

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Number of Land Use Applications		28	29	30
Number of Permits		2,172	2,200	2,250
Number of Code Enforcement Cases		55	75	100

FUND GENERAL

DEPARTMENT: DATA PROCESSING
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0192	6102	F.T. REGULAR-WAGES & SALARIES	67,020	74,297	78,661	138,671
0192	6104	PART TIME-WAGES & SALARIES	22,004	34,290	36,629	-
0192	6121	PERA CONTRIBUTIONS	6,996	7,987	8,647	10,400
0192	6122	FICA/MEDICARE CONTRIBUTIONS	7,106	8,117	8,820	10,609
0192	6131	GROUP INSURANCE	10,661	11,308	8,682	21,840
0192	6133	WORKERS COMP INSURANCE PREMIUM	410	496	922	1,109
0192	6206	FILM, MICROFILM, TAPES, DISKS	-	-		
0192	6208	MISCELLANEOUS OFFICE SUPPLIES	-	35	300	300
0192	6249	MISCELLANEOUS OPERATING SUPPLY	2,073	2,515	500	500
0192	6281	SMALL TOOLS & MINOR EQUIPMENT	32,301	44,537	41,300	44,700
0192	6321	TELEPHONE	8,681	9,546	13,440	13,440
0192	6335	TRAINING	80	103	2,500	3,100
0192	6361	GENERAL LIABILITY/PROPERTY INS	4,569	4,098	5,000	4,400
0192	6374	REFUSE/RECYCLING	-	-		
0192	6405	OFFICE & DATA PROCESSING EQUIP	197,925	224,647	252,850	248,535
0192	6580	OTHER EQUIPMENT	31,137	-		
0192	6585	COMPUTER HARDWARE/SOFTWARE	32,256	-	7,500	20,500
Total Expenditure			**423,219**	**421,976**	**465,751**	**518,104**

PERSONNEL COMPLEMENT

IT Manager	1.00	1.00	1.00	1.00
IT Tech	0.50	0.73	0.73	1.00
Data Processing Total	1.50	1.73	1.73	2.00

6405 Office Equipment Contracts

Support	11,800	10,985	10,000	10,000
Financial Support(General Ledger,P/R, S/A, F/A & System Dev)	69,538	72,255	76,881	93,222
PIMS System Support	27,861	30,605	31,955	35,169
GIS	32,512	34,231	35,000	38,500
Laser Fiche Licensing	6,673	6,673	7,000	7,000
Licensing/maintenance	35,000	55,186	45,373	48,300
Internet (Included in LOGIS Support)	12,011	12,033	12,466	12,344
Printer Support	2,530	2,679	4,660	4,000
Website Redesign	-	-	29,515	
	197,925	224,647	252,850	248,535

6585 Computer Hardware / Software

Replace File/E-Mail Server	-		7,500	7,500
NAS/SAN Storage Addition	-	-	-	13,000
Switches & Battery Replacements	32,256			
Additional On-Site Storage for Building Surveillance Video	-			
	32,256	-	7,500	20,500

DESCRIPTION OF SERVICES:

The Information Technology Department manages and maintains all voice, network and data systems for the city. They also handle long-term project planning, technology implementations and helpdesk support for city staff.

BUDGET HIGHLIGHTS
• IT Technician to full-time status from 29 hours week: $27,012

GOALS OF CURRENT YEAR BUDGET:
• Ensure all city staff have the technology resources available to them to provide efficient service.
• Maintain and implement current technologies into the existing work environments and infrustructure.
• Identify any opportunities for improvement and seek out solutions to improve city services.

Performance Measurements:			
	2016 Actual	2017 Estimate	2018 Projected
Number of Physical Servers	7	9	9
Number of Virtualized Servers	0	0	0
Number of Desktop PCs / Laptops	142	152	160
Number of Phones	95	98	100
Number of Mobile Phones	61	63	63
Number of Tablets	5	6	8
Number of Wireless Access Points	8	10	12

FUND GENERAL

DEPARTMENT: GENERAL GOVERNMT. BUILDINGS
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0194	6102	F.T. REGULAR-WAGES & SALARIES	103,545	100,786	112,984	116,097
0194	6103	FULL TIME-REGULAR-OVERTIME	282	1,413		
0194	6104	PART TIME-WAGES & SALARIES	23,075	24,318	45,734	49,028
0194	6107	OVERTIME-PART TIME	-	119		
0194	6121	PERA CONTRIBUTIONS	9,960	9,309	11,904	12,384
0194	6122	FICA/MEDICARE CONTRIBUTIONS	10,127	9,471	12,142	12,632
0194	6131	GROUP INSURANCE	21,325	22,613	17,364	19,468
0194	6133	WORKERS COMP INSURANCE PREMIUM	4,328	4,411	7,063	5,429
0194	6221	CLEANING SUPPLIES	963	1,043	2,500	2,500
0194	6223	GASOLINE	2,201	1,613	3,000	3,000
0194	6225	DIESEL FUEL	52	792	2,000	2,000
0194	6231	UNIFORMS & TURN-OUT GEAR	1,710	1,181	1,500	1,850
0194	6249	MISCELLANEOUS OPERATING SUPPLY	12,462	12,889	13,000	15,000
0194	6257	OTHER VEHICLE PARTS	367	604	1,500	1,800
0194	6259	BUILDING MAINT/REPAIR SUPPLIES	2,418	2,727	5,000	5,000
0194	6275	OTHER EQUIPMENT PARTS	-	-		
0194	6281	SMALL TOOLS & MINOR EQUIPMENT	3,135	3,196	4,000	4,000
0194	6323	CELLULAR PHONES	1,330	1,161	1,500	1,800
0194	6361	GENERAL LIABILITY/PROPERTY INS	12,433	12,680	15,000	14,000
0194	6371	ELECTRIC UTILITIES	94,024	101,119	106,000	106,000
0194	6372	WATER/IRRIGATION	3,451	2,650	4,000	4,000
0194	6373	GAS	23,917	23,815	30,000	26,000
0194	6374	REFUSE/RECYCLING	3,621	3,574	4,500	4,500
0194	6381	BUILDING & STRUCTURE REPAIR	5,968	4,749	10,000	10,000
0194	6382	MACHINERY & EQUIPMENT REPAIR	8,720	9,981	10,000	10,000
0194	6388	OTHER VEHICLE REPAIR	178	716	1,000	2,000
0194	6415	OTHER EQUIPMENT RENTAL	811	282	1,000	1,000
0194	6417	UNIFORM RENTAL	-	-		
0194	6489	OTHER CONTRACTED SERVICES	89,800	73,910	75,000	78,000
0194	6520	BUILDINGS	-	-	-	-
Total Expenditure			**440,203**	**431,122**	**497,691**	**507,488**

PERSONNEL COMPLEMENT

Gen. Gov't. Bldgs.				
Building Maintenance	2.63	2.63	3.13	3.13
Gen Govt Bldgs Total	2.63	2.63	3.13	3.13

DESCRIPTION OF SERVICES:

The General Government Buildings Department is responsible for cleaning city buildings and the repair and maintenance of all building systems.

BUDGET HIGHLIGHTS

- Capital: $100,000 for Muni Center 2nd Floor Community Room build out (Facility Fund funded)

GOALS OF CURRENT YEAR BUDGET:

- Clean and maintain our municipal buildings to the highest level possible
- Continue to prepare and support voting precincts during elections
- Respond to all maintenance requests in a timely manner

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Buildings Maintained		12	12	12
Rooms Prepared for Meetings Annually		1118	1175	1210
Maintenance Request Cleared		48	40	40

FUND GENERAL

DEPARTMENT: NEWSLETTER

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0195	6102	F.T. REGULAR-WAGES & SALARIES	2,368	3,447	10,484	5,386
0195	6121	PERA CONTRIBUTIONS	178	258	786	404
0195	6122	FICA/MEDICARE CONTRIBUTIONS	197	285	802	412
0195	6133	WORKERS COMP INSURANCE PREMIUM	10	15	84	43
0195	6322	POSTAGE	6,328	8,057	10,000	10,000
0195	6352	GENERAL NOTICE & PUBLIC INFOR	21,528	25,094	30,000	33,000
0195	6361	GENERAL LIABILITY/PROPERTY INS	343	381	500	500
Total Expenditure			**30,952**	**37,537**	**52,656**	**49,745**

DESCRIPTION OF SERVICES:

The community newsletter, The Ramsey Resident, is distributed to residential homes every two months. It is intended to provide public information about community events and local government.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Implement refreshed Ramsey branding items into the newsletter

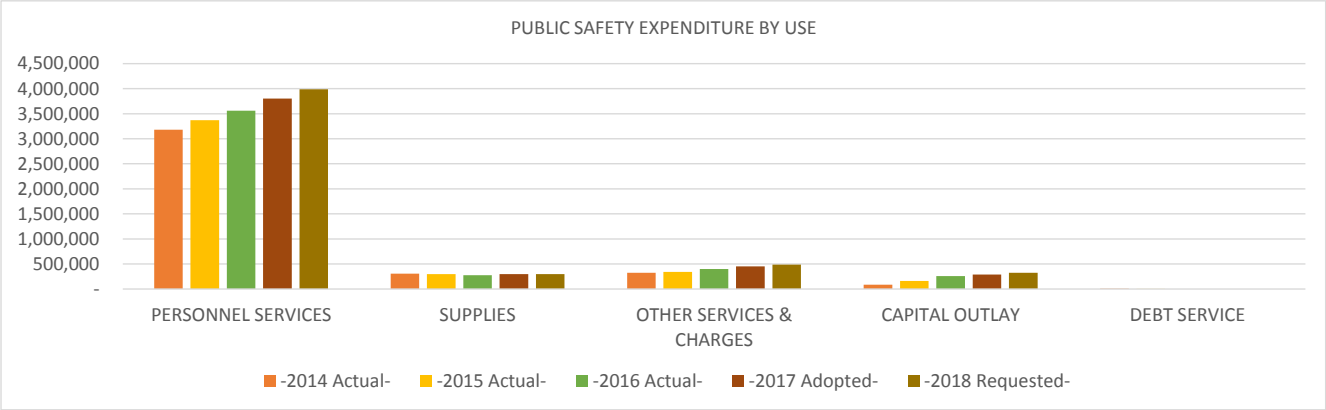
Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Number of newsletters completed annually		6	6	6
Number of full color newsletters completed annually		4	6	6
Number of pages published annually		80	80	100
Annual quantity of paid ads		46	50	60

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC SAFETY	**211-280**

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	3,179,269	3,372,310	3,558,331	3,802,162	3,989,299
SUPPLIES	305,607	296,136	274,769	297,750	299,250
OTHER SERVICES & CHARGES	324,336	343,427	401,384	453,950	486,648
CAPITAL OUTLAY	86,715	163,289	256,939	289,806	324,000
DEBT SERVICE	8,716	4,525	-	-	-
TOTAL EXPENDITURE BY OBJECT	**3,904,643**	**4,179,687**	**4,491,423**	**4,843,668**	**5,099,197**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC SAFETY	211-280

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	2,177,091	2,234,989	2,396,841	2,598,829	2,747,267
6103	FULL TIME-REGULAR-OVERTIME	63,409	55,708	73,866	65,000	65,000
6104	PART TIME-WAGES & SALARIES	240,139	263,763	280,194	321,370	300,844
6105	TEMPORARY-WAGES & SALARIES	17,860	25,088	331	-	-
6107	OVERTIME-PART TIME	170	-	-	-	-
TOTAL WAGES AND SALARIES		**2,498,669**	**2,579,548**	**2,751,232**	**2,985,199**	**3,113,111**
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	-	62,374	47,457	-	-
TOTAL OTHER GROSS EARNINGS		**-**	**62,374**	**47,457**	**-**	**-**
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	314,017	361,593	365,184	394,780	421,184
6122	FICA/MEDICARE CONTRIBUTIONS	69,211	81,684	76,551	89,418	91,908
6131	GROUP INSURANCE	238,696	228,347	239,122	252,241	273,782
6132	DISABILITY INSURANCE	-	1,284	1,284	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	58,676	57,480	77,501	79,224	88,014
TOTAL EMPLOYER CONTRIBUTIONS		**680,600**	**730,388**	**759,642**	**816,963**	**876,188**
Total PERSONNEL SERVICES		**3,179,269**	**3,372,310**	**3,558,331**	**3,802,162**	**3,989,299**
SUPPLIES						
OFFICE SUPPLIES						
6204	STATIONERY, ENVELOPES & FORMS	1,399	3,219	2,400	2,700	2,700
6206	FILM, MICROFILM, TAPES, DISKS	237	566	1,310	1,800	1,800
6207	TRAINING SUPPLIES	720	3,365	1,765	2,500	2,500
6208	MISCELLANEOUS OFFICE SUPPLIES	3,463	4,696	5,129	5,750	5,750
TOTAL OFFICE SUPPLIES		**5,819**	**11,846**	**10,604**	**12,750**	**12,750**
OPERATING SUPPLIES						
6223	GASOLINE	82,881	63,169	57,333	83,000	78,000
6225	DIESEL FUEL	5,262	2,853	2,582	3,500	3,500
6227	LUBRICANTS & ADDITIVES	910	1,010	1,064	1,100	1,100
6229	SHOP MATERIALS	964	837	630	1,000	1,000
6231	UNIFORMS & TURN-OUT GEAR	42,521	49,973	55,051	40,750	45,750
6233	BATTERIES	1,003	1,131	1,084	1,200	1,200
6235	AMMUNITION	10,782	11,715	9,056	9,000	8,500
6237	CRIME SCENE KIT MATERIALS	535	1,107	792	1,000	1,000
6239	FIRST AID SUPPLIES	3,175	1,956	2,833	2,700	3,300
6241	COMMUNITY POLICING SUPPLIES	6,025	4,298	5,519	7,000	6,200
6249	MISCELLANEOUS OPERATING SUPPLY	42,657	48,411	36,574	50,000	46,900
TOTAL OPERATING SUPPLIES		**196,715**	**186,460**	**172,518**	**200,250**	**196,450**
REPAIR AND MAINTENANCE SUPPLIES						
6251	BATTERIES	839	106	2,572	1,700	3,000
6253	BRAKES	1,598	1,824	3,825	2,000	2,200
6255	TIRES	3,093	8,906	7,999	8,200	8,200
6257	OTHER VEHICLE PARTS	21,791	22,352	18,969	19,000	22,000
6259	BUILDING MAINT/REPAIR SUPPLIES	-	136	1,479	500	500
6266	SCBA-PARTS	7,827	9,370	5,893	5,000	5,000
6271	SIGN REPAIR MATERIALS	249	-	985	3,000	3,000
6275	OTHER EQUIPMENT PARTS	1,515	2,301	15,521	3,000	3,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		**36,912**	**44,995**	**57,243**	**42,400**	**46,900**
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	66,101	52,835	34,354	42,350	43,100
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		**66,101**	**52,835**	**34,354**	**42,350**	**43,100**
MERCHANDISE FOR RESALE						
6291	CULVERTS, SIGNS, STREET SUPPLY	60	-	50	-	50
TOTAL MERCHANDISE FOR RESALE		**60**	**-**	**50**	**-**	**50**
Total SUPPLIES		**305,607**	**296,136**	**274,769**	**297,750**	**299,250**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	3,400	3,450	3,500	3,600	3,600
6315	MISCELLANEOUS PROFESSIONAL SER	69,460	83,693	115,500	88,108	111,100
TOTAL PROFESSIONAL SERVICES		**72,860**	**87,143**	**119,000**	**91,708**	**114,700**

COMMUNICATION						
6321	TELEPHONE	4,343	4,034	4,458	4,300	4,600
6322	POSTAGE	2,634	3,478	2,457	4,200	3,900
6323	CELLULAR PHONES	10,652	11,859	13,124	16,000	16,500
TOTAL COMMUNICATION		**17,629**	**19,371**	**20,039**	**24,500**	**25,000**
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	3,871	3,111	3,771	4,900	4,500
6334	MILEAGE REIMBURSEMENT	307	-	138	1,000	750
6335	TRAINING	40,021	40,990	34,470	46,000	45,000
TOTAL EMPLOYEE REIMBURSEMENTS		**44,199**	**44,101**	**38,379**	**51,900**	**50,250**
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	54,128	60,643	55,393	66,600	60,500
TOTAL INSURANCE		**54,128**	**60,643**	**55,393**	**66,600**	**60,500**
UTILITIES						
6371	ELECTRIC UTILITIES	36,430	34,302	35,563	37,200	38,200
6372	WATER/IRRIGATION	94	37	3,848	4,000	4,000
6373	GAS	14,341	7,343	8,303	14,000	10,000
6374	REFUSE/RECYCLING	782	704	1,242	800	1,500
TOTAL UTILITIES		**51,647**	**42,386**	**48,956**	**56,000**	**53,700**
REPAIRS AND MAINTENANCE - LABOR						
6382	MACHINERY & EQUIPMENT REPAIR	9,598	10,438	22,574	11,500	16,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	250	250
6386	BRAKE REPAIR	-	-	541	1,000	1,000
6388	OTHER VEHICLE REPAIR	30,081	18,002	24,250	34,000	34,000
6389	TOWING SERVICES	11	344	1,657	500	3,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		**39,690**	**28,784**	**49,022**	**47,250**	**54,750**
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	2,994	12,424	3,419	43,392	51,948
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		**2,994**	**12,424**	**3,419**	**43,392**	**51,948**
RENTALS						
6413	OFFICE EQUIPMENT RENTAL	6,387	5,170	5,834	6,500	6,000
6415	OTHER EQUIPMENT RENTAL	16,086	22,660	27,250	33,000	34,300
TOTAL RENTALS		**22,473**	**27,830**	**33,084**	**39,500**	**40,300**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	4,792	5,848	4,669	6,700	8,000
6452	SUBSCRIPTIONS	117	-	-	1,000	1,000
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**4,909**	**5,848**	**4,669**	**7,700**	**9,000**
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	205	1,569	1,617	2,100	2,500
TOTAL BOOKS AND PAMPHLETS		**205**	**1,569**	**1,617**	**2,100**	**2,500**
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	13,602	13,328	27,806	23,300	24,000
TOTAL CONTRACTED SERVICES		**13,602**	**13,328**	**27,806**	**23,300**	**24,000**
Total OTHER SERVICES & CHARGES		**324,336**	**343,427**	**401,384**	**453,950**	**486,648**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	-	-	-	-	-
6550	MOTOR VEHICLES	86,715	42,673	97,604	181,000	110,000
6580	OTHER EQUIPMENT	-	120,616	159,335	108,806	214,000
TOTAL CAPITAL OUTLAY		**86,715**	**163,289**	**256,939**	**289,806**	**324,000**
Total CAPITAL OUTLAY		**86,715**	**163,289**	**256,939**	**289,806**	**324,000**
DEBT SERVICE						
DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	8,716	4,525	-	-	-
TOTAL DEBT SERVICE		**8,716**	**4,525**	**-**	**-**	**-**
TOTAL DEBT SERVICE		**8,716**	**4,525**	**-**	**-**	**-**
TOTAL EXPENDITURES & OTHER FINANCING		**3,904,643**	**4,179,687**	**4,491,423**	**4,843,668**	**5,099,197**

FUND GENERAL

DEPARTMENT: POLICE PROTECTION

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0211	6102	F.T. REGULAR-WAGES & SALARIES	1,893,807	2,017,151	2,178,157	2,298,360
0211	6103	FULL TIME-REGULAR-OVERTIME	55,145	71,471	65,000	65,000
0211	6104	PART TIME-WAGES & SALARIES	47,913	53,587	73,500	50,250
0211	6105	TEMPORARY-WAGES & SALARIES	6,964	-		
0211	6108	SEVERANCE PAY	62,374	19,659		
0211	6121	PERA CONTRIBUTIONS	317,627	321,327	345,970	367,374
0211	6122	FICA/MEDICARE CONTRIBUTIONS	47,649	44,442	49,956	50,673
0211	6131	GROUP INSURANCE	175,556	181,711	206,146	223,629
0211	6133	WORKERS COMP INSURANCE PREMIUM	41,147	55,727	57,292	60,702
0211	6204	STATIONERY, ENVELOPES & FORMS	2,486	1,423	1,700	1,700
0211	6206	FILM, MICROFILM, TAPES, DISKS	273	1,264	1,500	1,500
0211	6207	TRAINING SUPPLIES	3,365	1,765	2,500	2,500
0211	6208	MISCELLANEOUS OFFICE SUPPLIES	3,708	3,548	4,000	4,000
0211	6223	GASOLINE	53,118	47,931	70,000	65,000
0211	6227	LUBRICANTS & ADDITIVES	1,010	1,064	1,100	1,100
0211	6229	SHOP MATERIALS	837	630	1,000	1,000
0211	6231	UNIFORMS & TURN-OUT GEAR	19,538	18,151	20,000	20,000
0211	6233	BATTERIES	1,008	898	1,200	1,200
0211	6235	AMMUNITION	11,715	9,056	9,000	8,500
0211	6237	CRIME SCENE KIT MATERIALS	1,107	792	1,000	1,000
0211	6239	FIRST AID SUPPLIES	1,643	1,548	1,700	1,500
0211	6249	MISCELLANEOUS OPERATING SUPPLY	7,799	4,714	7,000	3,400
0211	6251	BATTERIES	104	1,769	500	1,800
0211	6253	BRAKES	1,824	3,825	2,000	2,200
0211	6255	TIRES	8,906	7,999	8,200	8,200
0211	6257	OTHER VEHICLE PARTS	10,022	12,581	9,000	12,000
0211	6259	BUILDING MAINT/REPAIR SUPPLIES	136	1,479	500	500
0211	6275	OTHER EQUIPMENT PARTS	528	819	1,000	1,000
0211	6281	SMALL TOOLS & MINOR EQUIPMENT	16,041	17,409	17,000	17,500
0211	6315	MISCELLANEOUS PROFESSIONAL SER	1,384	8,273	5,000	11,100
0211	6321	TELEPHONE	2,226	2,197	2,700	2,500
0211	6322	POSTAGE	1,849	1,121	1,500	1,300
0211	6323	CELLULAR PHONES	7,140	6,729	8,000	8,000
0211	6331	TRAVEL & LODGING	3,111	3,420	4,500	4,000
0211	6334	MILEAGE REIMBURSEMENT	-	138	500	250
0211	6335	TRAINING	19,975	16,129	22,500	21,000
0211	6361	GENERAL LIABILITY/PROPERTY INS	38,561	34,925	40,000	38,000
0211	6382	MACHINERY & EQUIPMENT REPAIR	417	392	500	500
0211	6383	OFFICE EQUIPMENT REPAIR			250	250
0211	6386	BRAKE REPAIR		541	1,000	1,000
0211	6388	OTHER VEHICLE REPAIR	7,717	12,792	10,000	10,000
0211	6389	TOWING SERVICES	344	1,657	500	3,000
0211	6405	OFFICE & DATA PROCESSING EQUIP	5,904	3,419	5,000	4,000
0211	6413	OFFICE EQUIPMENT RENTAL	5,170	5,834	6,500	6,000
0211	6415	OTHER EQUIPMENT RENTAL	22,660	27,250	33,000	33,000
0211	6451	MEMBERSHIP DUES	3,376	2,864	3,500	3,000
0211	6489	OTHER CONTRACTED SERVICES	3,360	10,336	5,000	5,000
0211	6550	MOTOR VEHICLES	42,673	97,604	91,000	65,000
0211	6580	OTHER EQUIPMENT	63,716	51,906	51,906	-
0211	6603	OTHER L.T. OBLIGATION PRINCIPA	4,525	-		
Total Expenditure			**3,027,458**	**3,191,267**	**3,428,777**	**3,488,488**

PERSONNEL COMPLEMENT					
Police Chief		1.00	1.00	1.00	1.00
Captain		2.00	2.00	2.00	2.00
Sergeant		4.00	4.00	4.00	4.00
Drug Task Force Officer		-	-	1.00	1.00
Patrol Officer		16.00	16.00	17.00	17.00
Community Service Officer		1.00	1.00	1.26	1.26
Crime Prevention Specialist		1.00	-	-	-
Clerical/Support Personnel		3.00	3.00	3.00	3.50
Code Enforcement Intern		0.50	-	-	-
	Public Safety Total	28.50	27.00	29.26	29.76

6550 Motor Vehicles				
Capri	42,673	58,000	57,000	30,000
Tahoe		34,000	34,000	35,000
	42,673	92,000	91,000	65,000

DESCRIPTION OF SERVICES:

The Police Department is responsible for the protection of life and property and an atmosphere of community security through the deterrence of criminal activity by visible patrols; the enforcement of traffic laws; the apprehension of criminal offenders; emergency response services; and the delivery of other community services such as animal control and school liaison. The department provides for the investigation of criminal incidents and the apprehension of criminal offenders through the gathering, analysis, preservation and presentation of evidence.

BUDGET HIGHLIGHTS

- Capital Equipment: Chev Caprice: $30,000; Chev Tahoe: $35,000

GOALS OF CURRENT YEAR BUDGET:

- Reduce Illegal drug activity in the community
- Adequately staff public safety based on changing demographics
- Leverage technology to create operational efficiencies
- Enhance traffic safety in the community

Performance Measurements:

Police Department Activity		2016 Actual	2017 Estimate	2018 Projected
Traffic Arrests		3351	4518	4182
Motor Vehicle Accidents		400	390	457
Criminal Incidents		1310	1138	1125
Non-Criminal Incidents		6840	7376	6722
Ordinance Complaints		629	601	843
total		12530	14043	13329
State CPM Performance Measurement Results		**2014**	**2015**	**2016**
Part 1 and Part 2 Crime Rates (per 1000)		22.20/26.30	17.3/25.43	1 yr lag
Part 1 and Part 2 Crime Clearance Rates (per 1000)		41%	51%	1 yr lag
Average police response times		8:36	NA	1 yr lag

FUND GENERAL **DEPARTMENT:** FIRE PROTECTION

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0220	6102	F.T. REGULAR-WAGES & SALARIES	172,430	170,992	178,387	192,657
0220	6103	FULL TIME-REGULAR-OVERTIME	88	435		
0220	6104	PART TIME-WAGES & SALARIES	215,850	226,607	247,870	250,594
0220	6105	TEMPORARY-WAGES & SALARIES	483	167		
0220	6108	SEVERANCE PAY	-	27,798		
0220	6121	PERA CONTRIBUTIONS	29,360	28,313	30,639	34,592
0220	6122	FICA/MEDICARE CONTRIBUTIONS	20,124	17,251	20,927	21,632
0220	6131	GROUP INSURANCE	22,218	23,202	17,364	21,090
0220	6132	DISABILITY INSURANCE	1,284	1,284	1,300	1,300
0220	6133	WORKERS COMP INSURANCE PREMIUM	14,034	19,212	18,925	22,069
0220	6206	FILM, MICROFILM, TAPES, DISKS	-	21	-	
0220	6208	MISCELLANEOUS OFFICE SUPPLIES	633	1,044	1,000	1,000
0220	6223	GASOLINE	7,775	7,399	10,000	10,000
0220	6225	DIESEL FUEL	2,853	2,582	3,500	3,500
0220	6231	UNIFORMS & TURN-OUT GEAR	29,646	36,480	20,000	25,000
0220	6233	BATTERIES	123	186	-	
0220	6239	FIRST AID SUPPLIES	313	1,285	1,000	1,800
0220	6249	MISCELLANEOUS OPERATING SUPPLY	27,358	17,395	20,000	20,000
0220	6255	TIRES			-	
0220	6257	OTHER VEHICLE PARTS	12,330	6,388	10,000	10,000
0220	6266	SCBA-PARTS	9,370	5,893	5,000	5,000
0220	6275	OTHER EQUIPMENT PARTS	69	2,135	-	
0220	6281	SMALL TOOLS & MINOR EQUIPMENT	36,794	16,742	25,000	25,000
0220	6302	AUDITING & ACCOUNTING SERVICES	3,450	3,500	3,600	3,600
0220	6315	MISCELLANEOUS PROFESSIONAL SER	-			
0220	6321	TELEPHONE	1,418	1,875	1,000	1,500
0220	6322	POSTAGE	208	84	500	500
0220	6323	CELLULAR PHONES	3,920	5,749	6,000	6,000
0220	6335	TRAINING	17,960	16,497	20,000	20,000
0220	6361	GENERAL LIABILITY/PROPERTY INS	17,531	15,461	21,000	17,000
0220	6371	ELECTRIC UTILITIES	21,120	21,808	24,000	24,000
0220	6372	WATER/IRRIGATION	37	3,848	4,000	4,000
0220	6373	GAS	7,343	8,303	14,000	10,000
0220	6374	REFUSE/RECYCLING	704	1,242	800	1,500
0220	6388	OTHER VEHICLE REPAIR	10,286	11,458	24,000	24,000
0220	6405	OFFICE & DATA PROCESSING EQUIP	6,520	-	6,500	16,056
0220	6451	MEMBERSHIP DUES	1,346	1,095	2,000	2,500
0220	6452	SUBSCRIPTIONS	-	-	1,000	1,000
0220	6471	BOOKS & PAMPHLETS	510	529	1,000	1,000
0220	6489	OTHER CONTRACTED SERVICES	5,758	6,089	8,000	8,000
0220	6550	MOTOR VEHICLES	-	-	90,000	45,000
0220	6580	OTHER EQUIPMENT	56,900	107,429	56,900	175,000
Total Expenditure			**758,146**	**817,778**	**895,212**	**1,005,890**

PERSONNEL COMPLEMENT					
Fire Chief		1.00	1.00	1.00	1.00
Fire Secretary		-	1.00	0.70	0.70
Fire Marshall		1.00	1.00	1.00	1.00
Firefighters		7.58	7.58	7.58	7.58
	Fire Total	9.58	10.58	10.28	10.28

6550 Motor Vehicles				
Duty Officer Truck	-	-	40,000	-
Replace Grass Truck #21				45,000
Replace Fire Chief Vehicle		-	50,000	-
	-	-	90,000	45,000

6580 Other Equipment				
800 MHZ Radio - 3 Year Funding	56,900	56,900	56,900	-
SCBA's - 28	-	-	-	175,000
Rescue Truck #1 Box	-	50,000	-	-
	56,900	106,900	56,900	175,000

BUDGET HIGHLIGHTS

- F.T. Fire Inspector/Life Safety Educator: $66,248 (Mar 1 Start date)
- Capital Equipment: Replace Grass Truck: $45,000
- Capital Equipment: Replace 28 SCBA's: $175,000

GOALS OF CURRENT YEAR BUDGET:

- Increase resident safety and fire prevention education through a community outreach program
- Revise and update emergency operations plan
- Enhance department resources for leadership training and mentoring
- Develop and execute action plan for conducting pre-incident planning of structures
- Integrate the fire records system into daily operations; ability to generate analytical reports
- Establish and maintain programs that enhance the health and fitness of all department employees

Performance Measurements:				
		2016 Actual	2017 Estimate	2018 Projected
Number of Calls for Service		498	550	600
Mutual Aid		23	25	25
Given		16	15	15
Received		7	10	10
Number of firefighters		55	55	55
Prevention:				
# of Public Education contacts		42	60	70
# of commericial property inspections		134	170	200
# of permits issued		110	120	120
State CPM Performance Measurement Results		**2014**	**2015**	**2016**
Insurance industry rating of fire services		6/7	5/7	5/7
Fire calls per 1,000 population		10.98	16.5	11.7
Average fire response times		8:24	8:12	8:23
EMS calls per 1,000 population		4.56	4.7	7.6
Average EMS response times		7:35	6:35	6:51

FUND GENERAL

DEPARTMENT: PROTECTIVE INSPECTIONS
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0240	6102	F.T. REGULAR-WAGES & SALARIES	137,399	179,351	194,496	206,579
0240	6103	FULL TIME-REGULAR-OVERTIME	476	1,960		
0240	6104	PART TIME-WAGES & SALARIES	17,640	-		
0240	6105	TEMPORARY-WAGES & SALARIES	-	-		
0240	6121	PERA CONTRIBUTIONS	12,123	13,331	14,587	15,493
0240	6122	FICA/MEDICARE CONTRIBUTIONS	11,361	12,612	14,879	15,803
0240	6131	GROUP INSURANCE	30,573	34,209	28,731	29,063
0240	6133	WORKERS COMP INSURANCE PREMIUM	755	881	1,256	1,653
0240	6204	STATIONERY, ENVELOPES & FORMS	623	776	750	800
0240	6208	MISCELLANEOUS OFFICE SUPPLIES	355	537	750	750
0240	6223	GASOLINE	2,276	2,003	3,000	3,000
0240	6231	UNIFORMS & TURN-OUT GEAR	789	420	750	750
0240	6249	MISCELLANEOUS OPERATING SUPPLY	127	782	2,500	2,500
0240	6315	MISCELLANEOUS PROFESSIONAL SER	82,309	107,227	83,108	100,000
0240	6321	TELEPHONE	390	386	600	600
0240	6322	POSTAGE	1,289	1,238	2,000	2,000
0240	6323	CELLULAR PHONES	799	646	2,000	2,500
0240	6334	MILEAGE REIMBURSEMENT	-	-	500	500
0240	6335	TRAINING	2,596	1,494	3,000	3,000
0240	6361	GENERAL LIABILITY/PROPERTY INS	3,651	3,802	4,400	4,200
0240	6405	OFFICE & DATA PROCESSING EQUIP	-	-	31,892	31,892
0240	6451	MEMBERSHIP DUES	325	435	1,000	1,000
0240	6471	BOOKS & PAMPHLETS	1,014	1,088	1,000	1,000
Total Expenditure			**306,870**	**363,178**	**391,199**	**423,083**

PERSONNEL COMPLEMENT				
Building Official	1.00	1.00	1.00	1.00
Building Inspections Intern	0.50	0.50	0.50	-
Permit Technician	1.50	2.00	2.00	2.00
Inspectors	0.25	0.25	0.25	0.25
Building Inspection Total	3.25	3.75	3.75	3.25

DESCRIPTION OF SERVICES:

The mission of the Community Development Department is to guide residential and commercial growth through comprehensive planning processes and administer the city's building and zoning codes in a equitable and professional manner to promote and sustain public safety, quality of life, and the health and well being of the whole community.

The purpose of the Building Division is to help ensure all your construction projects meet the requirements of both the Minnesota State Building Code and the City Zoning regulations.

BUDGET HIGHLIGHTS

- Increase in Professional Services for Inpsection Contract (Offset with Building Permit Revenue)

GOALS OF CURRENT YEAR BUDGET:

- Complete standard residential plan review within 10 business days.
- Complete standard commercial plan review within 30 business days.
- Allow for inspection availability within 48 hours.
- Improve plan review submittal and department review process.
- Implement the recommendations of the Permit Customer Survey.
- Establish a sustainable employee development and transition plan.

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
New Residential Units		86	175	75
Total Permits		2,172	2,200	2,250
Number of Inspections		6,181	6,200	6,250

FUND GENERAL **DEPARTMENT:** CIVIL DEFENSE

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0250	6251	BATTERIES	-	803	1,200	1,200
0250	6275	OTHER EQUIPMENT PARTS	1,704	12,567	2,000	2,000
0250	6361	GENERAL LIABILITY/PROPERTY INS	52	333	100	200
0250	6371	ELECTRIC UTILITIES	1,020	1,020	1,200	1,200
0250	6382	MACHINERY & EQUIPMENT REPAIR	1,952	7,985	3,000	3,000
Total Expenditure			**4,728**	**22,708**	**7,500**	**7,600**

DESCRIPTION OF SERVICES:

The Civil Defence budget funds expenditures related to the city-wide emergency siren notification system.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Maintain infastructure of siren warning system

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Number of Sirens		17	17	17

FUND GENERAL

DEPARTMENT: TRAFFIC ENGINEERING

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0260	6102	F.T. REGULAR-WAGES & SALARIES	31,353	29,347	47,789	49,671
0260	6103	FULL TIME-REGULAR-OVERTIME	-	-		
0260	6105	TEMPORARY-WAGES & SALARIES	-	164		
0260	6121	PERA CONTRIBUTIONS	2,482	2,213	3,584	3,725
0260	6122	FICA/MEDICARE CONTRIBUTIONS	2,550	2,246	3,656	3,800
0260	6133	WORKERS COMP INSURANCE PREMIUM	1,544	1,681	1,751	3,590
0260	6249	MISCELLANEOUS OPERATING SUPPLY	12,928	13,065	20,000	20,000
0260	6271	SIGN REPAIR MATERIALS	-	985	3,000	3,000
0260	6361	GENERAL LIABILITY/PROPERTY INS	779	802	1,000	1,000
0260	6371	ELECTRIC UTILITIES	12,162	12,735	12,000	13,000
0260	6382	MACHINERY & EQUIPMENT REPAIR	8,069	14,197	8,000	13,000
0260	6489	CONTRACTED SERVICES	-	3,331	3,000	3,000
0260	6580	OTHER EQUIPMENT	-	-	-	39,000
Total Expenditure			**71,867**	**80,766**	**103,780**	**152,786**

DESCRIPTION OF SERVICES:

The Traffic Engineering budget funds the installation and maintenance of traffic signage on, above, and/or near city streets.

BUDGET HIGHLIGHTS

- Capital Equipment: $39,000 Programmable Message Board

GOALS OF CURRENT YEAR BUDGET:

- Continue to meet FHWA guidelines for traffic signage
- Replace damaged or defective signs within 48 hours
- Bring signage up to current standards on all reconstruct and overlay projects
- Continue to support Engineering and Community Development departments with traffic issues

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Total Hours		606	650	610
Number of Traffic Signs in System		2300	2360	2390
Number of Traffic Counts Performed		15	90	15

FUND GENERAL

DEPARTMENT: ANIMAL CONTROL
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0270	6249	MISCELLANEOUS OPERATING SUPPLY	198	618	500	1,000
0270	6281	SMALL TOOLS & MINOR EQUIPMENT	-	203	250	500
0270	6489	OTHER CONTRACTED SERVICES	4,210	8,050	7,300	8,000
Total Expenditure			**4,408**	**8,871**	**8,050**	**9,500**

DESCRIPTION OF SERVICES:

This fund covers expenditures related to animal control which is provided on a contractual basis by the city of Anoka Police Department.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Provide animal containment services to residents

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Animal Complaints		463	434	456
Number of Animals Impounded		48	37	59
Number of Animals Released to Owners		44	35	59
Number of Euthanizations		4	2	0

FUND GENERAL **DEPARTMENT:** COMMUNITY ORIENTATING POLICE

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0280	6204	STATIONERY, ENVELOPES & FORMS	110	201	250	200
0280	6206	FILM, MICROFILM, TAPES, DISKS	293	25	300	300
0280	6241	COMMUNITY POLICING SUPPLIES	4,298	5,519	7,000	6,200
0280	6281	SMALL TOOLS & MINOR EQUIPMENT	-	-	100	100
0280	6291	CULVERTS, SIGNS, STREET SUPPLY	-	50		50
0280	6322	POSTAGE	132	14	200	100
0280	6331	TRAVEL & LODGING	-	351	400	500
0280	6335	TRAINING	460	350	500	1,000
0280	6361	GENERAL LIABILITY/PROPERTY INS	68	70	100	100
0280	6415	OTHER EQUIPMENT RENTAL	-	-	-	1,300
0280	6451	MEMBERSHIP DUES	801	275	200	1,500
0280	6471	BOOKS & PAMPHLETS	45	-	100	500
Total Expenditure			**6,207**	**6,855**	**9,150**	**11,850**

DESCRIPTION OF SERVICES:

The Community Orientating Policing funds expenditures related to community programs such as: Kids Safety Camp, Car Seat Inspections, Night to Unite, Pet Clinics, Bike Helmet Fitting and Sale, Police Explorers, and Drug Take Back Program

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

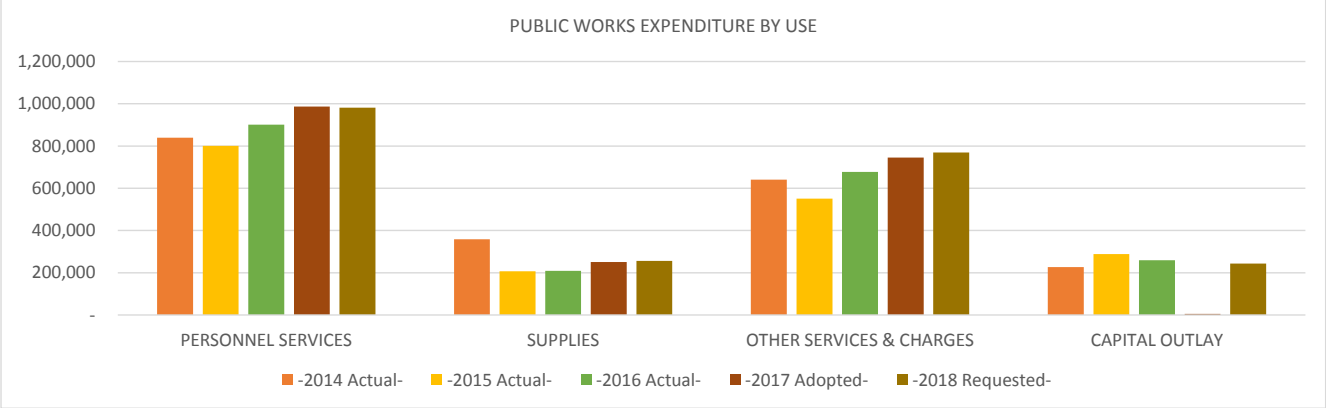
- Increase participation in community based programs

Performance Measurements:				
		2016 Actual	2017 Estimate	2018 Projected
# of participants attending Kids Safety Camp		127	138	112
# of car seat inspections		28	43	83
Night to Unite - # of Parties		47	38	45
# of animals served at Pet Clinics		290	260	231

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC WORKS	301-312

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	839,192	800,870	901,475	986,625	981,529
SUPPLIES	358,193	206,416	209,343	250,600	255,850
OTHER SERVICES & CHARGES	640,731	551,129	677,569	745,550	769,600
CAPITAL OUTLAY	227,137	288,428	259,217	5,100	243,270
TOTAL EXPENDITURE BY OBJECT	**2,065,253**	**1,846,843**	**2,047,604**	**1,987,875**	**2,250,249**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC WORKS	301-312

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	571,226	544,621	609,886	661,186	644,513
6103	FULL TIME-REGULAR-OVERTIME	28,800	22,263	28,799	33,000	25,000
6105	TEMPORARY-WAGES & SALARIES	16,814	22,725	23,781	58,320	72,110
6106	OVERTIME-TEMPORARY	17	1,620	2,057	-	-
TOTAL WAGES AND SALARIES		**616,857**	**591,229**	**664,523**	**752,506**	**741,623**
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	4,068	-	-	-	-
TOTAL OTHER GROSS EARNINGS		**4,068**	**-**	**-**	**-**	**-**
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	43,395	45,260	46,702	54,249	51,834
6122	FICA/MEDICARE CONTRIBUTIONS	44,905	46,267	47,358	58,555	57,827
6131	GROUP INSURANCE	102,142	96,182	114,344	92,567	94,877
6133	WORKERS COMP INSURANCE PREMIUM	27,825	21,932	28,548	28,748	35,368
TOTAL EMPLOYER CONTRIBUTIONS		**218,267**	**209,641**	**236,952**	**234,119**	**239,906**
Total PERSONNEL SERVICES		**839,192**	**800,870**	**901,475**	**986,625**	**981,529**
SUPPLIES						
OFFICE SUPPLIES						
6205	DRAFTING SUPPLIES	-	200	-	400	250
6208	MISCELLANEOUS OFFICE SUPPLIES	1,235	1,899	1,309	1,700	1,400
TOTAL OFFICE SUPPLIES		**1,235**	**2,099**	**1,309**	**2,100**	**1,650**
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	-	-	-	200	200
6223	GASOLINE	13,128	10,862	8,370	16,500	14,000
6225	DIESEL FUEL	54,880	21,068	15,977	52,000	30,000
6227	LUBRICANTS & ADDITIVES	3,613	2,036	2,514	4,300	4,000
6229	SHOP MATERIALS	3,197	910	2,106	4,500	4,500
6231	UNIFORMS & TURN-OUT GEAR	3,221	4,506	4,291	5,300	5,700
6249	MISCELLANEOUS OPERATING SUPPLY	7,615	9,923	11,236	11,500	11,000
TOTAL OPERATING SUPPLIES		**85,654**	**49,305**	**44,494**	**94,300**	**69,400**
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	77,467	46,423	50,174	53,500	56,000
6259	BUILDING MAINT/REPAIR SUPPLIES	3,122	1,958	4,706	6,000	6,000
6261	SAND & GRAVEL	3,949	1,951	993	3,000	4,000
6263	SALT	153,891	72,561	87,028	44,500	72,000
6265	ASPHALT	12,655	13,489	9,160	20,000	20,000
6267	OTHER STREET MAINTENANCE SUPPL	5,277	1,933	3,388	5,700	5,700
6269	LANDSCAPE MATERIALS	13,620	5,361	1,272	7,500	7,500
6275	OTHER EQUIPMENT PARTS	-	-	41	500	200
TOTAL REPAIR AND MAINTENANCE SUPPLIES		**269,981**	**143,676**	**156,762**	**140,700**	**171,400**
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	1,323	11,336	6,778	13,500	13,400
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		**1,323**	**11,336**	**6,778**	**13,500**	**13,400**
Total SUPPLIES		**358,193**	**206,416**	**209,343**	**250,600**	**255,850**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6315	MISCELLANEOUS PROFESSIONAL SER	27,998	17,921	44,681	49,000	74,000
TOTAL PROFESSIONAL SERVICES		**27,998**	**17,921**	**44,681**	**49,000**	**74,000**
COMMUNICATION						
6321	TELEPHONE	1,979	2,122	2,112	2,300	2,200
6322	POSTAGE	536	1,558	1,624	2,100	1,650
6323	CELLULAR PHONES	5,639	5,468	5,811	7,000	6,500
TOTAL COMMUNICATION		**8,154**	**9,148**	**9,547**	**11,400**	**10,350**

EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	-	184	349	500	1,000
6335	TRAINING	3,780	6,950	5,958	14,500	10,000
TOTAL EMPLOYEE REIMBURSEMENTS		**3,780**	**7,134**	**6,307**	**15,000**	**11,000**
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	31,914	33,342	32,318	36,500	35,000
TOTAL INSURANCE		**31,914**	**33,342**	**32,318**	**36,500**	**35,000**
UTILITIES						
6371	ELECTRIC UTILITIES	7,285	6,386	6,704	8,500	8,500
6372	WATER/IRRIGATION	1,624	1,315	3,749	1,700	3,500
6373	GAS	7,269	3,654	4,460	8,650	5,000
6374	REFUSE/RECYCLING	1,842	1,791	2,462	2,200	2,300
TOTAL UTILITIES		**18,020**	**13,146**	**17,375**	**21,050**	**19,300**
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	5,240	3,956	10,105	10,000	10,000
6382	MACHINERY & EQUIPMENT REPAIR	1,868	1,780	693	4,000	4,000
6387	TIRE MOUNTING & BALANCING	130	-	171	600	600
6388	OTHER VEHICLE REPAIR	16,037	8,804	6,807	18,000	20,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		**23,275**	**14,540**	**17,776**	**32,600**	**34,600**
REPAIRS AND MAINTENANCE - CONTRACTS						
6404	MACHINERY & EQUIPMENT	990	1,348	1,325	4,000	3,000
6405	OFFICE & DATA PROCESSING EQUIP	1,878	6,185	6,132	8,000	6,200
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		**2,868**	**7,533**	**7,457**	**12,000**	**9,200**
RENTALS						
6415	OTHER EQUIPMENT RENTAL	5,579	9,825	3,429	5,800	56,000
6417	UNIFORM RENTAL	4,959	4,787	2,312	5,000	3,000
TOTAL RENTALS		**10,538**	**14,612**	**5,741**	**10,800**	**59,000**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	797	1,119	1,024	1,700	1,900
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**797**	**1,119**	**1,024**	**1,700**	**1,900**
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	-	-	114	500	250
TOTAL BOOKS AND PAMPHLETS		**-**	**-**	**114**	**500**	**250**
CONTRACTED SERVICES						
6488	STREET MAINTENANCE CONTRACT	512,125	403,384	491,369	500,000	500,000
6489	OTHER CONTRACTED SERVICES	1,262	29,250	43,860	55,000	15,000
TOTAL CONTRACTED SERVICES		**513,387**	**432,634**	**535,229**	**555,000**	**515,000**
Total OTHER SERVICES & CHARGES		**640,731**	**551,129**	**677,569**	**745,550**	**769,600**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	227,137	178,973	254,117	-	225,270
6550	MOTOR VEHICLES	-	35,171	-	-	-
6580	OTHER EQUIPMENT	-	74,284	5,100	5,100	18,000
TOTAL CAPITAL OUTLAY		**227,137**	**288,428**	**259,217**	**5,100**	**243,270**
Total CAPITAL OUTLAY		**227,137**	**288,428**	**259,217**	**5,100**	**243,270**
TOTAL EXPENDITURES & OTHER FINANCING		**2,065,253**	**1,846,843**	**2,047,604**	**1,987,875**	**2,250,249**

FUND GENERAL

DEPARTMENT: ENGINEERING
FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0301	6102	F.T. REGULAR-WAGES & SALARIES	178,407	191,595	197,102	175,385
0301	6103	FULL TIME-REGULAR-OVERTIME	19,087	19,710	18,000	10,000
0301	6105	TEMPORARY-WAGES & SALARIES	12,048	17,911	29,120	48,910
0301	6106	OVERTIME-TEMPORARY	1,620	2,057		
0301	6121	PERA CONTRIBUTIONS	16,070	15,197	18,317	16,110
0301	6122	FICA/MEDICARE CONTRIBUTIONS	15,874	15,953	18,683	17,923
0301	6131	GROUP INSURANCE	40,133	40,777	32,658	25,784
0301	6133	WORKERS COMP INSURANCE PREMIUM	1,008	1,085	1,676	1,997
0301	6205	DRAFTING SUPPLIES	200	-	400	250
0301	6208	MISCELLANEOUS OFFICE SUPPLIES	1,603	901	1,400	1,000
0301	6223	GASOLINE	3,470	2,679	4,500	4,000
0301	6231	UNIFORMS & TURN-OUT GEAR	2,130	1,631	2,300	2,200
0301	6249	MISCELLANEOUS OPERATING SUPPLY	3,010	2,227	3,500	3,000
0301	6257	OTHER VEHICLE PARTS	550	1,464	1,500	2,000
0301	6281	SMALL TOOLS & MINOR EQUIPMENT	123	317	500	400
0301	6315	MISCELLANEOUS PROFESSIONAL SER	3,549	26,532	25,000	50,000
0301	6321	TELEPHONE	1,105	1,092	1,200	1,100
0301	6322	POSTAGE	1,482	1,480	2,000	1,500
0301	6323	CELLULAR PHONES	2,841	2,781	3,500	3,000
0301	6331	TRAVEL & LODGING	184	349	500	1,000
0301	6335	TRAINING	4,611	2,287	10,500	6,000
0301	6361	GENERAL LIABILITY/PROPERTY INS	4,188	3,966	4,600	4,500
0301	6405	OFFICE & DATA PROCESSING EQUIP	6,185	6,132	8,000	6,200
0301	6451	MEMBERSHIP DUES	845	594	1,400	1,500
0301	6471	BOOKS & PAMPHLETS		114	500	250
0301	6550	MOTOR VEHICLES	35,171	-		
Total Expenditure			**355,494**	**358,831**	**386,856**	**384,009**

PERSONNEL COMPLEMENT				
City Engineer	1.00	1.00	1.00	1.00
Engineering Tech IV	1.00	1.00	1.00	0.50
Engineering Tech II	1.00	1.00	1.00	1.00
Engineering Tech III	1.00	1.00	1.00	1.00
Civil Engineer IV	-	1.00	1.00	1.00
Civil Engineer II	1.00	-	-	-
Secretary (Moved to PW)	1.00	1.00	1.00	-
Administrative Assistant	-	-	-	0.50
Intern	1.00	1.00	1.00	1.00
eering Total	7.00	7.00	7.00	6.00

DESCRIPTION OF SERVICES:

The Engineering budget covers engineering functions not charged to specific projects. The City Engineer oversees all engineering including working with the Minnesota Department of Transportation, Anoka County, other cities and regulating agencies, maintaining mapping and GIS data, managing stormwater runoff, responding to citizen and staff requests, and general engineering functions.

BUDGET HIGHLIGHTS

- Engr Tech V Pera Phased Retirement: ($31,016 General Fund) Savings
- F.T. Administrative Assistant: $54,815 (Feb 1 Start)
- Engr Secretary/Asst moved to Parks Department (If Administrative Assistant is approved)
- Increase Professional Services: $25,000 due to reduction in hours of Engr Tech V

GOALS OF CURRENT YEAR BUDGET:

- Develop and implement a long-term trail maintenance program
- Develop and implement a long-term stormwater pond maintenance program
- Conduct CSAH 5/Nowthen Blvd. transportation corridor study and develop improvements program
- Conduct TH 47/St. Francis Blvd. transportation corridor study and develop improvements program
- Develop and plan for key infrastructure improvements (AUAR, utilities, transportation)
- Work with other cities/regulating agencies to identify sustainable regional water supply solutions
- Implement Infrastructure Asset Management System Upgrades

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Active Engineering Projects		12	11	12
Completed Engineering Projects		5	7	9
Infrastructure Asset Management System Upgrades				1

FUND GENERAL

DEPARTMENT: STREET MAINTENANCE

FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0311	6102	F.T. REGULAR-WAGES & SALARIES	307,810	361,383	386,781	389,032
0311	6103	FULL TIME-REGULAR-OVERTIME	184	605	2,000	2,000
0311	6105	TEMPORARY-WAGES & SALARIES	7,931	2,878	19,200	13,200
0311	6108	SEVERANCE PAY	-	-		
0311	6121	PERA CONTRIBUTIONS	24,175	26,772	29,159	28,742
0311	6122	FICA/MEDICARE CONTRIBUTIONS	24,982	26,427	32,199	32,017
0311	6131	GROUP INSURANCE	56,048	73,567	59,909	69,093
0311	6133	WORKERS COMP INSURANCE PREMIUM	17,693	23,682	22,416	28,213
0311	6208	MISCELLANEOUS OFFICE SUPPLIES	296	408	300	400
0311	6221	CLEANING SUPPLIES	-	-	200	200
0311	6223	GASOLINE	7,392	5,691	9,000	7,000
0311	6225	DIESEL FUEL	12,707	7,211	28,000	15,000
0311	6227	LUBRICANTS & ADDITIVES	2,036	2,514	4,300	4,000
0311	6229	SHOP MATERIALS	885	2,079	4,000	4,000
0311	6231	UNIFORMS & TURN-OUT GEAR	2,376	2,660	3,000	3,500
0311	6249	MISCELLANEOUS OPERATING SUPPLY	6,911	9,009	8,000	8,000
0311	6257	OTHER VEHICLE PARTS	20,786	20,061	25,000	25,000
0311	6259	BUILDING MAINT/REPAIR SUPPLIES	1,958	4,706	6,000	6,000
0311	6261	SAND & GRAVEL	-	-	1,000	1,000
0311	6265	ASPHALT	13,489	9,160	20,000	20,000
0311	6267	OTHER STREET MAINTENANCE SUPPL	160	438	2,000	2,000
0311	6269	LANDSCAPE MATERIALS	5,361	1,272	7,500	7,500
0311	6275	OTHER EQUIPMENT PARTS		41	500	200
0311	6281	SMALL TOOLS & MINOR EQUIPMENT	11,213	6,461	13,000	13,000
0311	6315	MISCELLANEOUS PROFESSIONAL SER	14,374	18,149	24,000	24,000
0311	6321	TELEPHONE	1,017	1,020	1,100	1,100
0311	6322	POSTAGE	75	144	100	150
0311	6323	CELLULAR PHONES	2,628	3,030	3,500	3,500
0311	6335	TRAINING	2,339	3,671	4,000	4,000
0311	6361	GENERAL LIABILITY/PROPERTY INS	23,738	23,066	26,100	25,000
0311	6371	ELECTRIC UTILITIES	6,385	6,704	8,500	8,500
0311	6372	WATER/IRRIGATION	1,315	3,749	1,700	3,500
0311	6373	GAS	3,654	4,460	8,650	5,000
0311	6374	REFUSE/RECYCLING	1,791	2,462	2,200	2,300
0311	6381	BUILDING & STRUCTURE REPAIR	3,956	10,105	10,000	10,000
0311	6382	MACHINERY & EQUIPMENT REPAIR	1,780	693	4,000	4,000
0311	6387	TIRE MOUNTING & BALANCING	-	171	600	600
0311	6388	OTHER VEHICLE REPAIR	5,308	4,101	8,000	8,000
0311	6404	MACHINERY & EQUIPMENT	1,348	1,325	4,000	3,000
0311	6415	OTHER EQUIPMENT RENTAL	9,826	3,429	5,800	56,000
0311	6417	UNIFORM RENTAL	4,787	2,312	5,000	3,000
0311	6451	MEMBERSHIP DUES	274	430	300	400
0311	6488	STREET MAINTENANCE CONTRACT	403,384	491,369	500,000	500,000
0311	6489	OTHER CONTRACTED SERVICES	29,250	43,860	50,000	10,000
0311	6540	HEAVY MACHINERY	178,973	254,117	-	225,270
0311	6580	OTHER EQUIPMENT	74,284	5,100	5,100	18,000
Total Expenditure			**1,294,879**	**1,470,492**	**1,356,114**	**1,594,417**

PERSONNEL COMPLEMENT				
Public Works Superintendent	1.00	1.00	1.00	1.00
Secretary (Formerly under Engineering)	-	-	-	1.00
Heavy Equipment Operator	1.00	-	-	-
Mechanic	1.00	2.00	2.00	2.00
Streets Lead Worker	1.00	1.00	1.00	1.00
PW Maintenance Worker	3.00	4.00	4.00	4.00
Temporary - Streets	0.50	0.50	0.50	0.50
Street Maintenance Total	7.50	8.50	8.50	9.50

6488/6489 Other Contracted Services				
Street Maintenance Program	-			
Long term road reconstruction	337,321	535,229	500,000	500,000
Road Patching	95,313	-	50,000	10,000
	432,634	535,229	550,000	510,000

6540 - Heavy Machinery				
F350 truck with plow	192,507	186,000	-	188,000
1-Ton Truck	-	61,000	-	-
3/4 Ton Truck				37,270
Loader	178,973	-	-	-
	371,480	247,000	-	225,270

6580 - Other Equipment				
Sidewalk Machine	53,234	-	-	-
800 MHZ Radio - 3 Year Funding	5,100	5,100	5,100	-
Kubota Tractor	15,950	-	-	-
ATV Athletic Field Maintenance Machine	-	-	-	18,000
	74,284	5,100	5,100	18,000

DESCRIPTION OF SERVICES:

The Street Maintenance Department is responsible for maintaining city streets, sidewalks, traffic signs, boulevards, ROW mowing and the storm water collection system.

BUDGET HIGHLIGHTS

- Capital Equipment: Dump Truck with Plow: $188,000 (Net of $8,000 trade in)
- Capital Equipment: 3/4 Ton Truck: $37,270 (Net of $5,000 trade in)
- Capital Equipment: ATV athletic field machine: $18,000

GOALS OF CURRENT YEAR BUDGET:

- Maintain and improve city's rating of 7.0 average of road condition
- Increase use of contracted services on pothole repair (velocity patching)
- Increase prevenative maintenace to prolong the life of our public streets
- Maintain our city vehicles and equipment to the highest level possible

Performance Measurements:				
		2016 Actual	2017 Estimate	2018 Projected
Crack filling (miles)		6.48	12.8	7
Sealcoating (miles)		7.55	7.73	7.5

Asphalt patching (tons)		207	180	150

FUND GENERAL

DEPARTMENT: SNOW & ICE REMOVAL

FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0312	6102	F.T. REGULAR-WAGES & SALARIES	58,404	56,908	77,303	80,096
0312	6103	FULL TIME-REGULAR-OVERTIME	2,990	8,484	13,000	13,000
0312	6105	TEMPORARY-WAGES & SALARIES	2,746	2,992	10,000	10,000
0312	6121	PERA CONTRIBUTIONS	5,015	4,733	6,773	6,982
0312	6122	FICA/MEDICARE CONTRIBUTIONS	5,410	4,978	7,673	7,887
0312	6133	WORKERS COMP INSURANCE PREMIUM	3,231	3,781	4,656	5,158
0312	6223	GASOLINE	-	-	3,000	3,000
0312	6225	DIESEL FUEL	8,362	8,766	24,000	15,000
0312	6229	SHOP MATERIALS	25	27	500	500
0312	6251	BATTERIES				
0312	6257	OTHER VEHICLE PARTS	25,087	28,649	27,000	29,000
0312	6261	SAND & GRAVEL	1,951	993	2,000	3,000
0312	6263	SALT	72,561	87,028	44,500	72,000
0312	6267	OTHER STREET MAINTENANCE SUPPL	1,773	2,950	3,700	3,700
0312	6361	GENERAL LIABILITY/PROPERTY INS	5,416	5,286	5,800	5,500
0312	6388	OTHER VEHICLE REPAIR	3,496	2,706	10,000	12,000
0312	6489	OTHER CONTRACTED SERVICES	-	-	5,000	5,000
Total Expenditure			**196,467**	**218,281**	**244,905**	**271,823**

DESCRIPTION OF SERVICES:

The Snow and Ice Removal budget provides for snow removal and for ice control on city streets, parking lots, and pathways.

BUDGET HIGHLIGHTS

- Increase Salt Levels to Previous (Over-Supply Beginning 2017): $27,500

GOALS OF CURRENT YEAR BUDGET:

- Clearing of the parking ramp utilizing PW Staff (full time, temporary on call, and seasonal staff)
- Continue to monitor and reduce salt usage
- Continue to complete citywide plowing in 8 hours or less
- Upgrade weather service to MDSS (maintenance decision support software)
- Equip cul-de-sac trucks and sidewalk plowing equipment with AVL to track snow removal operations

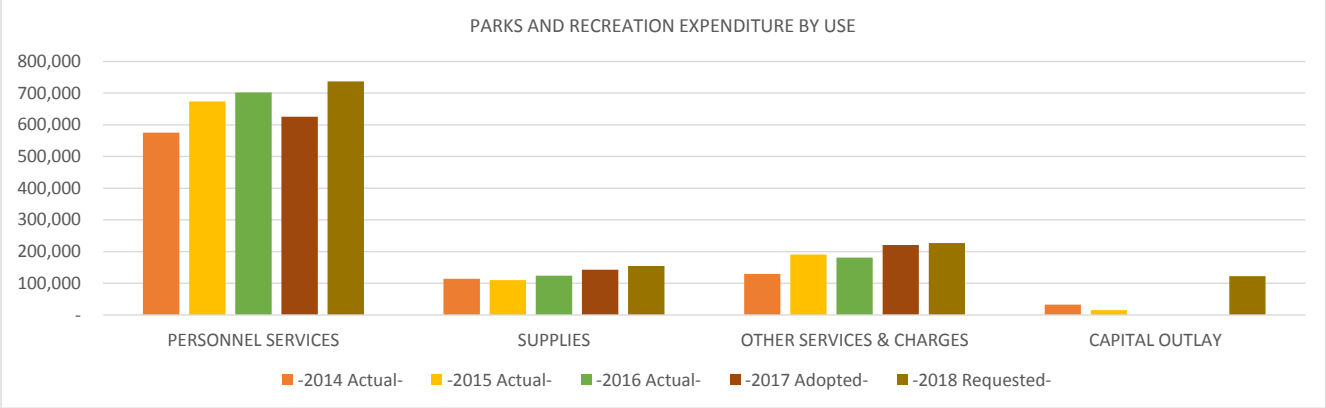
Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Miles of Streets Plowed		172.8	175	175
Cul-de-sacs		271	271	275
Salt/Sand Purchased (tons)		600	960	1200
Snow Removal Hours		4253	4000	4000
Full Scale Plowing Events		16	8 to 12	8 to 12

GENERAL FUND 101 - GENERAL GOVERNMENT

PARKS AND RECREATION	452-461

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	575,276	673,742	702,727	625,630	737,360
SUPPLIES	114,167	110,198	124,257	142,900	154,500
OTHER SERVICES & CHARGES	129,599	190,782	181,287	221,200	227,350
CAPITAL OUTLAY	32,803	15,578	-	-	122,740
TOTAL EXPENDITURE BY OBJECT	**851,845**	**990,300**	**1,008,271**	**989,730**	**1,241,950**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PARKS AND RECREATION	452-461

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	372,611	442,893	464,121	399,278	474,168
6103	FULL TIME-REGULAR-OVERTIME	1,125	1,473	513	1,000	1,000
6105	TEMPORARY-WAGES & SALARIES	81,026	81,848	82,499	93,218	104,029
TOTAL WAGES AND SALARIES		**454,762**	**526,214**	**547,133**	**493,496**	**579,197**
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	27,058	36,032	34,486	31,113	37,163
6122	FICA/MEDICARE CONTRIBUTIONS	34,125	41,674	40,981	37,753	44,308
6131	GROUP INSURANCE	48,415	58,169	63,648	46,982	60,659
6133	WORKERS COMP INSURANCE PREMIUM	10,916	11,653	16,479	16,286	16,033
TOTAL EMPLOYER CONTRIBUTIONS		**120,514**	**147,528**	**155,594**	**132,134**	**158,163**
Total PERSONNEL SERVICES		**575,276**	**673,742**	**702,727**	**625,630**	**737,360**
SUPPLIES						
OFFICE SUPPLIES						
6208	MISCELLANEOUS OFFICE SUPPLIES	702	731	531	400	500
TOTAL OFFICE SUPPLIES		**702**	**731**	**531**	**400**	**500**
OPERATING SUPPLIES						
6223	GASOLINE	20,954	14,996	13,582	21,000	17,000
6225	DIESEL FUEL	7,385	6,049	5,451	7,000	7,000
6229	SHOP MATERIALS	1,306	3,102	1,015	2,500	2,000
6231	UNIFORMS & TURN-OUT GEAR	2,414	3,369	3,181	3,000	3,500
6249	MISCELLANEOUS OPERATING SUPPLY	39,428	28,542	27,912	35,000	35,000
TOTAL OPERATING SUPPLIES		**71,487**	**56,058**	**51,141**	**68,500**	**64,500**
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	6,121	10,949	13,186	14,000	14,000
6265	ASPHALT	18,554	18,121	28,947	30,000	40,000
6269	LANDSCAPE MATERIALS	15,023	21,309	12,401	18,000	18,000
6268	IRRIGATION SUPPLIES	-	-	15,628	10,000	15,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		**39,698**	**50,379**	**70,162**	**72,000**	**87,000**
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	2,280	3,030	2,423	2,000	2,500
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		**2,280**	**3,030**	**2,423**	**2,000**	**2,500**
Total SUPPLIES		**114,167**	**110,198**	**124,257**	**142,900**	**154,500**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6315	MISCELLANEOUS PROFESSIONAL SER	7,236	29,937	4,940	50,000	35,000
TOTAL PROFESSIONAL SERVICES		**7,236**	**29,937**	**4,940**	**50,000**	**35,000**
COMMUNICATION						
6321	TELEPHONE	815	784	784	800	800
6322	POSTAGE	60	216	80	100	100
6323	CELLULAR PHONES	2,621	2,864	3,225	3,000	3,500
TOTAL COMMUNICATION		**3,496**	**3,864**	**4,089**	**3,900**	**4,400**

EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	19	356	212	-	-
6334	MILEAGE REIMBURSEMENT	151	294	29	-	-
6335	TRAINING	590	1,539	2,925	2,000	2,000
TOTAL EMPLOYEE REIMBURSEMENTS		**760**	**2,189**	**3,166**	**2,000**	**2,000**
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	92	-	-	-	-
TOTAL ADVERTISING AND PUBLISHING		**92**	**-**	**-**	**-**	**-**
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	11,007	11,957	10,022	12,100	12,000
TOTAL INSURANCE		**11,007**	**11,957**	**10,022**	**12,100**	**12,000**
UTILITIES						
6371	ELECTRIC UTILITIES	21,773	25,475	23,821	22,000	23,000
6372	WATER/IRRIGATION	4,526	14,979	13,209	6,000	13,000
6373	GAS	4,146	3,031	3,424	4,500	4,500
6374	REFUSE/RECYCLING	2,030	2,787	3,173	2,800	3,000
TOTAL UTILITIES		**32,475**	**46,272**	**43,627**	**35,300**	**43,500**
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	13,781	19,098	21,716	15,000	21,000
6382	MACHINERY & EQUIPMENT REPAIR	1,284	3,225	6,488	1,800	5,000
6388	OTHER VEHICLE REPAIR	716	3,557	2,540	2,000	3,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		**15,781**	**25,880**	**30,744**	**18,800**	**29,000**
RENTALS						
6415	OTHER EQUIPMENT RENTAL	10,009	10,416	7,774	9,500	9,000
6416	MACHINERY RENTAL	100	-	63	600	700
6417	UNIFORM RENTAL	1,132	636	685	650	1,100
TOTAL RENTALS		**11,241**	**11,052**	**8,522**	**10,750**	**10,800**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	463	1,539	1,411	350	650
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**463**	**1,539**	**1,411**	**350**	**650**
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	47,048	58,092	74,766	88,000	90,000
TOTAL CONTRACTED SERVICES		**47,048**	**58,092**	**74,766**	**88,000**	**90,000**
Total OTHER SERVICES & CHARGES		**129,599**	**190,782**	**181,287**	**221,200**	**227,350**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	32,803	-	-	-	104,740
6580	OTHER EQUIPMENT	-	15,578	-	-	18,000
TOTAL CAPITAL OUTLAY		**32,803**	**15,578**	**-**	**-**	**122,740**
Total CAPITAL OUTLAY		**32,803**	**15,578**	**-**	**-**	**122,740**
TOTAL EXPENDITURES & OTHER FINANCING		**851,845**	**990,300**	**1,008,271**	**989,730**	**1,241,950**

FUND GENERAL

DEPARTMENT: PARK & RECREATION

FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0452	6102	F.T. REGULAR-WAGES & SALARIES	377,172	401,518	399,278	474,168
0452	6103	FULL TIME-REGULAR-OVERTIME	1,472	513	1,000	1,000
0452	6105	TEMPORARY-WAGES & SALARIES	81,848	82,499	93,218	104,029
0452	6121	PERA CONTRIBUTIONS	30,868	29,899	31,113	37,163
0452	6122	FICA/MEDICARE CONTRIBUTIONS	36,762	36,600	37,753	44,308
0452	6131	GROUP INSURANCE	53,944	59,269	46,982	60,659
0452	6133	WORKERS COMP INSURANCE PREMIUM	11,365	16,203	16,286	16,033
0452	6208	MISCELLANEOUS OFFICE SUPPLIES	710	519	400	500
0452	6223	GASOLINE	14,996	13,582	21,000	17,000
0452	6225	DIESEL FUEL	6,049	5,451	7,000	7,000
0452	6229	SHOP MATERIALS	3,102	1,015	2,500	2,000
0452	6231	UNIFORMS & TURN-OUT GEAR	3,369	3,181	3,000	3,500
0452	6249	MISCELLANEOUS OPERATING SUPPLY	28,543	27,772	35,000	35,000
0452	6257	OTHER VEHICLE PARTS	10,949	13,186	14,000	14,000
0452	6265	ASPHALT	18,121	28,947	30,000	40,000
0452	6268	IRRIGATION SUPPLIES	-	15,628	10,000	15,000
0452	6269	LANDSCAPE MATERIALS	21,309	12,401	18,000	18,000
0452	6281	SMALL TOOLS & MINOR EQUIPMENT	3,030	2,423	2,000	2,500
0452	6315	MISCELLANEOUS PROFESSIONAL SER	29,938	4,758	50,000	35,000
0452	6321	TELEPHONE	784	784	800	800
0452	6322	POSTAGE	216	80	100	100
0452	6323	CELLULAR PHONES	2,864	3,225	3,000	3,500
0452	6335	TRAINING	1,224	2,360	2,000	2,000
0452	6361	GENERAL LIABILITY/PROPERTY INS	11,038	10,022	12,100	12,000
0452	6371	ELECTRIC UTILITIES	25,475	23,821	22,000	23,000
0452	6372	WATER/IRRIGATION	14,979	13,209	6,000	13,000
0452	6373	GAS	3,031	3,424	4,500	4,500
0452	6374	REFUSE/RECYCLING	2,787	3,173	2,800	3,000
0452	6381	BUILDING & STRUCTURE REPAIR	19,098	21,716	15,000	21,000
0452	6382	MACHINERY & EQUIPMENT REPAIR	3,224	6,488	1,800	5,000
0452	6388	OTHER VEHICLE REPAIR	3,557	2,540	2,000	3,000
0452	6415	OTHER EQUIPMENT RENTAL	10,416	7,774	9,500	9,000
0452	6416	MACHINERY RENTAL	-	63	600	700
0452	6417	UNIFORM RENTAL	636	685	650	1,100
0452	6451	MEMBERSHIP DUES	634	635	350	650
0452	6489	OTHER CONTRACTED SERVICES	52,536	58,271	75,000	75,000
0452	6540	HEAVY MACHINERY	-	-		104,740
0452	6580	OTHER EQUIPMENT	15,578	-		18,000
Total Expenditure			**901,624**	**913,634**	**976,730**	**1,226,950**

PERSONNEL COMPLEMENT				
Park Maintenance Worker	5.00	5.00	4.00	5.00
Utilities Maintenance Worker (Enterprise Funded)	3.00	3.00	3.00	3.00
Utilities Supervisor (Enterprise Funded)	1.00	1.00	1.00	1.00
Parks/Assistant PW Superintendent	1.00	1.00	1.00	1.00
Park Supervisor	-	-	1.00	1.00
Temporary - Parks	2.47	2.47	2.47	3.62
Parks Intern	0.50	0.50	0.50	0.34
	12.97	12.97	12.97	14.96

6540 Heavy Machinery				
3/4 Ton 4/4 Truck with plow equipment	-	-	-	41,170
1-ton truck with plow equipment	-	-	-	63,570
	-	-	-	104,740

6580 Other Equipment				
ATV Athletic Field Maintenance Machine	-	-	-	18,000
Field Machine	15,578			
	15,578	-	-	18,000

DESCRIPTION OF SERVICES:

The Park and Recreation Department is responsible for the maintenance of all city parks and facilities. These parks and facilities include playgrounds, shelters, ballfields,trails, public grounds and streetscapes.

BUDGET HIGHLIGHTS

- F.T. Parks Maintenance Worker: $54,175 (March 1 start)
- F.T.Recreation Assistanct: $61,621
- Engr Secretary/Asst moved to Parks Department (If Administrative Assistant is approved in Engineering)
- Capital Equipment: 3/4 Tone 4/4 Pickup with Plow: $41,1700 (Net of $3,000 trade in)
- Capital Equipment: 1-Ton Truck with plow: $63,570
- Capital Equipment: ATV athletic field machine: $18,000

GOALS OF CURRENT YEAR BUDGET:

- Begin implementation of new trail maintenance policy developed in 2015
- Continue to coordinate trail, sidewalk, parking lot and rink snow removal with city-wide snow plowing for
- Continue to work year-round with the athletic associations in the provision of youth recreation
- Complete a citizen survey to identify community need for recreation programming (children to adults)
- Following the conclusion of the 2018 comprehensive plan update and master park planning endeavor begin implementing the park and trail plan objectives
- Continue organizing a Master Park and Trail Plan, including cost estimates for the emerging future vison
- Advocate for the Mississippi River Trail to Sherburne County

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Number of City Parks		23	23	23
Number of Athletic Fields Maintained		40	42	42
Number of Playgrounds Maintained		16	17	17
Miles of Trails Maintained		38	39.5	41
Total Acreage Mowed		150.11	150.11	150.11

FUND GENERAL

DEPARTMENT: COMMUNITY PROGRAMS

FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0455	6489	OTHER CONTRACTED SERVICES	5,556	16,495	13,000	15,000
Total Expenditure			**5,556**	**16,495**	**13,000**	**15,000**

6489 Other Contracted Services				
Alexandra House	5,000	5,000	5,000	5,000
Family Promise Donation	-	3,000	3,000	-
Ramsey Foundation - Draw Park Events	-	8,000	5,000	10,000
Arbor Events/Environmental Expo	556			
	5,556	16,000	13,000	15,000

DESCRIPTION OF SERVICES:

The Community Programs budget provides funding for those organizations that provide programs and support to Ramsey residents in need.

BUDGET HIGHLIGHTS

- Contribution to Alexandra House: $5,000
- Contribution to Concerts in the Park (Draw Park): $10,000

GOALS OF CURRENT YEAR BUDGET:

- Increase citizens knowledge of programs offered

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Number of People Served		198	205	215

FUND GENERAL

DEPARTMENT: ENVIRONMENTAL SERVICES

FUNCTION: PARKS AND RECREATION

DON'T USE

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget
0461	6102	F.T. REGULAR-WAGES & SALARIES	65,722	62,603	
0461	6121	PERA CONTRIBUTIONS	5,164	4,587	
0461	6122	FICA/MEDICARE CONTRIBUTIONS	4,912	4,381	
0461	6131	GROUP INSURANCE	4,225	4,379	
0461	6133	WORKERS COMP INSURANCE PREMIUM	288	276	
0461	6208	MISCELLANEOUS OFFICE SUPPLIES	21	12	
0461	6231	UNIFORMS & TURN-OUT GEAR	-	-	
0461	6249	MISCELLANEOUS OPERATING SUPPLY	-	140	
0461	6281	SMALL TOOLS & MINOR EQUIPMENT	-	-	
0461	6315	MISCELLANEOUS PROFESSIONAL SER	-	182	
0461	6321	TELEPHONE	-	-	
0461	6322	POSTAGE	-	-	
0461	6331	TRAVEL & LODGING	356	212	
0461	6334	MILEAGE REIMBURSEMENT	294	29	
0461	6335	TRAINING	316	565	
0461	6352	GENERAL NOTICE & PUBLIC INFOR	-	-	
0461	6361	GENERAL LIABILITY/PROPERTY INS	919	-	
0461	6451	MEMBERSHIP DUES	905	776	
Total Expenditure			**83,122**	**78,142**	**-**

DESCRIPTION OF SERVICES:

The Environmental Services Department is responsible for promoting environmental awareness and conservation practice by citizens by advising the City Council on policy issues, review of new development proposals, communication and education.

GOALS OF CURRENT YEAR BUDGET:

- Assist in development review process related to natural resources.
- Complete update to natural resource component of the Comprehensive Plan.
- Complete communication plan for water resources.
- Improve review process for avoiding wetland impacts.
-
-

FUND GENERAL

DEPARTMENT: EXPENDITURE RESERVE

FUNCTION: MISCELLANEOUS/CONTINGENCY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0892	6105	TEMPORARY-WAGES & SALARIES	-	-	36,200	32,000
0892	6315	MISCELLANEOUS PROFESSIONAL SER	1,100	-	23,836	25,000
0892	6603	OTHER L.T. OBLIGATION PRINCIPA	77,748	76,829	120,412	119,455
0892	6820	OPERATING TRANSFERS TO OTHER F	1,291,936	452,455		
Total Expenditure			**1,370,784**	**529,284**	**180,448**	**176,455**

6105 Temporary Wages & Salaries				
Possible Special Election	-	-	-	20,000
Bring City Clerk to Full Time Staffing Levels	-	-	-	12,000
Health Insurance Increases	-	-	36,200	-
	-	-	36,200	32,000
Muni Center Internal Loan (Sewer Fund)	15,895	14,976	14,039	13,082
Bury Carlson Internal Loan (PIR Fund)*	-	-	44,520	44,520 *
Minicipal Center debt transfer interfund	61,853	61,853	61,853	61,853
	77,748	76,829	156,612	151,455
*Coded directly against property tax when collected				
6820 Transfers to Other Funds				
Excess Revenue Transfer	1,182,303	452,455	-	-
2015 Road Improvement Funding	109,633	-	-	-
	1,291,936	452,455	-	-

DESCRIPTION OF SERVICES:

The Contingency budget is to be used for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Minimize unbudgeted/unallocated expenses

FUND ECONOMIC DEVELOPMENT AUTHORITY **DEPARTMENT:** N/A

FUNCTION: N/A

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
9230	4011	CURRENT-AD VALOREM TAXES	93,642	55,365	103,981	103,981
9230	4012	DELINQUENT-AD VALOREM TAXES	2,618	909		
9230	4014	FISCAL DISPARITIES	21,811	17,662		
9230	4273	OTHER STATE GRANTS & AIDS	-	-		
9230	4609	OTHER MISCELLANEOUS REVENUES	14,000	28,500		
9230	4701	INTEREST ON INVESTMENTS	11,277	7,561	10,000	7,500
9230	4901	TRANSFER IN FROM OTHER FUNDS	87,857	-		
Total Revenue			**231,205**	**109,997**	**113,981**	**111,481**

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
9230	6102	F.T. REGULAR-WAGES & SALARIES	100,945	-	-	
9230	6105	TEMPORARY-WAGES & SALARIES	1,135	1,050	5,700	4,000
9230	6121	PERA CONTRIBUTIONS	7,570	-	-	
9230	6122	FICA/MEDICARE CONTRIBUTIONS	7,810	80	206	306
9230	6131	GROUP INSURANCE	11,118	-	-	
9230	6133	WORKERS COMP INSURANCE PREMIUM	466	4	25	10
0130	6246	MARKETING	-	5,739	30,000	30,000
9230	6249	MISCELLANEOUS OPERATING SUPPLY	15,128	9,448	18,000	19,000
9230	6304	LEGAL FEES	102	-	-	
9230	6315	MISCELLANEOUS PROFESSIONAL SER	70,560	56,515	50,000	51,365
9230	6322	POSTAGE	20	65	250	
9230	6323	CELLULAR PHONES	-	-	-	
9230	6331	TRAVEL & LODGING	-	532	2,000	1,500
9230	6335	TRAINING	1,125	3,596	2,000	2,000
9230	6361	GENERAL LIABILITY/PROPERTY INS	2,343	733	2,500	1,000
9230	6371	ELECTRIC UTILITIES	954	971	-	
9230	6439	OTHER MISCELLANEOUS			-	
9230	6451	MEMBERSHIP DUES	650	-	3,000	2,000
9230	6452	SUBSCRIPTIONS		220	300	300
Total Expenditure			**219,926**	**78,953**	**113,981**	**111,481**

DESCRIPTION OF SERVICES:

The primary objective of the Economic Development Authority is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey.

GOALS OF CURRENT YEAR BUDGET:

- Growth of the City's tax base
- Growth in the City's quantity of jobs
- Improved quality of life
- Sale of City owned land
- Recruit new industrial and retail businesses
- Establish a new business park

	2014	2015	2016	2017
Sale of ALL City owned land (acres)	1.52	0.81	32.87	3
Employment	5,799	6,150	TBD	6,800
Unemployment Rates	4.6%	3.8%	4.0%	3.75%
Building Permits Valuation (ALL)	$ 7,107,895	$ 4,269,392	$ 5,544,058	$ 5,500,000

CC Regular Session **7. 1.**

Meeting Date: 12/12/2017

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #17-12-305 to Authorize the City's 2018 Non-Union City Health and Dental Insurance Contributions and Cost of Living Adjustments

Purpose/Background:

The purpose of this case is to ask the City Council to approve the non-union employee City health and dental insurance contributions and cost of living adjustments (COLA) as accounted for in the 2018 City budget.

It should be noted that all requests and recommendations in this non-union case are the same amounts as budgeted for and approved by the City Council for all other employee groups.

Health Insurance

The City continues to be a member of LOGIS (Local Government Information Systems) which is a consortium of Minnesota local government units. This consortium has many benefits including coverage by the group's health plan.

Employees may choose a health plan that best meets their needs by selecting one of four tiers and choosing between three networks; or they may choose to waive the City's health insurance.

If approved, the City's monthly contribution to health insurance in 2018 will be as follows: Employee Only (Single) $726.50 to $776.92, Employee and Children at $935.64, Employee and Spouse at $974.56, and Family at $1200.14; all amounts listed include the City's contribution the the premium as well as to the health reimbursement account or health savings account.

Employees that elect to waive health insurance in 2018 receive credit in lieu of coverage in the amount of $370.00 per month and must agree to providing proof of other coverage; as well as agree to come back on the City's health plan if the City requires them to do so.

Note: See attachment for additional health plan details, including premiums. Employees are responsible for paying the difference between the premium and the City's contribution.

If approved, the City will continue to purchase $20,000 of basic life and AD&D insurance for full-time regular employees working 30 hours per week or more at a cost of $1.00 per month per employee.

Single Dental Insurance - New to all Employee Groups in 2018

If approved, the City's monthly contribution to single dental insurance will be $33.45 per month. The City will not offer credit in lieu of coverage for dental insurance.

Wages

If approved, the City's COLA will be 2.5%, effective January 1, 2018 and an additional 1/2 percent on July 1, 2018. Annual cost of living adjustments are carefully researched, budgeted for, and are necessary for recruitment and retention of employees.

Non-union Wage History

2014 through 2017 2% COLA
2013 1% COLA
2012 2% for all employee groups, with the exception of Department Heads at 1%
2010 & 2011 Zero %
2003 to 2009 3%

Notification:

Attachments:
1) Resolution
2) Health Plan Chart

Observations/Alternatives:

Observations/Alternatives:
Staff recommends moving forward with the City non-union health and dental insurance contributions as listed and a two and a half percent (2.5%) COLA on January 1, 2018 and an additional half percent (.50%) on July 1, 2018. This action is important in order to effectively maintain internal equity, minimize the complexity of the budget, keep the payroll process streamlined, mirror other city's business practices, compete in external hiring processes, and to retain the City's talent. Staff does not recommend an alternative action.

Funding Source:

The funding required for this action is included in the 2018 City budget.

Recommendation:

Staff recommends authorizing the non-union City health and dental insurance contributions as listed above and the non-union cost of living adjustment.

Action:

Motion to adopt resolution # 17-12-305 to do the following:
1) Authorize the following non-union monthly City health insurance contributions: Employee Only (Single) up to $776.92, Employee and Children at $935.64, Employee and Spouse at $974.56, and Family at $1200.14, or $370.00 to waive coverage; and
2) Authorize the non-union dental contribution of $33.45 per month; and
2) Authorize increasing the non-union wage scale by two and a half percent (2.5%) on January 1, 2018 and an additional half percent (.50%) on July 1, 2018.

Attachments

HealthPlans
Res 17 12 305

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Colleen Lasher		Started On: 12/05/2017 05:53 PM
Final Approval Date: 12/07/2017		

City of Ramsey -- 2018 Health Plan Choices
(monthly figures)

2018 Health Insurance HeathPartners	Achieve Network Premium		Perform Network Premium		Open Access Network Premium
Single Plans					
$1500 Ded. Plan w/VEBA	$710.00		$725.00		$739.50
$2500 Ded. Plan w/VEBA	$632.50		$646.00		$659.00
$2700 Ded. Plan w/H.S.A.	$572.50		$584.50		$596.50
$4000 Ded. Plan w/VEBA	$558.00		$569.50		$581.00
$4000 Ded. Plan w/H.S.A.	$528.50		$539.50		$550.50
Employee + Child(ren)					
$1500 Ded. Plan w/VEBA	$1,420.00		$1,449.50		$1,479.00
$2500 Ded. Plan w/VEBA	$1,265.50		$1,292.00		$1,318.00
$2700 Ded. Plan w/H.S.A.	$1,145.00		$1,169.00		$1,193.00
$4000 Ded. Plan w/VEBA	$1,115.50		$1,139.00		$1,162.00
$4000 Ded. Plan w/H.S.A.	$1,056.50		$1,078.50		$1,100.50
Employee + Spouse Plans					
$1500 Ded. Plan w/VEBA	$1,491.00		$1,522.00		$1,553.00
$2500 Ded. Plan w/VEBA	$1,328.50		$1,356.50		$1,384.00
$2700 Ded. Plan w/H.S.A.	$1,202.50		$1,227.50		$1,252.50
$4000 Ded. Plan w/VEBA	$1,171.50		$1,195.50		$1,220.00
$4000 Ded. Plan w/H.S.A.	$1,109.50		$1,132.50		$1,155.50
Family Plans					
$1500 Ded. Plan w/VEBA	$1,846.00		$1,884.50		$1,923.00
$2500 Ded. Plan w/VEBA	$1,645.00		$1,679.50		$1,713.50
$2700 Ded. Plan w/H.S.A.	$1,488.50		$1,519.50		$1,550.50
$4000 Ded. Plan w/VEBA	$1,450.00		$1,480.50		$1,510.50
$4000 Ded. Plan w/H.S.A.	$1,373.50		$1,402.00		$1,430.50
Waivers $370.00					

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-305

RESOLUTION TO AUTHORIZE THE CITY'S 2018 NON-UNION CITY HEALTH AND DENTAL INSURANCE CONTRIBUTIONS AND NON-UNION COST OF LIVING ADJUSTMENTS

WHEREAS, the 2018 City budget accounts for the City's non-union health and dental insurance contributions and cost of living adjustment; and

WHEREAS, Staff recommends authorizing the non-union city health insurance contributions as follows; 1) Authorize the following non-union monthly City health insurance contributions: Employee Only (Single) up to $776.92, Employee and Children at $935.64, Employee and Spouse at $974.56, and Family at $1200.14, or $370.00 to waive coverage; and

WHEREAS, Staff recommends authorizing the non-union dental contribution of $33.45 per month; and

WHEREAS, Staff recommends increasing the non-union wage scale by two and a half percent (2.5%) on January 1, 2018 and an additional half percent (.50%) on July 1, 2018.

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

Motion to adopt resolution #17-12-305 to do the following:

1) Authorize the following non-union monthly City health insurance contributions: Employee Only (Single) up to $776.92, Employee and Children at $935.64, Employee and Spouse at $974.56, and Family at $1200.14, or $370.00 to waive coverage; and

2) Authorize the non-union dental contribution of $33.45 per month; and

3) Authorize a cost of living adjustment increasing the non-union wage scale by two and a half percent (2.5%) on January 1, 2018 and an additional half percent (.50%) on July 1, 2018 .

The motion for the adoption of the `foregoing resolution was duly seconded by Council Member, , 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 12th day of December, 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. 2.**

Meeting Date: 12/12/2017

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #17-12-307 to Hire a City Planner in Community Development

Purpose/Background:

The purpose of this case is to authorize hiring a City Planner in the Community Development Department.

Background: As a result of multiple budget discussions and feedback from staff, the City Council included funds in the 2018 budget for additional staffing in Community Development. The new position will provide direct and indirect assistance with many of the City's strategic initiatives including but not limited to current development and long range planning, implementation of the comprehensive plan and administration of the zoning and subdivision regulations. Additionally, this position will provide: 1) a collaborative approach to improved images of residential neighborhoods and business districts, including a sustainable, long-term plan 2) work with property owners to clean up areas of blight along Highway 10, Highway 47, and County Road 5, and 3) provide enhanced levels of customer service to internal, external, public and private customers.

In an effort to have the new employee on board in January, staff started a recruitment in October. Following the application period, staff conducted five first interviews and two second interviews. The interview panel included senior staff in both Community Development and Administrative Services. Staff selected both finalists to participate in an extensive leadership assessment with the City's consulting psychologists.

Based on the leadership assessment and other factors, Ms. Chloe McGuire Brigl was selected as the top candidate. Staff advanced her to the back grounding process which included the following pre-employment checks: professional reference check, employment verification, degree verification, driving record check and a drug screen. Ms. McGuire Brigl has successfully passed the City's back grounding process.

Funding Source:

The 2018 funding for this position is less than was originally budgeted and therefore falls within the 2018 budget.

Recommendation:

To hire Ms. McGuire Brigl as a non-union, exempt employee as City Planner, effective on or near January 2, 2018 @ Step 3 of the City Planner wage scale which is $5,755 per month with a credit of 5 vacation days. Note, based upon the candidate's current experience, it is recommended that the position be hired as a City Planner, and transition to a Senior City Planner after two years of experience in Ramsey. Therefore, it is recommended that effective January 2, 2020, subject to satisfactory performance,the position would transition to Senior Planner at step 3 of the Senior Planner wage scale.

Action:

Motion to adopt resolution #17-12-307 to do the following:

Hire Ms. McGuire Brigl as a non-union, exempt employee; as City Planner, effective on or near January 2, 2018 @ Step 3 of the City Planner wage scale of $5755 per month with a 5-day vacation credit, and, subject to satisfactory performance, be advanced to step 3 of the Senior Planner position effective January 2, 2020.

Attachments

Resolution_1712307

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/08/2017 01:56 PM
Kurt Ulrich	Kurt Ulrich	12/08/2017 02:30 PM
Colleen Lasher (Originator)	Colleen Lasher	12/08/2017 02:47 PM
Tim Gladhill	Kathy Schmitz	12/08/2017 02:50 PM
Kurt Ulrich	Kathy Schmitz	12/08/2017 02:50 PM
Form Started By: Colleen Lasher		Started On: 12/08/2017 01:24 PM
Final Approval Date: 12/08/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-307

RESOLUTION TO HIRE A CITY PLANNER IN COMMUITY DEVELOPMENT

WHEREAS, as a result of multiple budget discussions and feedback from staff, the City Council included funds in the 2018 budget for additional staffing in Community Development; and

WHEREAS, the new position will provide direct and indirect assistance with many of the City's strategic initiatives including but not limited to current development and long range planning, implementation of the comprehensive plan and administration of the zoning and subdivision regulations; and

WHEREAS, staff conducted five first interviews and two second interviews and selected Ms. Chloe McGuire Brigl; and

.

WHEREAS, Ms. McGuire Brigl has successfully passed the City's backgrounding process; and

WHEREAS, staff recommends hiring Ms. McGuire Brigl.

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

Motion to adopt resolution #17-12-307 to do the following:

Hire Ms. McGuire Brigl as a non-union, exempt employee; as City Planner, effective on or near January 2, 2018 @ Step 3 of the City Planner wage scale of $5755 per month with a 5-day vacation credit, and, subject to satisfactory performance, be advanced to step 3 of the Senior Planner position effective January 2, 2020.

The motion for the adoption of the `foregoing resolution was duly seconded by Council Member, , 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 12th day of December, 2017.

CC Regular Session **7. 3.**

Meeting Date: 12/12/2017

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #17-12-308 to Hire a Streets Maintenance Worker to Fill a Vacant Position

Purpose/Background:

The purpose of this case is to request authorization to hire a full-time Streets Maintenance Worker to fill the current vacancy.

The City currently has one Streets Maintenance Worker vacancy. The name of the selected candidate will be provided, pending receipt of the final test results which are anticipated just prior to the City Council meeting. If the results of the testing are not satisfactory, the case will be withdrawn until another candidate can be presented for City Council approval to hire.

As a result of the vacancy, an internal and external recruitment was conducted to fill the position. Interviews were held and staff has selected a top candidate. The candidate subsequently participated in the the City's pre-employment testing process. The City extended a job offer which is contingent upon passing all of the pre-employment testing and City Council approval. If the candidate is approved for hire, he will be subject to a six-month probationary period, the personnel policy and the AFSCME union contact.

Notification:

The Street Maintenance Worker position is responsible for constructing and maintaining streets, parking lots and related property; performing snow related activities; performing general maintenance activities; performing general labor; performing vehicle and motorized equipment maintenance; performing and assisting with landscape, grounds care, and forestry/naturalist activities; providing assistance with preparation of community events; performing mechanical building maintenance and repair; as well as a wide range of other tasks as required.

Funding Source:

The funding required for this position has already been included in the 2018 budget and represents a savings of $8825.00 over the previously anticipated allocation.

Recommendation:

To hire _____(name) as a full-time Public Works Streets Maintenance Worker, effective on or near December 13, 2017 at $21.13 per hour which is step 1 of the 2017 wage scale.

Action:

Motion to adopt resolution #17-12-308 to hire _____(name) as a full-time Public Works Streets Maintenance Worker, effective on or near December 13, 2017 at $21.13 per hour which is step 1 of the 2017 wage scale.

Attachments

Resolution 1712308

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 02:28 PM
Form Started By: Colleen Lasher		Started On: 12/06/2017 09:00 PM
Final Approval Date: 12/07/2017		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-308

RESOLUTION TO HIRE A STREETS MAINTENANCE WORKER TO FILL A VACANT POSITION

WHEREAS, there is a vacant Streets Maintenance Worker position; and

WHEREAS, an internal and external recruitment process was conducted; and

WHEREAS, Mr. _____ has been selected as the top candidate for the position; and

WHEREAS, staff has completed the necessary background checks and is recommending that Mr. _____be hired as a fulltime Streets Maintenance Worker at $21.13 per hour; and

WHEREAS, Mr. _____will be subject to a 6-month probationary period, the City's Personnel Policy and AFSCME union contract.

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

Motion to adopt resolution #17-12-308 to hire Mr. _____ as a full-time Public Works Streets Maintenance Worker, effective on or near December 13, 2017 at $21.13 per hour, which is step 1 of the 2017 wage scale.

The motion for the adoption of the `foregoing resolution was duly seconded by Council Member, , 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 12th day of December, 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. 4.**

Meeting Date: 12/12/2017

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #17-12-306 to Approve Increasing the IT Support Technician to Full-time

Purpose/Background:

The purpose of this case is to ask the City Council to approve increasing the current part-time IT Support Technician to full-time in order to better fulfill the role of the City's IT division.

The IT division's role is to maintain computers, software and systems, which allow staff to perform effectively and citizens to have access to up-to-date City conference room space and website. The IT division strives to improve current technologies and to add new technology in order to facilitate efficient and effective government services.

The IT Support Technician position has been a positive addition to the City's staffing. When the position was created in 2014 it was budgeted for 20 hours per week, two years later in 2016 the budget allowed for an increase to 29 hours per week and now, the workload of the IT division continues to grow and warrants full-time hours. The employee in this position has grown to be a valuable asset to the City and has gained specific knowledge that has allowed the IT Manager to spend more time on other projects. The IT Support Technician is interested in full-time status and, therefore, the designation will also assist in long-term retention of a valuable employee.

As a result of multiple budget discussions and feedback from staff, the City Council included funds in the 2018 budget to increase the IT Support Technician to full-time. The extra time each week will be spent focusing on many of the day-to-day demands of the position and will offer greater availability to handle spur of the moment high priority tasks. In addition, the IT division will begin managing and tracking the City's cell phone inventory, repairs, troubleshooting and billing.

Notification:

Attached: Personnel Request / Position Justification Form

Funding Source:

The funding required to increase the IT Support Technician to full-time has been included in the 2018 budget and is estimated to be $27,012; however, there is an overall savings in the Administrative Services Department due to other personnel changes.

Recommendation:

To increase the IT Support Technician to full-time.

Action:

Motion to adopt resolution #17-12-306 to increase Mr. Calvin Kubat, the part-time IT Support Technician to full-time at 40 hours per week, effective January 1, 2018.

Attachments

Justification-form

Res 17 12 306

Form Review

Inbox	Reviewed By	Date
Patrick Brama	Patrick Brama	12/07/2017 07:46 AM
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Colleen Lasher		Started On: 12/04/2017 01:47 PM
Final Approval Date: 12/07/2017		

PERSONNEL REQUESTS

From: Data Processing For Cost Center No.: 0192

Budget Year Requested (Please Check): _X__2018 __ 2019 __2020 __ 2021 __2022

Position Title: __I.T. Support Technician___

Please check one:

____Full-Time _____Part-Time____Hours Per Week Requested

__X__Hours Increased (from 29 to 40), Calvin Kubat

____Position Reclass_____Name of Employee Reclassed

____Intern _____Seasonal

Position Justification/Description of Duties (**Both must be provided):**

- The IT department's role is an invisible one at the City of Ramsey. We maintain computers, software and systems, which allow fellow staff to do their role effectively every workday. We also strive to improve the technologies we have and add new ones in order to facilitate efficient and effective government services.

- The City's IT Department currently responds to well over 1,500 documented service requests annually. That number doesn't include the dozens of walk-in and phone-in requests received daily. Our current count for desktops is 170 and the device count is 69.

- Some of projects in 2016 included: total replacement of all City firewalls, added malware endpoint protection to City computers (most Logis cities will be following this example in coming years), fitted a new squad car, Fire Station 2 support, online fillable forms on the website, utilities data collection tablet, updated police scheduling software (allowing PD staff to view schedules from home), and fitted dozens of cubicles and offices with sit/stand stations.

- With how busy 2016 was, we are already making great strides in 2017. We've already implemented new malicious website blocking software and network analysis software through Logis. These new implementations will significantly lower Ramsey's risk of malicious activity, and, actually saved the City money when looking at the website monitoring software licensing annual costs. On the horizon we have a server replacement this year, audio/visual improvements, as well as the very significant website redesign.

PERSONNEL REQUESTS

- Demand on the I.T. Department is growing fast. We are seeing an increased demand from our facilities (new buildings, smart room rentals, park rentals), increased employee counts, increased event AV support, an increased demand for better website offerings, and an increased demand on other I.T. Technologies (phones, tablets, and other devices).

- The City did reach out to neighboring communities, and similarly situated cities across the metro, to see how many full-time-equivalent I.T. staff they employed. As you could expect, the answers were widely varying for a number of reasons, depending on what services are being provided, and how the City approaches providing said services. Responses: Andover: 1, Blaine 4, Coon Rapids 4, Elk River 3, Oakdale 1-3, Roseville 4-5, and Savage 2.5. Ramsey currently has 1.6 F.T.E.s operating I.T. This request is to increase that number to 2.0.

- This request for increasing I.T. hours from 1.6 to 2.0 F.T.E. has been needed for several years. However, staff recognized the City was still recovering from the great recession until recently, and attempted to push this request out as far as possible. Additional hours within the I.T. Department are needed to accommodate the growing needs of the City, and maintain the level of service Ramsey IT is known to provide, while striving to continue to improve City services.

- Lastly, this position will also play a key role in the support and implementation of the City's new website. This position was included in the past 5-year budget. Having a second F.T.E. will provide Ramsey with a trained back up staff person, ready to step in, in the event of staff turn over, or staff leave.

Start Date:__01/01/2018_____

Additional Costs as a result of this request: Example: Uniform, Training, etc.

PERSONNEL REQUESTS

Additional Offsetting Revenue Sources: Example Grants: $_____

This request must be submitted to the Finance Director no later than May 22, 2017.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #17-12-306

RESOLUTION TO APPROVE INCREASING THE IT SUPPORT TECHNICIAN TO FULL-TIME

WHEREAS, the IT division's role is to maintain computers, software and systems, which allow staff to perform effectively and citizens to have access to and assistance with up-to-date City conference room space and the City website; and.

WHEREAS, the workload of the IT division continues to grow and warrants full-time hours; and

WHEREAS, as a result of multiple budget discussions and feedback from staff, the City Council included funds in the 2018 budget to increase the IT Support Technician to full-time.

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

Motion to adopt resolution #17-12-306 to increase Mr. Calvin Kubat, the part-time IT Support Technician to full-time at 40 hours per week, effective January 1, 2018

The motion for the adoption of the `foregoing resolution was duly seconded by Council Member, , 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 12th day of December, 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. 5.**

Meeting Date: 12/12/2017

Submitted For: Jeff Katers, Police **By:** Jeff Katers, Police

Information

Title:

Approve Contract for Prosecution Legal Services with the Law Firm of Eckberg Lammers.

Purpose/Background:

As Council is aware, at the July 25, 2017 City Council Work Session, City Council directed staff to begin the request for proposal (RFP) process for prosecution legal services for the City.

On October 6th, 2017 the RFP was announced, with proposals due on November 1st, 2017. The city received proposals from five firms. The current firm providing prosecution services to the City did not re-submit an RFP. The five firms were evaluated on their professionalism, timeliness of application submission, cost for service, accessibility, technology, and training. Two of those firms were selected as finalists, and interviewed on November 14th, 2017. The interview panel consisted of City Administrator Kurt Ulrich, Police Chief Jeff Katers, Fire Chief Matt Kohner, Police Captain Tim Frankfurth, Police Captain Brad Bluml, and Police Investigator Ben Rossum.

On November 28th, 2017 a final decision was announced to both finalists, advising Eckberg Lammers they were selected to move to the next step of contract negotiations and then consideration by City Council. The proposed contract with Eckberg Lammers has been reviewed by the City Civil Attorney and is attached for Council review and formal approval. The contract is for a four year term and shall be renewable at the City's option for an additional term or term(s). As stated in the contract 2.10, this Agreement may be terminated by the City at any time or by the Criminal Prosecution Attorney upon 60 days written notice.

Funding Source:

Prosecution services will be paid for from the legal department of the General Fund.

Recommendation:

Staff is recommending Council formally enter into a contract with the law firm of Eckberg Lammers to provide the criminal prosecution legal services and related services.

Action:

Motion to approve entering into a contract with the law firm of Eckberg Lammers to provide criminal prosecution legal services and related services for a term effective January 1, 2018 through December 31, 2021 with renewable options.

Attachments

Proposed prosecution contract

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM

Form Started By: Jeff Katers
Started On: 12/06/2017 01:58 PM
Final Approval Date: 12/07/2017

AGREEMENT FOR CRIMINAL PROSECUTION SERVICES

This Agreement, entered into between the CITY OF RAMSEY, a Minnesota municipal corporation (City) and the law firm of ECKBERG LAMMERS P.C., (Criminal Prosecution Attorney) as of January 1, 2018, provides as follows:

ARTICLE I:
BACKGROUND: FINDINGS

1.1 Authority. The appointment and removal of the Criminal Prosecution Attorney are made by the City Council.

1.2 Council Determination. At a duly called regular meeting of the City Council held on December 12, 2017, the City Council determined that the law firm of Eckberg Lammers, P.C. be engaged as Criminal Prosecution Attorney, with Joseph Van Thomme of that firm serving as chief prosecutor for the City. This agreement between the firm and the City sets forth the terms and conditions of the engagement.

ARTICLE II:
TERMS AND CONDITIONS

2.1 Consideration. In consideration of the mutual promises and conditions contained in this Agreement the City and the Criminal Prosecution Attorney agree to the terms and conditions set forth herein.

2.2 Criminal Prosecution Attorney Appointment. The City appoints the firm of Eckberg, Lammers P.C. as Criminal Prosecution Attorney, with Joseph Van Thomme acting as primary chief prosecutor for the City.

2.3 Usual and Customary Criminal Prosecution Services. The Criminal Prosecution Attorney agrees to perform all usual and customary criminal prosecution services for the City in accordance with the terms of this Agreement, including, but not limited to the following primary responsibilities for the criminal prosecution services:

General Responsibilities:

Represent and prosecute all criminal law matters within the City's jurisdiction, included but not limited to scheduling, and attending all necessary hearings, trials, arraignments, and post-conviction hearing as required, coordinating officer and witness appearances, reviewing all criminal cases presented for purposes of prosecution, determine technical compliance with criminal code and other state statutes, writing complaints, making recommendations to the Court for alternatives to prosecution where appropriate, act as a resource to the Police Department in the development of criminal cases, and provide training sessions for Police and other City staff as needed.

Provide timely pursuit of disposition of criminal cases in advance of actual Court cases to avoid unnecessary officer court time.

Process and prosecute forfeiture cases on behalf of Police Department.

The criminal prosecution attorney is required to be knowledgeable in a variety of legal areas, including but not limited to:

- Criminal Prosecution
- Trial activity
- General municipal laws
- City Code issues
- General state and federal laws relating to prosecution matters
- General Government Data Practices
- Crime-Free Multi-Housing Program and enforcement Specific Responsibilities:

  The criminal prosecution services that are required by the City and covered by a fixed retainer fee include, but are not limited to, the following areas:

  1. Meetings and/or telephone conversations with and advising City Administrator and Police Chief, police officers and other authorized staff on general criminal legal matters.
  2. Research and submission of legal opinions on criminal legal matters requested by City Administrator, Police Chief or other authorized staff; availability to answer staff questions by telephone.
  3. Legal consultation and general support for City Administrator and Police Chief and other authorized staff on general criminal legal matters.
  4. Provide a high level of customer service by responding in a prompt manner.
  5. Prosecute all petty misdemeanor, misdemeanor and statutorily delegated gross misdemeanor offenses committed within the corporate limits of the City. This includes all such cases initiated by any law enforcement agency and citizen complaints including, but not limited to, traffic violations, DUI cases, theft, City Code violations and crime-free multi-housing enforcement.
  6. Provide advice, consultation and training where required to the City's Police Department and to all other departments of the City in the interpretation and enforcement of statutes, ordinances and investigations of violations in connection with the prosecution of criminal cases.
  7. Prepare criminal complaints where facts warrant.
  8. Evaluate all cases where a plea of not guilty is entered and prosecute where warranted.
  9. Prepare appropriate pre-trial notices as required.
  10. Seek such additional investigation as required.
  11. Negotiate and enter plea bargains where deemed advisable.

12. Represent the City at all pre-trial motions.

13. Perform all legal research and prepare briefs when required.

14. Try all jury and court cases as necessitated.

15. Review ordinances as requested.

16. Render written opinions on criminal prosecution matters when requested, including interpretation of statutes, ordinances, rules and regulations.

17. Ensure proper notification and preparation of police officers and staff for trial.

18. Assist in resolving criminal prosecution matters not resulting in litigation.

19. Assist the City and law enforcement in efficient disposition of DWI-related forfeitures arising from cases handled by the criminal prosecution-attorney.

20. Examine, evaluate and provide representation for all appeals to Appellate Courts.

As part of the firm's comprehensive flat fee prosecution services, no charges are ever imposed for phone calls. The firm encourages police officers and staff to contact any of our prosecuting attorneys. If a phone call evolves into a project or work item, that item shall be covered by the flat fee retainer agreement. The firm has found this approach is welcomed by its law enforcement clients, as it provides for unfettered legal advice without imposing financial pressure on the given department.

2.4 Compensation for Criminal Prosecution Services. For criminal prosecution services in the year 2018, the City agrees to compensate the Criminal Prosecution Attorney as follows:

	2018	2019	2020	2021
Retainer Fee (monthly amount)	$68,000	$70,380	$72,843	$72,843
Hourly Attorneys*	$250	$250	$250	$250

*The hourly rates for all attorneys will be the same and shall only apply to matters not related to or covered by this agreement. Such fees will be specifically agreed to by the City prior to any undertaking of legal services by the criminal prosecution attorney.

2.5 Compensation for Expenses. The City will compensate the Criminal Prosecution Attorney for the following actual and necessary expenses incurred by the Criminal Prosecution Attorney on behalf of the City:

The following charges are passed through by the criminal prosecuting attorney to the City at cost:

- Process Server Fees
- Court Filing Fees
- Document Recording & Closing Fees
- Court Reporter Transcription Fees

2.6 Billing Statements. Billings by the Criminal Prosecution Attorney to the City for services will be on a monthly basis, except as may otherwise be agreed upon by the parties. The billing statement shall be of sufficient detail to adequately inform the City concerning the services performed and the nature and extent of costs and disbursements. The statement shall also contain a summary that shows the total fees, charges and disbursements.

2.7 Term of Agreement. The term of this Agreement shall be for four years. The rates specified in this Agreement will remain in effect for the term of this Agreement.

For legal services in the year 2022 and beyond, the City reserves the right to extend this Agreement and to compensate the Criminal Prosecution Attorney as determined and negotiated by the City.

2.8 Chief Prosecutor. It is the intention of the parties and it is hereby agreed by the Criminal Prosecution Attorney, that the term "chief prosecutor" as used herein means and refers to Joseph Van Thomme who will supervise and be responsible to the City for the criminal prosecution services to be provided.

2.9 Entire Agreement. This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire agreement between the City and the Criminal Prosecution Attorney, and supersedes any other written or oral agreements between the City and the Criminal Prosecution Attorney. This Agreement can only be modified in writing signed by the City and the Criminal Prosecution Attorney.

2.10 Termination. This Agreement may be terminated by the City at any time or by the Criminal Prosecution Attorney upon 60 days written notice.

2.11 Conflict of Interest. The Criminal Prosecution Attorney shall use best efforts to meet all professional obligations to avoid conflicts of interest and appearances of impropriety in representation of the City. In the event of a conflict, the Criminal Prosecution Attorney shall arrange for suitable alternative legal representation. It is the intent of the Criminal Prosecution Attorney to refrain from handling legal matters for any other person or entity that may pose a conflict of interest.

2.12 Agreement Not Assignable. Except as provided in Paragraph 2.11 of this Agreement relating to conflicts of interest, the rights and obligations created by this Agreement may not be assigned by either party.

2.13 Agreement Not Exclusive. The City retains the right to hire other legal representation for specific legal matters.

2.14 Independent Contractor Status. All services provided by the Criminal Prosecution Attorney pursuant to this Agreement shall be provided by the Criminal Prosecution Attorney as an independent contractor and not as an employee of the City for any purpose, including but not limited to: income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts and eligibility for employee benefits.

2.15 Work Product. All records, information, materials and other work product prepared and developed in connection with the provision of services pursuant to this Agreement shall become the property of the City.

2.16 Insurance and Indemnification. Criminal Prosecution Attorney agrees to maintain a valid policy of Professional Liability Insurance for the duration of this Agreement. The value of the policy shall not be less than the cap for municipal tort liability as established by Minnesota Statutes. Criminal Prosecution Attorney further agrees to defend, indemnify, and hold harmless the City, its agents and employees against all causes of actions against the City or any of its agents or employees that arise from or as a result of the Criminal Prosecution Attorney's negligent actions or advice under the terms of this Agreement.

2.17 Data Practices Act Compliance. Data provided to the Criminal Prosecution Attorney under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

2.18 Choices of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their proper officers and representatives as of the day and year first above written.

CITY OF RAMSEY

Dated: _____

_____
Mayor

Dated: _____

_____
City Administrator

ECKBERG LAMMERS, P.C.

Dated: _____

_____
Thomas J. Weidner,
Criminal Prosecution Supervisor

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: 12/12/2017

By: Chris Anderson, Community Development

Information

Title:

Adopt Ordinance #17-17 Vacating 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 consider adopting Ordinance #17-17 vacating 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.

Observations/Alternatives:

At the Public Hearing on October 24, 2017, an adjacent property owner raised several questions/concerns with the easement vacation request, including:

- Why would the City vacate easements in advance of this new project?
- Will dewatering be needed for the new sanitary sewer line extension?
- The first addition of Estates of Silver Oaks dropped the water level in his pond significantly, and while it has come back somewhat, it was still four (4) feet lower than it was prior to that development.

Staff has reviewed the concerns/questions that were raised at the Public Hearing and attempted to connect with the adjacent property owner multiple times via phone messages and email, but has not been able to connect with him. The new subdivision (Estates of Silver Oaks 2nd Addition) should not require any dewatering based on soil borings and the depth of the sanitary sewer. In reviewing the stormwater management plan, there will be an increase of runoff that enters the adjacent property, but it will be negligible (an approximate increase from 0.05 cfs to 0.10 cfs, the equivalent of about 22-45 gallons per minute). This would be roughly equivalent to the flow from a 5/8" garden hose that is seventy-five (75) feet long with 60 psi. It appears that the water level of the pond on this adjacent property has bounced back to previously levels (prior to construction of Estates of Silver Oaks). Again, Staff has made multiple attempts, both via phone and email, to connect with this property owner to discuss his concerns. However, Staff is confident that the proposed easement vacation will not result in any negative impact to the adjacent property. As noted previously, when the plat of Estates of Silver Oaks 2nd Addition is recorded, it will dedicate new drainage and utility easements to replace these.

The Ordinance was introduced at the October 24, 2017 City Council meeting and is now eligible for adoption.

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 waive the Charter requirement to read the ordinance aloud and adopt Ordinance #17-17 vacating the existing drainage and utility easements over, under and across Outlot A, Estates of Silver Oaks.

Roll Call Vote

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

Attachments

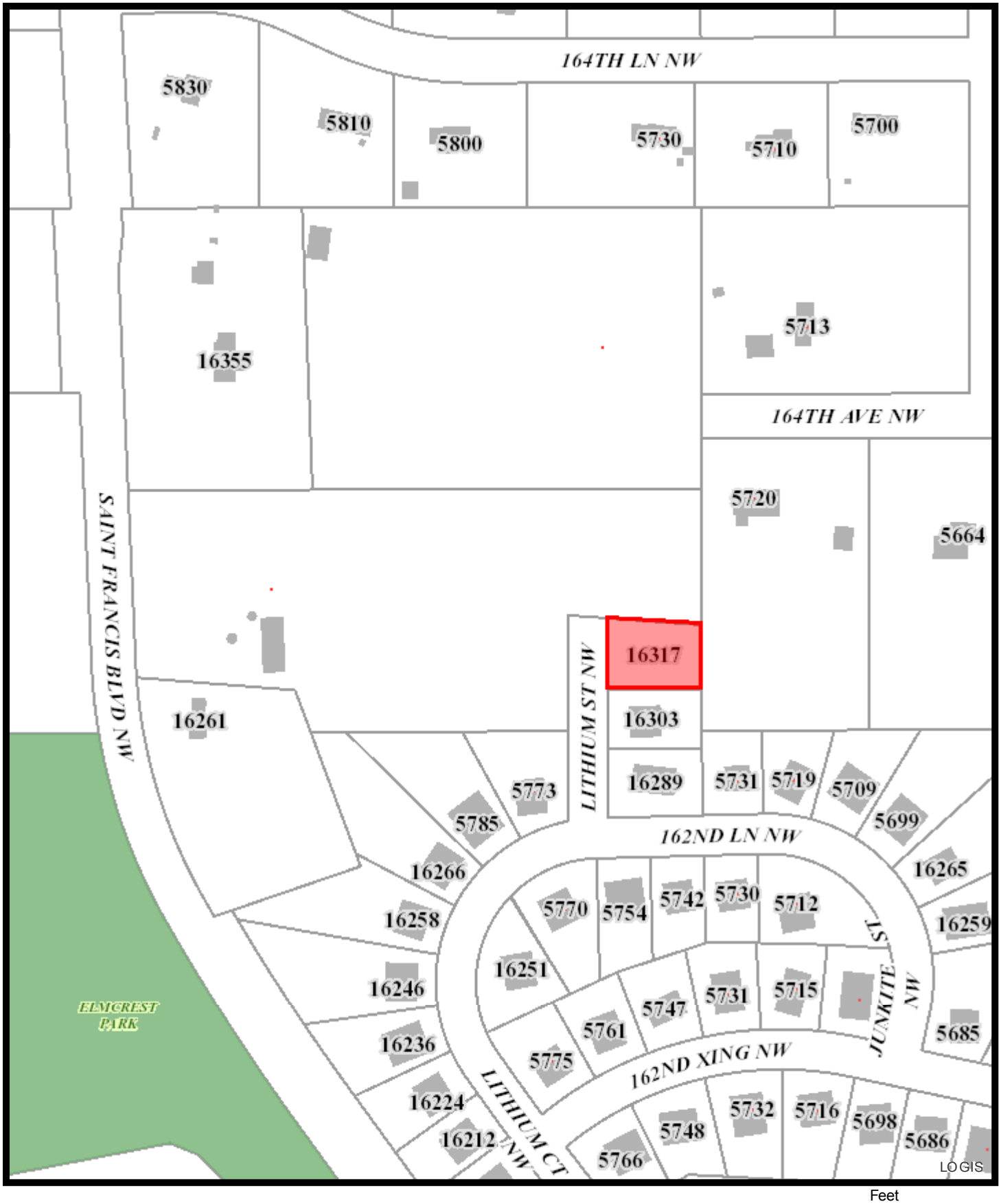
Site Location Map
Estates of Silver Oaks 2nd Addition Final Plat
Outlot A Easement Vacation Exhibit
City Council Meeting Minutes Dated October 24, 2017
Ordinance #17-17

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/07/2017 08:18 AM
Chris Anderson (Originator)	JoAnn Shaw	12/07/2017 09:07 AM
Bruce Westby	Bruce Westby	12/07/2017 10:36 AM
Tim Gladhill	Jo Thieling	12/07/2017 03:40 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 03:57 PM
Form Started By: Chris Anderson		Started On: 11/07/2017 10:18 AM
Final Approval Date: 12/07/2017		

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 1, 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 [sic] 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, BARTHEL'S RUM RIVER ACRES 2ND ADDITION, 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

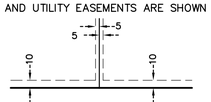
BASIS OF BEARINGS

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:

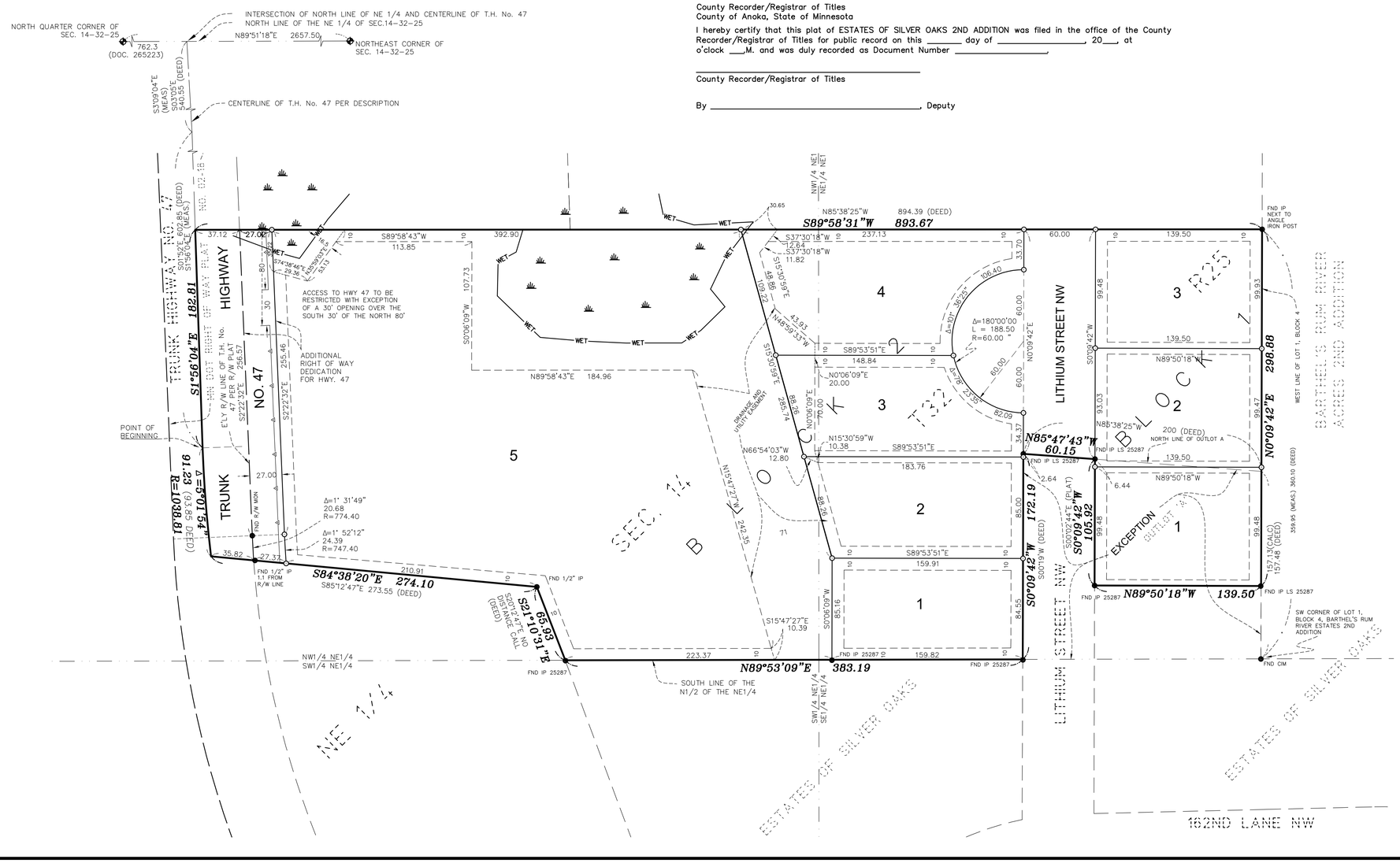


BEING 5 FEET IN WIDTH AND ADJOINING ALL SIDE LOT LINES AND 10 FEET IN WIDTH AND ADJOINING R/W LINES AND REAR LOT LINES UNLESS OTHERWISE SHOWN ON THIS PLAT.

GRAPHIC SCALE

50 0 25 50 100 200

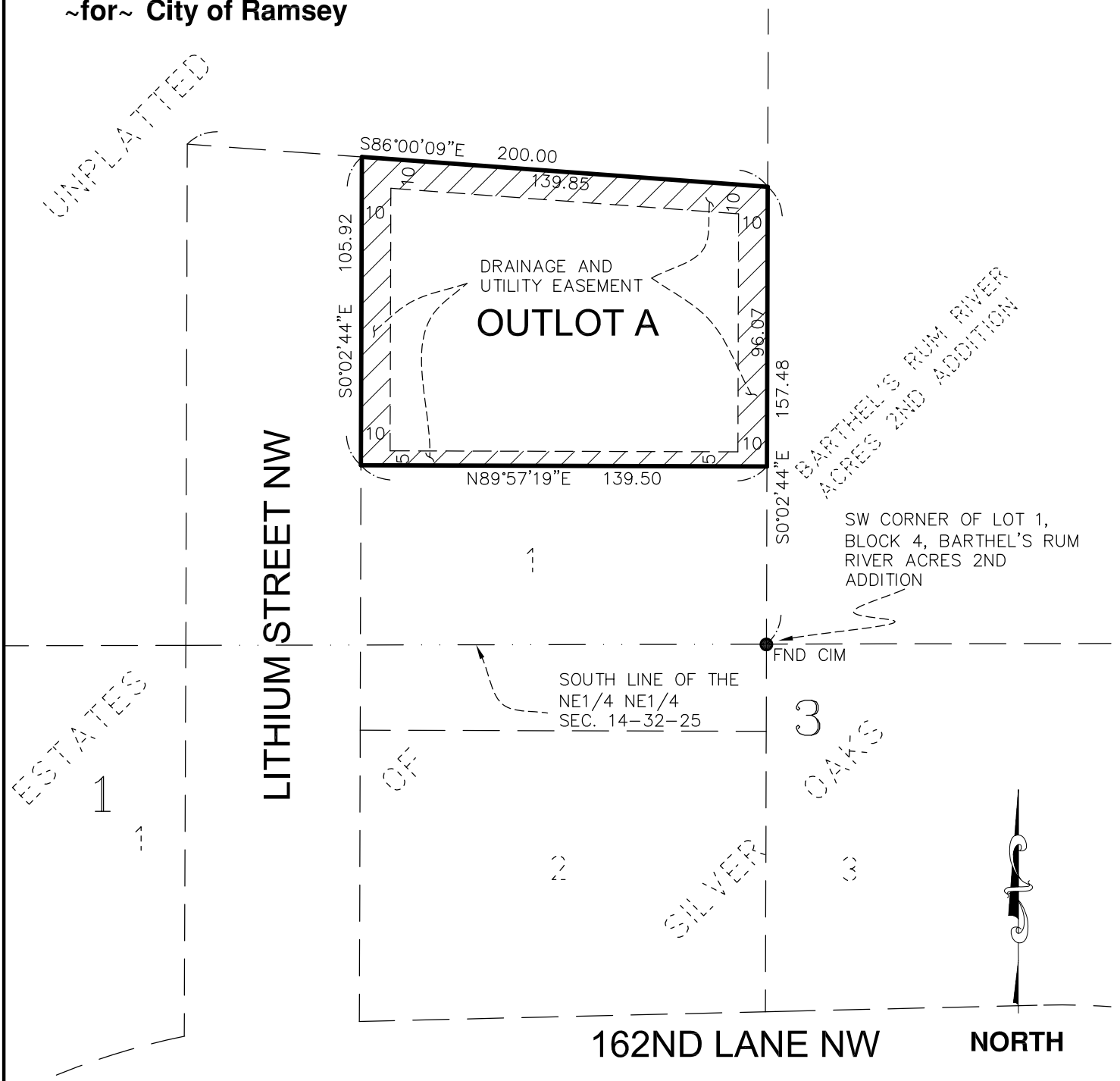
1 INCH = 50 FEET



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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Introducing 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

Presentation

City Planner Anderson reviewed the staff report and recommendation to introduce Ordinance #17-17 to vacate the drainage and utility easement over, under, and across Outlot A, Estates of Silver Oaks.

Public Hearing

Mayor Strommen called the public hearing to order at 7:14 p.m.

Citizen Input

Jay Guimont, 5720 164th Avenue NW, asked why the easements are proposed to be removed, noting that his property is adjacent to the proposed development. He explained that the previous development that occurred caused drainage problems on his property and is concerned that continued development in this area will make the problems even worse.

City Planner Anderson explained that while it is proposed to vacate these underlying drainage and utility easements, new drainage and utility easements would be dedicated with the plat. He noted that the proposed plat has come forward and drainage and utility easements shown on the plat and would be recorded with that plat. He noted that he can provide a copy of Final Plat showing the proposed easements to the resident. He noted that the City Engineer has also reviewed the plans for stormwater management to ensure that the development would not cause problems on neighboring properties.

Mr. Guimont stated that he continues to have drainage problems from the last development and urged the City staff to ensure that the stormwater management will be sufficient before vacating any drainage and utility easements.

Mayor Strommen stated that City staff can follow-up with Mr. Guimont to provide additional information on the easements that would be dedicated with the Final Plat. She noted that the City Engineer could also have discussions with the resident to ensure that his drainage concerns with the previous development are also considered. She noted that the action tonight is to introduce the ordinance and therefore the item will still come back to the Council for adoption at a future meeting.

Councilmember Kuzma thanked Mr. Guimont for expressing his concerns, noting that the public hearing is the appropriate place for residents to express concerns with the proposed action.

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

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

The public hearing was closed at 7:19 p.m.

Council Business

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to introduce Ordinance #17-17 Vacating Drainage and Utility Easements on Outlot A Estates of Silver Oaks.

Further discussion: Mayor Strommen asked that staff report back to the Council when the case comes forward for adoption of the Ordinance to ensure the comments of the adjacent property owner have been addressed.

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

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 12th day of December, 2017.

_____
Mayor

ATTEST:

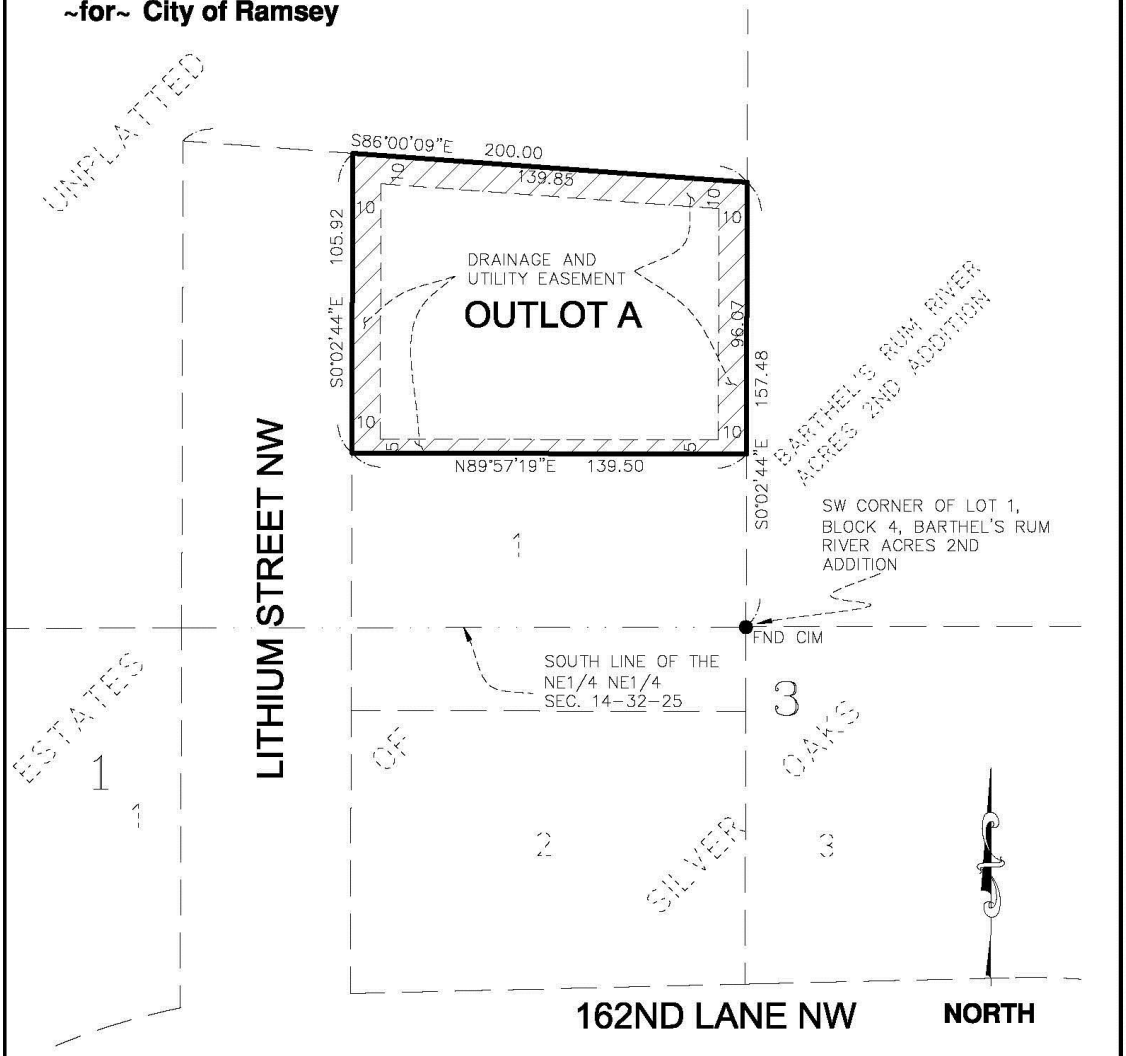
_____
City Clerk

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

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

CC Regular Session **7. 7.**

Meeting Date: 12/12/2017

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

COR System Plans: Public Infrastructure Feasibility Study

Purpose/Background:

PURPOSE

Consider approving the attached Bolton & Menk Work Order.

BACKGROUND

The attached work order provides concept level plans and a feasibility report for all remaining needed public infrastructure in The COR. The work order is not-to-exceed $25,384. This work order is consistent with:

(A) The attached City of Ramsey EDA workplan, see tactic/ strategy #3.

The purpose of this tactic is to obtain concept/ feasibility information needed for the development of The COR. This information will be valuable for the City (help us better evaluate development proposals, help staff better negotiate development deals, help elected officials have policy discussions/ strategy discussions, help the city put together an accurate proforma for The COR, etc.). This information is needed by developers/ prospects to evaluate projects, and makes Ramsey sites more competitive (compared to sites that don't have this information available). Most prospects/ parties consider Ramsey to be the master developer for The COR, and as a result, expect the City to have this information on-hand.

(B) The work order approved by the EDA/ City Council for the Inland Group/ Affinity apartment project .

Attached is a work order that was approved by the EDA/ City Council in October. The scope of work for the Inland Group/ Affinity work order is nearly identical to the work order attached to this case. The only difference is the geographic areas being studied. The Inland/ Affinity work order was concentrated only on infrastructure located adjacent/ near said project. The attached work order finishes out the entire COR.

(C) EDA and PWC Review.

The EDA reviewed this case on 11/09. Only three EDA members were in attendance so this does not qualify as an official recommendation due to a lack of a quorum, however, all three members in attendance supported approval of this work order. The City Council Public Works Committee reviewed this case on 11/21. All three PWC members supported approval of this work order.

WORK ORDER REVIEW PROCESS

Economic development Authority, 11/09
Public Works Committee, 11/21
City Council Work Session, 11/2

Notification:

Observations/Alternatives:

NA

Funding Source:

Staff will utilize one/ more of the following funding sources:
--The COR TIF District
--TIF District 1
--EDA Marketing Line Item
--PIR Fund

Recommendation:

Bolton & Menk has provided the City of Ramsey with similar services in the past, for the new Ramsey Business park. At that time, staff did a competitive RFP process, and selected Bolton & Menk, based on quality of services/ competitive pricing.

Considering Bolton & Menk's track record of helping staff successfully with similar projects (new business park), the fact that Bolton & Menk has completed several recent projects in The COR/ is familiar with The COR (PSD projects, Inland/ Affinity project), and that Bolton & Menk is a Ramsey business, staff is comfortable recommending Bolton & Menk be awarded this work order.

Staff would note, the Parks Commission will be considering a separate work order, from a landscape architect, to complete concept level planning for the lake Ramsey area (located in The COR). Moving the attached Bolton & Menk work order forward now will allow both studies (infrastructure and parks) to be completed at the same time, and will allow them to "talk-to-each-other" and be more cohesive/ effective.

Alternative: If the City Council prefers to complete a formal RFP process, staff will bring back a RFP document for approval in January (proposals would be received in February). A contract would be approved in March. This would add about 45-60 days to the process.

Action:

Motion to:

Authorize the attached Bolton & Menk Work Order, not to exceed $25,384, to complete concept designs and feasibility reports for all remaining public infrastructure needed in The COR.

Attachments

B&M Work Order (new, this case)

B&M Work Order (old, already approved, Inland Group)

REF Map

EDA Work Plan

COR Planning Dashboard

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	12/05/2017 04:41 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 11:16 AM
Form Started By: Patrick Brama		Started On: 11/25/2017 09:36 AM
Final Approval Date: 12/07/2017		

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

October 11, 2017

Mr. Patrick Brama
Economic Development Manager
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey COR Analysis

Dear Mr. Brama:

In reviewing the COR Development Plan dated 5/15/2012, combined with development that has occurred since 2012, there appear to be several components the City may want to analyze further:

- Existing roundabout at Sunwood Drive and Ramsey Parkway,
- Bunker Lake Boulevard,
- Center Street realignment,
- Center Street intersection at Ramsey Parkway,
- Zeolite Street,
- Yolite Street,
- Peridot Street,
- Veterans Drive,
- Veterans Drive parking options,
- Earth work calculations (area south of Bunker Lake Blvd., north of Sunwood Dr., west of Center Street, and east of Armstrong Blvd.), and
- Public utilities (review existing/planned future sanitary sewer, watermain, and storm water sewer facilities to help ensure cost-effective development).

The COR area generally developed from the edges towards the center. Taking a step back to make sure the final pieces fit together appears to be a responsible next step by the City.

We have prepared the following scope of services based on adding a series of tasks to our current analysis. We essentially will review the entire COR area, with a heavier focus on the undeveloped portions.

SCOPE OF SERVICES

The expanded work scope includes:

- Receive all record drawings, GIS information and other date the City has on file for developed properties, public infrastructure and previous studies in the COR area.
- Create a base drawing based on plats, aerial photography and other information available from the City.

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- Create an intelligent contour map based on information supplied by the City and supplanted with LiDAR information as needed.
- Create roadway alignments and grades for the unimproved areas of the COR.
- Review storm water routing, modeling and assumptions with the City. We don't anticipate completing further storm water analyses, only carrying concepts forward for consideration.
- Review sanitary sewer and water main routing and needs based on the comprehensive plans.
- Review property elevations for areas of future development.

Once the base map is created, and preliminary routing of roadways and alignments are completed, we'll perform a review. Based on that review, we'll meet with the City to discuss our findings.

We anticipate questions from the City based on our review and findings and will perform additional analyses as needed.

We'll finalize our analysis and present to the City a written report detailing our assumptions, findings and recommendations. We'll prepare exhibits for use as a guide for future development. In addition to the report, we anticipate delivering the following to the City:

- Drawings depicting roadway alignments and grades for the roadways to be constructed and reconstructed in the corridor. These will be considered concept level drawings, as no field survey will be completed. The drawings will be accurate to within 1 foot horizontally and 6 inches vertically.
- Cost estimates for public improvements. These will be completed using typical cost ranges for standard roadways, utilities and landscaping improvements. More detailed and thorough cost estimates can be prepared on a case by case basis as development plans become available for individual parcels. Costs will be at a preliminary level and will include construction contingencies in the range of 20 to 30 percent and administrative costs in the range of 18 to 22 percent.

We have assumed traffic analysis will include a cursory review of the area. Because these are local streets, no detailed analyses are anticipated. Intersections will most likely be all-way stops or side street stop conditions, neither of which adds significantly to public infrastructure costs.

FEES

We have prepared a fee estimate assuming this portion of the analysis will be performed in conjunction with our study of the Center Street area project.

Based on our previous work performed with the City, we estimate our fees to be as follows:

Task	Amount
Base Map Creation	$ 6,160.00
Preliminary Design of Improvements	$ 7,992.00
Cost Estimating	$ 3,336.00
Graphics (2 Exhibits)	$ 2,700.00
Report	$ 4,456.00
Meetings (2)	$ 740.00
Total Base Cost	**$25,384.00**

Because this is a conceptual analysis, we anticipate that some of the areas will need to be refined and studied further as discussions with potential developers occur. We'll continue to work with the City to update and refine graphics, estimates and attend meetings as requested. Additional work will be invoiced hourly, with any work agreed to with the City prior to proceeding.

Bolton & Menk is an equal opportunity employer.

If there are any questions or concerns, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.

Kevin P. Kielb, P.E.
Senior Project Manager

ACCEPTED BY:

_____

Kurt Ulrich
City Administrator

Bolton & Menk is an equal opportunity employer.

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

August 14, 2017

Mr. Patrick Brama
Economic Development Manager
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey COR Analysis
Center Street Area

Dear Mr. Brama:

We appreciated the opportunity to discuss a new area of the COR that is being primed for development. Our proposal was prepared based on our conversation and our experience in working with you on the Business Park analyses.

SCOPE OF SERVICES

The work associated with this project includes preparation of a letter report, cost estimating of improvements, along with the creation of exhibits for use by the City in discussions with interested parties.

We have assumed traffic analysis will include a cursory review of the area. Because these are local streets, no detailed analyses are anticipated.

We will obtain record drawings and GIS information from the City to use for base map creation.

We will prepare Concept Layouts based upon anticipated roadway configurations as discussed with the City. The Layouts will also include public utilities, park areas and other amenities such as sidewalks and trails. The Layouts will form the basis of cost estimating for the project.

Cost estimates will be completed for the improvements. The estimates will be broken out into a logical phasing plan for use by the City.

A letter report will be prepared that discusses the improvements. The report will include the following:

Written discussion of preliminary design findings.

Preliminary cost estimates based on estimated quantities from the Concept Layouts and unit prices from bids received for similar projects.

Cost allocation scenarios after discussion with the City.

Discussion of potential phasing of improvements.

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Compilation of preliminary exhibits. We anticipate exhibits will include a series of drawings depicting stages of construction/implementation, along with potential funding allocations.

FEES

Based on our work associated with the Business Park, we estimate our fees to be as follows:

Task	Amount
Base Map Creation	$ 1,440.00
Preliminary Design of Improvements	$ 1,440.00
Cost Estimating	$ 3,600.00
Graphics (6 Exhibits)	$ 4,800.00
Letter Report	$ 1,920.00
Meetings (2)	$ 740.00
Total Base Cost	**$13,940.00**

As additional options and alternatives present themselves, we'll continue to work with the City to update and refine graphics, estimates and attend meetings as requested. Additional work will be invoiced hourly, with any work agreed to with the City prior to proceeding.

If there are any questions or concerns, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.



Kevin P. Kielb, P.E.
Senior Project Manager

Bolton & Menk is an equal opportunity employer.


Sunwood
149TH AVE NW
148TH LN NW
116
XENIA TH ST NW
WILLEMITE WAY NW
PERIDOT ST NW
147TH LN NW
147TH TER NW
147TH CIR NW
FERRET ST NW
147TH AVE NW
SUNWOOD DR NW
TOWN CENTER DR NW
146TH LN NW
146TH AVE NW
146TH XING
145TH LN NW
145TH PL NW
145TH PL
OLIVINE ST NW
THE DRAW
EAST RAMSEY PKWY NW
RAMSEY PKWY
83
ZEOLITE ST NW
VETERANS DR NW
EAST TOWN CENTER DR NW
RAMSEY CITY HALL/POLICE
RAMSEY ON THE GO LIBRARY
RAMSEY POLICE STATION
SUNWOOD DR NW
NORTHSTAR RAMSEY STATION
RAMSEY LICENSE CENTER
145TH AVE NW
MIDWEST MEDICAL EXAMINERS OFFICE
144TH AVE NW
RIVERDALE DR NW
10
RHINESTONE ST NW
56
ARMSTRONG BLVD NW
ALPACA ST NW
142ND AVE NW
JASPER ST NW
MISSISSIPPI


Zeolite
149TH AVE NW
148TH LN NW
116
XENIA TH ST NW
WILLEMITE WAY NW
PERIDOT ST NW
147TH LN NW
147TH CIR NW
147TH TER NW
FERRET ST NW
147TH AVE NW
SUNWOOD DR NW
TOWNCENTER DR NW
146TH LN NW
146TH AVE NW
146TH XING
145TH LN NW
145TH PL NW
145TH PL
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RHINESTONE ST NW
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ARMSTRONG BLVD NW
ALPACA ST NW
142ND AVE NW
MISSISSIPPI


Bunker
148TH LN NW
149TH AVE NW
PERIDOT ST NW
147TH LN NW
147TH CIR NW
147TH AVE NW
SUNWOOD DR NW
FERRET ST NW
83
RAMSEY PKWY
ZEQUITE ST NW
TOWNE CENTER DR NW
EAST TOWNE CENTER DR NW
146TH LN NW
146TH AVE NW
146TH XING
145TH LN NW
145TH PL NW
145TH PL
OLIVINE ST NW
THE DRAW
EAST RAMSEY PKWY NW
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RAMSEY ON THE GO LIBRARY
RAMSEY POLICE STATION
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RIVERDALE DR NW
10
RHINESTONE ST NW
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ARMSTRONG BLVD NW
ALPACA ST NW
142ND AVE NW
MISSISSIPPI


Yolite
149TH AVE NW
148TH LN NW
116
XENIA ST NW
147TH TER NW
WILLEMITE WAY NW
TOWN CENTER DR NW
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RAMSEY PKWY
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EAST TOWNE CENTER DR NW
VETERANS DR NW
RAMSEY CITY HALL/POLICE
RAMSEY ON THE GO LIBRARY
RAMSEY POLICE STATION
SUNWOOD DR NW
NORTHSTAR RAMSEY STATION
RAMSEY LICENSE CENTER
145TH AVE NW
MIDWEST MEDICAL EXAMINERS OFFICE
144TH AVE NW
ARMSTRONG BLVD NW
ALPACA ST NW
RIVERDALE DR NW
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RHINESTONE ST NW
56
JASPER ST NW
LIMONITE ST NW
142ND AVE NW
MISSISSIPPI


Peridot
149TH AVE NW
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WILLEMITE WAY NW
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147TH CIR NW
FERRET ST NW
147TH AVE NW
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145TH PL NW
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ZEOLITE ST NW
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EAST TOWNCENTER DR NW
RAMSEY CITY HALL/POLICE
RAMSEY ON THE GO LIBRARY
RAMSEY POLICE STATION
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RAMSEY LICENSE CENTER
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MIDWEST MEDICAL EXAMINERS OFFICE
144TH AVE NW
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RHINESTONE ST NW
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JASPER ST NW
142ND AVE NW
MISSISSIPPI


Center Street Realignment?
149TH AVE NW
148TH LN NW
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XENIA TH ST NW
WILLEMITE WAY NW
PERIDOT ST NW
147TH LN NW
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FERRET ST NW
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THE DRAW
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ZEOLITE ST NW
TOWNE CENTER DR NW
EAST TOWNE CENTER DR NW
VETERANS DR NW
RAMSEY CITY HALL/POLICE
RAMSEY ON THE GO LIBRARY
RAMSEY POLICE STATION
SUNWOOD DR NW
NORTHSTAR RAMSEY STATION
RAMSEY LICENSE CENTER
145TH AVE NW
MIDWEST MEDICAL EXAMINERS OFFICE
144TH AVE NW
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142ND AVE NW
MISSISSIPPI


Veteran's Parking?
149TH AVE NW
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VETERANS DR NW
RAMSEY CITY HALL/POLICE
RAMSEY ON THE GO LIBRARY
RAMSEY POLICE STATION
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NORTHSTAR RAMSEY STATION
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FERRET ST NW
ARMSTRONG BLVD NW
ALPACA ST NW
MISSISSIPPI


Cut/ Fill?
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FERRET ST NW
ZEQUITE ST
EAST TOWNE CENTER DR
RHINESTONE ST NW
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PERIDOT ST NW
ARMSTRONG BLVD NW
ALPACA ST NW
JASPER ST NW
MISSISSIPPI


Previous Affinity/
Inland Work
(already ordered)
149TH AVE NW
148TH LN NW
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146TH LN NW
146TH AVE NW
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EAST RAMSEY PKWY NW
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NORTHSTAR RAMSEY STATION
MIDWEST MEDICAL EXAMINERS OFFICE
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RIVERDALE DR NW
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MISSISSIPPI

2018 Economic Development Workplan

Purpose

Provide a functional plan that prioritizes the work of the City's economic development department and Economic Development Authority (EDA).

Objectives

1. Encourage, and plan for, growth of industrial, commercial, retail and housing opportunities
2. Foster the retention and expansion of existing Ramsey businesses
3. Support and maintain a positive local businesses environment
4. Leverage use of outside economic resources, partnerships and funding for economic development initiatives

Outcomes

1. Growth of the City's tax base
2. Growth in the City's job base
3. Improved quality of life

Tactics/ Description	*Timeline*	*Additional Resources & Tools Required*	*Key Outcomes/Metrics*
<u>(1) Business Retention & Expansion</u> The large majority of local economic growth comes from existing Ramsey businesses. The purpose of this goal is to develop and maintain positive relationships with existing Ramsey businesses (establish trust). This goal is implemented through quality customer service, businesses visits, and facilitating business events.	Ongoing	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed.	Complete 24 business visits annually. Host EDA business expo, business appreciation golf tournament, and fall networking event. Participate in Anoka County Broker Event, Anoka Ramsey Job Fair, and MN Marketing Partnership.
<u>(2) Recruit Restaurants & Retail Users</u> The desire for the City of Ramsey to establish new restaurant and retail users continuous to be a high priority for Ramsey residents and elected officials alike. Feedback from the development market is Ramsey needs more rooftops and higher traffic counts to achieve this goal. Although Ramsey continues to make good progress on rooftops and traffic counts, there is a desire to be more pro-active. The purpose of this tactic is: (A) Consider establishing a policy(ies) to provide financial incentives for said users. For example, the City had a full service restaurant subsidy program/ policy several years back. (B) Consider establishing a targeted professional information/ marketing package for said users. (C) Consider deploying staff (and CBRE) to establish/ grow relationships with developers that work directly with said target market. (D) Reconsider broker selection—is there a better broker for retail? (E) Try to define what success looks like, or what progress targets Ramsey can make? (F) Obtain annual traffic counts for The COR	2018	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed. This tactic may result in the need to create/ dedicate financial resources for incentives in the future. If dollars are needed for the developer information package, the EDA Budget (Marketing line item) can be utilized. Also, The COR TIF District (#14) is available to support this tactic.	(A) New financial incentive policy in place. (B) New information packet/ marketing packet. (C) New relationships created.

Tactics/ Description	*Timeline*	*Additional Resources & Tools Required*	*Key Outcomes/Metrics*
<u>(3) COR Development Feasibility, Pro-Forma, and Policy</u> The City of Ramsey has taken on the role of master developer for The COR. Currently, the City manages The COR, and our various COR development related discussions on a "case-by-case-basis" and with policy based on "past practice." Staff would like to develop more clarity/ intentional policy/ structure on how the City manages this project. Completion of this tactic will put the City in a stronger position to analyze/ respond to development proposals, strategize marketing efforts, and carry out budget/ policy discussions. (A) Pro-Forma: from a development perspective, the list of City obligations (expenditures) for The COR is relatively long, and at this point not well-defined. Additionally, the list of revenue streams from The COR is relatively straight forward, but have been committed informally in several instances. Staff would like to develop a formal pro-forma that outlines all anticipated expenses and all anticipated revenues for the project. (B) Feasibility Analysis: this discussion will require the City to complete a feasibility analysis for all outstanding development items to provide a clear scope of future development costs (i.e. cut/ fill, roads, storm water, community center, signs, etc.). (C) Policy Positions: this discussion also warrants the City to take policy positions on various outstanding development items (i.e. expenses) and how they will be paid for (all city, all developer, split, etc.), and roughly when various improvements will be made (now, in the future, in phases, etc.).	2018	This work will require assistance from third party professionals. <u>Feasibility Reports/ Concept Studies:</u> • infrastructure-$25,000-$75,000 • regional storm water --$15,000-$35,000 • cut & fill analysis -- $5,000-$25,000 • sign plan--$5,000-$30,000 • parking ramp(s) -- $5,000-$15,000 • community center-- $10,000-$25,000. • parks/ trails--$15,000-$40,000 • pro-forma assistance/ review from Ehlers--$5,000-$20,000. The numbers outlined above are very preliminary. Staff would like to get quotes for EDA review and/or review by other boards. Staff anticipates various funding sources to be utilized. Potentially, the University of Minnesota Resilient Communities Program may play a role in completing, or speeding up, some of this work.	Completed feasibility analysis on various outstanding pre-development items. Policy positions on various development items. Completed development pro-forma.

Tactics/ Description	*Timeline*	*Additional Resources & Tools Required*	*Key Outcomes/Metrics*
<u>(4) RALF</u> Utilize the Metropolitan Council administered, MNDOT funded, RALF (right of way acquisition loan fund) for purchasing properties needed for U.S. Highway 10 improvements in Ramsey. Update: staff received word from MnDOT/ MetCouncil in August 2017 that they will no longer accept applications for RALF from the City of Ramsey. The City must first complete their updated plan for improvements to US Highway 10 and must update their Official Map.	Ongoing	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed. In some cases, this work does require use of third party professionals	Economic Development staff will continue to work with the Metropolitan Council to purchase at least property per year. Economic Development staff will continue to work with Engineer and Planning staff to complete an updated Official Map and Highway 10 plan for Ramsey.
<u>(5) Sell Surplus City Owned Land</u> The City owns a large inventory of surplus land available for development. In 2017, the City completed a process to obtain shovel ready information for most city-owned property. Through that process staff has identified the following outstanding items: (A) Properties #37 and #45 have various potential environmental findings to further discuss and address. (B) North side of the new business park (i.e. former Legacy site) should become shovel ready. This would be a new shovel ready application.	2018	Currently Sufficient: assuming moderate customer service demand levels, sufficient resources exist to complete this tactic as proposed. This work item does require use of third-party professional services (Shovel Ready Certifications and subsequent due-diligence). TIF #1 has been identified as a funding source for this work. NOTE: the large majority of shovel-ready work was completed in 2017. This goal is nearly completed. The State of Minnesota is currently officially reviewing the City's applications for shovel ready sites. The purpose of this tactic is to keep the EDA updated on some remaining items staff is closing out.	Land sales.

Tactics/ Description	Timeline	Additional Resources Required	Key Outcomes/Metrics
(6) Business Incubator Consider utilizing the roughly 3,500 square foot vacant space on the second floor of the Ramsey Municipal Center for a business incubator program. Staff would like to kick off the process with a scoping meeting (i.e. how should we approach this task).	2018	At this point, no additional resources are being requested. Based on the scope of this project, additional resources will be needed. The City's Public Utilities Fund may be available for this project.	Decide if the City has a genuine interest in starting a business incubator. Have a general scope for what a business incubator means in Ramsey.
(7) ZIP Code In 2015, the City of Ramsey did open its doors to the first ever Ramsey substation USPS Post Office. Although this is a positive step for Ramsey, the need for an independent zip code still exists. The purpose of this tactic is to pursue an independent zip code for our community. Process: 1. Meet USPS minimum standards for obtaining a new zipcode (delivery points, deliver routes, scheme items, sectors). The City needs to submit a request for an audit. 2. USPS audit made—Ramsey either meets minimum thresholds or not. If they do, move on to step 3. 3. USPS conducts a survey of community to gather feedback/ support for a new zip code. 4. USPS grants Ramsey a new zip code.	Ongoing	No additional resources requested. Normal staff duties.	Apply again. Approval or denial of a new Ramsey zip code.

The COR – Planning Dashboard

	Roads	Signs/ Scheme	Storm Water	Parks/ Trails	Parking Ramps	Comm. Center	Cut & Fill
Outstanding Items	• What public roads need to be constructed? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does public infrastructure effect The COR por-forma?	• What is the sign plan for this development? • Cost? • When/ what will trigger construction? • Who will pay for what)? • How will City obligations be funded? • How does The COR sign plan effect The COR por-forma? • Should we use the Ramsey branding theme and colors vs the old COR materials?	• What is the regional storm water plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the regional storm water plan effect The COR por-forma?	• What is the park/ trail plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the park/ trail plan effect The COR por-forma?	• What is the parking ramps plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the parking ramp plan effect The COR por-forma?	• What is the community center/ programing plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the community center plan effect The COR pro-forma?	• What preliminary/ general amount of cut/ fill is needed on City owned land? • Cost? • How does this effect land prices? • How does cut/fill effect The COR pro-forma?
Action Steps	• Complete a concept feasibility report for all outstanding public infrastructure. This includes water, sewer, sidewalks, landscaping, street lights, etc.. This does not cover private or internal roads and utilities. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Update and revise COR Sign Plan that was started by Landform. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.). • Direction on future theme/ color scheme for The COR.	• Revise COR storm water plan started by Landform. Many new regulations are now in place that make previous plan obsolete. New location for infiltration required. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Complete a concept feasibility report for all outstanding parks and trails. This work has been done for municipal plaza and the skyway. This work has not been done for Lake Ramsey. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Complete a concept feasibility report for all outstanding parking ramps in The COR. This work has been partially completed. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Have a detailed policy discussion with City Council. Do we need a community center? If yes, what kind (stand alone or partnership)? What general set of services do we want to offer. What is our general appetite from a budgeting perspective? When should a community center be constructed?	• Complete a concept feasibility report for all outstanding cut/ fill on city owned properties. This work has been partially completed. • City Council policy discussion about how this may effect pricing strategy for city owned land, and how this information may effect forecasted land proceeds.
	• 6-9 months • $30,000-$70,000	• 4-6 months • $5,000-$15,000	• 4-8 months • $10,000-$20,000	• 4-8 months • $10,000-$30,000	• 4-6 months • $5,000-$15,000	• 4-8 months • $5,000-$15,000	• 4-6 months • $5,000-$15,000

Outcome

- **Concept plans** for outstanding master developer items (what are we doing/ scope of work, and about how much will it cost)
- **Policy positions** for outstanding master developer items (who is paying for what, when will improvements be made, how will the city fund our obligations)
- **Pro-forma** for development can be completed (what is the forecasted financial performance of The COR, how do these plans effect expenditures/ cash flow)

Why is staff recommending this work be completed?

a. The City of Ramsey, by default, is the master developer of The COR. With that role, various assumed responsibilities are assigned to the City. Prospects and developers expect the city to have the proper plans and policies in place to respond effectively and efficiently to proposals. Additionally, residents of Ramsey, and particularly residents in The COR, obtain their expectations for this development based on our plans. If we are planning for something that isn't realistic, that can be problematic down the road (especially for parks, trails, and other amenities).

Examples: storm water plan, road plan, sign plan, park/trail plan, parking ramps, community center, cut/fill, etc.

NOTE: staff is asking only for concept plans/ feasibility reports. Staff is not asking for preliminary plans, final plans, or bid documents. In many cases, those items will be paid for (or shared) by a developer. Or, in many cases, it makes sense to wait until a project comes forward, as variables involved with the project may change/ be adjusted with time—which will alter the plan.

b. To help staff respond to direct questions from prospects and developers. To put the city in a more completive, and ready-to-go, development position. At this point, staff is answering questions based on assumptions, staff forecasts, past-practice, and a case-by-case approach. This current method increases the risk of inconsistencies, miscommunication, and inequities.

Examples: Who is paying for that road, when will it be constructed, what is the scope? What is the plan for storm water, how much will it cost me? Are parking ramps required, how much will they cost, what is the scope? This site looks really low, do you have an idea how much fill is required? Where will monument/ development signs be located, what will they look like, who will they serve, who is paying for them?

c. To help staff provide better guidance to the city council and they make policy decisions.

Examples: Are land prices set correctly? Are development fees set correctly? Is our plan for amenities (i.e. ramps, parks, trails, signs) financially feasible? When should we construct various improvements? What is the cost share policy? What is the pro-forma for The COR?

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: 12/12/2017

By: Mark Riverblood, Engineering/Public Works

Information

Title:

COR System Plans: Schematic Design for Parks

Purpose/Background:

PURPOSE

Consider approving the Schematic Design Proposal (consulting team of Bruce Jacobson and LHB).

BACKGROUND

The attached Schematic Design Proposal will take the park planning to the next level for 'Lake Ramsey Commons' and 'Municipal Plaza' described in the *COR Parks + Public Places – Public Realm Framework* document dated January 2016. The proposal outlines the specific tasks needed to translate existing concept ideas into Park Programming/Schematic Design recommendations. This work will help guide near-term excavation/grading operations needed to prepare both sites: the 'Municipal Plaza' site as it relates to the proposed adjacent development, and the 'Lake Ramsey Commons' or water-centric park site as it relates to additional (future) park improvements and grade elevations at that location. **One key element of this is the preliminary investigation to identify how much fill sand would be available for other development sites in The COR from the excavation of the 'lake feature'*. The Scope of work is identified at a not-to-exceed $30,000—and staff is recommending a $5,000 contingency that would be available *only* for tasks that are not specifically identified, and not conceived of at this time.

This Scope of work is consistent with:

(A) COR System Plans: Public Infrastructure Feasibility Study

The purpose of this previously considered Council case and associated work is to obtain concept/ feasibility information needed for the development of The COR. This information will be valuable for the City (help us better evaluate development proposals, help staff better negotiate development deals, help elected officials have policy discussions/ strategy discussions, help the city put together an accurate proforma for The COR, etc.). This information is also needed by developers/ prospects to evaluate projects. Additionally, two projects that will be evaluated and developed by the City are the two planned parks in the center of The COR—Municipal Plaza and the larger water-centric park space sometimes referred to as Ramsey Commons or Lake Ramsey.

Note: That Scope of work for the schematic design for the two parks in The COR, may be considered a companion planning project to the Bolton & Menk work order, which will allow both studies (infrastructure and parks) to be completed at the same time, and will allow them to "talk-to-each-other" and be more cohesive/ effective. Also, at about two months into the schematic work for the parks, and the public infrastructure study, a civil engineering component would be brought forward for Council consideration that would provide for a grading plan for both

parks, and the fill sand volume to be available for development sites in The COR, at the time of mass grading of the water-centric park. Attached is scope of services estimate for the civil engineering aspects from Bolton & Menk (to be considered at a future date).

(B) The COR Interim Development Plan

Considerable time, public engagement and prudent planning and dialog have occurred over the last two years that has resulted in the The COR Interim Development Plan. The COR Parks and Public Realm Framework (attached) was the parks planning element of this process and plan. Moving forward with the Schematic Design for Municipal Plaza and the water-centric park at this time, will further refine and define these public realm elements, and also help promote development deals in The COR. The following are highlights of the recent timelines of boards' and commission's work, and/or approvals of The COR Interim Development Plan, which again, included The COR Parks and Public Realm Framework:

- Joint Planning Commission and City Council work session, April 25th 2017
- Economic Development Authority, May 25th, 2017
- Park and Recreation Commission, June 8th, 2017
- Environmental Policy Board, June 19th, 2017
- Planning Commission—many recent months, including a recommendation to formally distribute for public comment
- City Council, October 10th, 2017—distribute The COR Interim Development Plan

Please note that the COR 'Systems' Plan attachment contains important details on the various planning work underway, or remaining for The COR.

(C) The Inland/Affinity Living project

The 175 unit market-rate apartment will be the west boundary of Municipal Plaza, and defining the interface between the apartment and park is an important element of site plan approvals. While the The COR Parks and Public Realm Framework lists potential park program elements and estimated costs—none of these park features have been specifically selected, nor 'mapped' for the now defined shape of Municipal Plaza.

The apartment will also be across Ramsey Parkway from the water-centric park. The Schematic Design process for this park space will also inform various aspects of the parkway design elements; driveway and parking area alignments, intersection geometrics, crosswalk locations, median configuration, drainage and storm water opportunities, etc.

The previously identified timeline for the Inland project is below. Having some of the above design and feasibility work underway in the next couple months would seem prudent given the expected timeline for the project, provide answers on grade elevations, and also address how the apartment will be associated to this most prominent and important park in The COR.

PROCESS/TIMELINE
(1) Site Selection, August 2017 (completed)
(2) Purchase Agreement, September/ October 2017 (completed)
(3) Bolton & Menk Infrastructure Analysis (project discussed prior to this case)
(4) Entitlement Process, January/April 2018
(5) Construction, 2018/2019

(D) The City's 10-year Capital Improvement Program—Parks

The COR Parks and Public Realm Framework was the basis for the total cost estimates for build-out, of the two park project work sheets within the CIP (Municipal Plaza $3.5M, and the water-centric park $6.2M). These

estimates were assumptions of potential construction costs based on similar park development in the region, and 'rough numbers'. For Municipal Plaza this equated to $40 per square foot, and for the larger 'Lake Ramsey Commons' $11 per square foot.

The schematic design project for these two parks, coupled with the later to be authorized civil engineering work, will result in plans (not construction documents) for these parks that have reliable cost specificity, allowing the Park and Recreation Commission and City Council to better consider future capital improvements. The detailed plans will also allow many of the park program components to be done in increments or phases (E.g. mass grading, then landscape, then splash pad etc.).

Observations/Alternatives:

N/A

Funding Source:

The Scope of work for the schematic design for the two parks is a not-to-exceed amount of $30,000, plus contingency of $5,000. **$40,000 was reserved from the 2016 Parks General Fund budget, anticipating this work to begin in 2017.**

The balance of the funding for next phase of this project (civil engineering) is recommended to come from the Park Trust Fund. It may be noted here, that the estimated Park Dedication proceeds from the Inland/Affinity Living project is $386,750

Recommendation:

Bruce Jacobson and LHB have a demonstrated effectiveness in working with City Staff and the Park and Recreation Commission in developing the *COR Parks + Public Places – Public Realm Framework* document. This plan has informed in a favorable way, many aspects of the *The COR Interim Development Plan.*

Additionally, Mr. Jacobson is intimately familiar with The COR, having worked with the City's staff, Park and Recreation Commission and City Council over the years—first with the Town Center park plan, and later the successful implementation of The Draw. Accordingly, staff is very comfortable recommending the consulting team of Bruce Jacobson and LHB for the work this case discusses.

Staff would note, the Alternative: If the City Council prefers to complete a formal RFP process, staff will bring back a RFP document for approval in January (proposals would be received in February). A contract would be approved in March. This would add about 45-60 days to the process.

Action:

Motion to:

Authorize the attached Schematic Design Proposal (consulting team of Bruce Jacobson and LHB), at a not to exceed cost of $30,000, with a $5,000 contingency to complete concept designs and feasibility reports for the two park spaces in The COR.

Attachments

The COR Interim Dev Plan

COR Parks and Public Realm Plan

The COR 'systems' plan

Schematic design proposal

Civil engineering estimate

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Kathy Schmitz	12/07/2017 12:01 PM
Grant Riemer	Grant Riemer	12/07/2017 01:26 PM
Patrick Brama	Kathy Schmitz	12/07/2017 03:34 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 04:10 PM
Form Started By: Mark Riverblood		Started On: 12/06/2017 10:48 AM
Final Approval Date: 12/07/2017		

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The COR Interim Development Plan

Anticipated Adoption: 2017

City Council	Mayor Sarah Strommen Councilmember At-Large John LeTourneau Councilmember At-Large Kristine Williams Ward 1 Councilmember Jill Johns Ward 2 Councilmember Mark Kuzma Ward 3 Councilmember Melody Shryock Ward 4 Councilmember Chris Riley
Planning Commission	Chairperson Randy Bauer Vice-Chairperson Gary Van Scoy Bruce Anderson Ralph Brauer Cheri Gengler Cindy Nosan Patrick Surma Former Chairperson Gary Levine (in memory)
Economic Development Authority	Chairperson Jim Steffen Vice-Chairperson Wayne Skaff Philip Brundt Brian Burandt Glen Hardin Chris Riley (Council Representative) Kristine Williams (Council Representative)
Parks and Recreation Commission:	Shane Bennett, Chairperson Russell Bayer Andrew Fyten Jennifer Lestico Brandon Sis Charles Tchuinkwa Jon Trappen

DRAFT

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Environmental Policy Board	Thomas Stadola, Chairperson Michael Valentine, Vice-Chairperson Colleen Anderson Reid Bernard Jane Covart Michael Hiatt Lucas Trossen
Staff Team:	Tim Gladhill, Community Development Director Kurt Ulrich, City Administrator Patrick Brama, Asst. City Administrator/Economic Dev. Manager Chris Anderson, City Planner Bruce Westby, City Engineer Mark Riverblood, Parks and Asst. Public Works Superintendent

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Purpose of Interim Plan

The purpose of this document is to set into motion potential land use policy changes for The COR. In 2015, the City's Planning Commission described a need to evaluate and clarify the vision for The COR in response to several project approvals.

The Land Use Plan and Zoning Code are not the vision. They are the tool to achieve the vision. Focus on the elements that are important to us, regardless of the land use (examples include, but are not limited to greenway connections, sense of place, walkability). There are ways to achieve the vision, regardless of the use.

Common Terms

The COR Development Plan. This is the existing land use plan for The COR circa 2011. This is the official control and legal basis for land use decisions within The COR. Also referred to as the 'Development Plan'. This is the 'second generation plan' for the development, preceded by the Ramsey Town Center Master Plan.

The COR Interim Development Plan. This is the document you are reading now. While the City continues to refine land use recommendations and feasibility analysis for The COR, this document is intended to be a guiding policy document to review quality projects that do not meet the strict adherence to The COR Development Plan. Also referred to as the 'Interim Development Plan'.

The COR Development Plan Amendment. This is a future document. This will be the document that updates the Zoning Code, otherwise known as the official controls, for The COR. This will replace existing Comprehensive Plan, Zoning Code, and Design Framework. Also referred to as the 'Plan Amendment'. This will be considered the 'third generation plan' for The COR.

Using this Document

This land use plan is an interim plan that will guide land use decisions prior to a formal amendment for The COR. Uses currently allowed in The COR Development Plan shall be allowed consistent with applicable law. Projects consistent with options contained within this Interim Development Plan, but conflict with the existing plan, may proceed forward, but shall require a formal Plan Amendment. The policy directives of this document are advisory in nature, and are not binding. If a proposed project meets the minimum requirements of the existing Development Plan, it shall be considered consistent with the Development Plan and Zoning Code and shall be approved.

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Vision

The Vision Statement was created for the purpose of crafting update land use scenarios and is not intended to approve or disapprove individual projects. Projects must be reviewed using the City's Zoning Code as the official land use control. The Vision Statement is not a regulatory tool, yet a visionary tool.

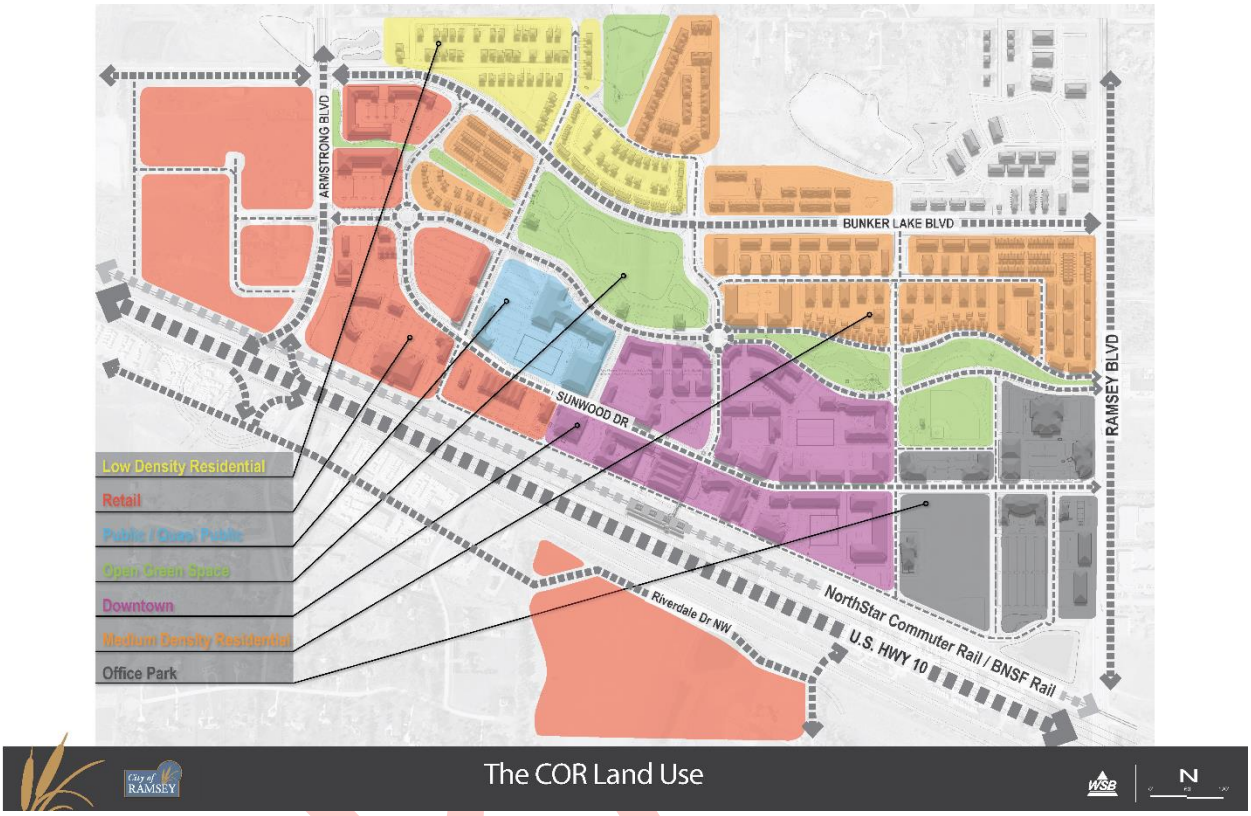
> *The COR will serve as a City Center primarily to bring people of Ramsey together that embraces natural market opportunities. The COR will also attract energy from the surrounding region. It will be a unique destination, technology-accessible, and serve as a gathering place. It will feature unique architecture stressing historical feel and function.*

Development-Wide Assumptions

1. The development is part of a broader **GROWTH MANAGEMENT STRATEGY** that protects the City's primary land use goal to respect the **BALANCE OF RURAL AND URBAN CHARACTER**.
2. The development shall take a **MIX OF USES** within the development, which is also known as **HORIZONTALLY MIXED USE** approach versus a strict adherence to traditional mixed-use definitions to require vertically mixed-use buildings. The mix of land use districts and land use types within the development as a whole shall guide success of mixed use, not strictly mix of uses within a building, block, or individual district. These types of mixes although not required, are encouraged. The 'mix of uses' approach shall not preclude flexible first floor and vertically mixed use buildings.
3. Our vision includes significant areas guided for a variety of **RETAIL OFFERINGS**. **HOUSING DENSITY** is important to that vision.
   The emphasis of the master plan concepts is to **GUIDE LAND USE**, and is **NOT SPECIFIC SITE PLAN REVIEW**. Future developers shall have the creative freedom to propose other concepts that are generally in line with **OVERALL VISION**.

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Land Use District (Sub-District) Descriptions and Requirements

The COR is divided into five (5) distinct land use districts that ensure a mix of uses and guides quality private and public development. These districts are considered sub-districts and can be amended easier than traditional zoning districts. The overall land use mix shall be provided. Amending sub-districts shall be approved by resolution of the City Council after recommendation by the Planning Commission, but shall not require a Public Hearing. Amending sub-district boundaries shall not require a Comprehensive Plan Amendment so long as the over land use balance is preserved.

1. Downtown District (COR-1)
2. Retail District (COR-2)
3. Office District (COR-3)
4. Residential District (COR-4)
5. Parks and Open Space District (COR-5)

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The Downtown District (COR-1)

Downtown District Description. The Downtown District shall be a high-density district with a mix of uses. Vertically mixed use buildings are not required, but are encouraged. The Downtown District shall be predominantly high-density residential to support existing transit and City growth-management goals, but is not required. Shared parking districts are an integral part of the success of this district. Urban design shall also emphasize build-to lines and pedestrian interaction. The district shall have the most robust architectural design standards amongst all City land use districts.

This district is the focal point of the development. This quarter-mile radius is key to land use supportive of transit and other City land use goals. The City of Ramsey and its funding partners (Anoka County, CTIB-Counties Transit Improvement Board, and Metropolitan Council) invested nearly $14 Million Dollars on the Northstar Commuter Rail – Ramsey Station, relying on The COR Development Plan. This district is described as predominantly high-density residential, with a number of commercial uses along Sunwood Drive. There should be a **MIX OF USES** within this district.

Planning Commission Recommendation: The City should focus on original visions to better manage parking and maximize land use of individual parcels. This includes reverting back to a **FLOOR AREA RATIO (FAR) OF 0.75** and retaining a strict adherence to **MAXIMUM PARKING** standards and shared **PARKING DISTRICT** requirements. Minimum density shall be fifteen (15) units per acre with no maximum density required.

4/25/17 City Council Work Session Comment. Concern was raised over reverting back to the 0.75 FAR, thus requiring vertical shared parking in the downtown district. Consensus was generally to study cost/benefit further, with acknowledgment of the need for flexibility.

5/25/17 EDA Comment. Open to discussion and reviewing further parking districts and parking ramps. However, the City should not force or require shared parking. Shared parking and parking ramps should be encouraged and strived for, but not required of private development. The City should not revert back to the 0.75 FAR.

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The Retail District (COR-2)

Retail District Description. The Retail District shall be focused on providing retail offerings to support the community and beyond. This district shall focus on smaller, unique shops, while allowing larger format retailers along Highway 10 where visibility and access is best.

Places to eat, shop, and be entertained were a key component of the original development. While other land uses have succeeded in continued growth, retail goals have struggled to keep pace. The City has continued to evaluate our retail marketing strategy, and amendments to this plan represent a broader effort to advance these goals.

Citywide, the community has over 150 acres of undeveloped or redevelopment areas guided for future retail growth. In comparison, the Riverdale shopping center in Coon Rapids is approximately 200 acres. Coupled with proximity to Elk River and physical barriers such as the Mississippi River and Rum River, it is not likely that the City will be successful in developing this amount of retail within this 20 year planning period, if at all. Additionally, the market for larger retail users is quickly changing with adapting technologies. The City's market experts have encouraged the City to re-evaluate its retail strategies.

EMPHASIS: The City continues to plan for a significant amount of retail growth within The COR and throughout the community. The recommendations below are not intended to de-emphasize our retail goals, yet strengthen said retail goals and focus on more appropriate areas for future growth.

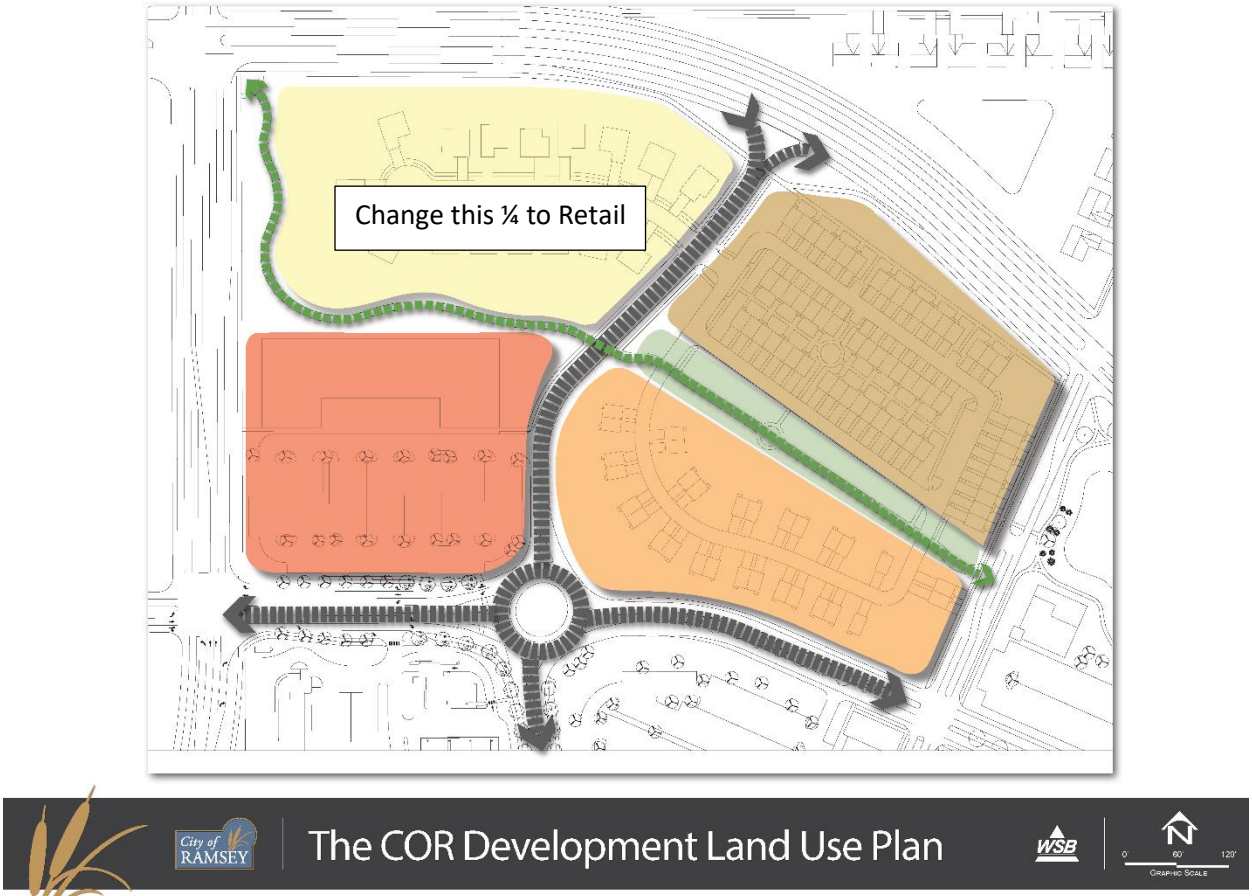
Planning Commission Recommendation: The northwest quadrant of the development (bordered by Armstrong Boulevard, Bunker Lake Boulevard, Zeolite Street, and Sunwood Drive) should be amended to strengthen the **LAKE ITASCA GREENWAY**, create **SMALLER DESTINATION RETAIL USERS**. Half of this quadrant should be re-guided for **an APPROPRIATE RESIDENTIAL USE**, with **DENSITY** appropriate for the type of overall land use plan for The COR.

This is the area of **MOST SIGNIFICANT CHANGE** recommended by the Planning Commission. The Planning Commission collaborated on developing multiple land use scenarios. The overall approach was to divide the northwest quadrant into four (4) smaller sub-quadrants divided by future public roadways and greenways and allocating half the quadrants to smaller, destination retailers and the other half to residential uses. Based on feedback and reconciling multiple angles of consensus, the land use map below represents the primary recommended land use map.

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Primary NW Quadrant Land Use Map – Vertical Split (this will be the model of the actual land use map [focus on polygons per land use, less focus on detailed site planning])



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NW Quadrant Acceptable Alternatives

The alternatives listed below would require a future plan amendment, but are afforded certain policy feedback in advance. These can be viewed as 'pre-screened' alternatives.

NW Quadrant Horizontal Split



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NW Quadrant All Retail



The Office District (COR-3)

This district represented the area of highest consensus amongst the Planning Commission.

Planning Commission Recommendation: **NO AMENDMENTS** to this district are recommended. However, the City should look at strategies to encourage parking districts within this land use district as well.

Note. During the January 24, 2017 Joint Work Session between the City Council and Planning Commission, it was noted that an office user may be possible in the northeast quadrant currently guided for retail use. Staff's recommendation, while a potentially positive amendment, would be to consider this possibility under a separate amendment, as the overall plan currently has a good balance of office planned, and a more comprehensive look would be needed for such an amendment.

The Residential District (COR-4)

The Residential District is further divided into three (3) categories. The descriptions below include recommended adjustments to density ranges.

- 'Low' Density (COR-4a). This is predominantly detached single-family located north of Bunker Lake Boulevard. The minimum density shall be four (4) units per acre and densities up to fifteen (15) units per acre shall be allowed.
- Medium Density (COR-4b). These predominantly include townhomes, both attached and detached. Minimum density shall be eight (8) units per acre with a maximum density of fifteen (15) units per acre. Additional density may be allowed via Conditional Use Permit.
- High Density (COR-4c). These areas are focused immediately north of The Draw Park and Amphitheater and provide a unique opportunity for interaction and transition. The emphasis on mix of uses is muted compared to the Downtown District. The minimum density of this district shall by fifteen (15) units per acre with no cap of maximum density.

Planning Commission Recommendation: The remaining undeveloped area immediately north of The Draw currently owned by K Hovnanian Homes shall be re-guided to High Density Residential. The Planning Commission recognizes the success of high density residential abutting The Draw on the south side (Parkview East) and sees this as an opportunity for consistent design when coupled with the future Aeon Apartment Development (north side).

Parks and Public Spaces (COR-5)

This district is governed by The COR Parks + Public Spaces Plan, and is included by reference as an integral part of The COR Interim Development Plan. Neither document shall be interpreted as a wholly separate document, and neither document shall be adopted or otherwise amended unless coinciding with each other. An amendment to one plan shall be considered an amendment to the other. This document has been adopted as a 'working draft' by consensus of the City Council. The intent is to adopt as a formal plan as part of the overall COR Development Plan Amendment.

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Implementation Plan

The Interim Development Plan represents Phase I of a three (3) phase project.

1. Interim Development Plan (this step)
2. System Plans (roads, utilities, parking structures, infrastructure, etc.).
3. Development Pro-Forma (funding and financing options.

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City of RAMSEY

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Major Planning COR Planning Efforts

EFFORT #1
COR Re-Visioning

PURPOSE
Update/ amend the vision for The COR.

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

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

3. Direction on outstanding major policy items:

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

RESPONSIBLE BOARD
Planning Commission will draft a recommendation for Council consideration.

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

EFFORT #2
COR System Plans

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

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

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

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

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

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

EFFORT #3
COR Pro-Forma

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

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

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

RESPONSIBLE BOARD
EDA will draft a recommendation for Council consideration.

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

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The group then formulated a broad work plan to accomplish the many steps to complete an overall plan amendment and update.

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

Public Engagement

A key component of any policy decision is collaboration amongst its residents. These processes are part of natural and organic community conversations around key policy topics. The City will couple this policy discussion with ongoing workshops and community events as part of its overall Comprehensive Plan Update. For more information on this effort, please visit www.cityoframsey.com/ramsey2040.

4/25/17 City Council Work Session Note: All Boards and Commissions should review this document before the City Council considers formal adoption. The City Council should review the final document and approve before distributing to the public and stakeholders/landowners.

Mobile Comprehensive Plan Tour

The City is planning a Mobile Comprehensive Plan Tour for policy makers that will include local examples of plans and policies being discussed in the Comprehensive Plan Update. The tour is planned to include examples discussed in this Interim Development Plan as well.

Market Analysis

The Planning Commission recommends completion of a market analysis to confirm the policy directives of this document as it relates to the planned retail area. The Planning Commission continues to stress

the importance of attracting retail uses to the Development, but want to ensure that there is not too much areas guided for retail growth beyond what the community can sustain.

Community Center

The Planning Commission desires to continue to plan for a Community Center in The COR. The Planning Commission feels that this type of use would benefit the community and be a draw for other users within the development. This analysis will be completed as a separate planning process.

Architectural Standards

A key component of the policy discussion for The COR has been architectural design standards. The Planning Commission believes several recent projects fell short of community expectations. While originally intended to be part of Phase I of The COR Development Plan Update, the Planning Commission continues to refine these recommendations and will continue throughout Phase II and Phase III to bring a quality recommendation forward with a full Plan Amendment.

The standards below are not an exhaustive list of current design requirements, yet a focus on key topics that have been raised for future discussion. Upon final amendment, the City will prepare a side-by-side comparison of all existing and proposed design requirements. The final version of this Interim Development Plan will also include drawings/illustrations to illustrate the narrative being discussed.

The COR should continue to focus on four-sided architecture visible from the public realm. Quality signage on all four sides of the building should be allowed. The community should be able to park on public streets and reasonably access the building.

Planning Commission Recommendation: In the interim, the Planning Commission shall serve as an ad-hoc architectural review committee. Projects shall complete an architectural review prior to official Site Plan Review. The Planning Commission reserves the right to establish an ad-hoc sub-committee to serve as this Architectural Review Committee. The Planning Commission recommends that the City supplement the Development Review Team with the services of a licensed architect to help develop updated design standards and review development proposals. This will add value to the process, hopefully streamline review, and is in line with other professional services the City employs in development review. The cost of these services are the responsibility of the Developer.

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Additional Discussion Points:

* The intent of design requirements is to maintain a consistent development look and acknowledge the pride and planning that went into the vision of this development. The tradeoff of a more densely developed areas was an acknowledgement of the need to 'step up' architectural design.

* All single-family homes in The COR shall include/not include a porch that protrudes from the front of the home, even with the garage, and not a recessed entry in the middle of the home.

* Over the next several months, the Planning Commission will better define front porches and if any additional design requirements or restrictions (i.e. split entry homes) are warranted. .

* Buildings in the Downtown District shall include a minimum of 50% brick. Vinyl siding shall not be allowed. Fiber cement panels shall be allowed as a complimentary material.

* Buildings in the Residential District shall have a minimum of 35% brick or stone on the front façade. Vinyl siding is allowed.

Private Open Space and Stormwater Design

The Planning Commission has expressed a concern over a perceived lack of private open space in medium density development as well as depth and steep slopes of stormwater ponds within the development due to the higher density nature. This concern has not yet been resolved, but will continue to be discussed during Phases II and III of the Plan Amendment. The City shall take into account sidewalks, greenways, and other private and innovative improvements (such as wonerfs).

Site Selection Process

The City is in a unique situation as Property Owner and Regulatory Authority. This presents opportunity, but also requires special attention to remain accountable to the public. In order to balance this

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approach without creating burdensome processes, the following steps shall be followed when considering a Purchase Agreement with the City in The COR.

Any perspective buyer of City-Owned Property in The COR shall first meet with City Staff to discuss appropriate sites. This is known as the Site Selection Process. The City and Buyer shall review multiple sites before selecting a preferred location. Depending on the complexity of the project, the City reserves the right to take this Site Selection Process to the Planning Commission, EDA, and City Council before reviewing a specific site.

The Buyer shall provide a site concept to be reviewed by the Planning Commission, EDA, and City Council before approving a Purchase Agreement. When a single-user proposes to purchase a portion of an undeveloped block or area, a series of 'site concepts' shall be developed before reviewing with any City board or commission. These site concepts shall demonstrate at least one reasonable concept for the remaining portion of the site that fits the vision and requirements of that area/district.

The Buyer must still complete the official Site Plan Review (and Subdivision) process after the Purchase Agreement Phase.

History of Policy Discussion

This Interim Development Plan is the result of a Planning Commission initiative dating back to 2015. The City has invested a significant amount of time, energy, and resources in order to ensure a **MARKET RELEVANT PLAN** that balances **COMMUNITY VISION**.

Joint Work Sessions

The City Council and Planning Commission have met on multiple occasions to frame the policy question, discuss strategies, and identify solutions.

- March 26, 2015 = Joint Work Session
- July 12, 2016 = Joint Work Session
- January 24, 2017 = Joint Work Session

Surveys

In 2016, the City surveyed its Board and Commission Members on key topics related to The COR Development Plan.

The key directive coming out of review of these results on July 12, 2016 was to create a forum for policy makers to ask questions and receive direct feedback from developers and market experts, rather than completing another market study.

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Market Panel Event

On October 27, 2016, the City hosted several market experts to respond to a wide range of policy topics raised by community policy makers. The output from this event served as an important foundation for land use recommendations developed by the Planning Commission.

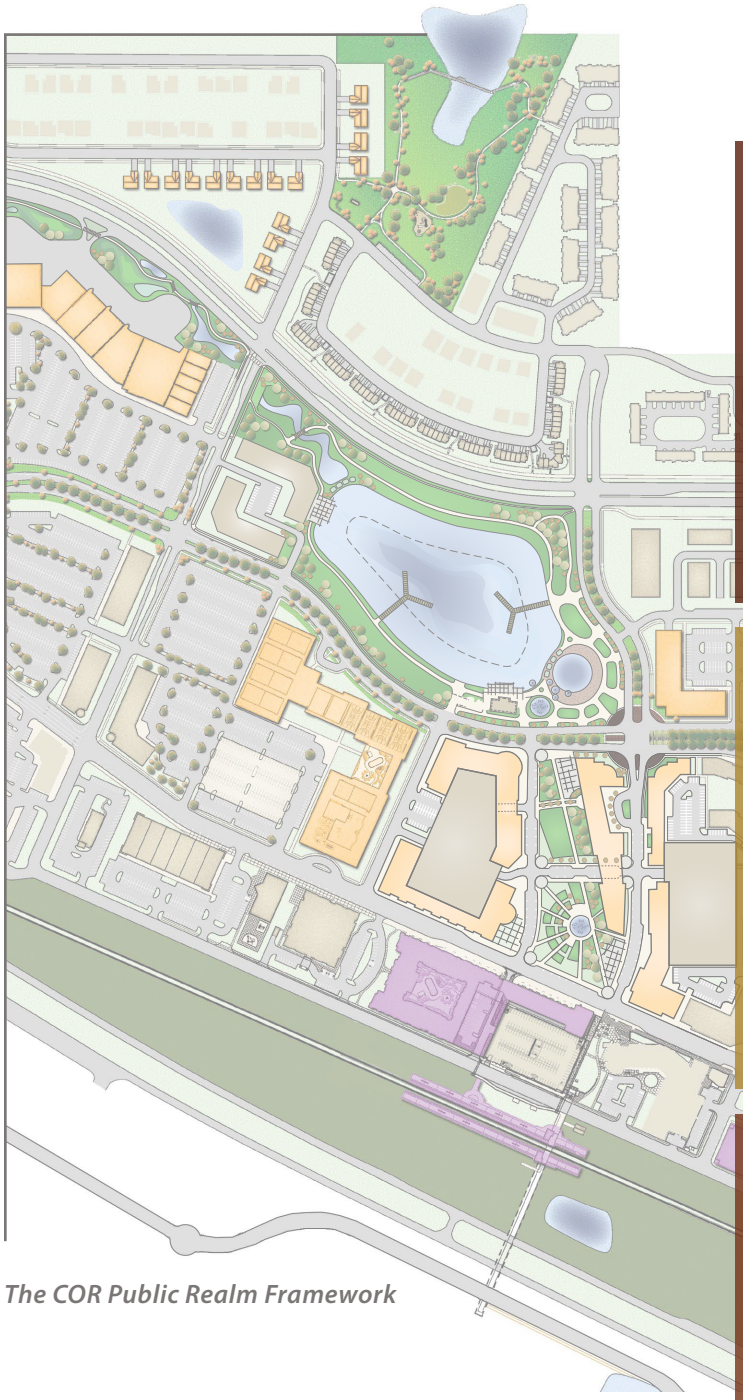
Planning Commission Work Sessions

The information gleaned from the steps above were utilized to begin important policy discussions about the future of The COR. Following review of the Market Panel Event, the City Council authorized the Planning Commission to begin formulating land use recommendations for The COR. The Planning Commission met Work Sessions dedicated to The COR on multiple occasions.

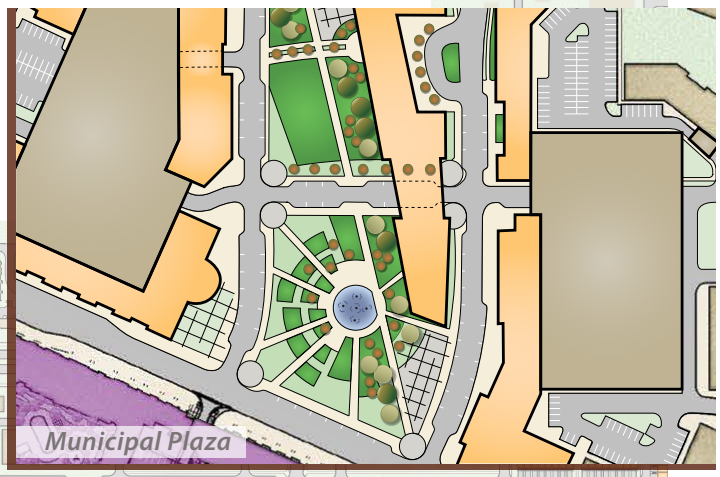
- January 5, 2017 (to prepare for the January 24, 2017 Joint Work Session with the City Council)
  - Develop a Vision Statement
- February 2, 2017
  - Refine the Vision Statement
  - Collaborate on a Future Land Use Map
- March 2, 2017
  - Refine the Vision Statement
  - Refine the Future Land Use Map and Alternative Future Land Use Maps
- April 18, 2017
  - Refine the Vision Statement
  - Refine the Future Land Use Map and Alternative Future Land Use Maps
- April 25, 2017
  - Draft document reviewed by City Council and Planning Commission in Joint Session.
  - Authorization to review with internal advisory boards and commissions.
- May 25, 2017
  - Draft document reviewed by EDA. Feedback/comments added to document.
- June 1, 2017
  - EDA comments reviewed by Planning Commission.

The Interim Development Plan is anticipated to be adopted in 2017.

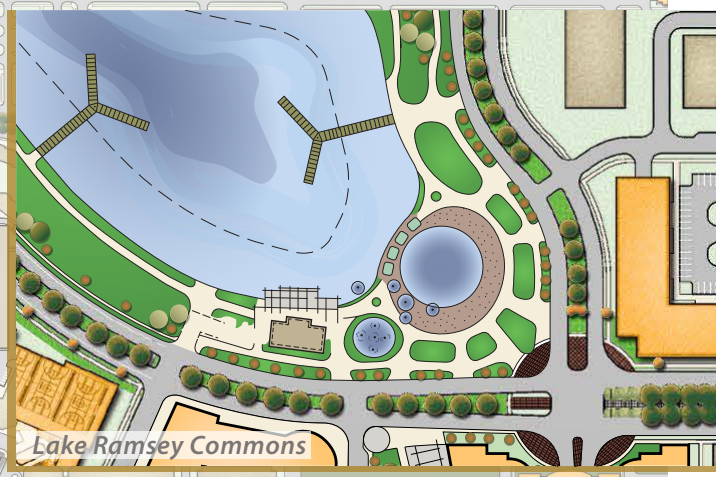
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The COR Public Realm Framework



Municipal Plaza



Lake Ramsey Commons



Greenway Trail Connection

The COR Parks + Public Places
City of Ramsey, Minnesota

Public Realm Framework + Cost Evaluation

December 2015



Lake Ramsey Commons Rendering (Satoko Muratake, 2016)

Prepared For

City of RAMSEY

Prepared By

BRUCE JACOBSON
LANDSCAPE ARCHITECT

LHB
PERFORMANCE DRIVEN DESIGN.

History & Context

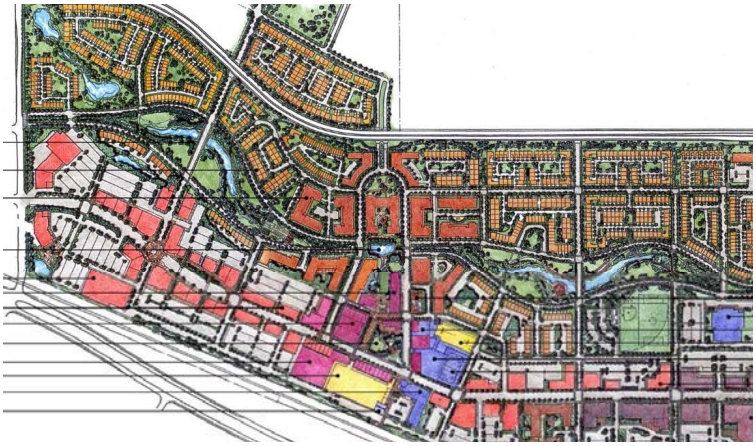
In the late 1990's, following a citizen-led referendum calling on the City of Ramsey to develop a 'town center', Ramsey has forwarded an innovative vision for a new downtown district (The COR, an acronym for City of Ramsey), defined through a sequence of adopted plans that have led to a variety of successful development projects in all categories including; housing, school, medical, office, municipal, commercial and the focus of this study, new additions to the city park and trail system—within and connecting to The COR.

(Excerpts from the 'Mississippi Skyway Preliminary Engineering Report' – SRF et al. 2014)

"The City of Ramsey, with the Metropolitan Council, has envisioned a multi-modal town center, with access via commuter rail, car, bicycle, and on foot. The 'COR' development is a planned 400 acre mixed-use and transit-oriented development site that includes a mix of residential housing choices for people of all incomes.

Establishing parks and creating quality recreational and open space opportunities remains a high priority for the City. The CITY OF RAMSEY 2030 COMPREHENSIVE PLAN UPDATE identifies the need to "Create vehicular and non-vehicular linkages to neighboring communities and between city neighborhoods, trails, recreation, work and shopping" as a component of their future planning checklist.

The Mississippi Skyway pedestrian bridge will provide a critical direct pedestrian and bicycle connection between the City of Ramsey's pedestrian-oriented 'COR' development, the Ramsey Northstar Station, Ramsey Park & Ride and the resources associated with the Mississippi River and attendant regional amenities. Currently, Trunk Highway 10 (TH 10) and the parallel BNSF Railway Company and Metro Transit Northstar Commuter Rail railroad corridor are barriers to safe pedestrian and bicycle access between The COR and the river.



Ramsey Town Center Master Plan (CLOSE, 2001)



Proposed Mississippi Skyway (SRF, 2014)



Development Plan 6.0 (Landform 2012)

At its heart, the Mississippi Skyway project is about overcoming boundaries to safe bicycle and pedestrian circulation while expanding and enhancing multi-modal transportation, economic development and recreational options to promote a livable, vibrant region and community."

More recently, The City of Ramsey invited a team of consultants to work with City Department Leadership to set baseline assumptions that would help inform ongoing decisions related to future park and trail projects within The COR. This process outlined expected uses, facilities and features (a very basic design program), that was translated into a preliminary estimate of potential construction costs for each of the primary COR area components. Study conclusions included a summary of possible 'Scenarios + Strategies' available to support project funding and implementation.

Public Realm Framework



COR Public Realm Framework Plan (Jacobson/LHB 2015)

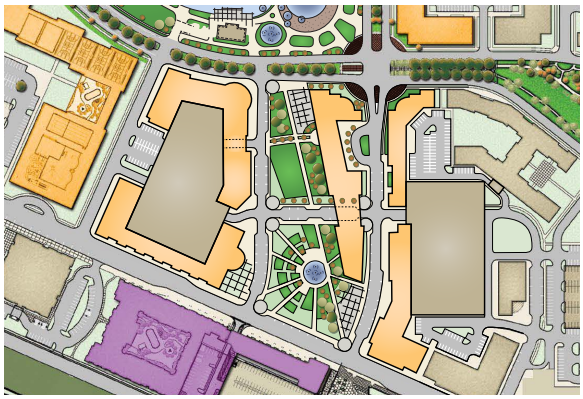
The Public Realm is what gives cities, districts and neighborhoods their identity - their unique sense of PLACE. Typically the public realm includes streets, parks, plazas, trails and other amenities, oftentimes integrating both public and private property. For the City of Ramsey, it is this network of connected spaces (illustrated in the Public Realm Framework Diagram above), that sets the stage for further development, defines the qualities and character (the Brand), and also promotes The COR as a vibrant, dynamic, must-experience local and regional destination.

The COR is designed to put the pedestrian first, by creating a safe and completely walkable environment. Active uses along the street reinforce its vitality, as does traffic-calming measures and accommodations for bicycles. Pedestrian through-block pathways connect destinations, providing equally inviting alternatives to the more traditional sidewalks along the street.

With increasing demand for efficient and innovative design, the public realm is frequently both a working landscape as well as a beautiful one. Water is captured and used. There is potential for energy generation in the form of sun, wind and geothermal to be harvested and distributed beneath parks, streets and pathways to serve projects within the community. Plants are selected to help clean the air and sequester carbon, and urban agriculture creates productive landscapes within available open space.

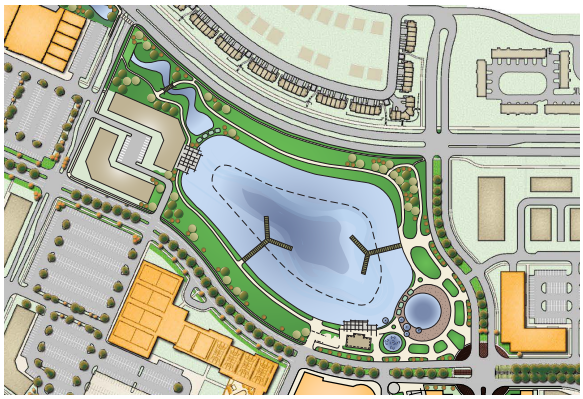
This study values the many contributions made by others, both in previous planning work and completed projects. While this study acknowledges the overall context of these various accomplishments, the primary focus here is on three primary components within The COR including: the Municipal Plaza, Lake Ramsey Commons, and the Greenway Trail Connection.

Framework Components



Municipal Plaza

In each of the many different planning frameworks over the years, the Municipal Plaza has been identified as the primary civic space at the very heart of The COR. Located directly across Sunwood Drive from Ramsey City Hall, this crucial public amenity will serve as the central gathering space for day-to-day activities and will certainly attract heightened private sector interest in development of adjacent properties.



Lake Ramsey Commons

As the major pubic amenity illustrated in the Development Plan 6.0, Lake Ramsey Commons will become a spectacular water-centric addition to the emerging park and trail system that connects the whole community. It holds a key position as the connecting hub between The Draw to the east, the proposed Greenway Trail Connection to the west, the Municipal Plaza and Commuter Rail Station to the south, with the proposed Mississippi Skyway linking the regional park and trail to The COR.

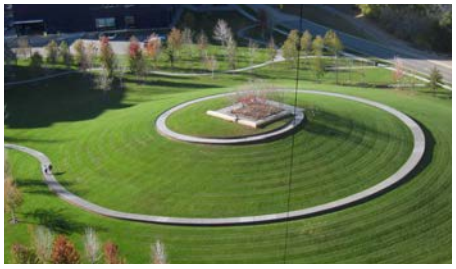


Greenway Trail Connection

Various scenarios and alignments were studied, and each in their own way serve to illustrate the strategic opportunity to connect amenities in The COR with Lake Itasca to the west via a public greenway trail. The greenway provides visual continuity east-west through The COR, and becomes the preferred access route for the hundreds of residential units between Lake Itasca and the retail destinations within The COR–strengthening the vitality of these commercial enterprises.

Frame of Reference - Examples of Park Construction Costs

The 'Estimates of Potential Construction Costs' included on the following pages are somewhat conservative and general in content. For the purposes of this study, costs will serve as a solid foundation for further discussion/decision as detailed design work proceeds for each component.



Gold Medal Park

~$15/SF



Bloomington Central Station

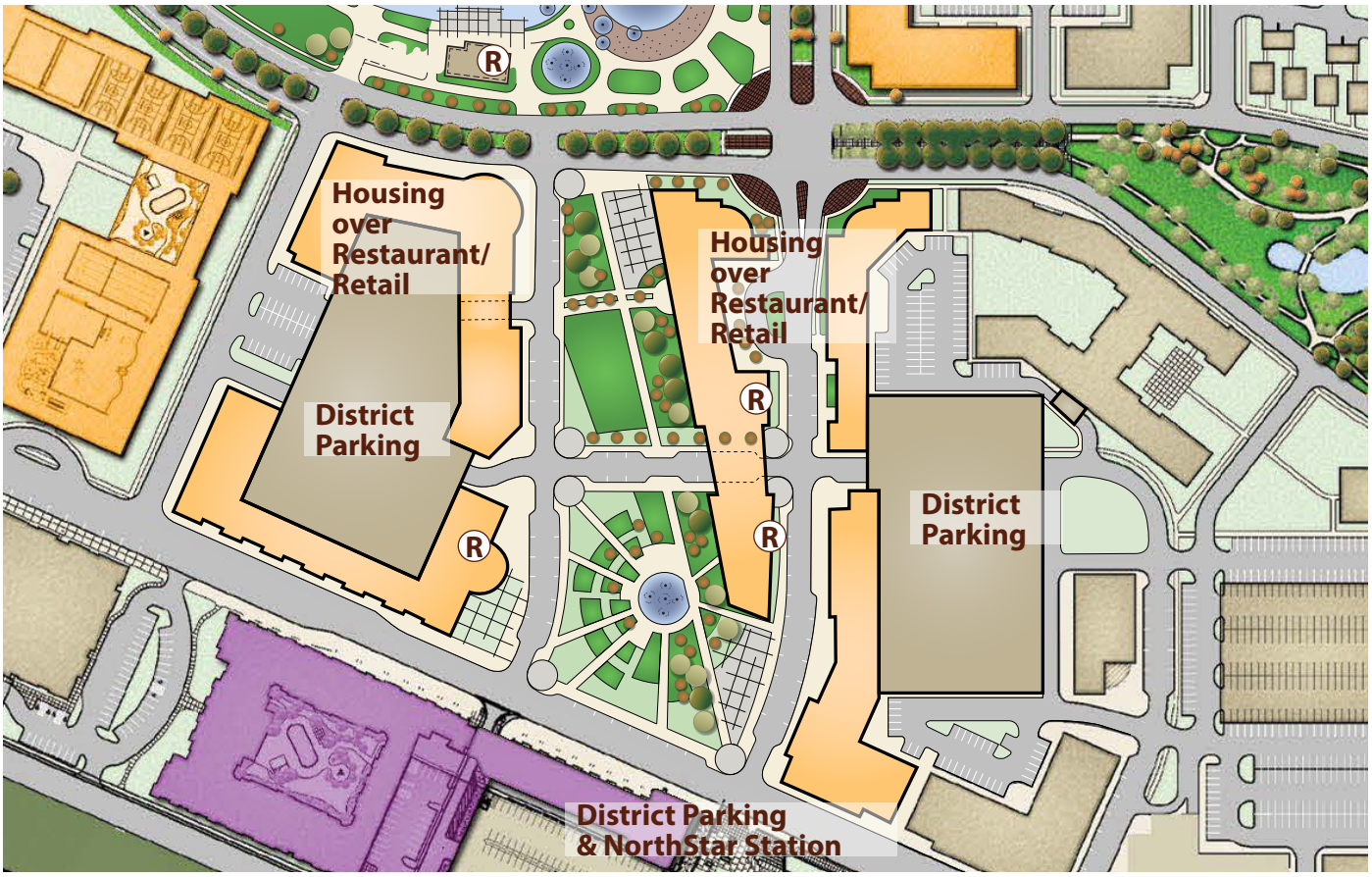
~$50/SF



Target Field Plaza

~$100/SF

Municipal Plaza



Alternative Plan for Consideration (Jacobson/LHB 2015)

Simply stated, Municipal Plaza is the single most important component of the COR Public Realm Framework. It is the place to meet, the orientation point for wayfinding in The COR, and serves as the gateway to other public amenities and attractions nearby. Sitting at the crossroads of strong civic presence, residential density, transit options and retail storefronts, this location brings together all the elements of innovative and sustainable city-building.

Exploring several possible configurations confirmed the need to fully integrate uses, amenities and materials with Sunwood Drive (Ramsey's Main Street) while creating a clearly visible and accessible connection between the proposed Mississippi Skyway and Lake Ramsey Commons. This vital 'public promenade' along Center Street provides the primary north/south armature through The COR and also links a variety of facilities and amenities such as the Regional Park, The Draw, North Commons and other destinations. (See also the document addressing a realigned Regional Trail through The COR along Center Street, entitled 'Central Anoka County Trail and connection to Mississippi West Regional Park'.)

For the purposes of defining potential costs for future construction, a preliminary list of park elements (or a basic design program) was discussed including:

- Flexible use, paved plaza area to accommodate special events such as Happy Days
- Interactive, decorative, sculptural water feature as a City icon
- Integrated stormwater management and other infrastructure systems
- Formalized planting design representing Minnesota landscapes (lake, prairie, woodland, etc.)
- Lighting, furniture, art and other elements to create unique identity and character

Recommendations

The Municipal Plaza will clearly identify the center of civic life and support a variety of daily activities within The COR. This key public PLACE represents a rare opportunity within the City of Ramsey to encourage vertical mixed-use development, with restaurants (and future retail stores) fronting the plaza. The relationship between The COR's Main Street (Sunwood Drive) and the Municipal Plaza as completely integrated pieces of the whole, is critical for the success of this district.

When completed as envisioned, the combined presence of these two public realm components, The Plaza and Main Street, will create a signature destination, and will leverage additional private-sector investment in this area. 'Restaurant Row', as part of the unique mix of uses within and adjacent to the Municipal Plaza, will contribute to the intensity and vibrant street life that characterize successful placemaking. To realize its full potential at this location (in contrast to sites along Lake Ramsey) will require a solid commitment from both public and private participants to integrate these types of ground floor uses within development projects near the Plaza.

District parking strategies need to be explored and pursued to address issues related to vehicle movement, convenient access, and to provide maximum benefit/support for mixed-use development throughout The COR—and this is true for the park spaces too. While district parking is likely to begin with centrally located surface lots, over time, as new development intensifies, these will be converted to structured parking, either as stand-alone facilities (meeting specific design standards) or fully integrated within creatively designed development sites close to the Plaza. There are many precedent projects, local and national examples, which illustrate the variety of options available, from traditional approaches to the latest advancements in flat floor, flex-use/convertible strategies.

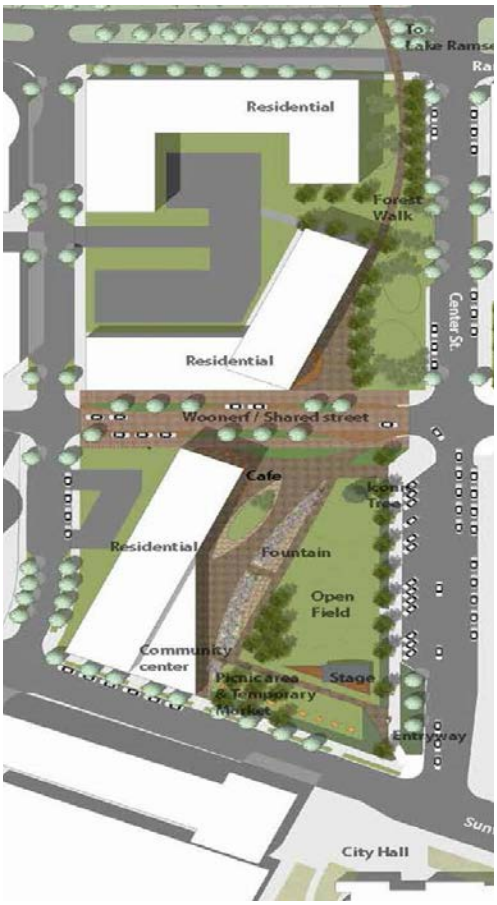
Primary Project Elements



Fountain and open space



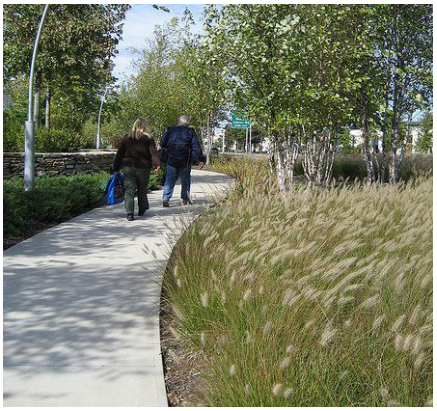
Shared street in commercial district



Illustrative Plan (Cunningham Group 2013)



Welcoming edges, gateway to park



Forest walk to Lake Ramsey

Municipal Plaza

Basic assumptions that support Estimate of Potential Construction Costs:

- Total acres/square footage (approximate): 2 acres/87,120 square feet

Estimate based on park elements illustrated on Concept Studies:

1.	pavement (1/2 of total park area) 43,560 x $15/square foot	$ 650,000
2.	plantings (1/2 of total park area) 43,560 x $12/square foot	$ 525,000
3.	stage area canopy (space frame/awning)	$ 250,000
4.	lighting 70 pedestrian scale fixtures x $5,000 each	$ 350,000
5.	furniture i.e. planter walls, benches, bike racks, receptacles, etc	$ 300,000
6.	signage including large monument, information, direction	$ 100,000
7.	water feature (decorative, interactive, sculptural)	$ 200,000
8.	excavation/grading 25,000 cubic yards x $3/cubic yard	$ 75,000
9.	stormwater (surface / below ground), utilities, infrastructure*	$ 250,000
Subtotal		$ 2,700,000
Contingency and Soft Costs		$ 810,000
TOTAL		**$ 3,510,000** **or $ 40.29 per square foot**

**District systems approach vs. site by site.*

Lake Ramsey Commons



Lake Ramsey Commons Plan (Jacobson/LHB 2015)

As a major new public amenity, Lake Ramsey Commons has the potential to fulfill a list of much-discussed objectives related to water-oriented recreational uses in the community. This is an opportunity to integrate natural systems, with a focus on water resources and native landscapes, within an urban, pedestrian-oriented environment. As an added benefit, this will create an inviting backdrop for new development, active and passive recreation venues and other attractions. A destination in and of itself with proposed loop walkways and bicycle trails, The Lake also makes important connections to similar systems at The Draw and to points west as part of the proposed Greenway Trail connection to a proposed new community park at Lake Itasca. For the purposes of defining potential costs for future construction, a preliminary list of park elements (or basic design program) was discussed including:

- Concrete lined wading pond and sand beach
- Splash pad play area / water feature
- 6 to 7 acre lake with fishing pier(s) and other public access locations
- Pavilion/picnic shelter designed as a multi-purpose structure

Recommendations

Prepare a preliminary (schematic design) drawing set for the Lake Ramsey Commons land parcel to guide ongoing, and future excavation in this area. Define a prescribed phasing sequence that supports both future park construction and the need for fill material in the rest of The COR. Complete a detailed survey of this land parcel; stake out the extent of proposed lake boundaries and other park elements to clearly define the limits of disturbance and the potential for tree planting and other restorative landscape installations relating to the lake and greenway connections.

Survey a specific parcel along the lake edge to be reserved for future food / concession venue; promote the idea of one lakeside restaurant similar to Tin Fish (Lake Calhoun) or Bread and Pickle (Lake Harriet) in Minneapolis. This singular food venue will provide the desired lakeside dining experience without diminishing the level of intensity and street activity needed to support successful mixed-use and restaurant development around the Municipal Plaza.



Lake Ramsey Commons Rendering (Satoko Muratake, 2016)

Primary Project Elements



Bike trail and path



Wading Pond and splash pad



Pedestrian paths



Planted, soft edges



Flex use pavilion

Lake Ramsey Commons

Basic assumptions that support Estimate of Potential Construction Costs:

- Total acres/square footage for park area (approx.): 13.5 acres / 588,060 square feet
- Total acres/square footage for lake (surface area approx.): 6 acres / 261,360 square feet

Estimate based on park elements illustrated on Concept Studies:

1.	concrete wading pond, overlook; $6/sf	$130,800
2.	concrete bike trail and pedestrian path; $5/sf	$ 270,000
3.	plantings ~ 200,000 square feet x $5/square foot	$ 1,000,000
4.	lighting 70 pedestrian scale fixtures x $5,000 each	$ 350,000
5.	furniture, signage and lighting	$ 750,000
6.	splash pad play water feature (interactive, sculptural)	$ 300,000
7.	entry plaza including pavement, sculpture	$ 100,000
8.	fishing pier	$ 30,000
9.	pavilion (flex use, picnic shelter, no rest rooms)	$ 250,000
10.	excavation/grading 183,000 cubic yards x $3/cubic yard	$ 540,000
11.	lake liner 300,000 square feet x $3.50/square foot	$ 1,050,000
12.	stormwater (surface / below ground), utilities, infrastructure*	$ 300,000
Subtotal		$ 4,710,800
Contingency and Soft Costs		$ 1,413,240
TOTAL		**$ 6,224,040** **or $ 10.58 per square foot**

**District systems approach vs. site by site.*

Greenway Trail Connection



Greenway Trail Connection Plan (Jacobson/LHB 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

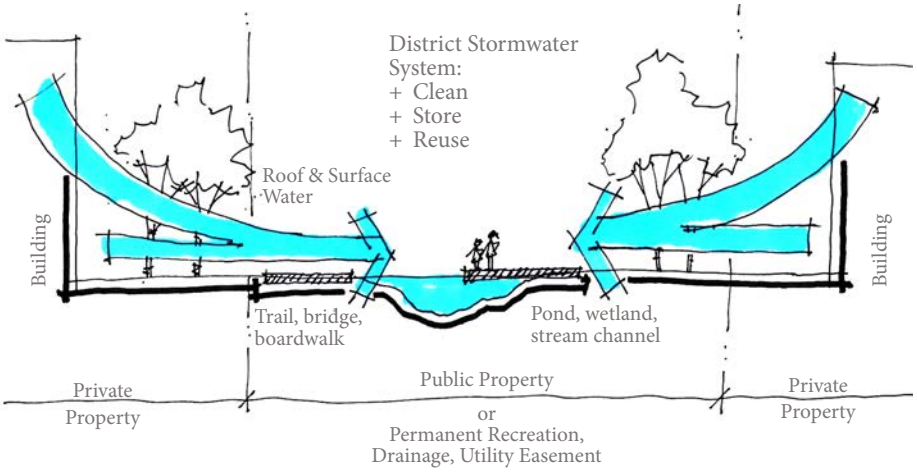
There is an opportunity to explore alignments for this Greenway Trail Connection that might provide greater benefits to the northwest quadrant of The COR – measured in social, economic and environmental value added. With modest enhancements to the existing trail along Bunker Lake Boulevard, and expanded 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 of land 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.

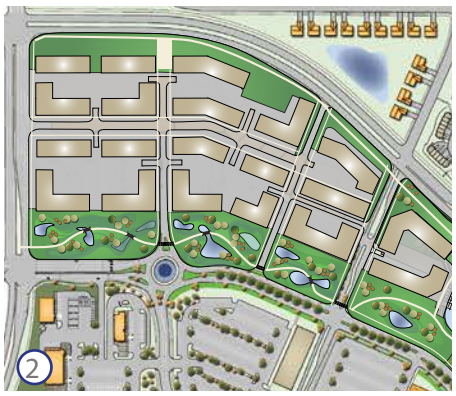
Greenway Trail Alternative Alignments







6.0 Plan Greenway Trail Opportunity (Jacobson/LHB 2015)



Alternative: South Greenway Trail Alignment (Jacobson/LHB 2015)



Ramsey Town Center Master Plan (CLOSE, 2001)

Greenway Trail Connection

Basic assumptions that support Estimate of Potential Construction Costs:

- Total acres/square footage for COR Greenway Connection (approx.): 2.5 acres / 108,900 square feet

Estimate based on park elements illustrated on Concept Studies:

1.	excavation/grading 2,000'L x 30'w x 10'd x $3/cubic yard	$ 100,000
2.	concrete combined trail (10') 20,000 square feet x $5/square foot	$ 100,000
3.	rest stops along trail including pavement, bench, canopy (4)	$ 120,000
4.	pedestrian/bike bridges across stormwater features (4)	$ 200,000
5.	lighting 20 pedestrian scale fixtures x $5,000 each	$ 100,000
6.	signage including large monument, information, direction	$ 50,000
7.	miscellaneous utilities/infrastructure	$ 50,000
8.	plantings 100,000 square feet x $5/square foot	$ 500,000
9.	stormwater (surface / below ground), utilities, infrastructure*	$ 300,000
Subtotal		$ 1,520,000
Contingency and Soft Costs		$ 366,000
TOTAL		**$ 1,886,000 or $17.30 per square foot**

**District systems approach vs. site by site.*

Funding Scenarios and Strategies

Scenario 1 - Proximity to Parks; Revenue Producing Factors

This Scenario is based on a series of studies conducted by the Trust for Public Land (TPL), and more specifically their 2011 study for the City of Seattle (see attached). Similar calculations for The COR might offer several strategies to capture revenue specifically allocated for park and trail improvements.



- Value of properties within 500 feet of parks
- Value attributable to parks (4.84%)
- Property tax revenue from properties within 500 feet of parks
- Tax revenue attributable to parks (4.84%)

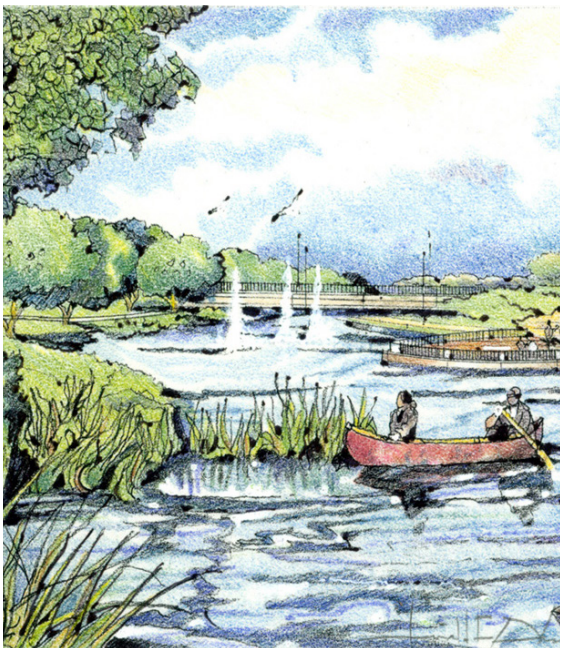
Strategies:

1. Capture a portion of increased property value – park and trail fees calculated as a percentage of property values attributed to nearby parks (adjusted premium per acre land sale cost)

2. Capture a portion of increased tax revenue – park and trail improvements calculated as a percentage of tax revenue attributed to nearby parks (then defined within the Parks' CIP)

Scenario 2 - District Stormwater Management System; Shared Costs for Infrastructure

This Scenario is based on recent work with the Mississippi River Watershed Management Organization to design and implement a district stormwater management system for the Prospect North redevelopment project in Minneapolis. Through additional research/design provided by Barr Engineering (and other sources) overall project objectives and design parameters were defined that would yield savings (and produce better overall outcomes) for both the City and property owners/developers. This approach used the following baseline assumptions:



To meet city standards for stormwater management through a traditional site-by-site approach, property owners/developers would typically spend between $90,000 – 150,000 per impervious acre to be treated.

To meet city standards for stormwater management through a district/shared system approach, costs will typically range from $50,000 – 90,000 per impervious acre to be treated (depending on the level of detail/intensity of the final design).

A couple things to note: The ranges shown above include both engineering/design fees and final construction costs. Ultimately this demonstrated multiple benefits and project efficiencies that meet functional (permitting) requirements and yield significant cost savings using the district/shared system approach, while at the same time raising the bar in terms of aesthetics, habitat creation, recreational use, increased property values and other positive outcomes.

Strategies:

1. Secure commitments from potential/future property owners/developers to pay to the City, no more than they typically would for site stormwater management components (site-by-site), but discounted per the savings realized for participating in a district stormwater management approach. For example: agreeing to pay $75,000 per impervious acre instead

of something around $100,000 per impervious acre – and using the northwest quadrant of the COR to demonstrate how this might work, take the approximately 30 acres (north of the parkway and west of the Lake Ramsey), multiplied by 80% impervious land cover (buildings, parking lots, streets, etc.) equals 24 acres, multiplied by $75,000 per acre (mid-range cost for shared approach) and the City would receive $1,800,000 from property owners/developers to design and build the system (see Estimate of Probable Construction Costs – Greenway Trail + Stormwater Management Corridor).

2. Define permanent stormwater/utility/recreation/access easements (that run with the land) that will reserve adequate acreage to accommodate district system design and construction.
3. Draft agreements (we have a successful template/model for this) between property owners/developers and the City to clearly define relationships, roles/responsibilities, timelines and other considerations.

Scenario 3 - Metropolitan Council – Livable Communities Demonstration Account (LCDA)

This Scenario is based on recent success securing grant monies from the Metropolitan Council to support design and construction of public realm improvements. Over the past several years, their project selection/award criteria has changed somewhat to reflect more contemporary and innovative development approaches. Toward that end, they are no longer funding purely infrastructure projects, but are more interested in proposals that link specific development sites with public transit, district systems (stormwater, parking, etc.) and creative design of 'signature public places'.



For example, in a recent successful application for the Prospect North Redevelopment District, the Metropolitan Council LCDA awarded one million dollars for improvements to Fourth Street (named "Green Fourth"), but also to be shared with the adjacent Cornerstone Development (mixed-use, housing over retail). Basically this one-third, two-thirds split is a mandate intended to thoughtfully integrate design solutions for both projects, including streetscape, stormwater management and other district system elements.

Strategies:

1. Seek willing development partners who will participate in shared-project scenarios similar to the example described above; with a specific focus on joint funding applications to help pay for various elements of your proposed signature parks and public spaces.
2. Carefully blend the interface between public and private property, particularly along the edges of proposed signature parks and public spaces, promoting flexible use, vibrant/inviting destinations and universal access. This will build a strong case for shared funding while illustrating the many shared benefits of an integrated design and project implementation approach.

Funding Scenarios and Strategies, con't

Scenario 4 - 'Pilot Cities' + Demonstration Projects – Renewable Energy Corridors

This Scenario is a bit more complicated and potentially involves the shared efforts of the City, the Metropolitan Council, the McKnight Foundation and the Metropolitan Design Center (University of Minnesota, College of Design). For the next round of Comprehensive Planning (required for all/most cities), the Metropolitan Council and other participants have suggested an updated approach and expanded planning criteria that perhaps better respond to the "Grand Challenges" of our time (U of M President Kaler). These include at the very least; climate change, equity and health.



To support cities, both large and small, already beginning the process to update their Comprehensive Plans, this group of stakeholders have proposed a series of workshops and city-by-city roundtables that will drill down and help address the specific challenges and needs for candidate 'Pilot Cities + Demonstration Projects' that meet their criteria. While the specifics of this approach, and the selection criteria/process, are still being resolved, the City of Ramsey might 'jump the queue' by expressing interest and beginning to organize your planning steps to take advantage of this opportunity. Benefits include, precedent research and best practice models from around the world, facilitated workshops with specific focus on Ramsey issues, funding support for planning studies to help redefine objectives, and final Comprehensive Plan document preparation that highlights innovation and implementation priorities.

Strategies:

1. Meet with leadership at the University of Minnesota, Metropolitan Design Center to learn more about this opportunity and, if interested, begin to define your commitment and potential next steps.
2. Schedule working session(s) to draft a plan/approach tailored specifically to your needs, including overall process, preliminary task outline, schedule, participants, roles and responsibilities, issues/ideas and other study requirements.
3. Schedule first Ramsey Workshop and Focus Topic Roundtable meetings to officially launch this process.

Scenario 5 - Seek Partnerships – Grants + Loans + Other Funding Sources

While this Scenario may at first glance seem very familiar as a means to secure project funding, there is a much broader playing field and an increasing menu of opportunities across the local, state and federal spectrum. There have been numerous recent successful applications that integrated project objectives with various essential infrastructure and development components including:

- Shared eco/environmental outcomes and benefits
- Energy innovation demonstration projects
- Health initiatives matched with wellness programs
- Affordable/life-cycle housing
- Living-wage jobs and other initiatives

One example: Prospect Park Minneapolis was just awarded a McKnight grant for $350,00 through their 'Regional Communities and Energy Program' to be used for detailed design of a district heating and cooling system (through District Energy Saint Paul) that will eventually serve more than 300 acres of mixed use/'Innovation District' development projects. This represents another major step toward sustainability goals, carbon reduction and a shift to renewable energy sources.

It is also important to note that this project is part of a layered approach that concurrently is working to integrate district infrastructure within a variety of proposed public realm improvements (parks, trails and so on). This includes district stormwater management, district energy and district parking, with a long-term view that shared systems will bring us much closer to the realities of living within our 'resource budget'.

Specifically related to infrastructure, district systems and the public realm, this is an opportunity to take a leadership role in demonstrating how shared corridors (for example: the proposed Ramsey Greenway Trail + Stormwater Management Corridor) could integrate solar hot water, photo-voltaics, geothermal heating and cooling, and other innovative approaches. We can no longer afford to approach these opportunities as 'single-issue' projects; it's not just a greenway with a trail, but it also needs to answer the question -"What else can it do?"

Strategies:

1. Take decisive steps toward creating a comprehensive list of public realm and infrastructure projects needed to support economic development outcomes you envision for the COR (and adjacent acreage).
2. Prioritize this list, seeking projects with overlapping/intersecting missions and objectives from various stakeholder groups, agencies and other funders; i.e. what types of projects fit their criteria that are also ready to move into the next stages of design and implementation.
3. Continue to develop a complete list of grant opportunities including key contact people, timeline, criteria, review process, examples of past applications and other factors that will improve your chances for success.



Lake Ramsey Commons Rendering (Satoko Muratake, 2016)



For additional information please contact:

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Parks & Assistant Public Works Superintendent
763.433.9853
mriverblood@cityoframsey.com

The COR – Planning Dashboard

	Roads	Signs/ Scheme	Storm Water	Parks/ Trails	Parking Ramps	Comm. Center	Cut & Fill
Outstanding Items	• What public roads need to be constructed? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does public infrastructure effect The COR por-forma?	• What is the sign plan for this development? • Cost? • When/ what will trigger construction? • Who will pay for what)? • How will City obligations be funded? • How does The COR sign plan effect The COR por-forma? • Should we use the Ramsey branding theme and colors vs the old COR materials?	• What is the regional storm water plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the regional storm water plan effect The COR por-forma?	• What is the park/ trail plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the park/ trail plan effect The COR por-forma?	• What is the parking ramps plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the parking ramp plan effect The COR por-forma?	• What is the community center/ programing plan? • Cost? • When/ what will trigger construction? • Who will pay for what? • How will City obligations be funded? • How does the community center plan effect The COR pro-forma?	• What preliminary/ general amount of cut/ fill is needed on City owned land? • Cost? • How does this effect land prices? • How does cut/fill effect The COR pro-forma?
Action Steps	• Complete a concept feasibility report for all outstanding public infrastructure. This includes water, sewer, sidewalks, landscaping, street lights, etc.. This does not cover private or internal roads and utilities. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Update and revise COR Sign Plan that was started by Landform. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.). • Direction on future theme/ color scheme for The COR.	• Revise COR storm water plan started by Landform. Many new regulations are now in place that make previous plan obsolete. New location for infiltration required. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Complete a concept feasibility report for all outstanding parks and trails. This work has been done for municipal plaza and the skyway. This work has not been done for Lake Ramsey. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Complete a concept feasibility report for all outstanding parking ramps in The COR. This work has been partially completed. • City Council policy discussion RE position on various items (who pays for what, what triggers construction, how will city fund, etc.).	• Have a detailed policy discussion with City Council. Do we need a community center? If yes, what kind (stand alone or partnership)? What general set of services do we want to offer. What is our general appetite from a budgeting perspective? When should a community center be constructed?	• Complete a concept feasibility report for all outstanding cut/ fill on city owned properties. This work has been partially completed. • City Council policy discussion about how this may effect pricing strategy for city owned land, and how this information may effect forecasted land proceeds.
	• 6-9 months • $30,000-$70,000	• 4-6 months • $5,000-$15,000	• 4-8 months • $10,000-$20,000	• 4-8 months • $10,000-$30,000	• 4-6 months • $5,000-$15,000	• 4-8 months • $5,000-$15,000	• 4-6 months • $5,000-$15,000

Outcome

- **Concept plans** for outstanding master developer items (what are we doing/ scope of work, and about how much will it cost)
- **Policy positions** for outstanding master developer items (who is paying for what, when will improvements be made, how will the city fund our obligations)
- **Pro-forma** for development can be completed (what is the forecasted financial performance of The COR, how do these plans effect expenditures/ cash flow)

Why is staff recommending this work be completed?

a. The City of Ramsey, by default, is the master developer of The COR. With that role, various assumed responsibilities are assigned to the City. Prospects and developers expect the city to have the proper plans and policies in place to respond effectively and efficiently to proposals. Additionally, residents of Ramsey, and particularly residents in The COR, obtain their expectations for this development based on our plans. If we are planning for something that isn't realistic, that can be problematic down the road (especially for parks, trails, and other amenities).

Examples: storm water plan, road plan, sign plan, park/trail plan, parking ramps, community center, cut/fill, etc.

NOTE: staff is asking only for concept plans/ feasibility reports. Staff is not asking for preliminary plans, final plans, or bid documents. In many cases, those items will be paid for (or shared) by a developer. Or, in many cases, it makes sense to wait until a project comes forward, as variables involved with the project may change/ be adjusted with time—which will alter the plan.

b. To help staff respond to direct questions from prospects and developers. To put the city in a more completive, and ready-to-go, development position. At this point, staff is answering questions based on assumptions, staff forecasts, past-practice, and a case-by-case approach. This current method increases the risk of inconsistencies, miscommunication, and inequities.

Examples: Who is paying for that road, when will it be constructed, what is the scope? What is the plan for storm water, how much will it cost me? Are parking ramps required, how much will they cost, what is the scope? This site looks really low, do you have an idea how much fill is required? Where will monument/ development signs be located, what will they look like, who will they serve, who is paying for them?

c. To help staff provide better guidance to the city council and they make policy decisions.

Examples: Are land prices set correctly? Are development fees set correctly? Is our plan for amenities (i.e. ramps, parks, trails, signs) financially feasible? When should we construct various improvements? What is the cost share policy? What is the pro-forma for The COR?

B R U C E J A C O B S O N
L a n d s c a p e A r c h i t e c t

LHB Scope of Services + Fee
Project: Ramsey COR 'Lake Ramsey Commons' + 'Municipal Plaza' Schematic Design
Client: City of Ramsey
Primary Consultant: Bruce Jacobson (Project Number: BJLArch 16-0121)
Sub-Consultant: LHB, Inc.
Date: 12/5/2017

Overview
The City of Ramsey, through Mark Riverblood, their Parks and Public Works Assistant Superintendent, invited Bruce Jacobson to submit this proposal to provide Landscape Architectural consulting for the above referenced project. Based on the conceptual design study for 'Lake Ramsey Commons' and 'Municipal Plaza' described in the *COR Parks + Public Places – Public Realm Framework* document dated January 2016, he has outlined the specific tasks needed to translate existing concept ideas into Park Programming/Schematic Design recommendations. This work will help guide near-term excavation/grading operations needed to prepare both sites: the 'Municipal Plaza' site as it relates to the proposed adjacent development, and the 'Lake Ramsey Commons' site as it relates to additional (future) park improvements at that location.

Scope of Services
Bruce will facilitate a series of workshops with Mark Riverblood, and other City Department Leaders (as directed by Mark), to complete further refinements to existing Lake Ramsey Commons and Municipal Plaza Concepts according to the tasks, meetings and deliverables outlined in the following Work Plan:

Task 1 – Project Start Up (concurrent with Task 2)
- Confirm study area
- Create base map
- Confirm outcomes / level of detail / deliverables

Deliverables: Summary Memorandum (objectives + final deliverables)

Task 2 – Preliminary Design Program (concurrent with Task 1)
- Confirm use areas / user groups
- Confirm desired amenities / facilities
- Confirm infrastructure needs

Meetings: 1 Consultant Team; 1 City Staff Workshop (design program)
Deliverables: Summary Memorandum (preliminary design program)

Task 3 – Refined Concept
- Quick sketch studies; confirm relative size / location / connections
- Confirm overall character / materials options
- Provide precedent project images to illustrate ideas
- Facilitate discussion to synthesize design ideas into Preferred Concept Plan
- Facilitate discussion to define realistic project phases and Final Phasing Plan

Meetings: 1 Consultant Team; 1 City Staff Workshop
Deliverables: Summary Memorandum (concept studies + Preferred Concept Plan + Phasing Plan)

Task 4 – Schematic Design Documentation

- Work with selected Civil Engineer to translate Preferred Concept Plan into construction document format (AUTOCADD Schematic Design plan set to be prepared by Civil Engineer)
- Prepare preliminary design studies and 'draft' Schematic Design Documents (format and level of detail as needed to illustrate/clarify design intent for Civil Engineering) including:
  + Preliminary Layout / Dimension Plan
  + Preliminary Grading / Drainage Plan (with stormwater management components)
  + Preliminary and Final Planting Plan (detailed plant schedule as needed)
  + Design Details (as needed)

Meetings: 1 Consultant Team; 1 City Staff Workshop
Deliverables: Summary Memorandum (Preliminary Schematic Design Documents)

Note: Bruce Jacobson and LHB will have a lead role in defining overall park concept and specific design direction for each project element; we will work closely with City Staff and the selected Civil Engineer to coordinate (and critique) production/translation of preliminary concepts into final Schematic Design Documents as part of the Civil Engineer Scope of Service (outlined below)

Task 5 – Process Documentation + Final Report

- Provide all meeting summaries and other project/process information
- Provide paper and electronic copies of all presentations
- Prepare final Summary Slide Presentation of Schematic Design

Meetings: 1 Consultant Team; 1 City Staff Workshop
Deliverables: Final Report (meeting summaries, presentations)

Civil Engineer Scope (suggested outline – detailed scope defined by City of Ramsey)
The selected Civil Engineer (under separate contract and detailed Scope of Services) will be responsible for translating all studies, plans, sections and other preliminary design drawings described above into Schematic Design, construction document format including the following;

+ Preliminary and Final Layout / Dimension Plan
+ Preliminary and Final Grading / Drainage Plan (with stormwater management components)
+ Preliminary and Final Utility / Infrastructure Plan (as needed)
+ Design Details (as needed)

Specifics of the drawing set including confirmation of percentage level of completion to meet project review, approvals and permitting requirements will be determined by City Staff as part of this process.

Project Schedule
We expect to complete our Scope of Services in 2 to 3 months, but depending on the level of effort/amount of time required by selected Civil Engineer to complete the Civil Engineer Scope, some coordination and critique meetings may extend beyond that time frame.

Fee for Services
$ 30,000 (hourly not-to-exceed) for services provided by Bruce Jacobson and LHB only (Civil Engineering scope and fee will be defined under separate contract). In addition to the hourly not-to-exceed Fee for Services, we're suggesting an additional **$5,000 (set-aside/contingency)** for additional meetings (not outlined above) and other work requests not included in the Scope of Services. Fees per person per task are outlined below:

Team Participant	**Bruce**	**Erica**	**Tiffany**
Task 1 – Project Start Up **concurrent with** Task 2 – Preliminary Design Program	20	16	8
Task 3 – Refined Concept	20	20	16
Task 4 – Schematic Design Documentation	30	48	60
Task 5 – Process Documentation + Final Report	30	16	16
Total Hours per Person	**100**	**100**	**100**
Total Fee/Budget per Person (approximately)	**$10k**	**$11.5k**	**$8.5k**

_____
Date

_____
Bruce Jacobson - Landscape Architecture

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

October 11, 2017

Mr. Mark Riverblood
Parks & Assistant Public Works Superintendent
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey COR Area Parks Analysis
Preliminary Scope of Services and Fee Estimate for Civil Engineering

Dear Mr. Riverblood:

We are currently assisting the City with public infrastructure improvement analyses within the COR area. A portion of the analysis will include stormwater ponding review and also general grading throughout the COR.

We understand the City is currently in the process of considering long term park improvements for Lake Ramsey Commons and the Municipal Plaza park areas. Our scope of services associated with this preliminary scope and fee estimate is based upon the December 5, 2017 Scope of Services prepared by Bruce Jacobson, Landscape Architect.

The scope is considered preliminary at this time, and is intended to provide a range of services and fees that could be incurred by the City after the concept phase is complete.

SCOPE OF SERVICES

Topographical Survey

This task may precede work performed in association with sketch plans or concept design. Alternatively, it could be performed after sketches are prepared. Our work would include performing a topographical survey on the entire parcel for use in project design. Fees are expected to range from $3,500 to $5,000 for this task.

Geotechnical Exploration

Geotechnical exploration could be performed using a series of borings to determine the material type on the site, and suitability of the material for use in building pads throughout the COR area. Based on soil borings for surrounding properties, we anticipate the soil will be very well suited for foundations. This task would add a level of certainty for that assumption. The fees for this task would range from $4,000 to $7,000. A geotechnical sub-consultant would perform this work task.

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Plans and Design Documents - General

We will work with the City and Landscape Architect to translate studies, plans, sections and other preliminary design drawings described in the project proposal into construction document format including the following:

- Preliminary and Final Layout / Dimension Plan,
- Preliminary and Final Grading / Drainage Plan (with stormwater management components),
- Preliminary and Final Utility / Infrastructure Plan (as needed), and
- Design Details (as needed).

Schematic Design

We will work with the City and the Landscape Architect, beginning at the schematic design phase of the process. Our work scope is anticipated to include the following:

- Prepare a topographic background drawing using current/existing topographic data files. We'll use aerial photography and topographical survey data to complete the base map.
- Convert the conceptual site plan layout, per direction from Owner and Landscape Architect, into AutoCAD Civil 3D format.
- Prepare preliminary design drawings for site improvements, including stormwater management concepts.
- Incorporate anticipated surface improvements, including erosion control and other project elements, into the preliminary drawings.
- Review potential site constraints, submittal process requirements, and other project requirements with the City and Landscape Architect.
- Attend meetings with Owner, Landscape Architect and applicable agencies as needed.

The fees for this task are estimated to be between $12,000 and $18,000.

Design Documentation

We'll prepare design documents in a format suitable for receiving bids from contractors. Tasks associated with this items are anticipated to be as follows:

- Coordinate further design refinements with Owner and Landscape Architect for site layout and stormwater management components.
- Prepare civil construction drawings to include site demolition plan, site grading plan, surface drainage/stormwater management plan, erosion control and site details, pavement sections (as needed), site utilities plan, and other design elements.
- Submit civil engineering plans and preliminary cost estimate for Owner and Landscape Architect review.
- Prepare and submit final civil engineering plans to Owner and Landscape Architect for final review and confirmation of probable construction costs.

We estimate fees associated with this task to be in the range of $15,000 to $18,000.

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SUMMARY OF FEES

We have prepared preliminary fee estimates based on our understanding of the work to be performed. These fees could change based upon work associated with the concept preparation portion of the overall work plan. We estimate the Civil related design fees to be in the ranges presented below:

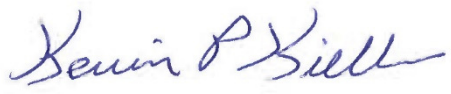
Task	Low Range	High Range
Topographical Survey	$ 3,500	$ 5,000
Geotechnical Exploration	$ 4,000	$ 7,000
Schematic Design	$12,000	$18,000
Design Documentation	$15,000	$18,000
Estimated Range of Fees	**$34,500**	**$48,000**

As noted previously, preliminary survey and geotechnical explorations may not be required for the project. Without those two items, the range of fees would be estimated between $27,000 and $36,000.

If there are any questions or concerns, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.



Kevin P. Kielb, P.E.
Senior Project Manager

Bolton & Menk is an equal opportunity employer.

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

CC Regular Session **7. 9.**

Meeting Date: 12/12/2017

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #17-12-316 Ordering Plans and Specifications for Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements

Purpose/Background:

Purpose:

The purpose of this case is to consider adopting Resolution #17-12-316 ordering Plans and Specifications for Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements.

Background:

The proposed improvements addressed within this case comprise the third project in a series of recent improvement projects required to serve current and future developments within the immediate area with utilities and transportation facilities.

In the fall of 2017, utility extension improvements were constructed along approximately 1,400-feet of Bunker Lake Boulevard, east of Puma Street. These utility extensions were required to serve the Riverstone residential development west of Puma Street, as well as a portion of the Bunker Lake Industrial Park development south of Bunker Lake Bouelvard and east of Puma Street. This work is identified as Phase 1A in the attached Future Business Park Proposal completed by Bolton & Menk.

Construction is currently underway on utility extension improvements under Puma Street, north of Bunker Lake Boulevard. These utility improvements will support a majority of the Riverstone residential development, as well as all future commercial and residential development east of Puma Street, plus a small area of undeveloped land in the Northfork development, west of the Riverstone development. The area that will be served by these utilities, with the exception of the small Northfork area, is within the City's MUSA thereby requiring service by City sewer and water. After the Puma Street utility improvements are complete, a temporary pavement section of reclaimed pavement will be used for the winter. This work is identified as Phase 1B in the attached Future Business Park Proposal.

Staff is now requesting Council authorization to prepare plans and specifications to complete the proposed roadway improvements through Phases 1A and 1B. Attached is a memo dated December 7, 2017 which provides detailed information on the scope of the improvements and the costs required to prepare plans and specifications, as well as costs to bid the plans and specifications. Further information on these costs are included in the memo dated July 27, 2017.

Notification:

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

Observations/Alternatives:

Observations:
The need to prepare plans and specifications for future permanent street improvements for both Puma Street and Bunker Lake Boulevard was addressed within the utility extension staff reports to Council. In those reports, it was noted that a separate case would be presented to Council requesting authorization to prepare plan and specifications for the proposed permanent street improvements. This is that case.

Alternatives:
Alternative #1 – Motion to adopt Resolution #17-12-316 ordering Plans and Specifications for Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements.

Alternative #2 – Motion denying adoption of Resolution #17-12-316 at this time.

Funding Source:
Per the attached memos from Bolton & Menk, preparation of plans and specifications are estimated to cost $81,500.

In March 2017, Bolton Menk updated the Future Business Park report to include estimated costs for all of the improvements needed to support the Future Business Park. A copy of the update is attached for reference.

A previously executed Assessment Agreement allows up to 40% of project costs, including preparation of plans and specifications, to be assessed against two adjacent property owners. The City must pay the remaining costs for preparing plans and specifications. Funding sources for the City's share of costs is proposed to include a mix of TIF #1 and Anoka County HRA funds. A copy of the executed assessment agreement is attached for reference.

Based on future Council approvals, Staff would also propose to utilize Bolton & Menk to assist with bidding the project, and to administer the project and stake construction. Estimated costs for these work efforts are also included in the attached memos. City staff would inspect construction and assist with project administration.

Recommendation:
Staff recommends alternative #1 to support current and future development opportunities in this area of the City. Staff does not support alternative #2.

Action:
Motion to adopt Resolution #17-12-316 ordering Plans and Specifications for Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements.

Attachments

Resolution 1712316
Future Business Park Study
BMI Proposal July 2017
BMI Proposal 120717
Assessment Agreement

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Bruce Westby	12/07/2017 03:13 PM
Bruce Westby (Originator)	Bruce Westby	12/07/2017 03:15 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 04:22 PM
Form Started By: Bruce Westby		Started On: 12/04/2017 05:04 PM
Final Approval Date: 12/07/2017		

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

RESOLUTION #17-12-316

RESOLUTION ORDERING PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT #18-05, BUNKER LAKE BOULEVARD AND PUMA STREET IMPROVEMENTS

WHEREAS, in 2006, Bunker Lake Boulevard was extended west of Armstrong Boulevard and Puma Street was constructed between Bunker Lake Boulevard and Alpine Drive, portions of which were constructed using temporary pavement sections; and

WHEREAS, sanitary sewer and watermain improvements were recently completed along the west end of Bunker Lake Boulevard, east of its intersection with Puma Street, and are currently being completed under Puma Street north of Bunker Lake Boulevard; and

WHEREAS, the streets above and along the utility improvements require reconstruction or replacement to support current and future development along these streets; and

WHEREAS, Bolton & Menk, Inc. prepared the plans and specifications for the utility improvements, which included preliminary roadway design work which will assist in completing final plans and specifications.

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

1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Bolton & Menk, Inc. to prepare final plans and specifications for City Improvement Project #18-05, Bunker Lake Boulevard and Puma Street Improvements, for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of December, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

BOLTON & MENK

Real People. Real Solutions.

City of Ramsey

Future Business Park

March 2017 Update

Analysis and Report

Submitted by:
Bolton & Menk, Inc.
7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303
P: 763-433-2851

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EXECUTIVE SUMMARY

The City of Ramsey identified the need to prepare for the development of a new business park within the City. A large area of privately owned green-field space located on the north side of Trunk Highway 10, west of Armstrong Boulevard, was identified for a future Ramsey Business Park. A report was prepared in late 2015 and early 2016 which reviewed traffic impacts and outlined infrastructure needs related to business park area.

Development pressures have resulted in proposed land use changes for a portion of the study area. Phasing of the development activities in this area is also different than previously anticipated. As a result, the City requested an update to the previous analysis.

This update primarily includes a study of traffic impacts resulting from the revised anticipated land uses in the business park.

The updated analysis indicates the required improvements within the study area can be implemented based on the phasing plan currently proposed. Each series of improvements for Bunker Lake Boulevard and Puma Street can be implemented as the properties immediately adjacent to the roadways are developed.

Future improvements required to serve the area include:

- Expansion of Bunker Lake Boulevard (west of Armstrong Boulevard) to a four lane section,
- Expansion of the west end of Bunker Lake Boulevard and Puma Street to three lane sections,
- Construction of right turn lanes at entrances,
- Extension of an 18-inch sanitary sewer line along Bunker Lake Boulevard and Puma Street,
- North of the Puma Street/Bunker Lake Boulevard intersection, construction of a lift station,
- North of the lift station, extension of a 12-inch sanitary sewer gravity main,
- Extension of a 16-inch water main along Bunker Lake Boulevard and Puma Street,
- Use of regional rate control basins to maintaining existing flow rates into the COR,
- Installation of street lighting, trails/sidewalks, and landscaping consistent with City Policy, and
- Obtaining of ROW required for improvements during the platting process.

Total costs for all public improvements are approximately $6,819,000, assuming the project is constructed according to the phases described in this report. The costs are considered project costs and include 30% contingencies and project development costs (administrative, engineering, and fiscal).

Costs related to trunk sanitary sewer and trunk watermain were assumed to be paid from City utility funds. The City will need to develop a funding strategy for the remaining $5,419,000 in public improvement costs.

The information presented in this report is intended to allow for discussions with property owners and developers, as well as allow the City to begin considering funding options.

I. INTRODUCTION

The Ramsey City Council and Ramsey Economic Development Authority (EDA) identified the need to prepare for the development of a new business park within the City. The City identified a large area of privately owned green-field space located on the north side of Trunk Highway 10, west of Armstrong Boulevard, for a future Ramsey Business Park. A report was prepared in late 2015 and early 2016 which reviewed traffic impacts and outlined infrastructure needs related to the business park area. That report is incorporated by reference to this update.

Development pressures have resulted in proposed land use changes for a portion of the study area. Phasing of the development activities in this area is also different than previously anticipated. As a result, the City requested an update to the previous analysis.

The previous report provided a comprehensive analysis of the study area. This update focuses primarily on areas located adjacent to Puma Street, with a more cursory review of the remaining study area. Infrastructure needed and potential cost allocations related to the required improvements are included in this review.

The overall study area boundary remains unchanged from the previous study (see Figure 1).

II. LAND USE UPDATES

The primary land use changes relate to the area west of Puma Street and north of Bunker Lake Boulevard. The area west of Puma Street was previously a combination of Business Park and Medium Density Residential, and will now be all Medium Density Residential. The area north of Bunker Lake Boulevard had been Public, and will now be Business Park (see Figure 2 for updated land uses).

III. PRELIMINARY CONSIDERATIONS

The previous study described the roadway and public utility improvements required to serve the study area.

Public utility improvements are based on information contained in the City's Comprehensive Plans for sanitary sewer and water. The proposed updates in land use for this specific area are not anticipated to change the strategies contained in those Comprehensive Plans. The sanitary sewer and water system improvements, as outlined in the previous study, are still considered as base requirements for developments occurring in this area.

Roadway improvements require additional analysis based on the new land uses. Both the Average Annual Daily Traffic (AADT) and the Peak Hour turning movements are expected to change due to the updated land uses. The required roadway geometrics (number of through lanes, turns lanes, etc.) will be reviewed and compared to those described in the previous study.

Traffic patterns are expected to change as a result of the changes in land use. For example:

- For Business Park uses, traffic would be expected to enter the area in the morning (AM Peak Hour) and leave in the evening (PM Peak Hour).
- For Residential uses, traffic would be expected to leave the area during the AM Peak Hour and return during the PM Peak Hour.
- For Public, or School, uses, traffic would be expected to enter the area during the AM Peak Hour, leave during an early PM Peak Hour, and not impact the traditional PM Peak Hour. Also,

special events at School properties typically occur at off-peak times, creating congestion outside of the typical peak hours.

The updated land uses include Business Park areas being converted to residential, and also Public areas being converted to Business Park.

IV. DISCUSSION OF PHASES/IMPROVEMENTS

The previous analysis considered a phasing plan beginning a quarter of a mile west of Armstrong Boulevard and then systematically extending to the west along Bunker Lake Boulevard and then north along Puma Street. New development pressures create a revised phasing strategy for implementation of infrastructure improvements.

A Preliminary Plat is anticipated for the 87.8 acre property immediately west of Puma Street and extending from the Union Pacific Railroad tracks to Alpine Avenue. This area is anticipated to ultimately contain 351 lots and be phased from south to north.

The current phasing strategy is depicted on Figure 3. A discussion of the phasing, along with required infrastructure improvements is described below:

A. Phase 1A

The phase 1A improvements are as depicted on Figure 4. The developments will include both Residential and Business Park uses.

The public utility improvements will consist of extending the sanitary sewer and water mains to Puma Street. The utilities will need to be extended beyond the future roadway improvements to avoid the need to impact those facilities when future phases occur.

The roadway improvements will include construction of Bunker Lake Boulevard from the previously constructed west access to the former school property to Puma Street.

B. Phase 1B

See Figure 5 for the anticipated Phase 1B development area. The improvements will include both Residential and Business Park uses, extending north from the Phase 1A development area. The Phase 1B development area is anticipated to extend to the low area along Puma Street.

The public utility improvements will consist of extending the sanitary sewer and water mains north along Puma Street. The utilities will need to be extended beyond the future roadway improvements to avoid the need to impact those facilities when future phases occur.

The roadway improvements will include construction of Puma Street from Bunker Lake Boulevard to the low area along Puma Street.

C. Phase 2

See Figure 6 for the anticipated Phase 2 development area. The improvements are anticipated to consist entirely of residential uses, extending from the low area along Puma Street to Alpine Drive.

The public utility improvements will consist of extending the sanitary sewer and water mains north along Puma Street. The utilities will need to be extended to Alpine Drive, with consideration given to future extensions along Alpine Drive.

The roadway improvements will include construction of Puma Street from the low area

along Puma Street to Alpine Drive.

D. Future Phase

The future phase of development is depicted on figure 7, and includes an area east of the Phase 1A, Phase 1B and Phase 2 improvements.

The area includes Business Park uses. The north half of Bunker Lake Boulevard, along with sanitary sewer and water mains have been constructed through this area. Roadway improvements will include construction of the south half of Bunker Lake Boulevard.

E. Area of Additional Consideration

This area is depicted on Figure 8 and is comprised of the areas along the first ¼ mile of Bunker Lake Boulevard west of Armstrong Boulevard which may access Bunker Lake Boulevard in the future. There is the potential for this area to be developed as a commercial/retail center, which would be a significant traffic generator. There is also the potential for the property located south of Bunker Lake Boulevard to access Armstrong Boulevard at 147th Avenue, which would relieve stress on the Bunker Lake Boulevard and Armstrong Avenue intersection.

V. ASSUMPTIONS CARRIED FORWARD

The primary focus of this analysis is related to providing infrastructure to serve development along Puma Street in the near future. In the previous study, assumptions were made that should be considered by the City as developments are brought forward. The following is a summary of those items:

Right-of-Way Requirements

We have assumed that most of the required improvements will be development driven and Right of Way will be secured through the platting process. The City will need to review the right of way required and secure needed easements during the Preliminary Platting process.

Phased Improvements

A general understanding of the improvements required to ultimately serve the area along with an anticipated sequencing of the improvements is described above. Changes in the sequencing of the improvements could impact the facilities needed for each phase and the costs associated with those improvements.

Jurisdictional Authority/Approvals/Permits

As the project moves from the planning stages to design and construction, permits will be required from various agencies. The following agencies will be permitting entities for considered improvements:

- Minnesota Department of Transportation State Aid: Bunker Lake Boulevard and Puma Street are State Aid routes,
- Minnesota Pollution Control Agency: NPDES Storm Water Permit,
- Minnesota Pollution Control Agency: Sanitary Sewer Extension Permit,
- Minnesota Department of Health (MDH): Watermain Extension and Dewatering,
- Anoka County: Work in Right of Way, and
- Lower Rum River Watershed Management Organization: Storm Water.

Both MnDOT and Anoka County were engaged during the previous study process. Comments from both agencies are reflected in the improvements considered in this report.

Previous Improvements

Significant consideration and planning was completed prior to completion of the improvements constructed in 2011. Those improvements included street, trail, sanitary sewer and water distribution. Additionally, consideration was given to storm water management strategies and a potential 30-inch raw watermain from a future intake on the Mississippi River to the proposed site of the water treatment plant, just south of Fire Station No. 1. All previous analyses and reports are considered as a part of this analysis.

VI. ADDITIONAL ANALYSIS

In the previous analysis, we completed traffic and storm water studies and reviewed City Comprehensive Plans for sanitary sewer and water main needs for the study area. Based on the changes in proposed land use, the traffic study requires revisions. The storm water requirements, along with the sanitary sewer and water main needs, are unchanged as a result of the revised land uses. The following paragraphs relate key findings of the traffic analysis. The complete analysis is included in Appendix B of this report.

a. Traffic Analysis Update

The traffic analysis was completed to determine required lane geometry for Bunker Lake Boulevard and Puma Street, along with turn lane requirements at four intersections in the study area.

The revised land uses result in an increase of 18,100 trips per day into and out of the area at full build. This is at the low end of the range previously calculated for the area (18,500 to 23,300).

Note: Short term improvements are intended to mitigate current safety or operations problems, along with full development of the Study Area. Mid-term improvements are anticipated safety related improvements that may be required within the study area. Long-term improvements are anticipated safety improvements required as a result of growth in the region.

b. Short Term Improvements

- Armstrong Boulevard & Bunker Lake Boulevard:
    - Bunker Lake Boulevard is proposed to be reconstructed in the near future by Anoka County to a four lane divided road between Ramsey Boulevard and Armstrong Boulevard. The dual southbound left turn lanes at this intersection will be striped when Bunker Lake Boulevard is reconstructed. A southbound double left turn lane will help reduce queues entering the COR development.
    - Plan for eastbound dual-right turn lanes, two eastbound through lanes, and a 300 ft. left turn lane.
- Bunker Lake Boulevard (west of Armstrong Boulevard):
    - Expand to a four lane section for development to the first full access to the west of Armstrong Boulevard. This will be between 540 ft. to 775 ft., depending on access from the COR to Bunker Lake Boulevard.

- The eastbound approach should include a left turn lane, two through lanes, and one right turn lane.

- Bunker Lake Boulevard (west of commercial section to Puma Street):
  - Expand to a three lane section for development.
  - Right turn lanes (locations and lengths) will be determined based on development type. Right turn lanes will typically be required where development related trips are anticipated to be more than 100 per day.

- Puma Street:
  - Expand to a three lane section for development (two through lanes and one center left turn lane). Depending on what type of developments occur on the east side of Puma Street, and where those accesses are located, Puma Street could potentially remain as a two lane roadway.
  - Right turn lanes (locations and lengths) will be determined based on development type.

- Bunker Lake Boulevard & Puma Street Intersection:
  - An all-way stop or single lane roundabout will operate adequately at this intersection for the 2040 Full-Build conditions. A southbound left turn lane and westbound right turn lane are recommended for an all way stop.

c. Mid-Term Improvements

- See attached Traffic Memorandum in Appendix B.

d. Long-Term Improvements

- See attached Traffic Memorandum in Appendix B.

e. Discussion of Findings

- The required improvements within the study area can be implemented based on the phasing plan described above. Each series of improvements for Bunker Lake Boulevard and Puma Street can be implemented as the properties immediately adjacent to the roadways are developed.
- Puma Street could potentially be developed as a two lane section with right and left turn lanes at key access points. This will depend on access point locations, type of development on the east side of Puma Street, and location of accesses along the corridor. We recommend proceeding with the three lane section at this time due to the uncertainties of development in the area.
- For Phase 1A, right turn lanes will most likely be required both eastbound and westbound along Bunker Lake Boulevard and southbound along Puma Street at proposed access locations. Temporary paving will be required to transition back to the existing Bunker Lake Boulevard and the existing Puma Street.
- For Phase 1B, right turn lanes will most likely be required both northbound and southbound along Puma Street at proposed development access locations. Temporary paving will be required to transition back to the existing Puma Street.
- For Phase 2, right turn lanes will most likely be required both northbound and southbound along Puma Street at proposed development access locations.

- For the Future Phase, right turn lanes will most likely be required along Bunker Lake Boulevard in both the eastbound and westbound directions. Temporary paving will be required to transition back to the existing Bunker Lake Boulevard.
- Our analysis indicates that, while nearing capacity, the intersection of Bunker Lake Boulevard and Armstrong Boulevard will not require improvements until the Area of Additional Consideration is developed.

VII. ADDITIONAL IMPROVEMENT CONSIDERATIONS

For more detailed information of each of the following items, please reference the previous study report.

Street Lighting

The costs included for street lighting were derived from recent projects within the City of Ramsey.

Trails/Sidewalks

Project costs shown in this report include trails along the south side of Bunker Lake Boulevard and the east side of Puma Street.

Phase Transitions

Bunker Lake Boulevard and Puma Street will be constructed to wider sections than currently exist. Because the roadways will be constructed in phases, they will need to taper to meet the existing, narrower roadway widths. These taper sections will then be removed as the next phase of improvements is completed. Costs were included in each phase for these tapering roadway sections.

Right Turn Lane Additions

Right turn lanes will be required at each access off of Bunker Lake Boulevard and Puma Street. The actual access locations will be dependent upon the type of land use and internal site characteristics. We included allowances for the right turn lanes in each phase for budgeting purposes.

Landscaping

The improvements considered with this report include a very utilitarian landscaping approach to the area. Bituminous trails and lighting were included, but other features, such as trees, shrubs, decorative features and monuments are not included in the estimated project costs.

Right of Way and Easements

We assumed that required rights of way would be dedicated as a portion of the development process and no costs are included in the project costs for acquisitions.

VIII. COST CONSIDERATIONS

Costs were developed based upon phased implementation. The phasing is as depicted on the figures in Appendix A. All costs presented in the following pages are 2017 costs, with no allowance for inflation.

Phases 1A, 1B and 2

Improvement Type	Phase 1A	Phase 1B	Phase 2
Roadway	$ 795,000	$ 940,000	$ 675,000
Roadway Transitions	$ 66,000	$ 78,000	$ 56,000
Right Turn Lanes	$ 132,000	$ 156,000	$ 112,000
Trails/Sidewalks	$ 106,000	$ 125,000	$ 90,000
Storm Water Management	$ 0	$ 48,000	$ 16,000
Street Lighting	$ 76,000	$ 90,000	$ 65,000
Trunk Water	$ 154,000	$ 182,000	$ 131,000
Trunk Sanitary Sewer	$ 179,000	$ 545,000	$ 179,000
Total Costs/Phase	**$ 1,508,000**	**$ 2,164,000**	**$ 1,324,000**
Total Costs less Public Utilities	**$ 1,175,000**	**$ 1,437,000**	**$ 1,014,000**

Future Phases

Improvement Type	Future East	Additional Area
Roadway	$ 628,000	$ 580,000
Roadway Transitions	$ 62,000	$ 58,000
Right Turn Lanes	$ 52,000	$ 48,000
Trails/Sidewalks	$ 115,000	$ 106,000
Storm Water Management	$ 0	$ 0
Street Lighting	$ 75,000	$ 69,000
Trunk Water	$ 19,000	$ 0
Trunk Sanitary Sewer	$ 11,000	$ 0
Total Costs/Phase	**$ 962,000**	**$ 861,000**
Total Costs less Public Utilities	**$ 932,000**	**$ 861,000**

Total Cost all Phases	**$ 6,819,000**
Total Cost all Phases less Public Utilities	**$ 5,419,000**

The above costs are considered project costs and include 30% contingencies and project development costs. Project development costs include administrative, engineering, and fiscal related costs.

The roadway transition costs are allotments for phase transitions associated with tapering pavements sections to match in-place sections where required, and subsequent removals of the transition areas.

The right turn lane costs depicted in the tables include a 150 ft turn lane with 1:10 taper sections.

Street lighting costs are based upon recent installations within the City of Ramsey.

For storm water management, costs were included for manholes, catch basins, and pipe within the street sections and included in the roadway costs. For Phases 1B and 2, ponding costs were included for excavation related activities. We assumed a ponding area would be acquired through the platting process, and ponding within a development site would be expanded to include volume for roadway drainage.

The Phase 1A limits are based upon the area that can be served by a gravity sanitary sewer system. The Phase 1B sanitary sewer costs include a lift station and forcemain.

IX. COST ALLOCATION ALTERNATIVES

The costs, or a portion of the costs, of the improvements are typically allocated back to adjacent properties through the use of assessments, fees and other methods. The costs are typically allocated in a way that is equitable to the properties benefitting from the improvements. Public improvements that will become City owned and maintained are typically constructed through a public process, while secondary improvements are constructed by the developer. For our analysis, we assumed the following items would be constructed through the public process:

- Bunker Lake Boulevard and Puma Street, including storm water conveyance systems,
- Trunk Water Facilities,
- Trunk Sanitary Sewer Facilities,
- Trails, and
- Street Lighting.

While the street lights will most likely be installed by a private utility and the trails could potentially be constructed by the property owner, we have included these items as public improvements.

Other improvements were considered secondary and are typically the property owner's responsibility to install:

- Sanitary Sewer Service Extensions,
- Water Service Extensions,
- Natural Gas Lines to Buildings,
- Telephone Service to Buildings,
- Electric Service to Buildings,
- Site Grading,
- Site Landscaping,
- Site Storm Water Conveyance,
- Storm Water Ponding, and
- Easement Dedication.

These types of improvements are typically inspected by the City for conformity with applicable codes and standards, but are constructed by the property owner.

Figure 9 depicts the parcels considered for this report and also provides additional information related to each parcel. Similar information is presented in the following table:

Identification Number	Zoning Classification	Gross Area less NWI Area (Acres)	Adjusted Frontage (Ft)
Phase 1A			
1	B-2 Business District	20.307	1,358
2	B-2 Business District	10.843	1,002
4	R-2 Medium Density Residential	9.231	120
5	R-2 Medium Density Residential	19.691	399
Phase 1A Totals		**60.072**	**2,879**
Phase 1B			
6	B-2 Business District	27.116	1,141
7	R-2 Medium Density Residential	16.022	928
Phase 1B Totals		**43.138**	**2,069**
Phase 2			
8	R-1 Low Density Residential	28.338	683
9	R-1 Low Density Residential	4.107	419
10	R-2 Medium Density Residential	35.285	1,289
Phase 2 Totals		**67.730**	**2,391**
Future			
11	B-2 Business District	24.801	1,343
12	B-2 Business District	23.324	1,345
13	B-2 Business District	11.529	0
Future Phase Totals		**59.654**	**2,688**
Additional Area			
14	COR	7.507	1,263
15	R-1 MUSA	7.878	1,261
Additional Area Totals		**15.385**	**2,524**
Totals all Phases		**245.979**	**12,551**

Note: The table above includes a column for Gross Area – NWI Area. This represents the total area of the parcel based on GIS mapping, less the wetland area per the National Wetland Inventory (NWI) GIS mapping.

The zoning classifications listed in the table above are based on anticipated future zoning for the study area. Gross areas and frontages are based on GIS information and will most likely be refined during subsequent phases of project development.

A portion of the improvements will be paid by the City either through utility funds or other means. A list of assumptions is as follows:

- All trunk water and sanitary sewer system costs will be paid for through the City utility funds,
- Storm water management costs are related to ponding and are considered integral to roadway construction,
- Assessments will be made to benefitting properties as each phase is constructed,
- Two standard methods of assessments were analyzed including: Frontage and Area.
- The City's existing assessment policy very closely matches the Frontage method, and
- Gross acreage (less NWI Wetland acreage) was used in lieu of net developable acreage in the calculations below.
- Lot 3 was not considered in the assessments as the lot is zoned residential. The resultant assessment amounts are considered negligible related to the entire Business Park area.
- Lots 14 and 15 abut Armstrong Boulevard, a County roadway, and will access off of Bunker Lake Boulevard. Lots 1 and 4 abut a portion of the Puma Street right of way that is anticipated to be vacated. Lots 8, 9 and 10 abut Alpine Drive, but access will be limited to Puma Street.

The table below depicts a distribution based on all costs being assessed to the benefitting properties. We have assumed for this analysis the costs would be assessed to properties benefitting from each phase of construction. For instance, properties directly benefitting from Phase 1 improvements would be assessed for Phase 1 costs at the time of Phase 1 improvements.

Calculations were based on the areas and front footages, along with the costs per phase as developed earlier within this report. Trunk sanitary sewer and trunk watermain were considered City costs and were not included in the calculations. While this study focuses primarily on Phases 1 – 3, the future phase and the area of additional consideration were included for comparison. A summary of the unit costs used in the calculations is presented below:

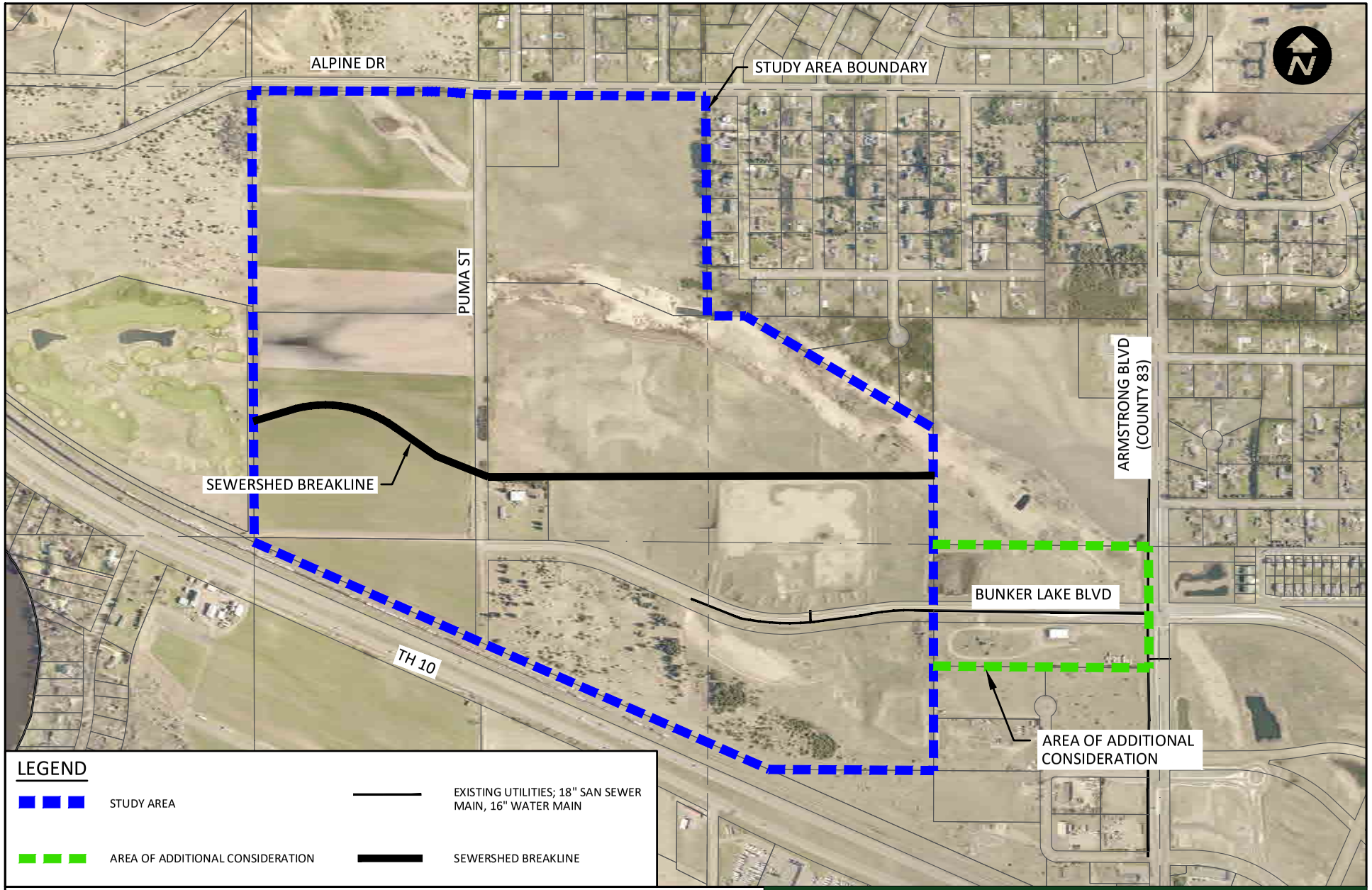
Phase	Frontage Method (Cost/FF)	Area Method (Cost/Acre)
1A	$ 408.13	$ 19,559.86
1B	$ 694.54	$ 33,311.70
2	$ 424.09	$ 14,971.21
Future	$ 346.73	$ 15,623.43
Additional Area	$ 341.13	$ 55,963.60

Based on the above cost distribution, the potential assessments per lot per phase is depicted below:

Identification Number	Frontage Method	Area Method
Phase 1A		
1	$ 554,200	$ 397,200
2	$ 409,000	$ 212,100
4	$ 49,000	$ 180,500
5	$ 162,800	$ 385,200
Phase 1A Totals	**$ 1,175,000**	**$ 1,175,000**
Phase 1B		
6	$ 792,500	$ 903,300
7	$ 644,500	$ 533,700
Phase 1B Totals	**$ 1,437,000**	**$ 1,437,000**
Phase 2		
8	$ 289,700	$ 424,300
9	$ 177,700	$ 61,500
10	$ 546,700	$ 528,300
Phase 2 Totals	**$ 1,014,000**	**$ 1,014,000**
Future Phase		
11	$ 465,700	$ 387,500
12	$ 466,400	$ 364,400
13	$ 0	$ 180,100
Future Phase Totals	**$ 932,000**	**$ 932,000**
Additional Area		
14	$ 430,800	$ 420,100
15	$ 430,200	$ 440,900
Additional Area Totals	**$ 861,000**	**$ 861,000**
Total all Phases	**$ 5,419,000**	**$ 5,419,000**

The information presented in this section of the report is intended to allow for discussions with property owners and developers to be initiated. Refinement of the amounts presented is anticipated based on those discussions.

Appendix A: Figures



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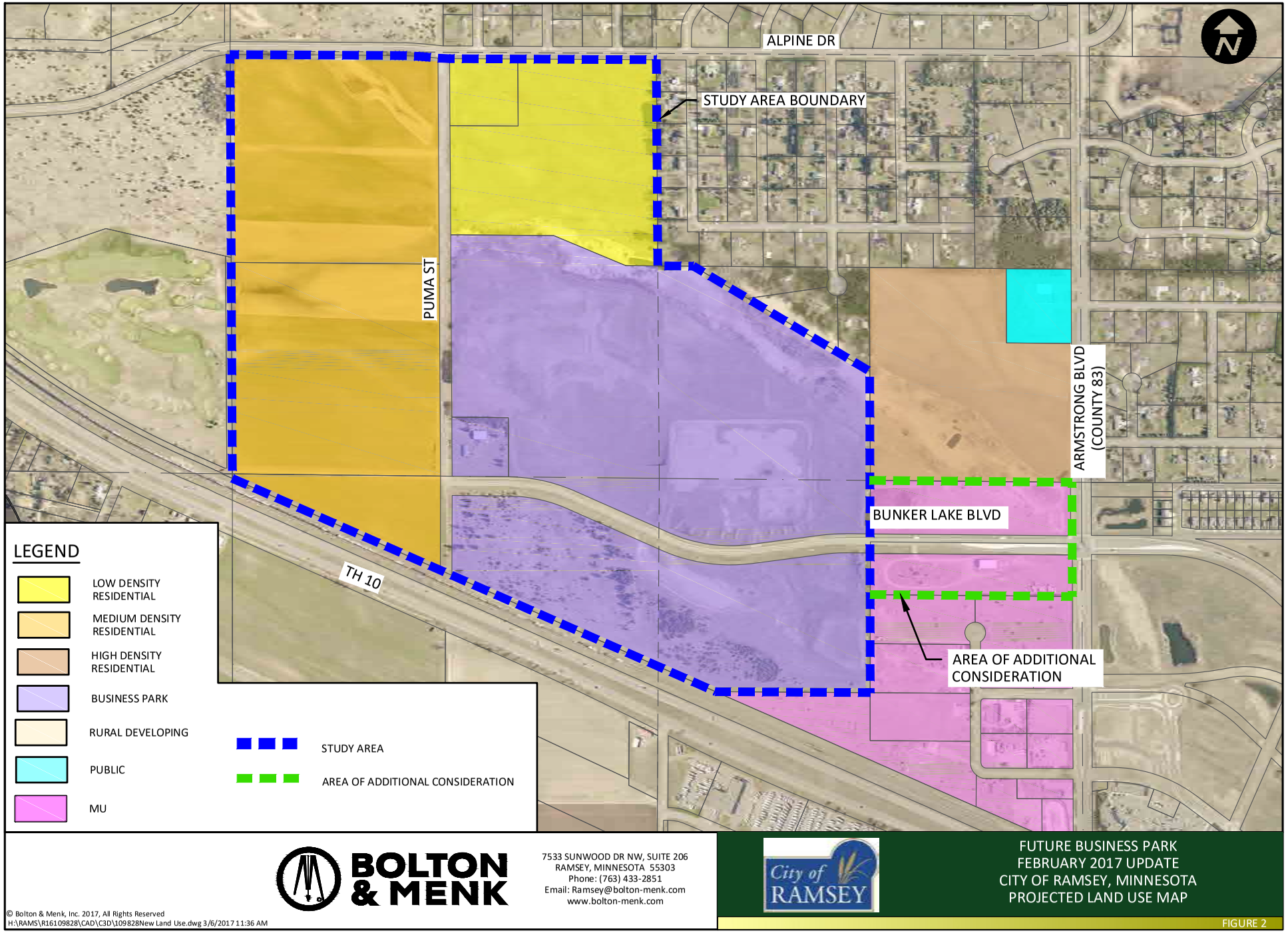
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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
LOCATION & EXISTING CONDITIONS

FIGURE 1

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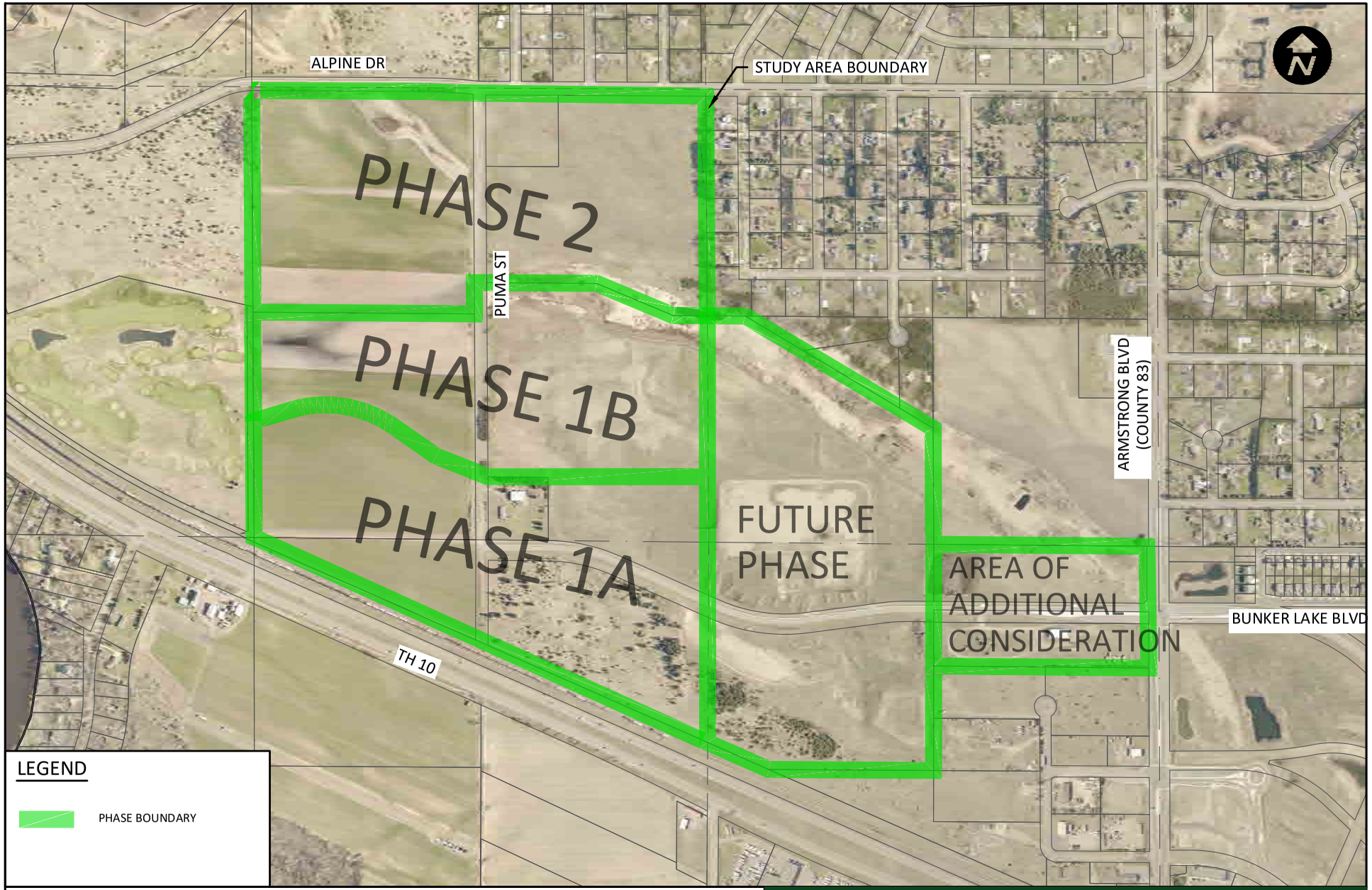
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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PROJECTED LAND USE MAP

FIGURE 2

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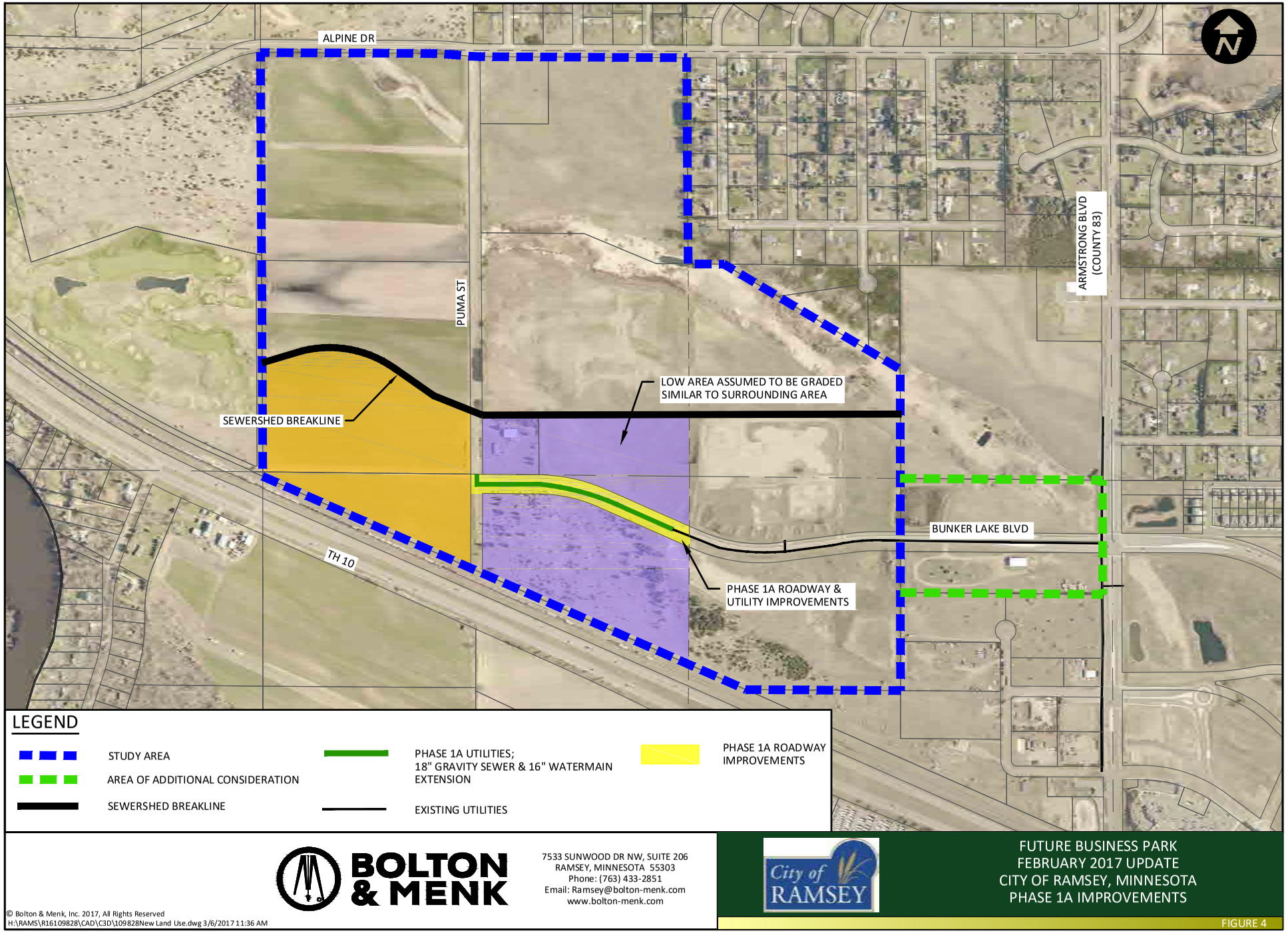
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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASING MAP

FIGURE 3

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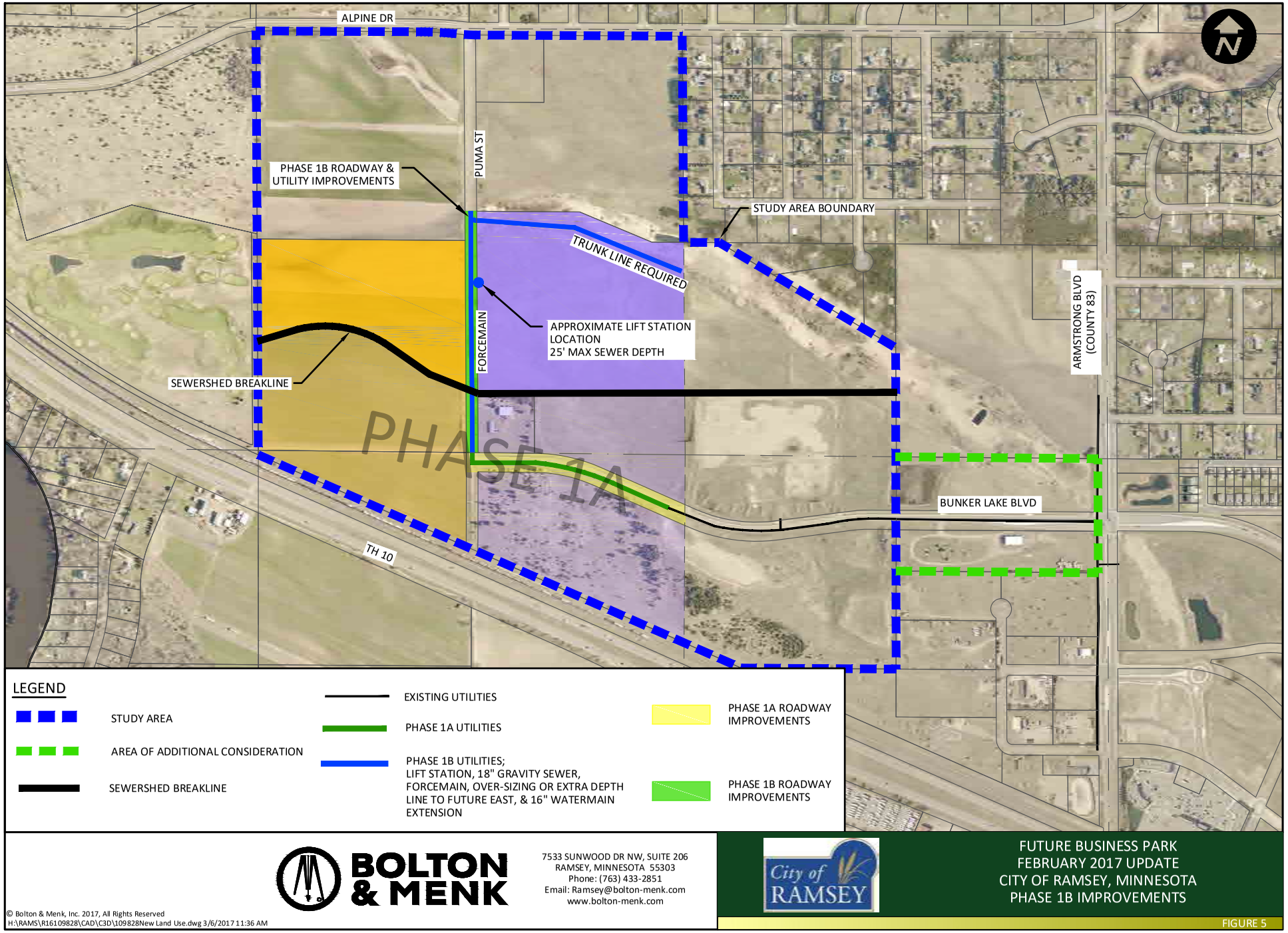
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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 1A IMPROVEMENTS

FIGURE 4

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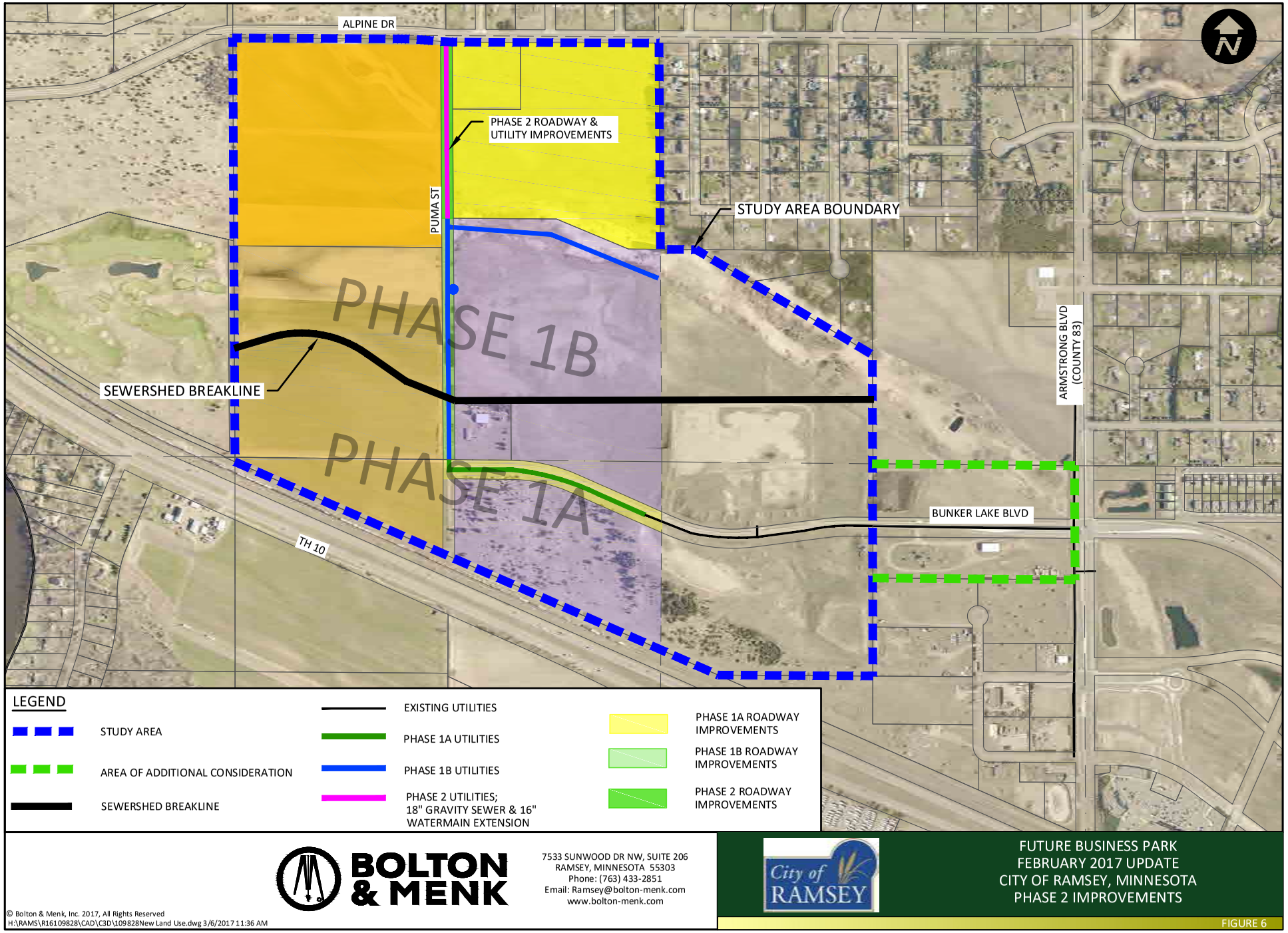
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FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 1B IMPROVEMENTS

FIGURE 5

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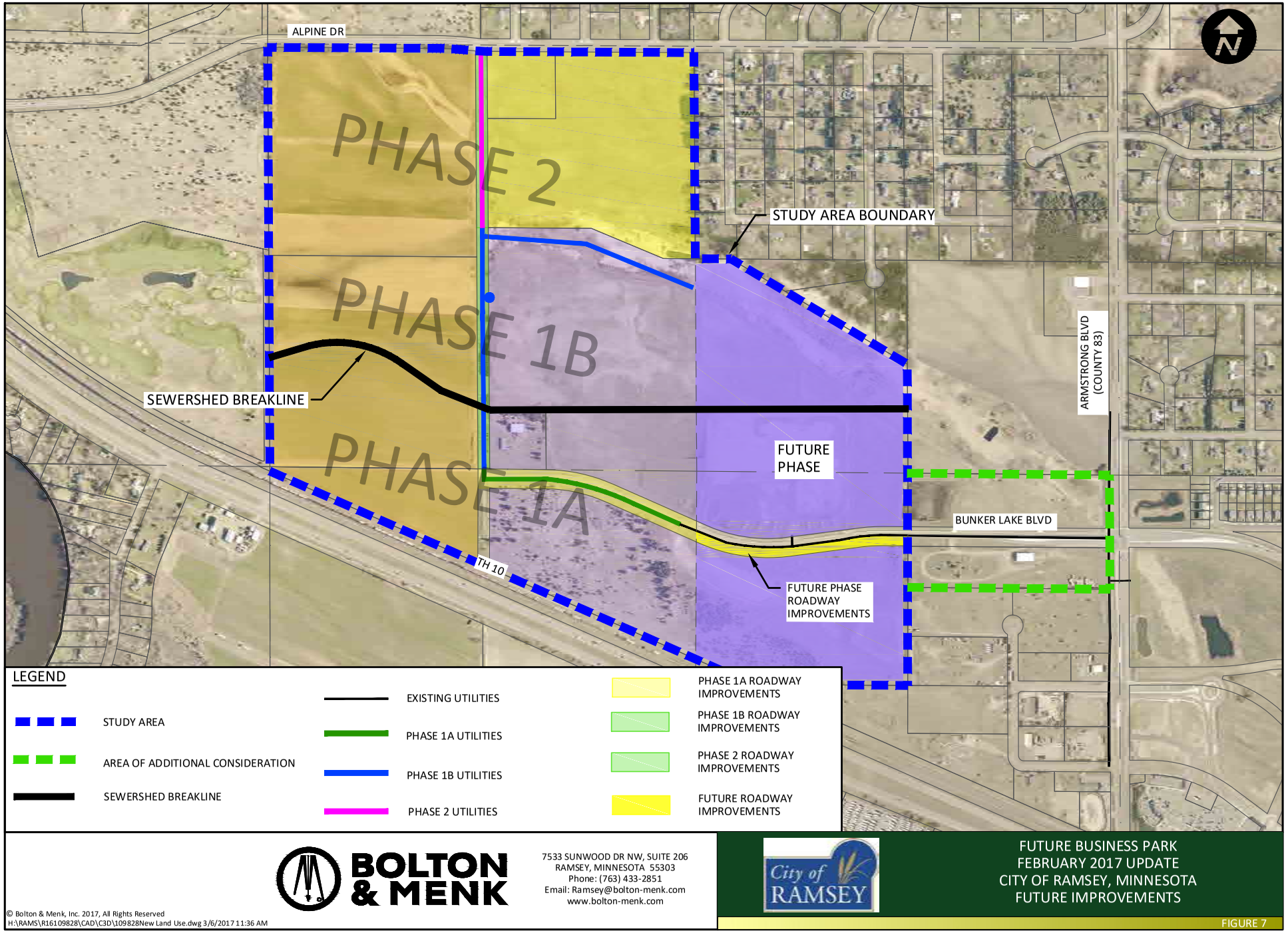
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FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 2 IMPROVEMENTS

FIGURE 6

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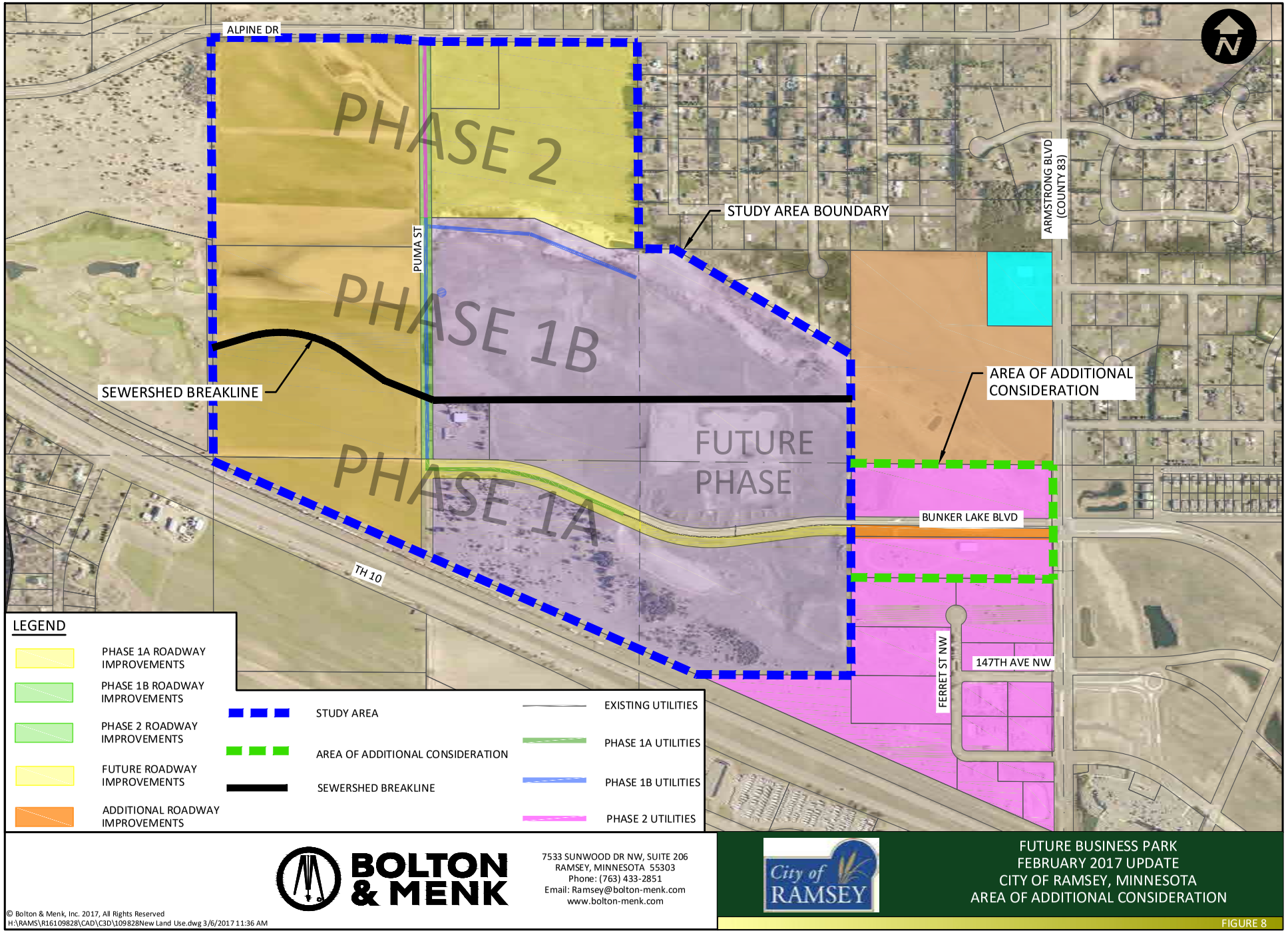
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FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
FUTURE IMPROVEMENTS

FIGURE 7

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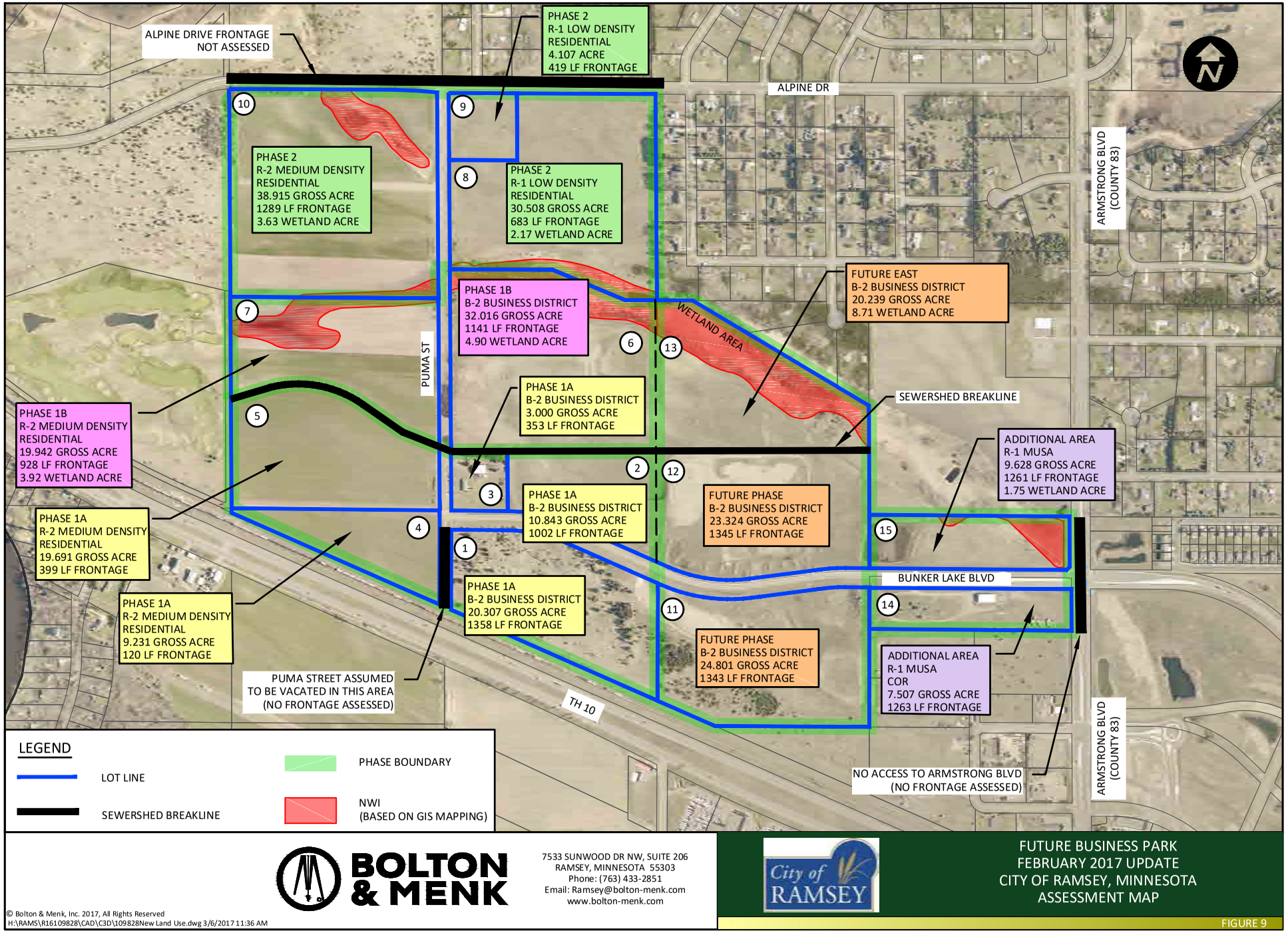
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FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
AREA OF ADDITIONAL CONSIDERATION

FIGURE 8

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City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
ASSESSMENT MAP

FIGURE 9

Appendix B: Traffic Study

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Burnsville, MN 55337-1649

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Fax: (952) 890-8065
Bolton-Menk.com

TRAFFIC MEMORANDUM

Date: January 27, 2017

To: City of Ramsey

From: Bryan Nemeth, P.E., PTOE

Subject: Supplemental Traffic Memorandum
Traffic Impact Study for Future Business Park: October 21, 2015
City of Ramsey, MN
Project No.: R16.109828

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

By: _____
Bryan T. Nemeth, P.E., PTOE
License No. 43354

Date: January 27, 2017

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I. Introduction

This traffic memorandum provides an update to the Traffic Impact Study for Future Business Park, October 21, 2015, in Ramsey, MN. The update includes analysis of a revised Proposed Future Land Use plan for the area.

The revised analysis results in an increase of approximately 18,100 trips per day into and out of the area at 2040 Full Build. This is an overall reduction in trips compared to the previous land use alternatives proposed.

The analysis evaluates the mitigation needs Bunker Lake Blvd west of Armstrong Boulevard (CSAH 83) and Puma Street south of Alpine Drive. This includes the intersection of Armstrong Blvd (CSAH 83) at Bunker Lake Blvd (CSAH 116).

II. Recommendations

A. Intersection and roadway improvements along Bunker Lake Blvd (west of Armstrong Blvd) and Puma St. (south of Alpine Dr.) are revised as follows.

1. Short Term

a) Armstrong Blvd & Bunker Lake Blvd: Stripe the southbound left with dual left turn lanes. No other roadway improvements needed in the short term. Signal timing updates recommended.

(1) Plan for eastbound dual right turn lanes or free-right turn lane and two eastbound thru lanes in the future (See Long Term Recommendations).

b) Bunker Lake Blvd (west of Armstrong Blvd)

(1) COR area:

(a) With COR access to Bunker Lake Blvd: 4-lane divided roadway to full access intersection. Full access 775 ft. from Armstrong Blvd. Right-in/right-out access at least 475 ft. from Armstrong Blvd. Continuous median to full access.

(b) Without COR access to Bunker Lake Blvd: 4-lane Divided to full access intersection. Full access 540 ft. from Armstrong Blvd. Right-in/right-out access at least 475 ft. from Armstrong Blvd. Continuous median to full access.

(2) COR to Llama St. Alignment: 3-lane undivided roadway, right turn lanes into development roadways. Primary intersection spacing of 1/8 mile.

(3) Llama St. Alignment to Puma St.: 3-lane undivided roadway, right turn lanes into development roadways where development trips anticipated to be over 100 per day. Primary intersection spacing of 1/8 mile.

c) Puma St.: Potentially remain a 2-lane undivided roadway. Left turn lanes into Business Park accesses. Right turn lanes provided where development trips anticipated to be over 100 per day.

d) Bunker Lake Blvd & Puma St.: Single lane roundabout or all-way stop

control. Southbound left turn lane and westbound right turn lane recommended with all-way stop control.

2. Mid-Term

a) Armstrong Blvd & Alpine Dr.: Single lane roundabout. Intersection control evaluation study should be completed to verify.

b) Alpine Dr. & Puma St.: Add eastbound right turn lane. Add a northbound turn lane to separate left and right turns. Add a westbound left turn lane when needed. This need to be based on delay and crash experience, especially if there is trip redistribution due to congestion on Armstrong Blvd.

3. Long-Term

a) Armstrong Blvd & Bunker Lake Blvd: Dual eastbound right turn lanes or free right turn lane. Dual right turn lanes are recommended over the free right due to pedestrian accessibility crossing a heavy free-right and the bridge design of Armstrong Blvd.

b) Plan for two eastbound thru lanes in the future. The two eastbound thru lanes are not necessarily due to traffic volumes but are recommended to give more green time to conflicting movements, specifically the westbound left. Additionally, the high eastbound right turn volumes may result in trip reassignment to use Bunker Lake Blvd and access Highway 10 at Ramsey Blvd instead of Armstrong Blvd. This may also result in more trips using Alpine Dr. to access Highway 10 for trips to and from the west.

III. Analysis

The traffic analysis updates consider a change in land uses within the Future Business Park area as shown on the attached Armstrong West: Proposed Future Land Uses map.

A. Forecasts

The background trip forecasts are consistent with the previous analysis. The trip forecasts to and from each area are included at the end of this memorandum. Forecasts were developed using trip rates from the ITE Trip Generation Manual, consistent with the previous analysis. The additional trips due to the development result in the forecasted trips as shown on the attached map.

B. Traffic Analysis Results

1. 2040 Full Build with Existing Lanes

Table 1: Design Year (2040) with Existing Lanes

Traffic Control Scenario	Peak Hour	Intersection Delay*- LOS		Maximum Delay-LOS**		Limiting Movement ***	Max Approach Queue		
							Direction	Average Queue (ft)	Max Queue (ft) ****
Design Year 2040 Alternative 2									
TH 10/169 South Ramp & CSAH 83 (Armstrong Blvd)	AM	13	B	24	C	EBL	EBL	105	174
Signal	PM	12	B	22	C	EBL	EBL	98	148
TH 10/169 North Ramp & CSAH 83 (Armstrong Blvd)	AM	63	E	143	F	WBR	WBT/R	468	1152
Signal	PM	71	E	124	F	WBR	WBT/R	595	1560
CSAH 83 (Armstrong Blvd & 147th Avenue	AM	55	D	131	F	NBL	NBT	759	1327
Signal	PM	52	D	87	F	NBL	NBT	660	1252
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)	AM	69	E	184	F	NBL	NBT	784	1086
Signal (assumed double SBL & double WBL were stripped)	PM	100	F	227	F	NBL	NBT	733	1109
CSAH 83 (Armstrong Blvd) & Alpine Drive NW	AM	5	A	20	C	EBT	EBL/T	45	114
TWSC	PM	9	A	46	E	EBL	NBL/T	68	167
Alpine Drive NW & Puma Street NW	AM	2	A	7	A	NBL	NBL/R	31	54
TWSC	PM	3	A	9	A	NBL	NBL/T	51	86
Puma Street NW & Bunker Lake Blvd	AM	3	A	9	A	NBT	SBL/T/R	50	75
Option 1: AWSC	PM	4	A	7	A	WBR	WBT/R	56	86
Puma Street NW & Bunker Lake Blvd	AM	0	A	3	A	EBR	EB L/R	4	18
Option 2: 3 Legged intersection (with curve)	PM	0	A	2	A	EBL	EBL/R	7	24
Puma Street NW & Bunker Lake Blvd	AM	2	A	5	A	NBT	SBL/T/R	16	51
Option 3: Roundabout	PM	2	A	4	A	SBT	SBL/T/R	4	23

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

Analysis indicates that it there are anticipated to be capacity concerns along Armstrong Blvd from Highway 10 to Bunker Lake Blvd. Mitigation is necessary at the intersection of Armstrong Blvd at Bunker Lake Blvd.

2. 2040 Full Build with Mitigation

Table 2: Design Year (2040) with Mitigation

Traffic Control Scenario	Peak Hour	Intersection Delay*- LOS		Maximum Delay-LOS**		Limiting Movement ***	Max Approach Queue		
							Direction	Average Queue (ft)	Max Queue (ft) ****
Design Year 2040 Alternative 2									
TH 10/169 South Ramp & CSAH 83 (Armstrong Blvd)	AM	11	B	22	C	EBL	EBL	95	147
Signal	PM	12	B	23	C	EBL	SBR	47	171
TH 10/169 North Ramp & CSAH 83 (Armstrong Blvd)	AM	21	C	53	D	SBT	SBT	382	727
Signal	PM	49	D	141	F	SBT	SBT	809	1272
CSAH 83 (Armstrong Blvd & 147th Avenue	AM	12	B	33	C	SBL	NBT	199	376
Signal	PM	56	E	111	F	SBT	SBT	664	1232
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)	AM	38	D	84	F	NBL	NBT	353	868
Signal (Added double EB thru, free right)	PM	50	D	139	F	WBL	WBT	401	915
CSAH 83 (Armstrong Blvd) & Alpine Drive NW	AM	5	A	26	D	WBL	EBR	61	110
TWSC (Added EB/WB RT lane)	PM	10	B	88	F	EBT	NBL/T	77	171
Alpine Drive NW & Puma Street NW	AM	2	A	6	A	WBL	NBL/R	33	56
TWSC	PM	3	A	9	A	NBL	NBL/T	48	80
Puma Street NW & Bunker Lake Blvd	AM	3	A	9	A	WBL	SBL/T/R	50	78
Option 1: AWSC	PM	4	A	8	A	WBL	WBL/T/R	57	83
Puma Street NW & Bunker Lake Blvd	AM	0	A	3	A	EBL	EBL/R	4	18
Option 2: 3 Legged intersection (with curve)	PM	0	A	5	A	EBL	EBL/R	6	24
Puma Street NW & Bunker Lake Blvd	AM	2	A	5	A	NBT	SBL/T/R	11	37
Option 3: Roundabout	PM	2	A	4	A	EBT	SBL/T/R	3	21

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

Analysis indicates

Mitigation includes the lanes and traffic control indicated in the recommendations but also includes a third southbound lane along Armstrong Blvd from Bunker Lake Blvd to the Highway 10 North Ramp terminal. Additional review of the bridge design indicates that a third lane would not be feasible without substantial revisions to the bridge structure over the railroad. Based on this, two eastbound through lanes are recommended at the intersection of Armstrong Blvd and Bunker Lake Blvd to provide an alternative route if needed. The analysis below also considers an eastbound free right into the third lane. This is recommended to be a dual right turn when or if needed based on traffic redistribution in the area.

The resulting queues are shown below for each movement at the intersection of Armstrong Blvd and Bunker Lake Blvd. Dual eastbound right turn lanes would be anticipated to have similar average queues and shorter max queues. The max queues are anticipated to be less if there is traffic redistribution based on congestion.

Table 3: Design Year (2040) Armstrong Blvd & Bunker Lake with Proposed Lanes

Traffic Control Scenario	Peak Hour	Delay-LOS**		Max Approach Queue	
				Average Queue (ft)	Max Queue (ft) ****
CSAH 83 (Armstrong Blvd) & CSAH 116 (Bunker Lake Blvd)					
EBL	AM	41	D	64	122
	PM	37	D	106	191
EBR	AM	3	A		
	PM	47	D	390	916
WBL	AM	45	D	134	215
	PM	131	F	401	915
NBL	AM	84	F	305	412
	PM	52	D	207	307
SBL	AM	31	C	95	145
	PM	46	D	81	128

*Delay in seconds per vehicle

**Maximum delay and LOS on any approach and/or movement

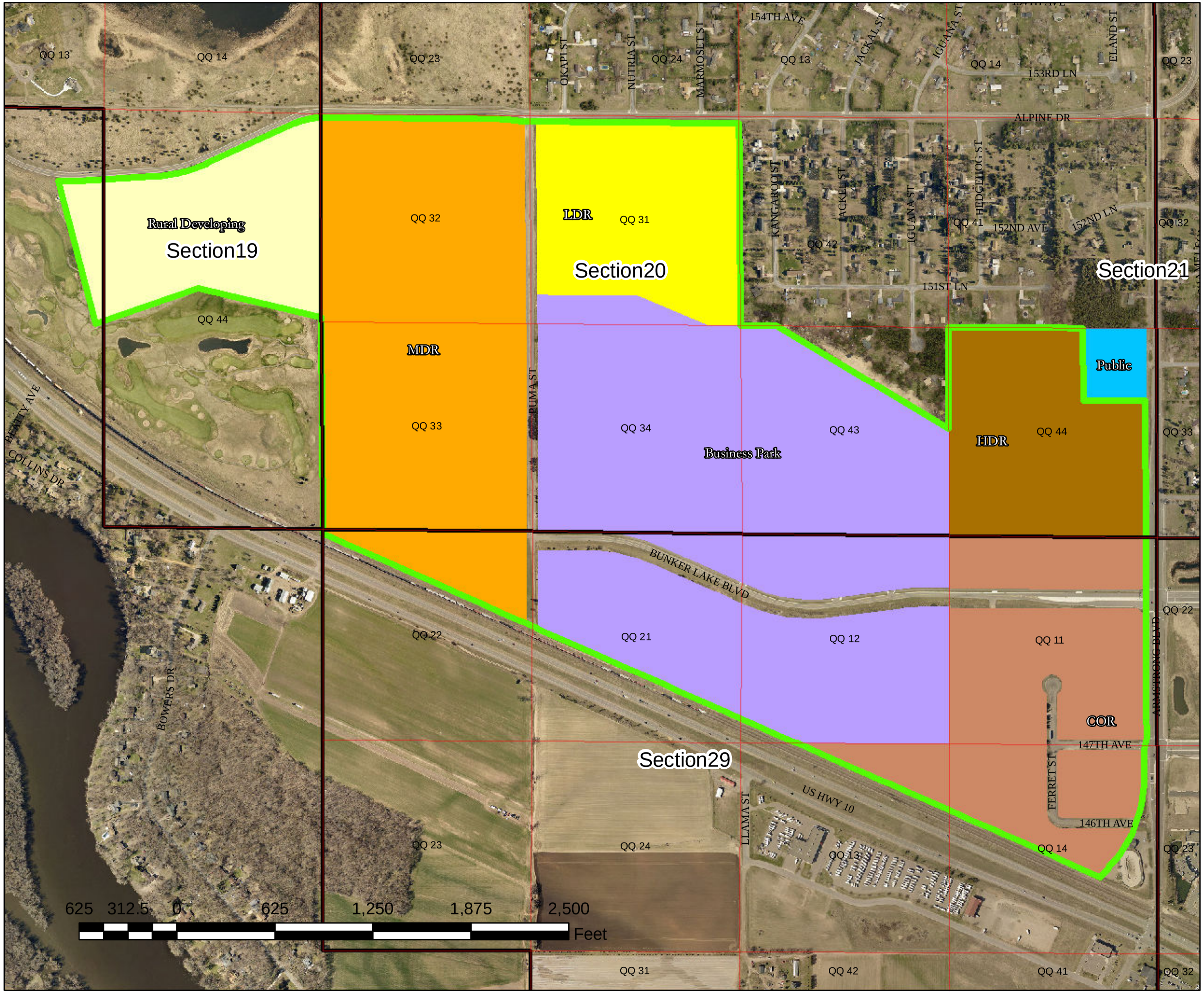
***Limiting Movement is the highest delay movement.

****Max Queue refers to the 95% Queue (Passenger car stored length = 25 ft, Heavy vehicle stored length = 45 ft)

C. Special Considerations

1. The trips from specific developments to Puma and Bunker Lake Blvd have not been analyzed. Trips to and from specific developments should be assigned to appropriate roadways based on the development roadway design. This is especially important for trip assignment at the intersection of Bunker Lake Blvd and Puma St.

2. Mitigation for intersections outside of the area due to development in the area have not been completed.



City of RAMSEY

Armstrong West
Proposed Future Land Uses

Section QQ

Section Only

AUAR Boundary

Future Land Use

- Business Park
- COR
- High Density Residential
- Low Density Residential
- Medium Density Residential
- Public/Quasi-Public
- Rural Developing

N

This is not an approved land use plan. This is a working document only, based on current feedback and concepts (both public and privately developed concepts).

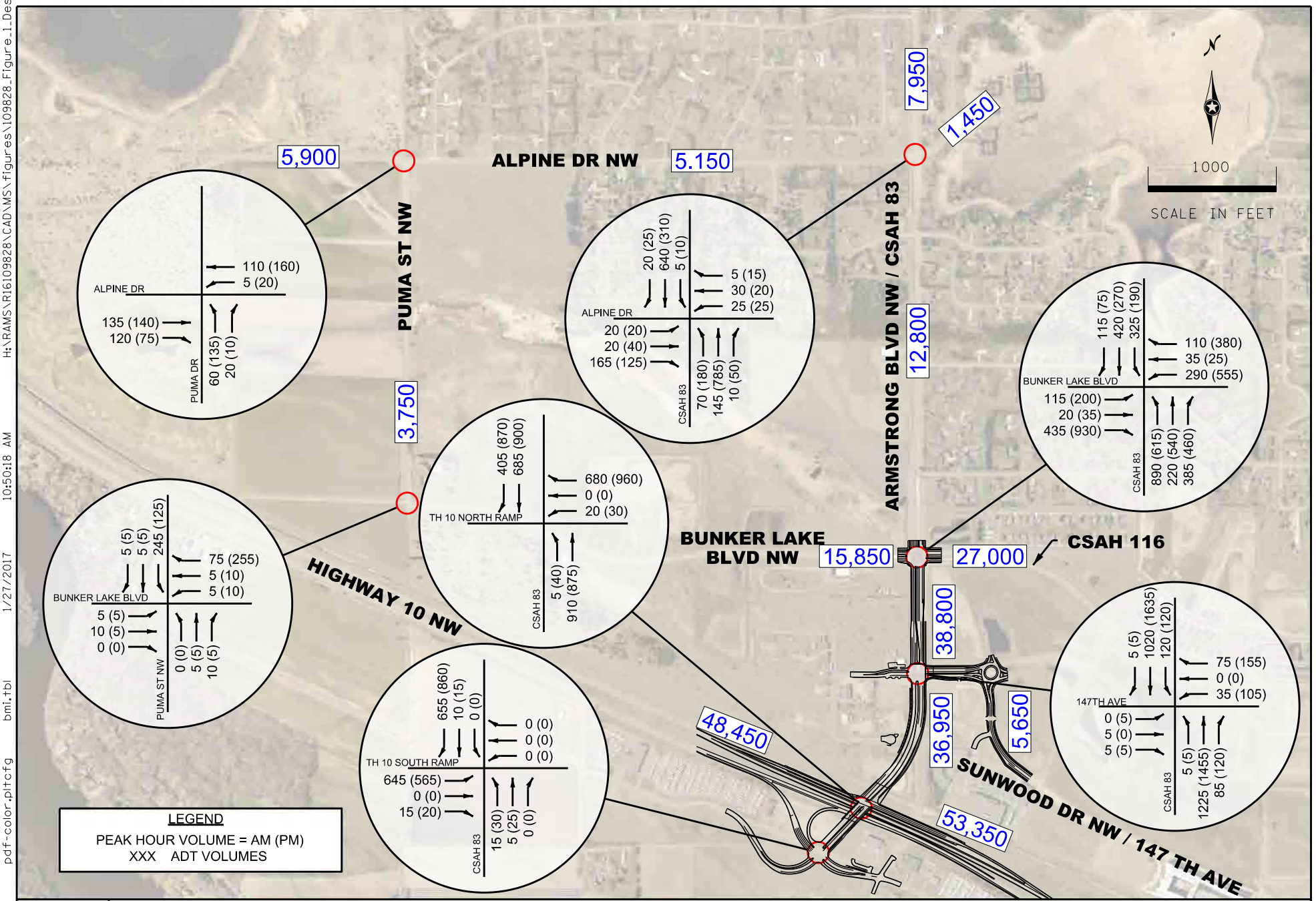


FIGURE 1: DESIGN YEAR (2040) TRAFFIC VOLUMES

FUTURE BUSINESS PARK TRAFFIC STUDY
RAMSEY, MN.

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Ramsey EDA Traffic Assumptions

Alternative 2: Business Park (January 2017 Update)

B-2 **Business Park** — 134.54 Acres — ITE Code 130 — Internal-to-Internal Reduction

Based on Acres

	Average Rate	#	% enter	% exit	entering	exiting		entering	exiting		Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	8.55	1151	83	17	955	196	10%	860	177	0%	0	0	860	177
Afternoon	4.42	595	50	50	298	298	10%	268	268	0%	0	0	268	268
PM	8.84	1190	21	79	250	940	10%	225	847	0%	0	0	225	847
Weekday	63.11	8491	50	50	4246	4246	15%	3609	3609	0%	0	0	3609	3609

B-2 **Retail/Commercial** — 74.4 K ft^2 — ITE Code X — Internal-to-Internal Reduction

Based on Square Feet — 7.43 Acres

	Average Rate	#	% enter	% exit	entering	exiting		entering	exiting		Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	7.41	552	53	47	293	259	20%	235	208	46%	109	96	126	112
Afternoon	5.46	407	50	50	204	204	20%	163	163	40%	66	66	97	97
PM	10.91	813	51	49	415	398	20%	332	319	39%	130	125	202	194
Weekday	124.59	9275	50	50	4638	4638	30%	3247	3247	39%	1267	1267	1980	1980

R-1 **Single Family Detached Housing** — 104 units — ITE Code 210 — 34.62 Acres

Based on Dwelling Units — 3 Units per Acre

	rate	#	% enter	% exit	entering	exiting	New Trips entering	New Trips exiting
AM	0.75	83	25	75	21	62	21	62
Afternoon	0.51	53	31	69	16	37	16	37
PM	1.01	109	63	37	69	40	69	40
Weekday	9.57	1078	50	50	539	539	539	539

R-2 **Residential Townhouse** — 527 units — ITE Code 230 — 87.79 Acres

Based on Dwelling Units — 3 to 7 Units per Acre

	Average Rate	#	% enter	% exit	entering	exiting	Assume 6 Units per Acre	New Trips entering	New Trips exiting
AM	0.44	196	17	83	33	163		33	163
Afternoon	0.26	138	31	69	43	95		43	95
PM	0.52	235	67	33	157	78		157	78
Weekday	5.81	2732	50	50	1366	1366		1366	1366

R-3 **Low Rise Apartment** — 525 units — ITE Code 221 — 43.74 Acres

Based on Dwelling Units — 7 to 15 Units per Acre

	Average Rate	#	% enter	% exit	entering	exiting	Assume 12 Units per Acre	New Trips entering	New Trips exiting
AM	0.46	215	21	79	45	170		45	170
Afternoon	0.29	153	31	69	47	106		47	106
PM	0.58	291	65	35	189	102		189	102
Weekday	6.59	3076	50	50	1538	1538		1538	1538

Rural Developing — ITE Code x

Assumed trips

	entering	exiting
AM	5	20
Afternoon		
PM	20	5
Weekday		

Total

	Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM	109	96	1090	704
Afternoon	66	66	472	602
PM	130	125	862	1266
Weekday	1267	1267	9032	9032

West of Commercial Area

	Pass-by entering	Pass-by exiting	New Trips entering	New Trips exiting
AM			919	422
Afternoon			327	400
PM			471	970
Weekday			5514	5514

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

July 27, 2017

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

RE: Proposal for Engineering Services
Bunker Lake Boulevard and Puma Street Improvement Project

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the Bunker Lake Boulevard and Puma Street Improvement project. Our scope and fees were prepared based on our understanding of the project and our previous experience in delivering State Aid projects.

SCOPE

The improvements will be generally as described in our December 3, 2015 report for the Future Business Park. The phasing will be as generally described in our March 2017 Update Report. The improvements will consist of the following items as presented in the above reports and depicted on the attached figure:

- Bunker Lake Boulevard construction will begin at the easterly limits of Phase 1A, with pavement and striping tapers to the east.
- Bunker Lake Boulevard sanitary sewer and watermain trunk utilities are not included in this scope, as they are being completed by the City under a separate contract.
- Puma Street construction will include the Phase 1B area only, with a taper transition north of Phase 1B.
- No trail will be constructed along the east side of Puma Street at this time, avoiding the need for right of way acquisition from parcels along the east side of the roadway.
- Puma Street utility construction will include extending sanitary sewer and watermain from Bunker Lake Boulevard to the northerly Phase 1B limits. A sanitary sewer lift station will be installed at the low area of Puma Street.
- The Bunker Lake Boulevard and Puma Street intersection will most likely be constructed as a Tee intersection, with the third leg being an access to the property to the west.
- A site plan is being developed for the property west of Puma Street. We have assumed we will receive AutoCAD files of the site plan for incorporation into our design.

Construction costs associated with the improvements described above are estimated at approximately $2,500,000, which includes a 10 percent contingency.

CONSTRUCTION SEQUENCE

To facilitate construction of the public utilities in 2017, the project will be split into two bid packages. Generally, the first bid package will include:

- Construction of trunk water main and sanitary sewer along Puma Street,
- Construction of the sanitary sewer lift station, and
- Temporary gravel resurfacing of Puma Street.

This bid package will be prepared, bid, awarded and constructed in 2017.

The second bid package will include roadway improvements. The preliminary design will be completed along with the first bid package to ensure the utilities are constructed to match future roadway grades. The remaining design, permitting, and State Aid approvals will then occur through the winter of 2017/2018. Bidding and award will occur early 2018, followed by construction in the spring and summer.

SCHEDULE

We understand the importance of delivering this project to allow for public utility construction to be completed in the fall of 2017. Our understanding of the proposed schedule is as follows:

Task	Date
City Council Action (Authorize Plans)	July 25, 2017
Authorization to Begin Surveying and Design Services	July 26, 2017
Design of Bid Package 1 Complete	September 7, 2017
City Council Approves Plans and Orders Bids – Bid Package 1	September 12, 2017
Public Bid Opening – Bid Package 1	October 6, 2017
City Council Accepts Bids / Awards Contracts – Bid Package 1	October 10, 2017
Begin Construction – Bid Package 1	October 23, 2017
Substantial Completion – Bid Package 1	December 14, 2017
City Council Approves Plans and Orders Bids – Bid Package 2	January 23, 2018
Public Bid Opening – Bid Package 2	February 20, 2018
City Council Accepts Bids / Awards Contracts – Bid Package 2	February 27, 2018
Begin Construction – Bid Package 2	May 14, 2018
Substantial Completion – Bid Package 2	June 29, 2018
Final Completion – All Bid Packages	July 27, 2018

PERMITTING AND APPROVALS

Bid Package 1 work will require permits as follows:

- Minnesota Department of Health (Water Main Installation)
- Minnesota Pollution Control Agency (Sanitary Sewer Extension)
- MPCA (NPDES – Construction Stormwater General Permit)

Bid Package 2 work will require the following permits:

- State Aid Approvals
- Lower Rum River Watershed Management Organization (Stormwater and Erosion Control)
- MPCA (NPDES – Construction Stormwater General Permit)

In addition to the above permitting, easements will most likely be required from adjacent landowners for ponding and siting of the sanitary sewer lift station.

FEES

We have attached a fee spreadsheet depicting hours, rates, and total compensation on a per task basis. We are proposing to enlist Northern Technologies for geotechnical services and Barr Engineering for electrical and control work related to the lift station.

Our proposed fees for the work are as follows:

Task	Fees
Topographical Surveys (all improvements)	$ 16,680
Bid Package 1	$ 88,100
Bid Package 2	$121,732
Total all Bid Packages	**$226,512**

If there are any questions related to the scope and/or fee portion of this submittal, please call me at (651) 968-7760.

Sincerely,

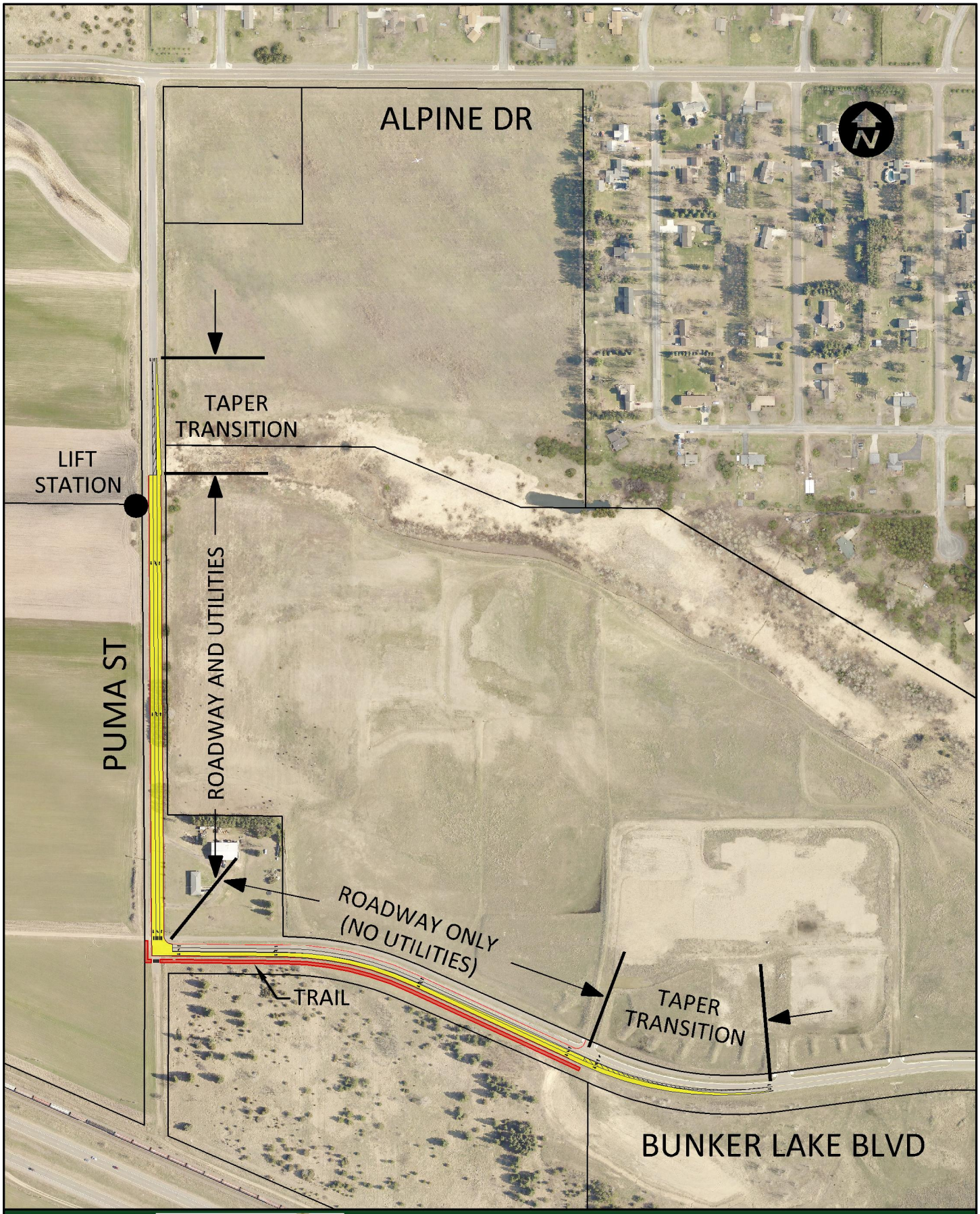
Bolton & Menk, Inc.

Kevin P Kielb

Kevin P. Kielb, P.E.
Project Manager

ATTACHMENTS

Improvements Exhibit
Fee Spreadsheet



City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 1
MAY, 2017

BOLTON & MENK

Fee Proposal

CLIENT: City of Ramsey PROJECT: Bunker Lake Boulevard and Puma Street	BOLTON & MENK, INC.								
WORK TASK DESCRIPTION	Project Manager	Senior Designer	Designer	Traffic Engineer	Technician	Surveyor	Clerical	Total Hours	Cost
Average Hourly Rate	*$168*	*$136*	*$115*	*$150*	*$120*	*$130*	*$70*		
Topographical Surveys									
0.1 Topographical Surveys (Roadway)	1	2	2	0	20	40	1	**66**	$8,340
0.2 Topographical Surveys (Public Utilities)	1	2	2	0	20	40	1	**66**	$8,340
TOTAL Preliminary Surveys	**1**	**2**	**2**	**0**	**20**	**40**	**1**	**66**	**$16,680**
Bid Package 1									
1.1 Preliminary Roadway Design	16	40	16	8	0	0	2	**82**	$11,308
1.2 Preliminary Stormwater Design and Analysis	2	4	8	0	4	0	2	**20**	$2,420
1.3 Trunk Utility Design (Sanitary Sewer and Water)	24	60	24	0	20	0	6	**134**	$17,772
1.4 Sanitary Sewer Lift Station and Forcemain	8	32	40	0	40	0	8	**128**	$15,656
1.5 Permitting	2	20	12	0	4	0	12	**50**	$5,756
1.6 Bidding Services	4	16	8	0	0	0	8	**36**	$4,328
1.7 Construction Staking	4	8	8	0	16	40	8	**84**	$10,360
TOTAL Bid Package 1 - Bolton & Menk	**60**	**180**	**116**	**8**	**84**	**40**	**46**	**534**	**$67,600**
								SUBCONSULTANT - Northern Technologies	$4,000
								SUBCONSULTANT - Northern Technologies	$4,000
								SUBCONSULTANT - Barr Engineering	$12,500
TOTAL for Bid Package 1									**$88,100**
Bid Package 2									
2.1 Final Roadway Design	30	136	204	32	0	0	4	**406**	$52,076
2.2 Storm Water Management and Design	8	32	80	0	8	0	8	**136**	$16,416
2.3 Street Lighting	0	0	0	0	0	0	0	**0**	$0
2.4 Reviews and Approvals	4	20	12	0	16	0	8	**60**	$7,252
2.5 Permitting	2	20	12	0	4	0	12	**50**	$5,756
2.6 Bidding Services	4	16	8	0	0	0	8	**36**	$4,328
2.7 Construction Staking	12	8	16	0	32	200	16	**284**	$35,904
TOTAL for Bid Package 2	**60**	**232**	**332**	**32**	**60**	**200**	**56**	**972**	**$121,732**
TOTAL FEES - ALL BID PACKAGES - SURVEYING, DESIGN, CONSTRUCTION STAKING									**$226,512**

Represents Roadway Related Costs

Represents Utility Related Costs

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

December 7, 2017

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

RE: Proposal for Engineering Services
Bunker Lake Boulevard and Puma Street Improvement Project

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the Bunker Lake Boulevard and Puma Street Improvement project. Our scope and fees were prepared based on our understanding of the project and our previous experience in delivering State Aid projects.

The following proposal is based on our July 27, 2017 letter related to the project. That letter proposal identified separate Bid Packages for utility improvements and street improvements. The utility improvements are now under construction. The street improvements have not yet been designed.

SCOPE

The improvements will be generally as described in our December 3, 2015 report for the Future Business Park. The phasing will be as generally described in our March 2017 Update Report. The improvements will consist of the following items as presented in the above reports and depicted on the attached figure:

- Bunker Lake Boulevard construction will begin at the easterly limits of Phase 1A.
- Puma Street construction will include the Phase 1B area only.
- No trail will be constructed along the east side of Puma Street at this time.
- The Bunker Lake Boulevard and Puma Street intersection will be constructed as a Tee intersection, with the third leg being an access to the property to the west.

Construction costs associated with the improvements described above are estimated at approximately $2,040,000, which includes a 10 percent construction contingency.

CONSTRUCTION SEQUENCE

To facilitate construction of the public utilities in 2017, the project was split into two bid packages.

The first bid package included: construction of trunk water main and sanitary sewer along Puma Street, construction of the sanitary sewer lift station, and temporary gravel resurfacing of Puma Street. This bid package was prepared, bid, awarded and is currently under construction.

This proposal is for the second bid package which is proposed to include roadway improvements to Bunker Lake Boulevard and Puma Street. The preliminary roadway design was completed with the first

bid package to ensure the utilities were constructed to match future roadway alignments and grades. This proposal includes the remaining design, permitting, State Aid approvals, and construction staking. Bidding and award is anticipated to occur in early 2018, followed by construction in the spring and summer.

SCHEDULE

The proposed schedule for this phase of the improvements is as follows:

Task	Date
City Council Action (Authorize Plans)	December 12, 2017
City Council Approves Plans and Orders Bids – Bid Package 2	February 13, 2018
Public Bid Opening – Bid Package 2	March 20, 2018
City Council Accepts Bids / Awards Contracts – Bid Package 2	March 27, 2018
Begin Construction – Bid Package 2	May 14, 2018
Substantial Completion – Bid Package 2	June 29, 2018
Final Completion – All Bid Packages	July 27, 2018

PERMITTING AND APPROVALS

The work associated with the roadway improvements will require the following permits:

- State Aid Approvals
- Lower Rum River Watershed Management Organization (Stormwater and Erosion Control)
- MPCA (NPDES – Construction Stormwater General Permit)

FEES

Our July 27, 2017 letter included a fee spreadsheet depicting hours, rates, and total compensation on a per task basis. Our proposed fees for the work are consistent with that letter and as follows:

Task	**Fees**
Design, Permitting, and Bidding	$ 85,828
Construction Staking	$ 35,904
Total all Bid Packages	**$121,732**

If there are any questions related to the scope and/or fee portion of this submittal, please call me at (651) 968-7760.

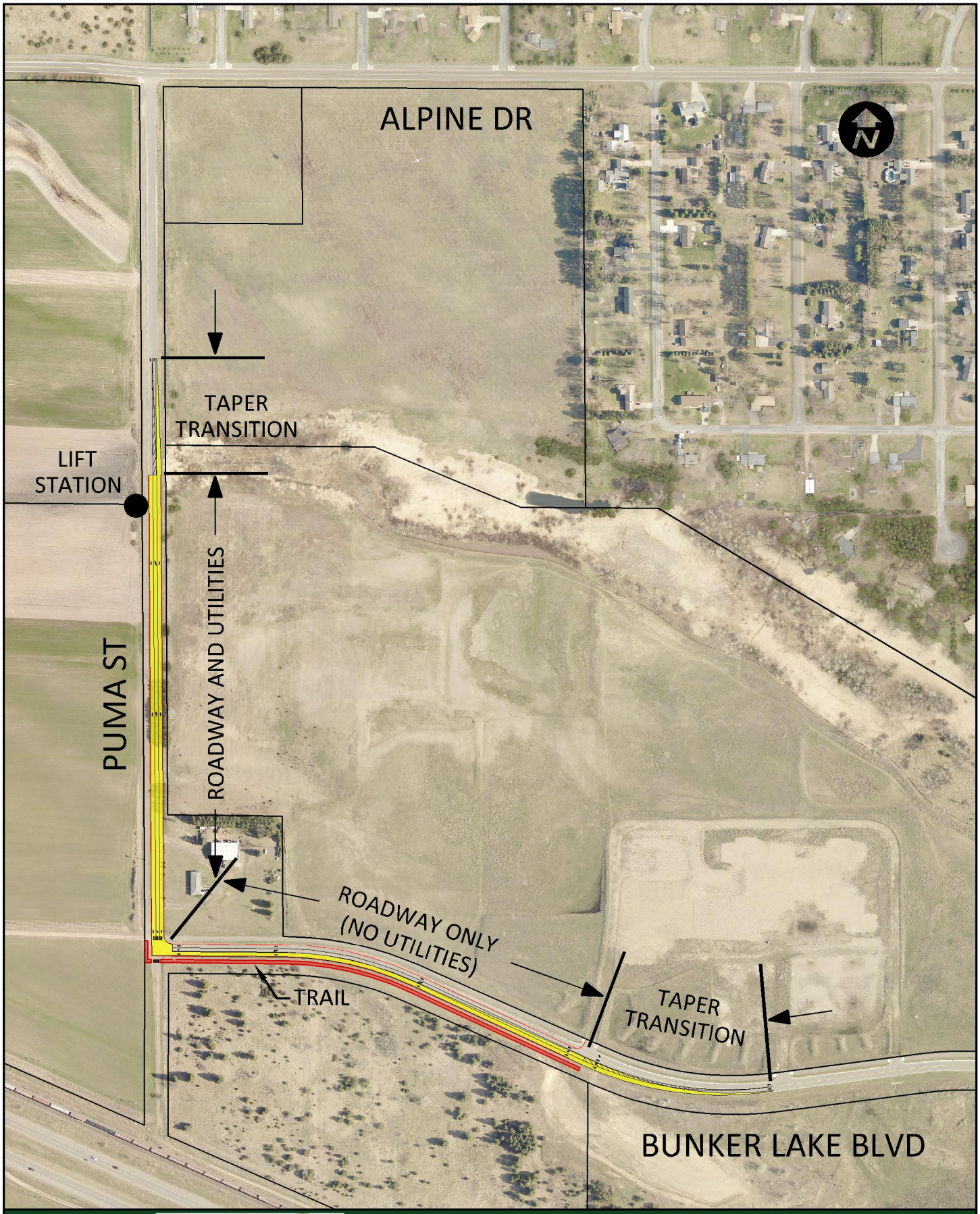
Sincerely,

Bolton & Menk, Inc.

Kevin P Kielb

Kevin P. Kielb, P.E.
Project Manager

ATTACHMENT: Improvements Exhibit



City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 1
MAY, 2017

Record ID 4037522

2176959.004

(reserved for recording)

ASSESSMENT AGREEMENT

THIS ASSESSMENT AGREEMENT (this "Agreement") is made this 25 day of July, 2017, by and between between the **City of Ramsey**, Minnesota, a Minnesota municipal corporation ("City"), **Riverstone Development, LLC.**, a Minnesota limited liability company ("Riverstone Development"), and **Hageman Holdings, LLC**, a Minnesota limited liability company ("Hageman Holdings") (Riverstone Development and Hageman Holdings are collectively referred to as "Owners").

Recitals

A. Owners are the owners of fee title to the Property, as defined in Exhibit A, attached hereto.

B. The Owners desire to have certain public improvements constructed to serve the Property as described in Exhibit B (the "Improvement Project"). Concept level plans and specifications for the Improvement Project are completed.

C. The Owners desire to have the City construct the Improvement Project without notice of hearing or hearing on the special assessments levied to finance the Improvement Project, and to levy up to 40% of the cost of the Improvement Project against the Property.

D. The City is willing to construct the Improvement Project without certain notices or hearings, provided that assurances and covenants stated below are made by the Owners to ensure that the City will have valid and collectable special assessments as they relate to the Property.

E. Were it not for the assurances and covenants provided in this Agreement, the City would not construct the Improvement Project and is doing so solely at the behest, and for the benefit, of the Owners.

Agreement

In consideration of the recitals stated above, the mutual promises and agreements set forth below, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties hereby agree as follows:

1. Recitals Incorporated. The recitals stated above are hereby incorporated into this Agreement and made a part of this Agreement by reference.

2. Petition. The Owners hereby petition the City for construction of the Improvement Project.

3. Authority.

    a. Riverstone Development represents and warrants that it is the owner of 100 percent of the Riverstone Property as described in Exhibit A, that it has full legal authority to encumber the Riverstone Property as provided in this Agreement, and that as of the date of this Agreement, it has fee simple absolute title in the Riverstone Property, which is not subject to any liens, interests or encumbrances, except as listed in Exhibit E.

    b. Hageman Holdings represents and warrants that it is the owner of 100 percent of the Hageman Property as described in Exhibit A, that it has full legal authority to encumber the Hageman Property as provided in this Agreement, and that as of the date of this Agreement, it has fee simple absolute title in the Hageman Property, which is not subject to any liens, interests or encumbrances, except as listed in Exhibit E.

4. Waiver of Hearings. The Owners waive notice of hearing and hearing pursuant to Minn. Stat. section 429.031, on the Improvement Project, notice of hearing and hearing on the special assessments levied to finance the Improvement Project pursuant to Minn. Stat. section 429.061, and any notice of hearing or procedure specified under the City Charter, and specifically requests that the Improvement Project be constructed and special assessments be levied against the Property without hearings.

5. Waiver of Appeal or Reapportionment. Each Owner, as to the portion of the Property owned by it, waives the right to appeal the levy of the special assessments pursuant to Minn. Stat. section 429.081, , and further specifically agrees with respect to such special assessments that:

    a. Any requirements of Minn. Stat. chapter 429 or the City Charter with which the City does not comply are hereby waived;

    b. The increase in fair market value of its portion of the Property resulting from construction of the Improvement Project will be at least equal to the cost of the Improvement Project as set forth herein, and that such increase in fair market value is a special benefit to the Property;

    c. Assessment of the above-specified cost of the Improvement Project against its portion of the Property is reasonable, fair and equitable and there are no other properties against which such cost should be assessed.

6. No Deferral. Each Owner represents and warrants that its portion of the Property is not so classified for tax purposes as to result in deferral of the obligation to pay special assessments, and Owner

agrees that it will take no action to secure such tax status of its portion of the Property during the term of this Agreement.

7. Assessment. The Owners request that up to 40% of the actual cost of the Improvement Project be assessed against the Property as detailed in Exhibit B and Exhibit C. Information contained in Exhibit B and Exhibit C, including assessment amounts, will be updated upon receiving bids for the Improvement Project, and upon completion of construction

8. Payment of Assessment.

    a. Riverstone Development. Certified assessments for the Plat shall be payable in equal semi-annual installments over a period of four (4) years with the first installment due May 15, 2019, and subsequent installments due May 15 and October 15 each year. The fixed interest rate applied to the Assessment shall be set at the five (5) year U.S. Treasury rate on the date of this agreement plus 2 percent. 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. 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. Assessments levied against any parcel shall be paid in full upon transfer of ownership. Appendix D is an example payment schedule.

    b. Hageman Holdings. No annual or semi-annual assessment payments are required until any portion of the Hageman Property is developed or sold. Interest shall accrue on the assessment. The fixed interest rate applied to the Assessment shall be set at the five (5) year U.S. Treasury rate on the date of this agreement plus 2 percent. Certified assessments shall be paid in full upon transfer of ownership, or development of, all or any portion of the Hageman Property. Property is deemed "developed" as of the date of final plat approval by the Ramsey City Council.

9. Collateral.

    d. Riverstone Development. Riverstone Developemnt shall furnish the City with an irrevocable letter of credit equal to 40% of the assessments made against the Riverstone Property. This letter of credit will remain in place until all assessment payments are made by Riverstone Development. The City shall immediately draw on this letter of credit in the event Riverstone Development defaults on making any assessment payments. This letter of credit shall be furnished and executed within the City's final plat and development agreement process for the proposed Riverstone residential development project. This letter of credit shall adhere to the City's Finance Department minimum standards and must be approved by the City's Finance Director. This letter of credit is separate from the letter of credit that will be required by the City through the City's standard platting and development agreement processes.

    e. Hageman Holdings. No additional collateral required.

10. Successors and Assigns. The covenants, waivers and agreements contained in this Agreement shall bind the successors and assigns of each Owner and shall run with such Owner's portion of the Property and bind all its successors in interest. It is the intent of the parties hereto that this Agreement be in a

form that is recordable in the land records of Anoka County, Minnesota, and they agree to make any changes in this Agreement that may be necessary to effect the recording of this Agreement against the title to the Property.

11. Termination. This Agreement shall terminate as to the Riverstone Property or the Hageman Property, as the case may be, upon the final payment of all special assessments levied against that portion of the Property from the Improvement Project. The City shall then execute and deliver such documents, in recordable form, as are necessary to extinguish its rights hereunder.

12. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

(left blank intentionally; signature pages and appendix to follow)

DRAFTED BY:
Patrick J. Brama
Assistant City Administrator
City of Ramsey
7550 Sunwood Dr. NW.
Ramsey, MN 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST

By: _____
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 26th day of July, 2017, by Sarah Strommen and Kurtis G. Ulrich, the Mayor and City Administrator, respectively, of City of Ramsey, a Minnesota municipal corporation pursuant to the authority granted by its City Council.

_____
Notary Public

JOANN THIELING
Notary Public
Minnesota
My Commission Expires January 31, 2020

RIVERSTONE DEVELOPMENT, LLC

By: _____
Its: Vice President

STATE OF MINNESOTA)
) SS.
COUNTY OF Anoka)

On this 26th day of July, 2017, before me a Notary Public within and for said County, personally Steve Bona to me personally known, who each by me duly sworn, did say that he is the VICE President of Riverstone Development, LLC,, a limited liability corporation under the laws of the State of Minnesota, acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public

JOANN THIELING
Notary Public
Minnesota
My Commission Expires January 31, 2020

HAGEMAN HOLDINGS, LLC

By: _____
Its: PRESIDENT

STATE OF MINNESOTA)
) SS.
COUNTY OF Wright)

On this 26 day of July, 2017, before me a Notary Public within and for said County, personally Michael Hageman to me personally known, who each by me duly sworn, did say that he is the President of Hagemand Holdings, LLC, a limited liability corporation under the laws of the State of Minnesota, acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public

CYNTHIA ROSE TORGERSON
NOTARY PUBLIC - MINNESOTA
MY COMMISSION EXPIRES
01/31/2022

EXHIBIT A: Property Description

Riverstone Development, LLC (A. Riverstone Property)

Riverstone Plat, Anoka County, City of Ramsey

Block 1	Lots 1-12
Block 2	Lots 1-6
Block 3	Lots 1-19
Block 4	Lots 1-14
Outlot F	1 lot
Outlot G	1 lot

Hageman Holdings, LLC (B. Hageman Property)

PID: 20-32-25-34-0004

Address: 8200 Bunker Lake Boulevard

Legal: Lot 1, Block 1, Alpha Development

EXHIBIT B

Improvement Project

Updated March of 2017. Concept level costs displayed. Information contained in Exhibit B, including estimated project costs, will be updated upon receiving bids for the Improvement Project.

Improvement Type	Phase 1A	Phase 1B
Roadway	$ 795,000	$ 940,000
Roadway Transitions	$ 66,000	$ 78,000
Right Turn Lanes	$ 132,000	$ 156,000
Trails/Sidewalks	$ 106,000	$ 125,000
Storm Water Management	$ 0	$ 48,000
Street Lighting	$ 76,000	$ 90,000
Trunk Water	$ 154,000	$ 182,000
Trunk Sanitary Sewer	$ 179,000	$ 545,000
Total Costs/Phase	**$ 1,508,000**	**$ 2,164,000**
Total Costs less Public Utilities	**$ 1,175,000**	**$ 1,437,000**

The above costs include 30% contingencies and project development costs. Project development costs include administrative, engineering, legal, and financing related costs.

NOTES:

1. The scope of the above Phase 1B will be expanded to include a pedestrian crossing at the intersection of Puma Street/ Alpine Drive ($5,000estimated cost). This is not reflected in Exhibit B; this is reflected in Exhibit C.

2. Riverstone has requested certain Phase 1B infrastructure improvements be constructed early. As a result, Phase 1B costs will increase by an estimated $50,000, to account for a temporary gravel road. Riverstone will be assessed 100% of this additional cost. This is not reflected in Exhibit B; this is reflected in Exhibit C.

EXHIBIT C: Improvement Project Costs & Estimated Assessment Roll

TABLE A: Engineers Feasibility Estimates

Total Costs		
Phase 1A	$	1,508,000
Phase 1 B	$	2,169,000
Sub Total	$	3,677,000

Total Costs (less Trunk Water & Sewer)		
Phase 1A	$	1,175,000
Phase 1B	$	1,442,000
Sub Total	$	2,617,000

TABLE B: Cost Share Agreement

	City	Riverstone	Hageman
Phase 1A	60%	16%	24%
Phase 1B	60%	40%	0%

TABLE C: Preliminary Assessment Roll*

	City	Riverstone	Hageman
Phase 1A	$ 705,000	$ 188,000	$ 282,000
Phase 1B	$ 865,200	$ 576,800	$ -

TABLE D: Riverstone Preliminary Assessment Detail

Estimated Total Assessment	$	764,800
(add $50,000 per Exhibit B, Note 2)	$	814,800
Number of Lots		150
% Share Per Lot		0.6667%
Estimated Assessment Per Lot	$	5,432

Breakdown	Lots	% Share		Estimate
Buildable	51	34.000%	$	277,032
Outlot F	23	15.333%	$	124,936
Outlot G	76	50.667%	$	412,832

TABLE E: Hageman Preliminary Assessment Detail

Estimated Total Assessment	$	282,000
Number of Lots		1
% Share Per Lot		100%
Estimated Assessment Per Lot	$	282,000

*Costs are Bolton & Menk preliminary feasibility estimates from March of 2017, and include 30% contingencies. Adjustments to assessment amounts will be made by the City of Ramsey upon receiving actual bids for these improvements. A risk factor exists, that actual costs for this project are different than originally estimated.

Exhibit D

Riverstone Development: Example Payment Schedule

Information contained in Exhibit D, including estimated payments, will be updated upon receiving bids for the Improvement Project.

Capstone Riverstone: Assessment Agreement Signed: Est 7/26/17 730 Days interest: Jan 1, 2018-Dec 31, 2019

Int rate = 5 Year Treasury + 2 basis points		Principal	3.83%** Interest	Payment Amount	Pay-off Balance
Bld. Lots -51 Assessed					5,432.00
	2019	1,358.00	416.09	1,774.09	4,074.00
	2020	1,358.00	156.03	1,514.03	2,716.00
	2021	1,358.00	104.02	1,462.02	1,358.00
	2022	1,358.00	52.01	1,410.01	-
Total		$ 5,432.00	$ 728.16	$ 6,160.16	

** Based on 5 year treasury rate 7-24-17 + 2 points

Capstone Riverstone: Assessment Agreement Signed: Est 7/12/17 730 Days interest: Jan 1, 2018-Dec 31, 2019

Int rate = 5 Year Treasury + 2 basis points		Principal	3.83%** Interest	Payment Amount	Pay-off Balance
Outlot F					124,936.00
	2019	31,234.00	9,570.10	40,804.10	93,702.00
	2020	31,234.00	3,588.79	34,822.79	62,468.00
	2021	31,234.00	2,392.52	33,626.52	31,234.00
	2022	31,234.00	1,196.26	32,430.26	-
Total		$ 124,936.00	$ 16,747.67	$ 141,683.67	

** Based on 5 year treasury rate 7-24-17 + 2 points

Capstone Riverstone: Assessment Agreement Signed: Est 7/12/17 730 Days interest: Jan 1, 2018-Dec 31, 2019

Int rate = 5 Year Treasury + 2 basis points		Principal	3.83%** Interest	Payment Amount	Pay-off Balance
Outlot G					412,832.00
	2019	103,208.00	31,622.93	134,830.93	309,624.00
	2020	103,208.00	11,858.60	115,066.60	206,416.00
	2021	103,208.00	7,905.73	111,113.73	103,208.00
	2022	103,208.00	3,952.87	107,160.87	-
Total		$ 412,832.00	$ 55,340.13	$ 468,172.13	

** Based on 5 year treasury rate 7-24-17 + 2 points

Exhibit E

Liens and Encumbrances

[both property owners shall provide the City of Ramsey with updated owners and encumbruances reports 10 days priort to final plat approval.]

ANOKA COUNTY MINNESOTA

Document No.: 2176959.004 ABSTRACT

I hereby certify that the within instrument was filed in this office for record on: 07/28/2017 3:42:00 PM

Fees/Taxes In the Amount of $46.00

JONELL M. SAWYER

Anoka County Property Tax Administrator/Recorder/Registrar of Titles

MLM, Deputy

Record ID: 4037522

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: 12/12/2017

By: Chris Anderson, Community Development

Information

Title:

Adopt Resolution #17-12-309 Approving a Beekeeping License for the Property Located at 16137 Dysprosium St NW (Project No. 17-154); Case of Kathleen Rosenow

Purpose/Background:

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

Ramsey City Code Section 10-1(f) (Beekeeping) states the following: the number of hives is limited to no more than six (6); no hive shall be in excess of twenty (20) cubic feet; hives shall not be within three (3) feet of any property boundary nor within any drainage and utility easement; and hives shall have a constant supply of water. Maintaining bees on a property requires a Beekeeping License reviewed and approved by City Council. The City has received an application for a Beekeeping License from Kathleen Rosenow (the "Applicant"), who desire to maintain up to six (6) honeybee hive on the property located at 16137 Dysprosium St NW (the "Subject Property"). The Applicant and her husband, Charles Rosenow, both own and reside at the Subject Property.

Notification:

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

Observations/Alternatives:

The Applicant desires to maintain up to six (6) honeybee hives on the Subject Property. The Subject Property is zoned R-1 Residential (Rural Developing) and is approximately 2.32acres in size. The surrounding properties are also zoned R-1 Residential (Rural Developing) and are of similar sizes. The Boy Scout Camp, which is about 160 acres in size and is zoned Public/Quasi-Public, is just south of the Subject Property. The Subject Property abuts the Rum River and also has County Drainage Ditch 66 traversing a portion of the Subject Property.

Per the Applicant's Site Plan, the beehives would be located in the rear yard, just beyond their fence line and just outside of a drainage and utility easement that encumbers County Ditch 66. The beehives would be at least fifty (50) feet from either side property line. The proposed location, number of hives, and size/volume of hives all comply with City Code Section 10-1 (f) (Beekeeping).

The Applicant has recently completed the University of Minnesota Department of Entomology's Beekeeping in

Northern Climates-Year 1 program, which covers hive and colony management techniques. The Applicant included the obtained certificate with her application for the Beekeeping License (attached).

The Applicant has attempted to contact the surrounding property owners about her desire to conduct hobby beekeeping on the Subject Property. The property owners of the two abutting properties, as well as the property directly across the street from the Subject Property, have all signed a document outlining their support for the Beekeeping License. The Applicant has attempted to connect with other property owners nearby but has not submitted any further information. The City has not received any public comments concerning this request.

Alternative 1: Adopt Resolution #17-12-309 approving a Beekeeping License for the Subject Property. The request appears to comply with all standards outlined in City Code Section 10-1(f). The Applicant has provided supporting documentation indicating that adjacent and nearby property owners have no objections to the requested license. Staff supports this alternative.

Alternative 2: Do not adopt Resolution #17-12-309. The request complies with all standards outlined in Ramsey City Code Section 10-1(f) and all of the immediate neighbors have signed a form stating they have no objections to the Beekeeping License request. Thus, Staff does not support this option.

Funding Source:

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

Recommendation:

Staff recommends adopting Resolution #17-12-309 approving a Beekeeping License for Kathleen Rosenow on the property generally known as 16137 Dysprosium St NW.

Action:

Motion to adopt Resolution #17-12-309 approving a Beekeeping License for Kathleen Rosenow on the property generally know as 16137 Dysprosium St NW.

Attachments

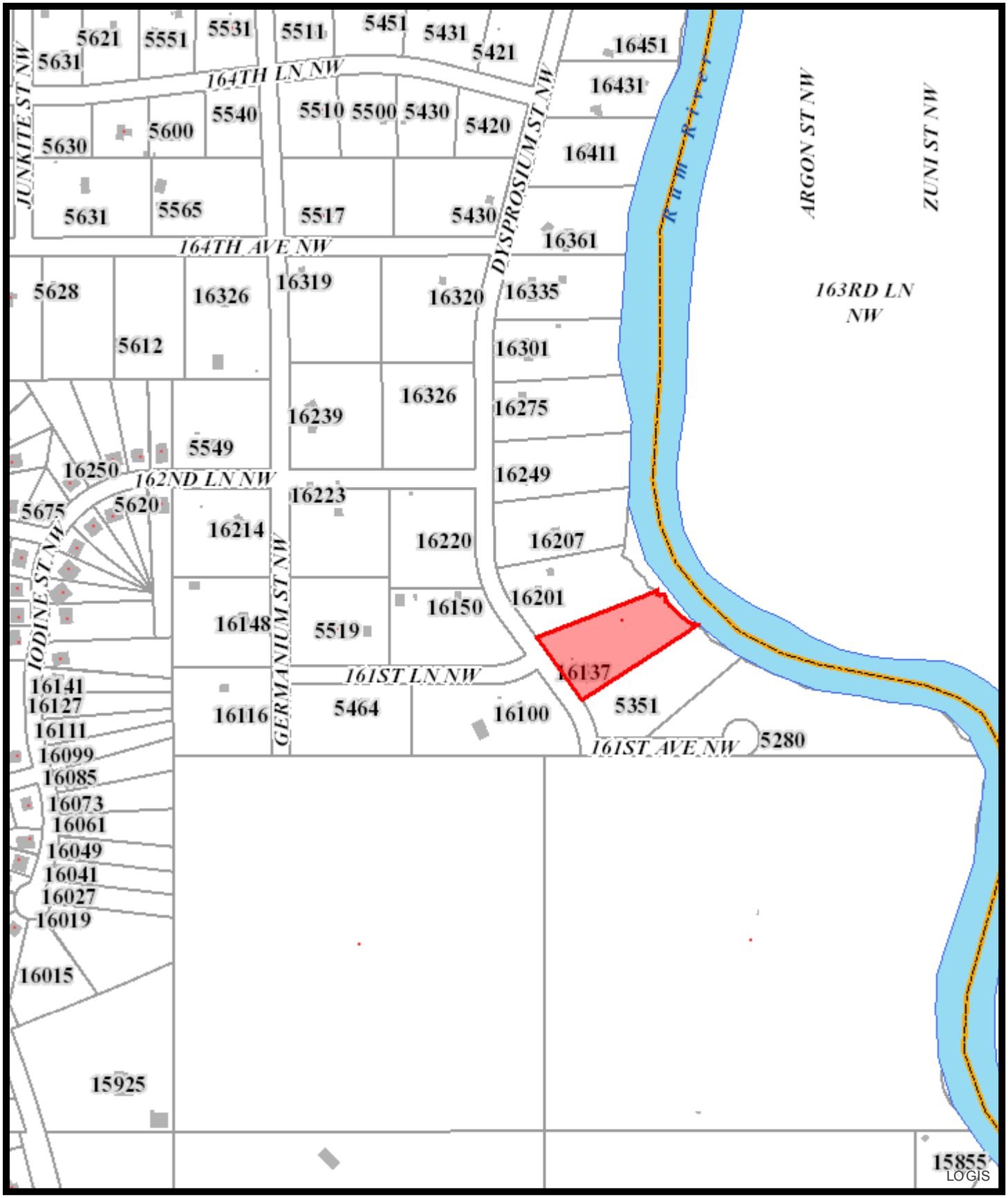
Site Location Map
Applicant Narrative
Applicant Site Plan
Aerial Image with Proposed Hive Location
Applicant's Certificate from University of Minnesota
Property Onwer Signatures Supporting Request
Resolution #17-12-309

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Jo Thieling	12/07/2017 03:40 PM
Kurt Ulrich	Kurt Ulrich	12/07/2017 04:23 PM
Form Started By: Chris Anderson		Started On: 12/05/2017 08:38 AM
Final Approval Date: 12/07/2017		

Site Location Map

16137 Dysprosium Street NW



Print Date: November 3, 2017

Summary of Apiary Plan
16137 Dysprosium St NW, Ramsey MN 55303

We would like to establish an apiary of up to six (6) honeybee hives on the residential property owned by Kathleen and Charles Rosenow at 16137 Dysprosium St NW in Ramsey. We have reviewed the zoning regulations regarding beekeeping within the City of Ramsey, and our apiary is designed to fully comply with those regulations, as follows:

- The apiary will consist of 1-6 Langstroth movable frame hives, each less than 20 cubic feet in volume. This type of hive is the industry standard in the United States.
- The apiary will be in the back yard, behind the house, 50 feet or more from any property line and outside of all easements. The hives will be more than 10 feet from any existing structure.
- Water will be continuously available to the hives. County Ditch #66 crosses the property near where the apiary will be located and the back of the property is on the Rum River.
- The hives will be buffered on the north, south, and east by wooded space that includes a mixture of deciduous and coniferous vegetation. The house lies west of the apiary, between the hives and the street.
- Reasonable precautions will be taken against bears, skunks and other predators that may be attracted to the hives.
- The initial bee population will be obtained from a vendor known for docile strains and gentle queens without swarming tendencies.

We recently completed the University of Minnesota Department of Entomology's "Beekeeping in Northern Climates—Year 1" (certificate attached). We learned proper hive and colony management techniques, including specific practices to control disease and prevent overcrowding and thus minimizing the chance of swarming.

We are fully committed to establishing and maintaining the hives according to the City's regulations and standards through well-established beekeeping practices that are known to develop successful, neighborhood-friendly hives.

A sketch of the planned location of the apiary is attached, along with a statement from immediate neighbors who are supportive of our endeavor.

Thank you for your consideration.

Respectfully submitted,

Kathleen Rosenow 11/3/17

Kathleen Rosenow Date

LAND SURVEYORS

REGISTERED UNDER LAWS OF STATE OF MINNESOTA

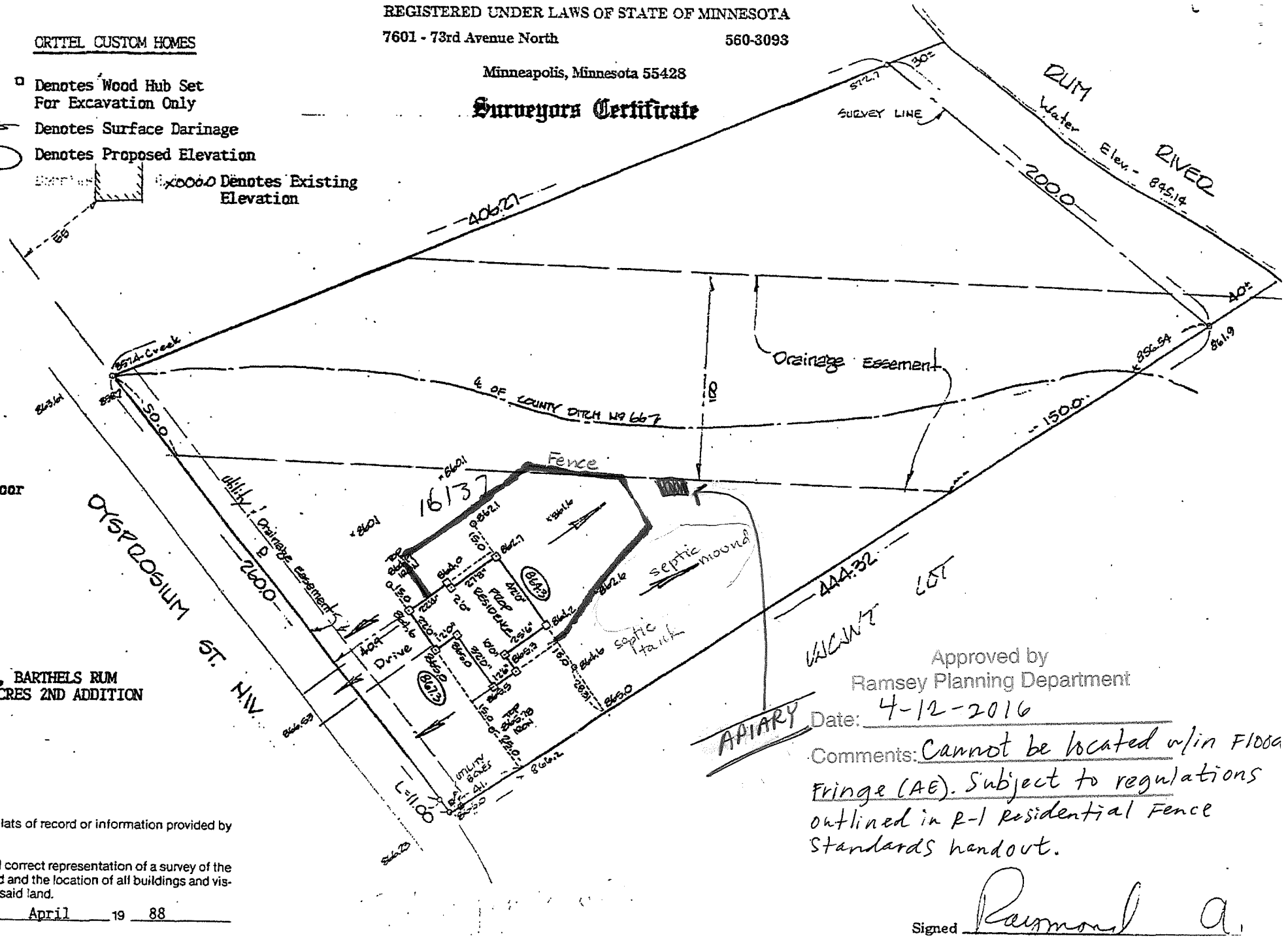
7601 - 73rd Avenue North 560-3093

Minneapolis, Minnesota 55428

ORTTEL CUSTOM HOMES

Surveyors Certificate

- Denotes Wood Hub Set For Excavation Only
- Denotes Surface Darinage
- Denotes Proposed Elevation
- x0000 Denotes Existing Elevation



lock 6, BARTHELS RUM
IVER ACRES 2ND ADDITION

re from plats of record or information provided by

a true and correct representation of a survey of the ribed land and the location of all buildings and vis- om or on said land.

day of April 19 88

Approved by
Ramsey Planning Department
Date: 4-12-2016
Comments: Cannot be located w/in Flood Fringe (AE). Subject to regulations outlined in R-1 Residential Fence Standards handout.

Signed Raymond A.



= Approximate location of beehives

UNIVERSITY OF MINNESOTA

Department of Entomology

Presented to:

Kathy Rosenow

In recognition of completing the short course
Beekeeping in Northern Climates Year 1

October 28, 2017

Marla Spivak, Ph.D.
Professor of Entomology

Gary S. Reuter, Scientist
Department of Entomology

Summary of Apiary Plan
16137 Dysprosium St NW, Ramsey MN 55303

My neighbor, Kathleen Rosenow, has reviewed with me her plans to establish a honeybee apiary on her property. I understand her plans and do not have concerns or objections at this time.

Printed Name	Signature	Date
Margaret Francis	Margaret Francis	11/3/17
BARBARA Miller	Barbara Miller	11/3/17
Judy Rome	Judy Rome	11/3/17

These neighbors are at the following addresses:

Francis: 5351 161st Ave NW
Miller: 16201 Dysprosium St NW
Rome: 16100 Dysprosium St NW

Kathleen Rosenow

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

RESOLUTION #17-12-309

RESOLUTION APPROVING A BEEKEEPING LICENSE ON A RESIDENTIAL PROPERTY GENERALLY KNOWN AS 16137 DYSPROSIUM STREET NW.

WHEREAS, Kathleen Rosenow, hereinafter referred to as the "Licensee" has properly applied to the City of Ramsey (the "City") for a Beekeeping License on the property generally known as 16137 Dysprosium Street NW and legally described as follows:

Lot 9, Block 6 Barthel's Rum River Acres 2nd Addition

("Subject Property")

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

WHEREAS, the City Council met on December 12, 2017 to review the request for a Beekeeping License.

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

1) That a Beekeeping License is hereby granted to the **Licensee** to maintain honeybees on the **Subject Property**.

2) That the **Licensee** shall comply with all provisions of Ramsey City Code Section 10-1(f).
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 12th day of December, 2017.

LICENSEE

Kathleen Rosenow hereby acknowledges receipt of this **License** and that she has reviewed the conditions of this **License** and has agreed to comply with the terms of this **License**.

_____
Kathleen Rosenow

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared Kathleen Rosenow, to me known to be the person described in and who executed the foregoing instrument and acknowledged that she 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 _____)

On this _____day of _____, ____, before me a Notary Public personally appeared Sarah Strommen and Jo Ann M. Thieling, to me personally known, who, being each by me duly sworn, did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said Sarah Strommen and Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

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

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