

**City of Ramsey**  
**Agenda**  
**City Council Work Session**  
**Tuesday, February 14, 2017**  
**5:30 pm**  
**Lake Itasca Room, 7550 Sunwood Drive NW**

- 1. Call to Order**
- 2. Topics for Discussion**
  1. Continued Discussion Regarding Communications Plan - 5:30 - 5:50 - 20 Minutes
  2. Discuss Concept Development Project: Case of Flagship Fitness & Aquatic Center - 5:50 - 6:15 - 25 Minutes
  3. Discuss Concept Development Project: Case of Rum River Hills Golf Course - 6:15 - 6:40 - 25 Minutes
  4. Review Preliminary Assessments for Improvement Project #17-00, Sunwood Drive Reconstruction - 6:40 - 6:55 - 15 Minutes
- 3. Topics for Future Discussion**
  1. Review Future Topics/Calendar
- 4. Mayor/Council/Staff Input**
- 5. Adjournment**

Meeting Date: 02/14/2017

**Information**

**Title:**

Continued Discussion Regarding Communications Plan - 5:30 - 5:50 - 20 Minutes

**Purpose/Background:**

As part of the City's Strategic Plan (Strategic Imperative IV: An Effective Organization), Council has requested that the City adopt a formalized communications plan. Staff brought forth a Draft Communications Plan at a previous Work Session for the purpose of discussing the initial scope of the plan. This plan was formatted similar to the City's Strategic Plan document, featuring three major objectives and corresponding initiatives, tactics, outcomes, etc. Following Council feedback, staff has revised the Draft Communications Plan for a streamlined approach; highlighting broad key messages.

The purpose of this case is to review the revised Draft Communications Plan and gain Council feedback on the proposed key messages.

Attached to this case is:

- A current Draft Communications Plan outlining the City's main audiences and key strategic messages.
- A previous draft of the Communications Plan submitted at the Work Session on October 22, 2015 for the initial scope discussion. This document is attached as a reference only.

**Timeframe:**

20 Minutes

**Funding Source:**

**Responsible Party(ies):**

Nichole Wenberg

**Outcome:**

Review the revised Draft Communications Plan to finalize key messages and determine the need to develop the plan further for more specific strategy details.

**Attachments**

Draft Communications Plan

Previous Draft Communications Plan from Oct 22 2015 for Reference Only

**Form Review**

**Inbox**

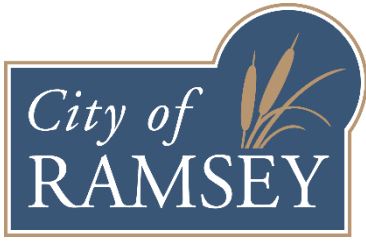
Patrick Brama  
 Kurt Ulrich  
 Nichole Wenberg (Originator)  
 Kurt Ulrich  
 Form Started By: Nichole Wenberg  
 Final Approval Date: 02/09/2017

**Reviewed By**

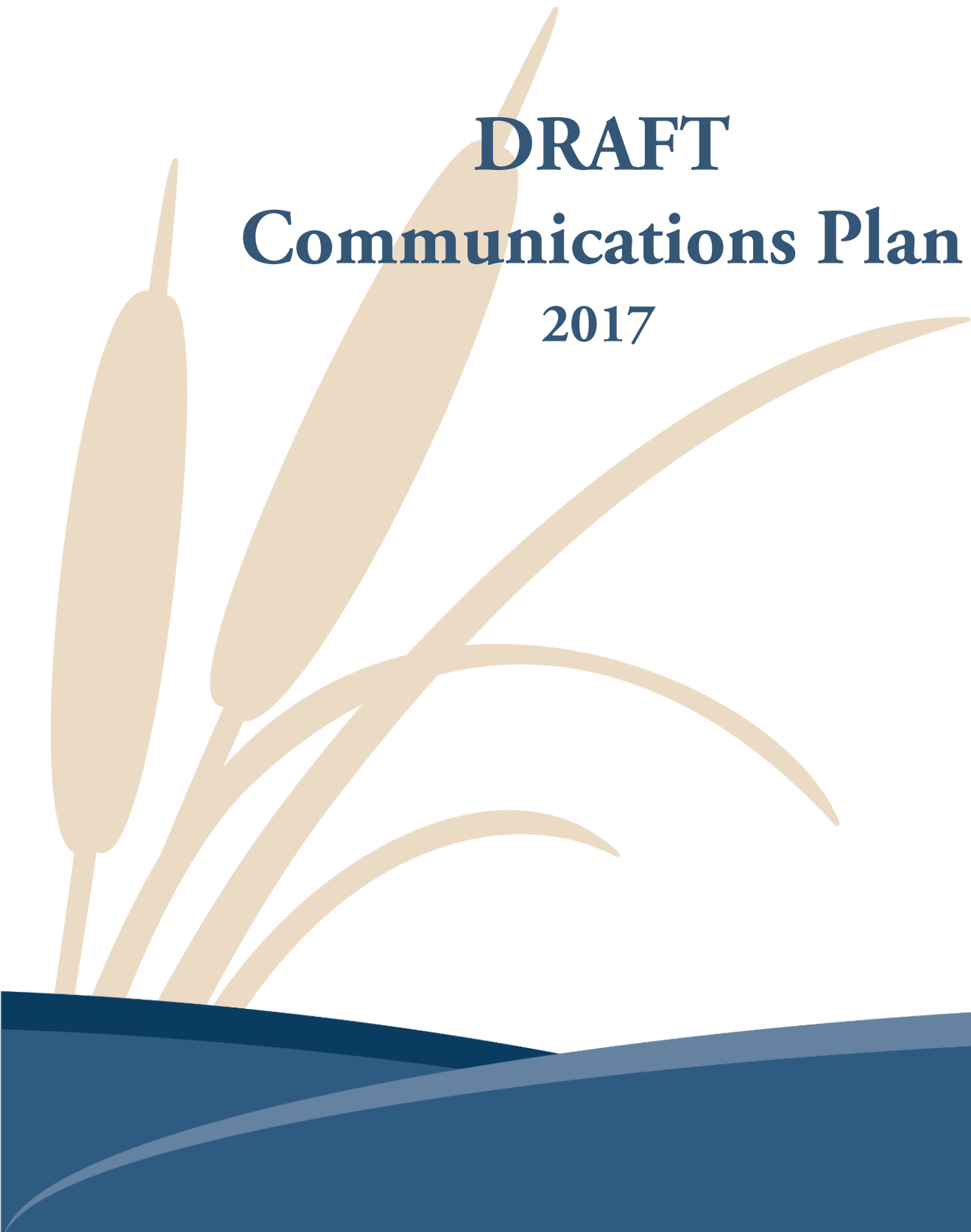
Patrick Brama  
 Kathy Schmitz  
 Nichole Wenberg  
 Kurt Ulrich

**Date**

02/09/2017 01:24 PM  
 02/09/2017 01:36 PM  
 02/09/2017 02:17 PM  
 02/09/2017 03:27 PM  
 Started On: 02/03/2017 03:12 PM



**DRAFT**  
**Communications Plan**  
**2017**



## Introduction

The City of Ramsey is committed to maintaining effective communication efforts with all of its key constituents. The City recognizes that good communication plays an integral role in its ability to responsibly grow the community, and provide quality, cost-effective, and efficient government services.

This plan will outline the various audiences the City of Ramsey must communicate to on a regular basis and the overall key messages to be delivered. The purpose of this communication plan is to ensure the City has a consistent voice and message that reflects the City's strategic plan.

## Target Audiences

The City of Ramsey's target audience can be broken down into four main categories:

1. Residents – Ramsey has over 25,000 citizens. This includes homeowners, renters, and various family-members.
2. Businesses – Ramsey is home to hundreds of businesses. This audience includes owners, executives, and managers of Ramsey businesses, and prospect businesses.
3. Visitors – Thousands of people travel to, or through, Ramsey annually. This audience includes visitors, commuters, shoppers, and employees of local businesses.
4. Developers – Ramsey is the second fastest growing community in Anoka County, with over 1,200 acres of greenfield still untapped. This audience includes developers, brokers, builders, and contractors.

## Key Strategic Messages

The City of Ramsey's communication efforts are centered on the following key messages:

1. Ramsey is a financially stable community.
  - A. Ramsey believes low and stable tax rates are crucial to responsibly managing a municipality.
  - B. Ramsey makes strategic community-wide investments that will maintain a high quality of life for residents.
  - C. Ramsey utilizes economic development efforts to help balance the revenue side of the City's budget, and to attract desired businesses and services to the community.
2. Ramsey is a connected community.
  - A. Ramsey's transportation systems must allow people to safely and efficiently connect, both locally and regionally.
  - B. Ramsey is a destination city that needs reliable transportation systems to connect it to and from other destinations.
3. Ramsey is focused on its constituents.
  - A. Ramsey engages its citizens and businesses, and continuously obtains feedback.
  - B. The City takes pride in the perception of Ramsey, and the Ramsey brand.
4. Ramsey is an effective organization.
  - A. Ramsey utilizes a strategic plan and core values to guide its organization.
  - B. Ramsey employees and elected officials drive the success of the organization.

Below are general, high-level, messages the City would like to deliver to key audiences on a consistent basis. In situations that require a more targeted message, staff will default to the four key strategic messages outlined in this document, and the City's strategic plan.

#### RESIDENTS

- A. The City recognizes that residents made a decision to reside within Ramsey, and appreciates the investment residents make in the community (e.g. property taxes, neighborhoods, schools, community organizations, civic matters, economy, natural environment, family, etc.).
- B. The City of Ramsey values and respects the input of all residents, and encourages citizens to be engaged in civic matters and volunteerism.
- C. The City of Ramsey's mission is to "responsibly grow the community and provide quality cost-effective services."

#### BUSINESS

- A. The City values the significant investment local businesses make within the community (e.g. property taxes, jobs/careers, products/services, significant capital expenditures, and support of community based organizations).
- B. The City of Ramsey values and respects the input of its local business, and encourages local business officials to be engaged in civic matters.
- C. The City of Ramsey's mission is to "responsibly grow the community and provide quality cost-effective services."

#### VISITORS

- A. The City of Ramsey welcomes visitors, commuters, shoppers, and employees of local businesses.
- B. Ramsey is a destination city with a positive image and reputation.
- C. The City of Ramsey is committed to improving U.S. Highway 10 and other key transportation corridors.

#### DEVELOPERS

- A. Economic development is a priority for the City of Ramsey.
- B. The City of Ramsey is easy to work with, professional, and organized.
- C. Ramsey values and respects investments made by developers, and the services/end users they produce.



**DRAFT**  
**COMMUNICATIONS PLAN**  
**2015 - 2018**

*City of* **RAMSEY**

**Introduction:**

The City of Ramsey is committed to improving and maintaining efficient and effective communication efforts with all of its key constituents. The city recognizes that good communication plays an integral role in its ability to responsibly grow the community, and provide quality, cost-effective, and efficient government services. This plan will outline the various audiences the City of Ramsey must communicate to on a regular basis, the overall objectives the city wishes to address in order to achieve good communication, and the ways in which the city will accomplish these objectives.

**Purpose:**

To be effective and credible, communication efforts must be coordinated, consistent, easy to understand and on-going. The purpose of this communication plan is to evaluate all avenues of communication currently utilized by the city and proposed for future practice, in order that the city may manage expectations and image, have a consistent voice and message, and educate and engage with its audiences. This plan includes current and on-going tactics in place, recently completed tactics, as well as projected tactics.

**Audience:**

The City of Ramsey's audiences can be broken down into five main categories:

- Ramsey Residents- This is a high priority targeted audience. Strengthening the relationship between the city government and its nearly 26,000 residents is an underlying theme of the communications plan.
- Current Business Community- This audience is critical to the vitality of the Ramsey community, thus two-way communication with this audience is crucial.
- Developers/Prospective Businesses- Communicating effectively with this audience is key to shaping the city's future and achieving the City of Ramsey's mission to responsibly grow the community.
- Employees and Council/Boards/Commissions- enhancing internal communication efforts is imperative, as this audience is responsible for communicating on behalf of the city.
- Media- This is an important audience to address because their coverage can significantly impact the public's perception of the city.

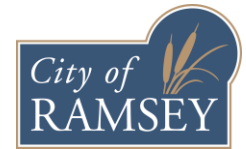
**Objectives:**

- 1) To Enhance the Municipal Image/Brand: The city plans to enhance its image/brand by first clearly defining the Ramsey brand, by promoting its mission statement and strategic plan, through its approach to customer service, and by promoting the overall Ramsey brand while still supporting sub-areas of the community, such as residential areas and business communities.
- 2) Administer Strong Internal Communication Efforts: The city plans to administer strong internal communication efforts through timely and accurate dissemination of information to its employees/council/boards, and through the establishment of consistent internal communication practices.

- 3) Provide Strong External Communication Efforts: The city plans to provide strong external communication efforts through timely, accurate, and user friendly dissemination of information, through encouraging citizen engagement and media engagement, through expanding its reach via digital communication avenues, by developing improved marketing materials for prospective developers/businesses, and developing strategic communication efforts around specific key projects.

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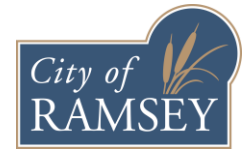
# Draft Communications Plan



## Objective: Enhance Municipal Image/Brand

Initiative	Department	Tactics	Initiation Date	Completion Date	Status Update	Responsible Party	Key Outcome Indicators/Metrics	Additional Resources Required
<b>Define Ramsey brand</b>	Administration/ other departments as needed	<ul style="list-style-type: none"> <li>Capitalize on Communications Plan development process</li> <li>Incorporate citizen engagement element</li> <li>Draft brand statement for Council consideration</li> </ul>	January 2016	June 2016		Nichole Wenberg  Support: Kurt Ulrich Patrick Brama Other departments as needed	<ul style="list-style-type: none"> <li>Establish consistent guidelines for departments and high-frequency users.</li> <li>Well defined description of Ramsey brand highlighting 3 or 4 main components</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed</li> </ul>
<b>Promote mission statement and strategic plan</b>	Administration	Develop an easy-to-follow, user friendly, version of the strategic plan—something that can be shared at Council meetings, events, etc.	March 2016	January 2017		Nichole Wenberg	<ul style="list-style-type: none"> <li>Increased community awareness of mission statement/strategic plan</li> </ul>	<ul style="list-style-type: none"> <li>Additional resources may be required once scope of project is confirmed</li> <li>Outsource marketing/graphic design agency</li> </ul>
	Administration	Connection to media content (Ramsey Resident, Facebook, Weekly Update, etc.)	-	-	On-going	Nichole Wenberg	<ul style="list-style-type: none"> <li>Increased community awareness of mission statement/strategic plan</li> <li>Consistent message</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed</li> </ul>
<b>Promote positive image/brand through customer service</b>	Administration	Review new resident welcome packet	December 2015	October 2016		Nichole Wenberg	<ul style="list-style-type: none"> <li>Improved process for staff and improved product for residents.</li> <li>Regular review and improvement process established for the Resident welcome packet.</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> </ul>
	Administration	Create/utilize comment cards	April 2015	May 2015	Complete	Nichole Wenberg  Support: Kathy Schmitz	<ul style="list-style-type: none"> <li>Increased access to customer feedback</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> </ul>
	Administration and all other departments as they apply to customer service	Regular communication/updates from department heads to front end employees	-	-	On-going		<ul style="list-style-type: none"> <li>Informed employees</li> <li>Consistent message to customers</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed</li> </ul>

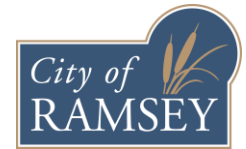
# Draft Communications Plan



## Objective: Enhance Municipal Image/Brand (continued)

<p><b>Promote Ramsey brand as umbrella while still promoting sub-areas of the community (residential areas, business communities, etc.)</b></p>	Administration/Community Development	Devise/Revise a Way-Finding and Monument Sign Plan for the City (sub plans: The COR, Parks and Trails, 167 <sup>th</sup> /47, Bunker/47, future business park, etc.)	December 2015	December 2016		Patrick Brama Tim Gladhill	<ul style="list-style-type: none"> <li>Adopted plan guiding the proposed funding, preliminary/sketch design, proposed locations and proposed timing of implementation (similar to a capital improvement plan)</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> </ul>
	Administration	Improve and replace marketing boards that portray consistent Ramsey brand and promote sub communities as needed	October 2014	April 2015	Complete	Nichole Wenberg	<ul style="list-style-type: none"> <li>Improved product for residents.</li> <li>Consistency and accuracy of information provided</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> </ul>
	Administration	Create marketing materials/feature article to promote the history and outlook of The COR	November 2015	February 2016	In process	Patrick Brama  Support: Nichole Wenberg Other departments as needed	<ul style="list-style-type: none"> <li>Educate and update the public on the scope/ history of The COR.</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> </ul>

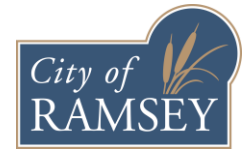
# Draft Communications Plan



## Objective: Administer Strong Internal Communication Efforts

Initiative	Department	Tactics	Initiation Date	Completion Date	Status Update	Responsible Party	Key Outcome Indicators/Metrics	Additional Resources Required
<b>Timely and accurate dissemination of information</b>	Administration/ all other departments as it applies to their projects	Regular department meetings and all-staff meetings	-	-	On-going	Management team  Support: Colleen Lasher, Sue Hurd	<ul style="list-style-type: none"> <li>Consistency with communication guidelines</li> <li>Consistency with strategic plan</li> <li>Informed employees</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed.</li> </ul>
	Administration/ all other departments as it applies to their projects	Departments submit regular articles for Weekly Update, sent to all staff/council	-	-	On-going	Kathy Schmitz  Support: Nichole Wenberg Department heads	<ul style="list-style-type: none"> <li>Employee awareness of current events</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed.</li> </ul>
	Administration/ all other departments as it applies to their projects	All Ramsey staff/council notified of Press Releases	-	-	On-going	Nichole Wenberg  Support: Department heads	<ul style="list-style-type: none"> <li>Employee awareness of current events</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed.</li> </ul>
<b>Establish consistent internal communication practices</b>	Administration/ other departments as needed	Develop comprehensive communication guidelines	October 2014	April 2015	Complete	Nichole Wenberg	<ul style="list-style-type: none"> <li>Develop general communication formats.</li> <li>Establish consistent guidelines for City Communications.</li> <li>Establish best practices for departments and high-frequency users.</li> </ul>	<ul style="list-style-type: none"> <li>Outsource Marketing/Graphic Design agency as needed</li> </ul>
	Administration	Establish policy for promotion of community events shared through City's communication channels (Community Sign, In the News, Weekly Update, Ramsey Resident, Facebook)	October 2014	December 2014	Complete	Nichole Wenberg  Support: Patrick Brama Kathy Schmitz	<ul style="list-style-type: none"> <li>Establish consistent guidelines for City Communications.</li> <li>Establish best practices for departments and high-frequency users.</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed.</li> </ul>
	Administration	Ramsey Resident: Establish a regular review to evaluate the Ramsey Resident.  Review voice and purpose for Ramsey Resident as it relates to content	January 2016	November 2016		Nichole Wenberg  Support: Kathy Schmitz Patrick Brama	<ul style="list-style-type: none"> <li>Improved process for staff and improved product for Residents.</li> <li>Consistent guidelines for departments and high-frequency users</li> </ul>	<ul style="list-style-type: none"> <li>May result in shifting of responsibilities</li> </ul>

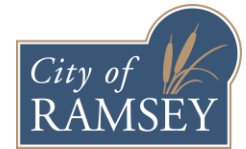
# Draft Communications Plan



## Objective: Administer Strong Internal Communication Efforts (continued)

<b>Establish consistent internal communication practices (continued)</b>	Administration/IT	Ramsey Website: Consider need to establish regular review and maintenance of the Ramsey website.	July 2016	May 2017		Jason Fredrickson  Support: Nichole Wenberg Calvin Kubat Kathy Schmitz	<ul style="list-style-type: none"> <li>Council determine what quality of product is desired and what level of resources are needed.</li> <li>Potentially develop formatting guidelines for consistency across all webpages</li> <li>Improved process for staff</li> </ul>	<ul style="list-style-type: none"> <li>Additional resources may be required once scope of project is confirmed</li> <li>May result in need for additional staff or shifting of responsibilities</li> </ul>
	Administration	Social Media: Review policy for use of Social Media  Review voice and purpose for Facebook page as it relates to content	November 2015	September 2016		Nichole Wenberg	<ul style="list-style-type: none"> <li>Draft a policy for Council consideration.</li> <li>Policy should include chain of command and responsible parties.</li> <li>Consistent guidelines for departments and high-frequency users</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed</li> <li>May result in shifting of responsibilities</li> </ul>
	Administration	QCTV: Develop a schedule for guest talent (Councilmembers) on QCTV News & Views program.  Identify work schedule for administration to follow	October 2015	November 2015	Complete	Nichole Wenberg	<ul style="list-style-type: none"> <li>Improved QCTV programing experience for participating Councilmembers.</li> <li>Consistent work process for staff.</li> </ul>	<ul style="list-style-type: none"> <li>QCTV team</li> </ul>
	Administration	In the News article column on city website: Review voice and purpose for the In the News column as it relates to content	July 2016	May 2017		Nichole Wenberg  Support: Kathy Schmitz	<ul style="list-style-type: none"> <li>Consistent guidelines for departments and high-frequency users</li> <li>Improved product for residents</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources needed.</li> </ul>
	Administration	Weekly Update: Review voice and purpose for the In the News column as it relates to content	April 2016	September 2016		Nichole Wenberg  Support: Kathy Schmitz	<ul style="list-style-type: none"> <li>Consistent guidelines for departments and high-frequency users</li> <li>Improved product for residents</li> </ul>	<ul style="list-style-type: none"> <li>Additional resources may be required once scope of project is confirmed</li> </ul>

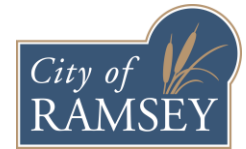
# Draft Communications Plan



## Objective: Provide Strong External Communication Efforts

Initiative	Department	Tactics	Initiation Date	Completion Date	Status Update	Responsible Party	Key Outcome Indicators/Metrics	Additional Resources Required
<b>Timely, accurate and user friendly dissemination of information</b>	Administration	Regular city updates and citizen interest pieces should be posted across all avenues of communication including: Ramsey Resident, QCTV, In The News column/city website, Weekly Update, Facebook, and Press Release when necessary	-	-	On-going	Nichole Wenberg  Support: Kathy Schmitz	<ul style="list-style-type: none"> <li>Consistency across all avenues of communication</li> <li>Increased exposure of messages</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>
	Administration	Ramsey Resident: Update Ramsey Resident format  Create content calendar for Ramsey Resident	June 2015  January 2016	January 2016  -	In process	Nichole Wenberg  Support: Patrick Brama Kathy Schmitz	<ul style="list-style-type: none"> <li>6 full color issues per year</li> <li>Update to adhere to current communications guidelines.</li> <li>Improved product for citizens as one of the City's most highly reference communication tools (Per 2014 Citizen Survey)</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> <li>Additional resources may be required once scope of project is confirmed</li> </ul>
	Administration	QCTV: Replace existing Ramsey Resident Video Edition with QCTV news show "News and Views"  Review partnership with QCTV to ensure application of full potential	August 2014  March 2016	January 2015  March 2017	Complete	Patrick Brama  Nichole Wenberg  Support: Patrick Brama	<ul style="list-style-type: none"> <li>Improved QCTV programing experience for participating Councilmembers.</li> <li>Improved product for QCTV viewers</li> <li>Consistent work process for staff.</li> </ul>	<ul style="list-style-type: none"> <li>QCTV team</li> <li>Additional resources may be required once scope of project is confirmed</li> </ul>
<b>Expand reach through digital avenues of communication</b>	Administration/IT	Ramsey Website: Review possibility of updating city website	June 2016	January 2018		Jason Fredrickson  Support: Nichole Wenberg Calvin Kubat Kathy Schmitz	<ul style="list-style-type: none"> <li>Council consider strategies for updating website and determine what quality of product is desired and what level of resources are needed.</li> <li>Update to adhere to current communication guidelines</li> </ul>	<ul style="list-style-type: none"> <li>Additional resources may be required once scope of project is confirmed</li> </ul>

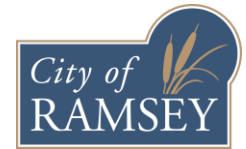
# Draft Communications Plan



## Objective: Provide Strong External Communication Efforts (continued)

<b>Expand reach through digital avenues of communication (continued)</b>	Administration	Dissolve The COR webpage and Facebook page	June 2015	August 2015	Complete	Patrick Brama Support: Jason Fredrickson	<ul style="list-style-type: none"> <li>Eliminate excess pages</li> <li>Consistency and accuracy of information provided</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>
	Administration	Facebook: Regular city news and public interest pieces posted	-	-	On-going	Nichole Wenberg	<ul style="list-style-type: none"> <li>Typically 1 post per day, 3-5 times per week</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>
		Create content calendar	-	-	On-going			
	Administration	Review possibility of expanding to city Twitter account	February 2016	January 2017		Nichole Wenberg	<ul style="list-style-type: none"> <li>Increased social media engagement with citizens</li> </ul>	<ul style="list-style-type: none"> <li>May result in need for additional staff or shifting of responsibilities</li> </ul>
	Administration/ other departments as needed	Weekly Update: Regular city news and public interest pieces posted	-	-	On-going	Nichole Wenberg	<ul style="list-style-type: none"> <li>Once per week, every Thursday</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>
	Create content calendar	January 2016	-		Support: Kathy Schmitz Other departments as needed			
	In the News: Regular city news and public interest pieces posted	-	-	On-going	Nichole Wenberg	<ul style="list-style-type: none"> <li>Typically 1-2 posts per week</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>	
	Create content calendar	January 2016	-		Support: Kathy Schmitz Other departments as needed			
<b>Citizen engagement</b>	Administration/ Community Development	Regular in-person meetings with local organizations, neighborhoods, etc.	January 2016	-	On-going	Kurt Ulrich Support: Tim Gladhill	<ul style="list-style-type: none"> <li>More specified communication based on needs/interests of group</li> </ul>	<ul style="list-style-type: none"> <li>Additional resources may be required once scope of project is confirmed</li> </ul>
		Develop calendar of regular meetings	January 2016	-				

# Draft Communications Plan



## Objective: Provide Strong External Communication Efforts (continued)

<b>Media engagement</b>	Administration/ other departments as needed	Regular Press Releases of important city updates or news	-	-	On-going	Nichole Wenberg	<ul style="list-style-type: none"> <li>Increased participation from local media</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required at current capacity of 4-6 per year.</li> <li>Increased frequency may result in need for additional resources, additional staff, or shifting of responsibilities.</li> </ul>
		Regular Media Alerts for city events	-	-	On-going	Support: other department heads as needed		
	Administration	Regular review of Press Release/ Media Alert email lists	-	-	On-going	Nichole Wenberg	<ul style="list-style-type: none"> <li>Accurate and current mailing list</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>
<b>Review marketing materials to prospective businesses</b>	Administration	Update marketing materials to adhere to current communication guidelines	January 2016	November 2016		Patrick Brama	<ul style="list-style-type: none"> <li>Improved resource for economic development.</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> </ul>
<b>Develop Communications strategy in regard to Highway 10 improvements</b>	Administration	1-2 page flyer summary	March 2016	January 2017		Patrick Brama	<ul style="list-style-type: none"> <li>Educate and update the public on the project.</li> <li>Enhance grant fundraising efforts.</li> </ul>	<ul style="list-style-type: none"> <li>Outsource marketing/graphic design agency</li> </ul>
						Support: Nichole Wenberg		
	Administration/ IT	Create project webpage on City website.	March 2016	January 2017		Patrick Brama	<ul style="list-style-type: none"> <li>Improved access to project information</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>
						Support: Jason Fredrickson		
	Administration	Establish "support network" of businesses and land owners willing to assist in lobbying.	Summer 2015	-	Complete On-going	Patrick Brama	<ul style="list-style-type: none"> <li>Educate and update the public on the project.</li> <li>Enhance grant fundraising efforts.</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>
						Support: Nichole Wenberg		
Administration	Establish "Lobbying List" outlining an inventory of people the City should be communicating with (lobbying).	March 2016	January 2017		Patrick Brama	<ul style="list-style-type: none"> <li>Educate and update the public on the project.</li> <li>Enhance grant fundraising efforts.</li> </ul>	<ul style="list-style-type: none"> <li>No additional resources required.</li> </ul>	
					Support: Nichole Wenberg			
Administration	Highway 10 Summit meeting	January 2016	March 2016		Kurt Ulrich	<ul style="list-style-type: none"> <li>Educate and update the public on the project.</li> <li>Enhance grant fundraising efforts.</li> </ul>	<ul style="list-style-type: none"> <li>Additional resources may be required once scope of project is confirmed.</li> </ul>	
					Support: Nichole Wenberg			
Administration	Highway 10 informational video	January 2016	March 2016			<ul style="list-style-type: none"> <li>Educate and update the public on the project.</li> <li>Enhance grant fundraising efforts.</li> </ul>	<ul style="list-style-type: none"> <li>Outsource project</li> </ul>	

Meeting Date: 02/14/2017

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### Information

**Title:**

Discuss Concept Development Project: Case of Flagship Fitness & Aquatic Center - 5:50 - 6:15 - 25 Minutes

**Purpose/Background:**

**PURPOSE**

**Purpose (A)** Receive proposal from *Flagship Fitness* for a roughly 65,000 sf, two-story, high-amenity, family-based, fitness and aquatic center, to be located in The COR. Flagship Fitness is proposed to be privately owned and operated (not a non-profit). Preliminary estimated total project costs are nearly \$20M. Flagship Fitness is asking for the City to partner in the project, with a contribution of about \$3M (free land and TIF). Adrian Haid, CEO/President of Flagship Fitness, will be in attendance of this meeting; along with Jeff Minea of Lee & Associates. Mr. Haid and Mr. Minea would like to introduce their project proposal to the City Council.

**Purpose (B)** Provide staff with preliminary direction on how to proceed with this prospect. Please see alternatives section for details.

**BACKGROUND**

Staff was approached by Flagship Fitness in December 2015. Over the past year, staff has been working with Flagship Fitness to identify a project budget (i.e. sources and uses funds), concept site layout, and identify a primary private funding partner for the project. Please see attached supporting information.

**ALTERNATIVES**

Staff believes the proposal before the City Council (Flagship Fitness) is a "kick-start" to the City's much anticipated "Community Center" discussion. The discussion (or desire) for a Community Center in Ramsey is reflected in the City's Strategic Plan, Capital Improvement Plan (CIP), COR Master Plan, Citizen Survey, and various other City documents. In that context, staff developed the following general alternatives for this case.

***Alternative 1: Proceed ahead with Flagship Fitness proposal now***

City Council is generally interested in moving forward with further investigating the Flagship Fitness proposal exclusively, right now. In other words, move forward with negotiating this specific Flagship Fitness proposed project now, without investigating other avenues for community centers (see alternative below).

If this was the direction of Council, staff would suggest the following process steps:

(A) select a site, or a couple potential sites.

(B) negotiate the deal, purchase agreement, and business subsidy. Also negotiate the scope of services the City will require/ for being a partner in the deal.

(C) complete the entitlement process, site plan, platting, etc.

If the Council did select this alternative, staff would suggest requiring the prospect to provide a clear financing commitment from the project's primary equity partner (and a better description of that equity partner). At this point, staff has only been able to get a verbal commitment. Staff is being told the equity partner wants to see how serious the City is before providing something in writing (the equity partner is PDI and/ or Associated Bank). Also, depending on site location, staff believes this project will likely trigger several "other" development costs (and challenges) not outlined in the scope of the attached project budget. Those items should be further vetted moving forward.

Overall, staff thinks the basic deal points on this project are reasonable/ realistic: City contribution request seems realistic (\$3M or 15%), the City will not need to own/ operate, the project will pay property taxes (about \$250K per year total), the project will be high-quality, project will provide several high-amenity health & wellness services, the project meets the City's vision for a destination user in The COR, the project budget seems reasonable (about \$20M), the project will create jobs (about 90), the project will get Ramsey an indoor aquatic center (anecdotally appears to be highly desired by residents), and the developer appears to be experienced. Staff does not anticipate the City will be able to obtain a drastically different basic deal structure with other developers/ providers (for a privately owned and operated project).

Lastly, staff would like to note, Flagship Fitness has indicated a willingness to work with the City on using this project to spur the construction of a parking ramp. For example, rather than the City contribute free land and TIF (as depicted in this proposal), the City could construct a parking ramp and provide Flagship with parking ramp stalls as the City contribution to the project. For Flagship Fitness, this option would drastically reduce the amount of land they would need for their project (i.e. remove surface parking). Additionally, this would eliminate construction costs, for Flagship, to construct a surface parking lot. For the City, this could help us justify/ spur the construction of our next parking ramp (which would benefit other projects, help push the vision for our urban downtown, and maximize the development potential of The COR). Lastly, staff would note--having a project "in-hand" would help staff apply for grants to help fund the construction of a parking ramp (typically, grant sources don't like funding parking ramps on speculation of development).

***Alternative 2: Take step back, discuss policy, investigate other cities, other opportunities, and RFP***

At this point, it appears Ramsey is interested in a privately owned and operated community center. The City appears to be generally comfortable to making an upfront 1-time contribution to a community center project (i.e. the CIP shows \$4M). The City does not have a scope/ policy defined for desired/ required services a Ramsey community center would provide.

There are many alternatives/ approaches available to the City when considering a community center (regarding the partnership structure, ownership, operations, service offerings, etc.). There are many examples across the Twin Cities. This specific Flagship Fitness proposal appears to be similar to the Champlin Park/ Lifetime Fitness model (it's staff's understanding Champlin provided free land and parking).

If the Council wanted to consider this alternative, staff would suggest the following process.

- (A) tell Flagship Fitness we are interested in working with them, and we are interested in their project; however, we need time to discuss the "big-picture" before we are willing to consider this specific Flagship Fitness proposal.
- (B) staff investigate what other cities have done, create a report/ MEMO/ comparison chart.
- (C) staff develop a list of potential service providers/ models--i.e. Flagship Fitness, YMCA, Lifetime Fitness, City-owned, etc.
- (D) staff complete a community engagement exercise: survey, open house, etc. to better understand community expectations.
- (E) staff work with Council to develop a RFP to send to all potential providers/ developers (including Flagship Fitness). The RFP could outline the City's preferred site locations in The COR, preferred site design aspects, required minimum services, city's willingness to participate, etc.

The benefit of this approach is better understanding what other cities have done, and what options exist. Also, the City would provide other Community Center providers an opportunity to respond to a City RFP. The drawback to this process is it will take time (highly variable depending on scope of investigation, 3-18 months), and will require use of city resources (again, highly variable depending on scope of investigation, \$5,000-\$25,000). Additionally, Flagship is here today, they appear to be real prospect, and this project appears to be reasonable/attractive on the surface.

***Alternative 3: Hybrid alternative/something in the middle***

Staff is open to combining these to alternatives as the Council sees fit.

*Staff note: regardless of the alternative selected, staff would plan to directly involve the Planning Commission, EDA, and Parks Board with this discussion, from the beginning.*

**Timeframe:**

25 Minutes

**Funding Source:**

NA. If the Council decides to move forward with further investigating this project, staff will outline funding source options.

**Responsible Party(ies):**

Patrick Brama

**Outcome:**

Provide staff preliminary direction on how to proceed with this project (see alternatives).

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**Attachments**

Proposal MEMO

Adrian Haid Background

Example Site Layout (wo Parking Ramp)

PowerPoint

Proposed Budget

Itemized Floor Plan psf

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**Form Review**

**Inbox**

Mark Riverblood

Tim Gladhill

Kurt Ulrich

Form Started By: Patrick Brama

Final Approval Date: 02/09/2017

**Reviewed By**

Mark Riverblood

Tim Gladhill

Kurt Ulrich

**Date**

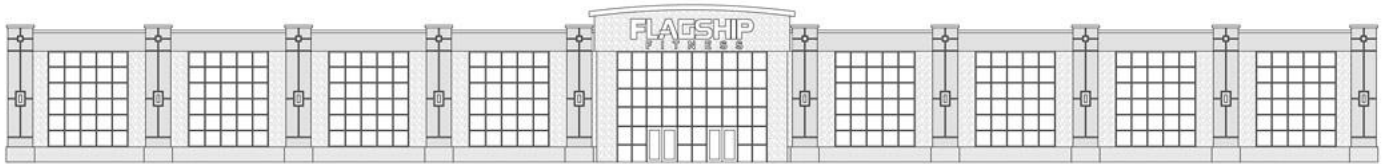
02/07/2017 02:28 PM

02/08/2017 10:56 AM

02/09/2017 02:14 PM

Started On: 01/13/2017 03:26 PM

# Flagship Fitness, Inc.



FRONT ELEVATION



**A. Site & Building Description**

Total Site acreage		Min 8 acres
Base of the building	43,094	
Second floor	20,906	
Total Square Feet of space		64,000
Total Parking Stalls		520
Average daily site traffic		1500 to2,000

**B. Business Type and Use**

The proposed business use of the parcel will be consistent with a commercial zoning designation, as a multi-purpose family Health and Wellness Center that will include an indoor aquatic, cardio and strength areas, physical therapy suites, conditioning and spa facilities, Juice bar/Food, Child care center, Yoga, Basketball court/Racquetball, youth club, Yoga and Hot Yoga studio, Group fitness studio, etc.

**C. Project timing**

The proposed project from conception approval to the completion of the facility is estimated to be one year in length.

**D. Project Value/Cost**

**FINANCIAL INFORMATION:**

1. Estimated project related costs:

- a. Land acquisition \$ To be determined
  
- b. Site development \$ To be determined
  
- c. Building cost \$ 13,423,282.00
  
- d. Equipment \$ 1,000,000.00

e. Architectural/engineering fee	\$ 495,000.00
f. Legal / Finance fees	\$ 647,805.00
g. Contingencies	<u>\$ 433,913.00</u>
h. Public works	To be determined
<b>TOTAL PROJECT COSTS:</b>	<b>\$ 16,000,000.00</b>

- Flagship Fitness in the first year of operation will provide in excess of \$300,000.00 discounts to the city of Ramsey residents by eliminating 100% of the enrollment and processing fees.
- Flagship Fitness will inject approximately \$1.2 million annually into the local economy (Snow removal, Landscaping, water usage, electricity usage, real estate taxes, other facility maintenance and fixing).
- Flagship Fitness will provide in excess of \$ 1.1 million annual payroll to the local economy and will generate more than 90 jobs that pay an average over \$13 per hour and professional positions over \$18 per hour.
- Using a formula from the American Economic Review it appears as though a reasonable “multiplier effect” of the wages forecast to be paid at Flagship Fitness is 3.6. Therefore the annual payroll of \$1.1 million will turn over in the community 3.65 times each pay period creating an economic benefit of over \$4,105,000 annually.
- Using a formula from the American Economic Review it appears as though a reasonable “multiplier effect” of the operational expenses forecast to be paid by Flagship Fitness is 3.6. Therefore the average annual payments per year for 5 years of \$5.6 million in operational expenses will turn over in the community 3.65 times an economic benefit equaling \$20.2 million annually.



## **INITIAL MANAGEMENT**

All the initial management team has sufficient experience in the wellness, fitness, sales and marketing industry. They are all presently involved in the local fitness industries (Lifetime Fitness and YMCA, Best buy corporation), or have been in the fitness industry for more than ten years. They will bring broad “inside-out” knowledge in every aspect of the clubs operation and marketing development. As the company grows, so will its corporate leadership. It will be one of our philosophies to promote and select most of the corporate leadership from within the company, rather than bringing in from an outside source. By promoting from within the company, corporate leaders will be familiar with and understand the company operation, policies, visions and marketing philosophy. However as we grow, we may bring in other leaders from outside sources, providing they have knowledge in real estate, financials and operations of the fitness industry. It will be our option to bring in expansion and team members who are like-minded with an energy and creative vitality able to contribute to the growth and success of Flagship Fitness.

**Board of Directors:**

“TBD” as the company grows

**Initial Club & Company Management:**

Adrian Haid

President/Founder

Kerry Givens

Consultant/ COO

Kendra Lovejoy

Club General Manager/Group Fitness Coordinator

Paul Jilek

Marketing Director

Membership Department Sales

TBD

Steve Boynton

Legal Counsel/Secretary

Mike Johnson

CFO “Interim

Club Maintenance Engineer

TBD

Pat Henderson “Interim”

Athletic Director

Kendra Lovejoy

Alexander Foss

Personal Training Department supervisor

Members Activities Department

TBD



## **Adrian Haid**

13700 Valley View Rd – Eden Prairie, MN 55346

Cell: 612-963-3281 – Email: [adrianhaid@aol.com](mailto:adrianhaid@aol.com)

### *Adrian Haid – Founder & CEO*

Mr. Haid was born on May 28, 1950. He is business with minor in economic graduate of University of Minnesota (Mankato). Has gained considerable experience in Fitness Club operations and administration over the past 25 years, having held a variety of low and high visibility managerial roles at small, large and reputable facilities. Prior responsibilities have included responsibility for daily operations, administering hospitality controls, membership sales and marketing, equipment purchase, floor design , over all design of a nigh end family wellness and fitness facility, equipment selection and purchasing, demographic analysis, site selections, overall sales and marketing strategy, attrition and retention philosophy. He has been responsible for multi-million dollar budgets and has been integral in his facilities generating as much as \$5.2 million in annual revenues. During his tenure as an executive level professional in the Health & Wellness industry, Mr. Haid has developed a passion for bringing “next-generation” family and fitness life style resort center options to the public, and has actively pursued this dream over the past decade. Mr. Haid has put together several highly experienced, visionary and energetic individuals who are presently involved in the fitness industry to join him in this new endeavor to develop and lunch this fabulously high end, completely family orientated wellness and fitness life style resort in up and coming and under served suburban areas of the Minnesota with great growth potential and ultimately other locations in other states through out the United states.

**Steven E. Boynton:** *President/General Counsel*

*Flagship Fitness’s Secretary/Legal council*

Steve Boynton was born in 1959 and raised in Champlin, Minnesota where he resides today with his wife and three children. He graduated from Anoka High School in 1978 and then attended Principia College in Elsah, Illinois where he received a Bachelor of Arts degree as English major.

After college, Steve moved to Boston, Massachusetts where he worked as a Staff Writer and Advertising Sales Executive for New England Sports Magazine. He later became the New England Territory Manager for Chesley F. Carlson Co.

In 1988, Steve moved back to Champlin, Minnesota to attend law school. He received his J.D. degree from Hamline University School of Law in 1991. For the past 22 years he has assisted individuals and business entities in a variety of legal matters. Additionally, he has served as general counsel for several companies including Vertical Endeavors, Inc., Nicros, Inc. Summit AR, Home Bridge, LLC and Hamilton Taylor Homes, Inc.

Steve Boynton also served as the Mayor of Champlin, MN from 1993 to 2006. During his capacity as mayor he was instrumental in negotiating and developing the entire business community, including the negotiation and development of a major fitness facility with Life Time Fitness. His experience as a lawyer and Mayor make him uniquely qualified to handle the daily challenges posed by today’s business environment.

# REGISTERED LAND SURVEY NO. 241

BK 7 RLS PG. 12  
 CITY OF RAMSEY  
 COUNTY OF ANOKA  
 SEC. 28, TWP. 32, RGE 25



I hereby certify that in accordance with the provisions of Chapter 508, Minnesota Statutes of 1949 as amended, I have surveyed the following described tract of land in the County of Anoka and State of Minnesota to wit:

OUTLOT L, Ramsey Town Center Addition.

I hereby certify that this REGISTERED LAND SURVEY is a correct delineation of said survey dated this 28<sup>th</sup> day of JUNE, 2006.

*Keith E. Dahl*  
 Keith E. Dahl, Licensed Land Surveyor  
 Minnesota License No. 18418

This REGISTERED LAND SURVEY was approved by the city council of the City of Ramsey at a regular meeting held this 9<sup>th</sup> day of May, 2006.

By *Tom Williams*, Mayor, Attest *Charles F. Betgen*, Clerk

This REGISTERED LAND SURVEY was checked and approved this 3<sup>rd</sup> day of July, 2006.

*Lanny O. Hoium*  
 Lanny O. Hoium  
 Anoka County Surveyor  
 by *Charles F. Betgen*, Deputy

I HEREBY CERTIFY THAT THE CURRENT AND DELINQUENT TAXES ON THE LANDS DESCRIBED WITHIN ARE PAID AND THE TRANSFER IS ENTERED July 24, 2006  
 MAUREEN J. DEVINE  
 PROPERTY TAX ADMINISTRATOR  
 BY *[Signature]*  
 DEPUTY PROPERTY TAX ADMINISTRATOR

\$196.00





# FLAGSHIP

FITNESS<sup>®</sup> INC.

*"Leading Families to a Healthier Way of Living."*



# What Is Flagship Fitness?

- ✓ A multifaceted family lifestyle with comprehensive wellness and fitness programs
- ✓ An opportunity to appeal to the entire family, regardless of age, gender or income
- ✓ A Family Fitness & Wellness Resort
- ✓ A way to provide high/moderate income jobs within the community

Average Income in the Fitness & Wellness Industry\*

Pay Range		%
\$0	\$25,000	28.22%*
\$25,001	\$50,000	26.65%*
\$50,001	\$75,000	18.25%*
\$75,001	\$100,000	10.93%*
\$100,001	more	15.93%*

\*According to the Wellness Council of America (WELCOA) 2013 Compensation Survey.

# What Makes Flagship Fitness So Great?

- ✓ New and unique look on family-oriented fitness
- ✓ Poised to benefit overall wellness and fitness for all types of families
- ✓ Youth & Teen programs/activities geared towards improving overall health and well-being, starting at a young age
- ✓ A way to help communities economically, while raising a cherished health standard for every family's household

# Proposed Building Exterior



# Proposed Indoor Aquatic Center



[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

**FLAGSHIP**  
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# Flagship Fitness Amenities

What Can You and Your Family Do at Flagship Fitness?



Flagship Day Spa

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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FITNESS<sup>INC.</sup>  
*"Leading Families to a Healthier Way of Living."*

# What Can You and Your Family Do at Flagship Fitness?

## Flagship Café

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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# What Can You and Your Family Do at Flagship Fitness?

A group of children are playing in an indoor aquatic center. They are running through a shallow pool of water, splashing. In the background, there are large, colorful slides with blue, yellow, and red sections. The children are wearing swimwear, and the overall atmosphere is fun and active.

## Indoor Aquatics

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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**What Can You and Your Family Do at Flagship Fitness?**



**Family Cardio Arcade**

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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# What Can You and Your Family Do at Flagship Fitness?

## Youth & Teen Programs / Activities

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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# What Can You and Your Family Do at Flagship Fitness?

**Trampoline Room**  
**12,000 square foot**  
*(Possible Future Edition)*

# What Can You and Your Family Do at Flagship Fitness?

A group of people are playing basketball in a gymnasium. The scene is dimly lit, with a basketball hoop and backboard visible in the upper left. A player in a black jersey is jumping to shoot the ball, while a player in a blue jersey is jumping to block. Other players are scattered across the court. The word "Gymnasium" is overlaid in large white text in the center.

## Gymnasium

# What Can You and Your Family Do at Flagship Fitness?



## Wellness & Comprehensive Education Seminars

**What Can You and Your Family Do at Flagship Fitness?**

A personal trainer in a dark blue polo shirt is assisting a woman in a white zip-up top. The woman is holding a silver dumbbell with her right arm raised. The trainer is holding her left arm to provide support and guidance. The background is a blurred gym setting.

# Personal Training Services

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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**What Can You and Your Family Do at Flagship Fitness?**

## **Weight & Cardio Training**

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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**What Can You and Your Family Do at Flagship Fitness?**



**Flagship Spin Club**

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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# What Can You and Your Family Do at Flagship Fitness?

A group of people are participating in a fitness class in a studio. They are using suspension training equipment (TRX) that is anchored to the ceiling. The participants are in various poses, some with one leg extended back, suggesting a strength or balance exercise. The studio has a wooden floor, red mats, and large windows in the background. The text "Group Fitness Studios" is overlaid in the center of the image.

## Group Fitness Studios

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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# What Can You and Your Family Do at Flagship Fitness?



## Tai Chi

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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# What Can You and Your Family Do at Flagship Fitness?



## Yoga / Hot Yoga

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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What Can You and Your Family Do at Flagship Fitness?



Flagship Mind & Body  
Pilates

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

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"Leading Families to a Healthier Way of Living."

# What Can You and Your Family Do at Flagship Fitness?



## Ballet / Aerobic Studios

# What Can You and Your Family Do at Flagship Fitness?

## Locker Rooms

# What Can You and Your Family Do at Flagship Fitness?



Free Daycare

[www.FlagshipFitness.com](http://www.FlagshipFitness.com)

**FLAGSHIP**  
FITNESS<sup>®</sup> INC.  
"Leading Families to a Healthier Way of Living."

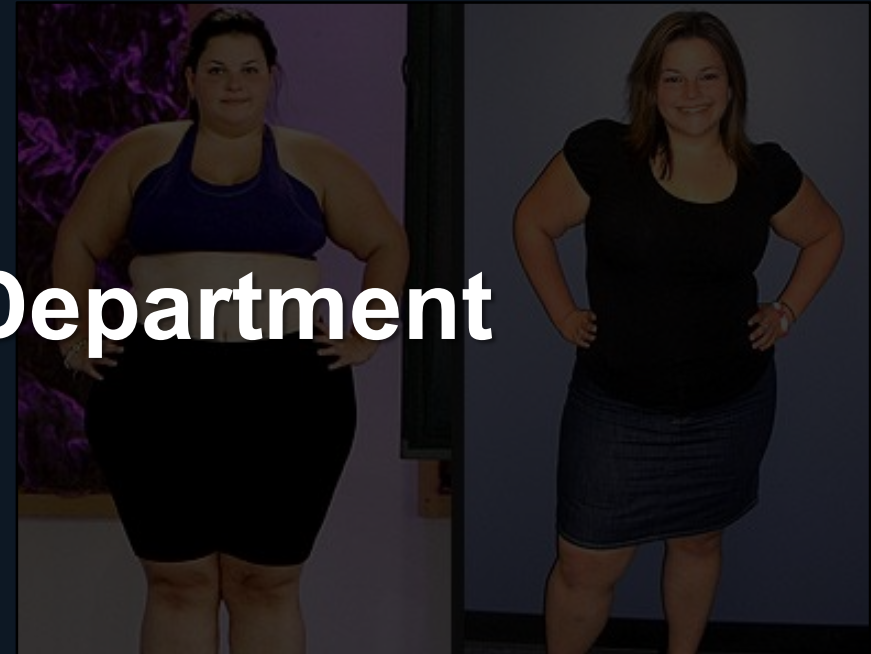
# What Can You and Your Family Do at Flagship Fitness?

Before

After

Before

After



**“UnFit Yet” Department**



# FLAGSHIP

FITNESS<sup>®</sup> INC.

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**Preliminary Budget for Flagship Athletic Club**

5	<u>Use of Proceeds</u>	<u>Total Cost</u>
6	<b>09051 Prelimi for Flagship Fitness</b>	
7	<b>1 CLUB, FITNESS - Total Indoor SF</b>	
8	<b>A SUBSTRUCTURE</b>	
9	A10 FOUNDATIONS	\$321,380
10	A20 BASEMENT CONSTRUCTION	<u>\$101,226</u>
11	<b>SUBTOTAL SUBSTRUCTURE</b>	\$422,607
12	<b>B SHELL</b>	
13	B10 SUPERSTRUCTURE	\$1,302,479
14	B20 EXTERIOR CLOSURE	\$238,602
15	B30 ROOFING	<u>\$175,674</u>
16	<b>SUBTOTAL SHELL</b>	\$1,716,755
17	<b>C INTERIORS</b>	
18	C10 INTERIOR CONSTRUCTION	\$621,414
19	C20 STAIRS	\$91,770
20	C30 INTERIOR FINISHES	<u>\$1,846,544</u>
21	<b>SUBTOTAL INTERIORS</b>	\$2,559,728
22	<b>D SERVICES</b>	
23	D10 CONVEYING	\$100,890
24	D20 PLUMBING	\$199,928
25	D30 HVAC	\$1,794,759
26	D40 FIRE PROTECTION	\$271,377
27	D50 ELECTRICAL	<u>\$450,329</u>
28	<b>SUBTOTAL SERVICES</b>	\$2,817,282
29	<b>E EQUIPMENT AND FURNISHINGS</b>	
30	E00 ADDITIVES	\$75,851
31	E10 EQUIPMENT	<u>\$368,391</u>
32	<b>SUBTOTAL EQUIPMENT AND FURNISHINGS</b>	<u>\$444,242</u>
33	<b>SUBTOTAL CLUB, FITNESS</b>	<u>\$7,960,613</u>
34	<b>Pools - Indoor</b>	\$ 1,750,000
35	<b>Par \$5.0</b> <span style="float: right;">137,610</span>	688,050
36	<b>Site Improvement Costs Preparation, Closing Costs and St</b>	<u>\$ 100,000</u>
37	<b>SUBTOTAL</b>	<u>\$ 2,538,050</u>
38	<b>Building Costs</b>	<u>\$ 10,498,663</u>
39	<b>Contingency Preliminary Budget for Flagship Athletic Clu</b>	\$ 480,500
40	<b>Contractor's Gen Requirements + city bond + permits</b>	\$330,000
41	<b>Contractor's Overhead</b>	\$448,407
42	<b>Consruction Management Expense</b>	\$585,457
43	<b>SUBTOTAL</b>	<u>\$ 12,343,026</u>
44	<b>Design Fees</b>	\$495,000
45	<b>FF &amp; E</b>	1,075,000
46		
47	<b>Road Sewer and Water</b>	<u>100,000</u>

48	<b>Total</b>		<u>\$1,670,000</u>	
49	<b>SUBTOTAL</b>		<u>\$ 14,013,026</u>	
50	<b>Lar ##</b>	8	\$ 1,393,920	Land
51	<b>Equipment</b>		\$ 1,000,000	
52	<b>Escrow Taxes</b>		\$ -	
53	<b>Total Cost of Building, Land and Property Taxes</b>		<u>\$ 16,406,946</u>	
54	<b>Construction Interest</b>		<u>\$ 600,000</u>	
55	<b>SUBTOTAL</b>		<u>\$ 17,006,946</u>	
56	<b>TIF, City Contribution, Flagship Equity</b>		<u>\$ -</u>	
57	<b>Subtotal Cost without Finance Fee</b>		<u>\$ 17,006,946</u>	
58	<b>Financing fee</b>		<u>823,054</u>	
59	<b>Total Cost of Project</b>		<u>\$ 17,830,000</u>	
60	<b>Flagship Development Expense</b>		<u>\$ 470,000</u>	
61	<b>Total Cost of Project</b>		<u><b>\$ 18,300,000</b></u>	
62				
63	Equity Investment		<u>\$ 14,936,080</u>	
64	Flagship Equity		<u>\$ 470,000</u>	
65	Total Equity and Debt Financing		<u>\$ 15,406,080</u>	
66	TIF Financing and City Fees (City)		<u>\$ 1,500,000</u>	
67	Land Contribution (City)		<u>\$ 1,393,920</u>	
68	Total Project		<u>\$ 18,300,000</u>	Total









# Flagship Fitness proposed possible S.F

(Itemized Floor Plan, PSF)

## S.F

	<u>S.F.</u>	<u>Totals</u>
<b>Departments</b>		
<u>Administration</u>		
Private offices sales 5x120 S.F	600	
Work station 3x120 S.F	-	
Admin / Member activity dept	-	
Educational / Training area	-	
Administration subtotal		<u>600</u>
<u>Public area</u>		
Entry	490	
Lobby	1,300	
Hallways/Stairs/elevator	2,000	
Child Care		
1) Reception 280 S.F		
2) Infant 158 S.F		
3) Play 1,200 S.F		
4) Activity 1,200 S.F		
Child care center Total	2,500	
Family locker room	800	
Men's locker room (Steam room, 12 private showers, 280, 2 tiered cherry wood lockers)	3,850	
Women's locker (Steam room, 12 private showers, 280, 2 tiered cherry wood lockers, make-up area)	3,900	
Flagship Café/ Juice bar/Food (all healthy, organic)	950	
Day SPA (manucure, pedicure, Hair, massage). Depends on the demographic.	1,400	
Pubic Area Sub total		<u>17,190</u>
<u>Athletic recreation</u>		
Youth club (Ages 3 and up) all cardio arcades for cardio work outs. (part of basketball area)	-	
Racquet ball / Squash	1,553	
Gymnasium (Basketball court)	8,400	
Group Fitness (studio 1)	2,200	
Cycling/Spin (studio 2)	550	
Yoga/ Hot Yoga (studio 3)	700	
Cardio/Selectorized/weight dept/ persoal training (This area should be at least 18,230 + S.F)	18,230	
Athletic Recreation Area Sub total includes 21,880 SF for second floor of Facility		<u>31,633</u>
<u>Indoor aquatic</u>		
Lap pool (5 lanes)	2,400	
Family / leisure pool "Zero depth entry" with slide	3,000	
Deck area	2,000	
First aid area	-	
Whirlpool will be located in the indoor aquatic area.	300	
Sauna (over sized and will be located in the indoor aquatic area.	300	
Pool equipment room	300	
Mechanical	580	
Loading	600	
Laundry	250	
Aquatic Sub Total		<u>9,730</u>
Total net SF of space without any circulation ( First floor and 2nd floor)		<u>59,153</u>
Total parking stalls 450 to 527		
<b>Building Foot Print</b>		
Base of the building	37,473	
Circulation	<u>5,621</u>	
Total base of the building	<u>43,094</u>	
Total building S.F (This S.F) depends on the demographic and growth potential.		64,974
2 <sup>nd</sup> phase construction "3 years of operation"		
Out door Water park or Trampoline gymnastic 18,000 S.F	18,000	<u>18,000</u>

Meeting Date: 02/14/2017

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### Information

**Title:**

Discuss Concept Development Project: Case of Rum River Hills Golf Course - 6:15 - 6:40 - 25 Minutes

**Purpose/Background:**

**PURPOSE**

- (1) Receive updated proposal/ request from Rum River Hills.
- (2) Provide high-level, general direction to Rum River Hills.

**BACKGROUND**

*-Proposed Project-*

Rum River Hills approached the City in 2013/2014 with a proposal to redevelop their golf course, and hopefully help revitalize the 167/47 retail node. Rum River Hills proposed a roughly 165-unit, residential, golf community, development (with a mix of single family homes, town homes, and apartments). Rum River Hills is proposing to move two of their golf holes from the east to the west side of Highway 47, to the City-owned "water tower site." This redevelopment project calls for the construction of a Highway 47 pedestrian underpass, the reconstruction of Quicksilver, and the extension of a City sewer line.

*-167/47 Statement of Goals-*

Discussion of the Rum River Hills proposal was intertwined with the City's process to adopt a formal "statement of goals" for the 167/47 node in 2013. Please see the attached City policy. In summary, the City was willing to discuss assisting projects that removed/ improved blight in the areas of "primary concern."

*-Direction Provided to Rum River in 2013/2014-*

In 2013/2014, Rum River Hills was requesting the City pay for (1) 100% the pedestrian underpass, 550K, (2) 100% of the sewer extension, \$1.6M, (3) 100% of QuickSilver, 690K, (4) and provide free land, 200K. The City rejected this request, as it was too much to consider at the time (\$3M of city contribution). The City encouraged Rum River Hills to engage an engineering firm to develop better cost estimations for their project, so they can provide the City with better documentation. The City encouraged Rum River Hills to engage with a master developer/ equity partner. Lastly, the City encouraged Rum River Hills to reconsider how much they were asking from the City. NOTE: some elected/ appointed officials were also concerned this project didn't "directly" address the "primary area of concern" in the 167/47 Statement of Goals, and were not interested in this project, period.

*-Comprehensive Plan/Zoning-*

The project would require a Comprehensive Plan Amendment for a variety of aspects (sewer/water district - MUSA, land use, residential type). The concept has been reviewed by Planning Commission and the public in the general sense, but has not been specifically advertised for the specific project. If the City Council is comfortable with the parameters of the deal structure, Community Development Staff would recommend that the land use be the first step in review.

*-Update, what's new?-*

Rum River Hills began reaching out to staff again in 2015. They engaged SEH Engineering to complete a feasibility report for the project--to obtain pad ready sites (see attached SEH report). Rum River Hills is now not asking for free city-owned land (willing to pay). They are now not asking for the City to pay 100% of QuickSilver, but they are proposing to split the costs. They are still asking the City to extend the sewer line, and they still are asking the City to pay for the pedestrian underpass. Please see attached cover letter from Rum River Hills.

**Timeframe:**

25 Minutes

**Funding Source:****Responsible Party(ies):****Outcome:**

Provide staff with general high-level direction to:

**Alternative 1: Continue negotiating/ reviewing this proposal**

If it is determined that the City is generally interested in this proposal, and believes the basic/ preliminary deal terms are generally acceptable, then the City is willing to further discuss this opportunity.

(A) Staff would suggest a follow up discussion occur RE the City's Comprehensive Sanitary Sewer Plan. If the 167/47 sewer line extension is officially considered a "trunk sewer line" staff would not consider that item direct city assistance to the Rum River Hills. However, if the 167/47 sewer extension is not considered an official "trunk" line, then staff would consider it direct City assistance. The City's Comprehensive Sanitary Sewer Plan has gone back-and-forth on this item over the years, and has never been 100% clear. This item would have a major direct impact on staff's recommendation for this project (as it's the most expensive single item for the City).

(B) Staff would suggest Rum River Hills bring a developer to the table based on the currently proposed deal. Staff want's to know if this proposal is "real" and that a developer and/or equity investor is legitimately interested. Staff is concerned, even if the City was able to provide assistance as requested, the project still won't move forward. The City may also want to consider requiring Rum River Hills to open their financials for review. Although Rum River Hills won't be the primary developer on this project (i.e. they won't formally apply for a business subsidy), Rum River Hills will be directly involved, and will have a major stake in the success of the project.

(C) Staff would suggest the Council provide general direction to negotiate an agreeable land transaction price. Depending on where we settle, this too will effect staff's recommendation on this project. At this point, Rum River Hills is offering about 31K per usable acre (200K total).

(D) Staff would also note, we are concerned about equitable treatment to the City's two different golf courses. However, if we move forward with this project, the City assistance proposed should have clear community benefits beyond just the Rum River Hills' project (i.e. safe pedestrian connections across 47 via a second pedestrian underpass, new road entrance to Elmcrest Park, sewer available for 167/47 node and beyond, etc.). If the Council in not comfortable with how this project shows up from an equity perspective, it would be helpful to hear that now.

(E) Staff would suggest this project be reviewed by the Planning Commission, EBP, EDA, and Parks Board before it comes back to the Council again.

(F) The payback period for this project is unclear at this point. If the sewer line is considered formal City assistance, the payback for this project is very poor (25-30 years). If sewer is not considered City assistance, the payback will be cut in half, and may be reasonable. Another opportunity for improving the City's payback is considering using TIF. We can typically get 2-3 times the annual property tax generation from a project via TIF. If the Council wanted to further investigate this project, staff would suggest providing direction to further refine the City's proposed payback (i.e. cost-benefit).

**Alternative 2: Do not continue negotiating/ reviewing this proposal in it's current form**

If the City is not generally interested in this proposal, and the City is not willing to further discuss as-is, staff would suggest we provide Rum River Hills with feedback (i.e. only bring this proposal back to the City if....?)that would allow them to refine the proposal

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## Attachments

2014 Request

2017 Request

SEH Engineers Estimates

167 47 Statement of Goals

CBRE MEMO

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## Form Review

### Inbox

Mark Riverblood

Tim Gladhill

Kurt Ulrich

Form Started By: Patrick Brama

Final Approval Date: 02/09/2017

### Reviewed By

Mark Riverblood

Tim Gladhill

Kurt Ulrich

### Date

02/09/2017 07:51 AM

02/09/2017 09:58 AM

02/09/2017 02:28 PM

Started On: 01/13/2017 03:27 PM

# 2014 Rum River Hills Request



## DETAILS:

- Estimated 165 housing units
- Notable Costs:
  - A. Sewer \$1.6M (185K reimbursement)
  - B. Underpass 550K
  - C. 200K city owned land
  - D. New Quick Silver Connection, 685K
- Total annual property taxes, city portion only, at full buildout: \$153K (total would be closer to \$450K)

## Rum River Hills request

- Sewer costs (1.6M)
  - Free Land (200K)
  - Underpass costs (550K)
  - Quicksilver (690K)
- About 3M*



# 2017 Rum River Hills Request



## DETAILS:

- Estimated 165 housing units
- Notable Costs:
  - Sewer \$1.6M (185K reimbursement)
  - Underpass 550K
  - 200K city owned land
  - New Quick Silver Connection, 685K
- Total annual property taxes, city portion only, at full buildout: \$153K (total would be closer to \$450K)

## Rum River Hills request

- Sewer costs (1.6M)
  - Underpass costs (550K)
  - Split Quicksilver (343K)
- About 2.5M*



RUM RIVER HILLS GOLF COMMUNITY  
RUMRI COST ESTIMATE  
SEH NO. RUMRI 134982

4/18/2016

**OPINION OF ESTIMATED COST**

<b>AREA</b>	<b>PROJECT COST</b>
AREA "A"	\$2,161,200
AREA "B"	\$1,108,000
AREA "C"	\$969,000
AREA "D"	\$963,000
AREA "E"	\$915,000
TRAIL 1	\$56,000
TRAIL 2	\$57,000
<u>UNDERPASS</u>	<u>\$547,000</u>
TOTAL	\$6,776,000
QUICKSILVER	\$689,000 does not include utilities



RUM RIVER HILLS GOLF COMMUNITY  
 RUMRI COST ESTIMATE  
 SEH NC RUMRI 134982

4/18/2016

\* ASSUMPTIONS FOR ESTIMATE INCLUDE 32' CONC CURB B-B STREET FOR AREA A, 30' STREET FOR AREAS B-D  
 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "A"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$20,000.00	\$20,000.00	
2	TRAFFIC CONTROL	LUMP SUM	1.00	\$2,000.00	\$2,000.00	
3	ROCK CONSTRUCTION ENTRANCE	EACH	1.00	\$600.00	\$600.00	
4	CLEARING	ACRE	5.70	\$5,000.00	\$28,500.00	
5	GRUBBING	ACRE	5.70	\$3,500.00	\$19,950.00	
6	SAWING BITUMINOUS PAVEMENT	LIN FT	0.00	\$2.75	\$0.00	
7	REMOVE BITUMINOUS SURFACE	SQ YD	0.00	\$1.75	\$0.00	
8	REMOVE PIPE CULVERT	LIN FT	100.00	\$5.00	\$500.00	<b>\$71,550.00</b>
<b>STREET</b>						
9	SUBGRADE EXCAVATION (P)	CU YD	15,000.00	\$7.00	\$105,000.00	
10	COMMON EXCAVATION (P)	CU YD	20,000.00	\$7.00	\$140,000.00	
11	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	980.00	\$26.00	\$25,480.00	
12	SELECT GRANULAR BORROW (LV)	CU YD	17,320.00	\$12.00	\$207,840.00	
13	WEARING COURSE MIXTURE	TON	676.00	\$70.00	\$47,320.00	
14	NON WEARING COURSE MIXTURE	TON	903.00	\$68.00	\$61,404.00	
15	BITUMINOUS MATERIAL FOR TACK COAT	GAL	363.00	\$2.50	\$907.50	
16	4" CONCRETE SIDEWALK W/ SAND BEDDING	SQ FT	13,750.00	\$5.75	\$79,062.50	
17	CONCRETE CURB AND GUTTER, B618	LIN FT	4,718.00	\$12.00	\$56,616.00	
18	BITUMINOUS DRIVEWAY PAVEMENT W/ CLASS 5	SQ YD	100.00	\$25.00	\$2,500.00	
19	BITUMINOUS TRAIL	SQ YD	0.00	\$12.00	\$0.00	
20	F&I SIGN PANELS TYPE C	SQ FT	20.00	\$50.00	\$1,000.00	
21	F&I STREET NAME SIGN ASSEMBLY	EACH	2.00	\$350.00	\$700.00	
22	4" SOLID LINE WHITE - PAINT	LIN FT	0.00	\$0.20	\$0.00	
23	4" SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
24	4" BROKEN LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
25	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.25	\$0.00	
26	STREET LIGHTING	LIN FT	1,400.00	\$60.00	\$84,000.00	
27	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$812,455.00</b>



RUM RIVER HILLS GOLF COMMUNITY  
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 SEH NC RUMRI 134982

4/18/2016

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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "A"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>SANITARY SEWER</b>						
28	DEWATERING	LUMP SUM	1.00	\$15,000.00	\$15,000.00	
29	4" FORCEMAIN	LIN FT	1,500.00	\$24.00	\$36,000.00	
30	1 1/2" FORCEMAIN	LIN FT	400.00	\$2.00	\$800.00	
31	8" PVC SANITARY SEWER, SDR35	LIN FT	1,550.00	\$38.50	\$59,675.00	
32	JET CLEAN & TELEWISE FINISHED SANITARY SEWE	LIN FT	1,550.00	\$1.25	\$1,937.50	
33	8" OUTSIDE DROP	LIN FT	10.00	\$400.00	\$4,000.00	
34	4" PVC SANITARY SERVICE SDR26, (OPEN CUT)	LIN FT	1,125.00	\$27.50	\$30,937.50	
35	GRINDER STATION	EACH	8.00	\$8,500.00	\$68,000.00	
36	DUPLEX GRINDER STATION	EACH	1.00	\$40,000.00	\$40,000.00	
37	SANITARY MANHOLE (0-10')	EACH	12.00	\$3,100.00	\$37,200.00	
38	EXTRA DEPTH MANHOLE	LIN FT	70.00	\$125.00	\$8,750.00	
39	SANITARY SEWER CASTING	EACH	12.00	\$500.00	\$6,000.00	
40	CHIMNEY SEAL	EACH	12.00	\$250.00	\$3,000.00	
41	CONNECT TO EXISTING SANITARY SEWER	EACH	1.00	\$3,000.00	\$3,000.00	
42	8" X 4" PVC WYE & BEND, SDR 26	EACH	45.00	\$275.00	\$12,375.00	<b>\$326,675.00</b>
<b>WATER MAIN</b>						
43	8" WATER MAIN - PVC	LIN FT	2,800.00	\$35.00	\$98,000.00	
44	6" WATER MAIN - PVC	LIN FT	110.00	\$26.00	\$2,860.00	
45	HYDRANT	EACH	9.00	\$4,000.00	\$36,000.00	
46	8" GATE VALVE AND BOX	EACH	5.00	\$1,675.00	\$8,375.00	
47	6" GATE VALVE AND BOX	EACH	9.00	\$1,250.00	\$11,250.00	
48	10" x 8" WET TAP AND BOX	EACH	1.00	\$4,000.00	\$4,000.00	
49	CONNECT TO EXISTING WATER MAIN	EACH	1.00	\$2,000.00	\$2,000.00	
50	1" CORPORATION STOP	EACH	45.00	\$200.00	\$9,000.00	
51	1" CURB STOP AND BOX	EACH	45.00	\$275.00	\$12,375.00	
52	1" TYPE K COPPER PIPE	LIN FT	1,125.00	\$22.00	\$24,750.00	
53	3" INSULATION	SQ YD	60.00	\$30.00	\$1,800.00	
54	WATER MAIN FITTINGS	POUND	2,000.00	\$6.25	\$12,500.00	<b>\$222,910.00</b>



RUM RIVER HILLS GOLF COMMUNITY  
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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "A"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>STORM SEWER</b>						
55	INLET PROTECTION, MAINTAINED	EACH	10.00	\$200.00	\$2,000.00	
56	18" RC PIPE APRON W/TRASH GUARD	EACH	4.00	\$1,500.00	\$6,000.00	
57	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	120.00	\$30.00	\$3,600.00	
58	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	72.00	\$33.00	\$2,376.00	
59	CONST DRAINAGE STRUCTURE DES H	EACH	4.00	\$1,750.00	\$7,000.00	
60	CONST DRAINAGE STRUCTURE DESIGN 60-4020	EACH	0.00	\$4,125.00	\$0.00	
61	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	4.00	\$2,400.00	\$9,600.00	
62	CONST POND OUTLET STRUCTURE	EACH	1.00	\$10,000.00	\$10,000.00	<b>\$40,576.00</b>
<b>TURF RESTORATION</b>						
63	SCREENED TOPSOIL BORROW (LV)	CU YD	3,410.00	\$14.00	\$47,740.00	
64	SEEDING WITH BONDED FIBER MATRIX	ACRE	8.50	\$2,000.00	\$17,000.00	
65	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	8.50	\$1,000.00	\$8,500.00	
66	FERTILIZER	POUND	2,955.00	\$1.50	\$4,432.50	
67	SILT FENCE, MAINTAINED	LIN FT	4,110.00	\$1.50	\$6,165.00	
68	BIOROLL	LIN FT	400.00	\$4.00	\$1,600.00	<b>\$85,437.50</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$1,559,600.00</b>	<b>\$1,559,603.50</b>
CONTINGENCY (15%)					\$233,900.00	
DESIGN ENGINEERING (8.5%)					\$152,400.00	
CONSTRUCTION ENGINEERING (10%)					\$179,400.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$35,900.00	
<b>GRAND TOTAL</b>					<b>\$2,161,200.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, private development mass grading, or easement acquisition

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RUM RIVER HILLS GOLF COMMUNITY  
 RUMRI COST ESTIMATE  
 SEH NCRUMRI 134982

4/18/2016

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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "A" Quicksilver**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$20,000.00	\$20,000.00	
2	TRAFFIC CONTROL	LUMP SUM	1.00	\$15,000.00	\$15,000.00	
3	ROCK CONSTRUCTION ENTRANCE	EACH	2.00	\$600.00	\$1,200.00	
4	CLEARING	ACRE	0.00	\$5,000.00	\$0.00	
5	GRUBBING	ACRE	0.00	\$3,500.00	\$0.00	
6	SAWING BITUMINOUS PAVEMENT	LIN FT	100.00	\$2.75	\$275.00	
7	REMOVE BITUMINOUS SURFACE	SQ YD	6,165.00	\$1.75	\$10,788.75	
8	REMOVE PIPE CULVERT	LIN FT	0.00	\$5.00	\$0.00	<b>\$47,263.75</b>
<b>STREET</b>						
9	SUBGRADE EXCAVATION (P)	CU YD	0.00	\$7.00	\$0.00	
10	COMMON EXCAVATION (P)	CU YD	20,000.00	\$7.00	\$140,000.00	
11	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	580.00	\$26.00	\$15,080.00	
12	SELECT GRANULAR BORROW (LV)	CU YD	0.00	\$12.00	\$0.00	
13	WEARING COURSE MIXTURE	TON	400.00	\$70.00	\$28,000.00	
14	NON WEARING COURSE MIXTURE	TON	533.00	\$68.00	\$36,244.00	
15	BITUMINOUS MATERIAL FOR TACK COAT	GAL	215.00	\$2.50	\$537.50	
16	4" CONCRETE SIDEWALK W/ SAND BEDDING	SQ FT	7,000.00	\$5.75	\$40,250.00	
17	CONCRETE CURB AND GUTTER, B618	LIN FT	2,790.00	\$12.00	\$33,480.00	
18	BITUMINOUS DRIVEWAY PAVEMENT W/ CLASS 5	SQ YD	0.00	\$25.00	\$0.00	
19	BITUMINOUS TRAIL	SQ YD	0.00	\$12.00	\$0.00	
20	F&I SIGN PANELS TYPE C	SQ FT	30.00	\$50.00	\$1,500.00	
21	F&I STREET NAME SIGN ASSEMBLY	EACH	1.00	\$350.00	\$350.00	
22	4" SOLID LINE WHITE - PAINT	LIN FT	0.00	\$0.20	\$0.00	
23	4" SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
24	4" BROKEN LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
25	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.25	\$0.00	
26	STREET LIGHTING	LIN FT	1,395.00	\$60.00	\$83,700.00	
27	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$379,766.50</b>



RUM RIVER HILLS GOLF COMMUNITY  
 RUMRI COST ESTIMATE  
 SEH NCRUMRI 134982

4/18/2016

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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "A" Quicksilver**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>SANITARY SEWER</b>						
28	DEWATERING	LUMP SUM	0.00	\$15,000.00	\$0.00	
29	4" FORCEMAIN	LIN FT	0.00	\$24.00	\$0.00	
30	1 1/2" FORCEMAIN	LIN FT	0.00	\$2.00	\$0.00	
31	8" PVC SANITARY SEWER, SDR35	LIN FT	0.00	\$38.50	\$0.00	
32	JET CLEAN & TELEWISE FINISHED SANITARY SEWE	LIN FT	0.00	\$1.25	\$0.00	
33	8" OUTSIDE DROP	LIN FT	0.00	\$400.00	\$0.00	
34	4" PVC SANITARY SERVICE SDR26, (OPEN CUT)	LIN FT	0.00	\$27.50	\$0.00	
35	GRINDER STATION	EACH	0.00	\$8,500.00	\$0.00	
36	DUPLEX GRINDER STATION	EACH	0.00	\$40,000.00	\$0.00	
37	SANITARY MANHOLE (0-10')	EACH	0.00	\$3,100.00	\$0.00	
38	EXTRA DEPTH MANHOLE	LIN FT	0.00	\$125.00	\$0.00	
39	SANITARY SEWER CASTING	EACH	0.00	\$500.00	\$0.00	
40	CHIMNEY SEAL	EACH	0.00	\$250.00	\$0.00	
41	CONNECT TO EXISTING SANITARY SEWER	EACH	0.00	\$3,000.00	\$0.00	
42	8" X 4" PVC WYE & BEND, SDR 26	EACH	0.00	\$275.00	\$0.00	<b>\$0.00</b>
<b>WATER MAIN</b>						
43	8" WATER MAIN - PVC	LIN FT	0.00	\$35.00	\$0.00	
44	6" WATER MAIN - PVC	LIN FT	0.00	\$26.00	\$0.00	
45	HYDRANT	EACH	0.00	\$4,000.00	\$0.00	
46	8" GATE VALVE AND BOX	EACH	0.00	\$1,675.00	\$0.00	
47	6" GATE VALVE AND BOX	EACH	0.00	\$1,250.00	\$0.00	
48	10" x 8" WET TAP AND BOX	EACH	0.00	\$4,000.00	\$0.00	
49	CONNECT TO EXISTING WATER MAIN	EACH	0.00	\$2,000.00	\$0.00	
50	1" CORPORATION STOP	EACH	0.00	\$200.00	\$0.00	
51	1" CURB STOP AND BOX	EACH	0.00	\$275.00	\$0.00	
52	1" TYPE K COPPER PIPE	LIN FT	0.00	\$22.00	\$0.00	
53	3" INSULATION	SQ YD	0.00	\$30.00	\$0.00	
54	WATER MAIN FITTINGS	POUND	0.00	\$6.25	\$0.00	<b>\$0.00</b>



RUM RIVER HILLS GOLF COMMUNITY  
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\* ASSUMPTIONS FOR ESTIMATE INCLUDE 32' CONC CURB B-B STREET FOR AREA A, 30' STREET FOR AREAS B-D  
 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "A" Quicksilver**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>STORM SEWER</b>						
55	INLET PROTECTION, MAINTAINED	EACH	0.00	\$200.00	\$0.00	
56	18" RC PIPE APRON W/TRASH GUARD	EACH	0.00	\$1,500.00	\$0.00	
57	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	60.00	\$30.00	\$1,800.00	
58	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	100.00	\$33.00	\$3,300.00	
59	CONST DRAINAGE STRUCTURE DES H	EACH	4.00	\$1,750.00	\$7,000.00	
60	CONST DRAINAGE STRUCTURE DESIGN 60-4020	EACH	0.00	\$4,125.00	\$0.00	
61	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	0.00	\$2,400.00	\$0.00	
62	CONST POND OUTLET STRUCTURE	EACH	1.00	\$10,000.00	\$10,000.00	<b>\$22,100.00</b>
<b>TURF RESTORATION</b>						
63	SCREENED TOPSOIL BORROW (LV)	CU YD	2,040.00	\$14.00	\$28,560.00	
64	SEEDING WITH BONDED FIBER MATRIX	ACRE	5.00	\$2,000.00	\$10,000.00	
65	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	5.00	\$1,000.00	\$5,000.00	
66	FERTILIZER	POUND	1,770.00	\$1.50	\$2,655.00	
67	SILT FENCE, MAINTAINED	LIN FT	1,000.00	\$1.50	\$1,500.00	
68	BIOROLL	LIN FT	100.00	\$4.00	\$400.00	<b>\$48,115.00</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$497,200.00</b>	<b>\$497,245.25</b>
CONTINGENCY (15%)					\$74,600.00	
DESIGN ENGINEERING (8.5%)					\$48,600.00	
CONSTRUCTION ENGINEERING (10%)					\$57,200.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$11,400.00	
<b>GRAND TOTAL</b>					<b>\$689,000.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, private development mass grading, or easement acquisition

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RUM RIVER HILLS GOLF COMMUNITY  
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\* ASSUMPTIONS FOR ESTIMATE INCLUDE 32' CONC CURB B-B STREET FOR AREA A, 30' STREET FOR AREAS B-D  
 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "B"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$25,000.00	\$25,000.00	
2	TRAFFIC CONTROL	LUMP SUM	1.00	\$1,000.00	\$1,000.00	
3	ROCK CONSTRUCTION ENTRANCE	EACH	1.00	\$600.00	\$600.00	
4	CLEARING	ACRE	0.20	\$5,000.00	\$1,000.00	
5	GRUBBING	ACRE	0.20	\$3,500.00	\$700.00	
6	SAWING BITUMINOUS PAVEMENT	LIN FT	20.00	\$2.75	\$55.00	
7	REMOVE BITUMINOUS SURFACE	SQ YD	2,475.00	\$1.75	\$4,331.25	
8	REMOVE PIPE CULVERT	LIN FT	0.00	\$5.00	\$0.00	<b>\$32,686.25</b>
<b>STREET</b>						
9	SUBGRADE EXCAVATION (P)	CU YD	0.00	\$7.00	\$0.00	
10	COMMON EXCAVATION (P)	CU YD	1,250.00	\$7.00	\$8,750.00	
11	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	435.00	\$26.00	\$11,310.00	
12	SELECT GRANULAR BORROW (LV)	CU YD	0.00	\$12.00	\$0.00	
13	WEARING COURSE MIXTURE	TON	346.00	\$70.00	\$24,220.00	
14	NON WEARING COURSE MIXTURE	TON	461.00	\$68.00	\$31,348.00	
15	BITUMINOUS MATERIAL FOR TACK COAT	GAL	185.00	\$2.50	\$462.50	
16	4" CONCRETE SIDEWALK W/ SAND BEDDING	SQ FT	0.00	\$5.75	\$0.00	
17	CONCRETE CURB AND GUTTER, B618	LIN FT	2,600.00	\$12.00	\$31,200.00	
18	BITUMINOUS DRIVEWAY PAVEMENT W/ CLASS 5	SQ YD	321.00	\$25.00	\$8,025.00	
19	BITUMINOUS TRAIL	SQ YD	0.00	\$12.00	\$0.00	
20	F&I SIGN PANELS TYPE C	SQ FT	20.00	\$50.00	\$1,000.00	
21	F&I STREET NAME SIGN ASSEMBLY	EACH	0.00	\$350.00	\$0.00	
22	4" SOLID LINE WHITE - PAINT	LIN FT	0.00	\$0.20	\$0.00	
23	4" SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
24	4" BROKEN LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
25	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.25	\$0.00	
26	STREET LIGHTING	LIN FT	1,300.00	\$60.00	\$78,000.00	
27	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$194,940.50</b>



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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "B"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>SANITARY SEWER</b>						
28	DEWATERING	LUMP SUM	1.00	\$15,000.00	\$15,000.00	
29	8" PVC SANITARY SEWER, SDR35	LIN FT	1,550.00	\$38.50	\$59,675.00	
30	JET CLEAN & TELEVISION FINISHED SANITARY SEWER	LIN FT	1,550.00	\$1.25	\$1,937.50	
31	CONSTRUCT LIFT STATION	LUMP SUM	1.00	\$180,000.00	\$180,000.00	
32	6" FORCEMAIN	LIN FT	1,780.00	\$30.00	\$53,400.00	
33	4" PVC SANITARY SERVICE SDR26, (OPEN CUT)	LIN FT	575.00	\$27.50	\$15,812.50	
34	SANITARY MANHOLE (0-10')	EACH	10.00	\$3,100.00	\$31,000.00	
35	EXTRA DEPTH MANHOLE	LIN FT	40.00	\$125.00	\$5,000.00	
36	JACK AND BORE 16" STEEL CASING	LIN FT	180.00	\$225.00	\$40,500.00	
37	SANITARY SEWER CASTING	EACH	10.00	\$500.00	\$5,000.00	
38	CHIMNEY SEAL	EACH	10.00	\$250.00	\$2,500.00	
39	CONNECT TO EXISTING SANITARY SEWER	EACH	1.00	\$3,000.00	\$3,000.00	
40	8" X 4" PVC WYE & BEND, SDR 26	EACH	23.00	\$275.00	\$6,325.00	<b>\$419,150.00</b>
<b>WATER MAIN</b>						
41	8" WATER MAIN - PVC	LIN FT	1,250.00	\$35.00	\$43,750.00	
42	6" WATER MAIN - PVC	LIN FT	40.00	\$26.00	\$1,040.00	
43	HYDRANT	EACH	3.00	\$4,000.00	\$12,000.00	
44	8" GATE VALVE AND BOX	EACH	1.00	\$1,675.00	\$1,675.00	
45	6" GATE VALVE AND BOX	EACH	3.00	\$1,250.00	\$3,750.00	
46	10" x 8" WET TAP AND BOX	EACH	1.00	\$4,000.00	\$4,000.00	
47	CONNECT TO EXISTING WATER MAIN	EACH	1.00	\$2,000.00	\$2,000.00	
48	1" CORPORATION STOP	EACH	23.00	\$200.00	\$4,600.00	
49	1" CURB STOP AND BOX	EACH	23.00	\$275.00	\$6,325.00	
50	1" TYPE K COPPER PIPE	LIN FT	575.00	\$22.00	\$12,650.00	
51	3" INSULATION	SQ YD	30.00	\$30.00	\$900.00	
52	WATER MAIN FITTINGS	POUND	500.00	\$6.25	\$3,125.00	<b>\$95,815.00</b>



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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "B"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>STORM SEWER</b>						
53	INLET PROTECTION, MAINTAINED	EACH	2.00	\$200.00	\$400.00	
54	18" RC PIPE APRON W/TRASH GUARD	EACH	1.00	\$1,500.00	\$1,500.00	
55	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	30.00	\$30.00	\$900.00	
56	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	65.00	\$33.00	\$2,145.00	
57	CONST DRAINAGE STRUCTURE DES H	EACH	1.00	\$1,750.00	\$1,750.00	
58	CONST DRAINAGE STRUCTURE DESIGN 60-4020	EACH	0.00	\$4,125.00	\$0.00	
59	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	1.00	\$2,400.00	\$2,400.00	
60	CONST POND OUTLET STRUCTURE	EACH	1.00	\$10,000.00	\$10,000.00	<b>\$19,095.00</b>
<b>TURF RESTORATION</b>						
60	SCREENED TOPSOIL BORROW (LV)	CU YD	1,450.00	\$14.00	\$20,300.00	
61	SEEDING WITH BONDED FIBER MATRIX	ACRE	3.60	\$2,000.00	\$7,200.00	
62	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	3.60	\$1,000.00	\$3,600.00	
63	FERTILIZER	POUND	1,260.00	\$1.50	\$1,890.00	
64	SILT FENCE, MAINTAINED	LIN FT	2,000.00	\$1.50	\$3,000.00	
65	BIOROLL	LIN FT	500.00	\$4.00	\$2,000.00	<b>\$37,990.00</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$799,700.00</b>	<b>\$799,676.75</b>
CONTINGENCY (15%)					\$120,000.00	
DESIGN ENGINEERING (8.5%)					\$78,200.00	
CONSTRUCTION ENGINEERING (10%)					\$92,000.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$18,400.00	
<b>GRAND TOTAL</b>					<b>\$1,108,300.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, private development mass grading, or easement acquisition

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\* ASSUMPTIONS FOR ESTIMATE INCLUDE 32' CONC CURB B-B STREET FOR AREA A, 30' STREET FOR AREAS B-D  
 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "C"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$25,000.00	\$25,000.00	
2	TRAFFIC CONTROL	LUMP SUM	1.00	\$1,000.00	\$1,000.00	
3	ROCK CONSTRUCTION ENTRANCE	EACH	1.00	\$600.00	\$600.00	
4	CLEARING	ACRE	2.75	\$5,000.00	\$13,750.00	
5	GRUBBING	ACRE	2.75	\$3,500.00	\$9,625.00	
6	SAWING BITUMINOUS PAVEMENT	LIN FT	20.00	\$2.75	\$55.00	
7	REMOVE BITUMINOUS SURFACE	SQ YD	166.00	\$1.75	\$290.50	
8	REMOVE PIPE CULVERT	LIN FT	0.00	\$5.00	\$0.00	<b>\$50,320.50</b>
<b>STREET</b>						
9	SUBGRADE EXCAVATION (P)	CU YD	0.00	\$7.00	\$0.00	
10	COMMON EXCAVATION (P)	CU YD	15,000.00	\$7.00	\$105,000.00	
11	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	620.00	\$26.00	\$16,120.00	
12	SELECT GRANULAR BORROW (LV)	CU YD	0.00	\$12.00	\$0.00	
13	WEARING COURSE MIXTURE	TON	493.00	\$70.00	\$34,510.00	
14	NON WEARING COURSE MIXTURE	TON	657.00	\$68.00	\$44,676.00	
15	BITUMINOUS MATERIAL FOR TACK COAT	GAL	264.00	\$2.50	\$660.00	
16	4" CONCRETE SIDEWALK W/ SAND BEDDING	SQ FT	0.00	\$5.75	\$0.00	
17	BITUMINOUS DRIVEWAY PAVEMENT W/ CLASS 5	SQ YD	523.00	\$25.00	\$13,075.00	
18	CONCRETE CURB AND GUTTER, B618	LIN FT	2,400.00	\$12.00	\$28,800.00	
19	BITUMINOUS TRAIL	SQ YD	0.00	\$12.00	\$0.00	
20	F&I SIGN PANELS TYPE C	SQ FT	50.00	\$50.00	\$2,500.00	
21	F&I STREET NAME SIGN ASSEMBLY	EACH	1.00	\$350.00	\$350.00	
22	4" SOLID LINE WHITE - PAINT	LIN FT	0.00	\$0.20	\$0.00	
23	4" SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
24	4" BROKEN LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
25	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.25	\$0.00	
26	STREET LIGHTING	LIN FT	1,200.00	\$60.00	\$72,000.00	
27	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$318,316.00</b>



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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "C"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>SANITARY SEWER</b>						
28	DEWATERING	LUMP SUM	1.00	\$15,000.00	\$15,000.00	
29	10" PVC SANITARY SEWER, SDR35	LIN FT		\$38.00	\$0.00	
30	8" PVC SANITARY SEWER, SDR35	LIN FT	1,150.00	\$38.50	\$44,275.00	
31	JET CLEAN & TELEVISE FINISHED SANITARY SEWE	LIN FT	1,150.00	\$1.25	\$1,437.50	
32	8" OUTSIDE DROP	LIN FT	10.00	\$400.00	\$4,000.00	
33	4" PVC SANITARY SERVICE SDR26, (OPEN CUT)	LIN FT	500.00	\$27.50	\$13,750.00	
34	SANITARY MANHOLE (0-10')	EACH	5.00	\$3,100.00	\$15,500.00	
35	EXTRA DEPTH MANHOLE	LIN FT	10.00	\$125.00	\$1,250.00	
36	SANITARY SEWER CASTING	EACH	5.00	\$500.00	\$2,500.00	
37	CHIMNEY SEAL	EACH	5.00	\$250.00	\$1,250.00	
38	CONNECT TO EXISTING SANITARY SEWER	EACH	1.00	\$3,000.00	\$3,000.00	
39	8" X 4" PVC WYE & BEND, SDR 26	EACH	20.00	\$275.00	\$5,500.00	<b>\$107,462.50</b>
<b>WATER MAIN</b>						
40	8" WATER MAIN - PVC	LIN FT	1,150.00	\$35.00	\$40,250.00	
41	6" WATER MAIN - PVC	LIN FT	60.00	\$26.00	\$1,560.00	
42	HYDRANT	EACH	4.00	\$4,000.00	\$16,000.00	
43	8" GATE VALVE AND BOX	EACH	2.00	\$1,675.00	\$3,350.00	
44	6" GATE VALVE AND BOX	EACH	4.00	\$1,250.00	\$5,000.00	
45	10" x 8" WET TAP AND BOX	EACH	0.00	\$4,000.00	\$0.00	
46	CONNECT TO EXISTING WATER MAIN	EACH	0.00	\$2,000.00	\$0.00	
47	1" CORPORATION STOP	EACH	31.00	\$200.00	\$6,200.00	
48	1" CURB STOP AND BOX	EACH	31.00	\$275.00	\$8,525.00	
49	1" TYPE K COPPER PIPE	LIN FT	775.00	\$22.00	\$17,050.00	
50	3" INSULATION	SQ YD	300.00	\$30.00	\$9,000.00	
51	WATER MAIN FITTINGS	POUND	2,910.00	\$6.25	\$18,187.50	<b>\$125,122.50</b>



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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "C"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>STORM SEWER</b>						
52	INLET PROTECTION, MAINTAINED	EACH	4.00	\$200.00	\$800.00	
53	18" RC PIPE APRON W/TRASH GUARD	EACH	1.00	\$1,500.00	\$1,500.00	
54	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	30.00	\$30.00	\$900.00	
55	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	250.00	\$33.00	\$8,250.00	
56	CONST DRAINAGE STRUCTURE DES H	EACH	2.00	\$1,750.00	\$3,500.00	
57	CONST DRAINAGE STRUCTURE DESIGN 60-4020	EACH	0.00	\$4,125.00	\$0.00	
58	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	2.00	\$2,400.00	\$4,800.00	
59	CONST POND OUTLET STRUCTURE	EACH	1.00	\$10,000.00	\$10,000.00	<b>\$29,750.00</b>
<b>TURF RESTORATION</b>						
59	SCREENED TOPSOIL BORROW (LV)	CU YD	2,830.00	\$14.00	\$39,620.00	
60	SEEDING WITH BONDED FIBER MATRIX	ACRE	7.00	\$2,000.00	\$14,000.00	
61	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	7.00	\$1,000.00	\$7,000.00	
62	FERTILIZER	POUND	2,450.00	\$1.50	\$3,675.00	
63	SILT FENCE, MAINTAINED	LIN FT	1,450.00	\$1.50	\$2,175.00	
64	BIOROLL	LIN FT	500.00	\$4.00	\$2,000.00	<b>\$68,470.00</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$699,400.00</b>	<b>\$699,441.50</b>
CONTINGENCY (15%)					\$104,900.00	
DESIGN ENGINEERING (8.5%)					\$68,400.00	
CONSTRUCTION ENGINEERING (10%)					\$80,400.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$16,100.00	
<b>GRAND TOTAL</b>					<b>\$969,200.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, private development mass grading, or easement acquisition

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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "D"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$25,000.00	\$25,000.00	
2	TRAFFIC CONTROL	LUMP SUM	1.00	\$1,000.00	\$1,000.00	
3	ROCK CONSTRUCTION ENTRANCE	EACH	1.00	\$600.00	\$600.00	
4	CLEARING	ACRE	3.75	\$5,000.00	\$18,750.00	
5	GRUBBING	ACRE	3.75	\$3,500.00	\$13,125.00	
6	SAWING BITUMINOUS PAVEMENT	LIN FT	250.00	\$2.75	\$687.50	
7	REMOVE BITUMINOUS SURFACE	SQ YD	657.00	\$1.75	\$1,149.75	
8	REMOVE PIPE CULVERT	LIN FT	0.00	\$5.00	\$0.00	<b>\$60,312.25</b>
<b>STREET</b>						
9	SUBGRADE EXCAVATION (P)	CU YD		\$7.00	\$0.00	
10	COMMON EXCAVATION (P)	CU YD	12,000.00	\$7.00	\$84,000.00	
11	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	358.00	\$26.00	\$9,308.00	
12	SELECT GRANULAR BORROW (LV)	CU YD		\$12.00	\$0.00	
13	WEARING COURSE MIXTURE	TON	284.00	\$70.00	\$19,880.00	
14	NON WEARING COURSE MIXTURE	TON	379.00	\$68.00	\$25,772.00	
15	BITUMINOUS MATERIAL FOR TACK COAT	GAL	153.00	\$2.50	\$382.50	
16	4" CONCRETE SIDEWALK W/ SAND BEDDING	SQ FT	0.00	\$5.75	\$0.00	
17	BITUMINOUS DRIVEWAY PAVEMENT W/ CLASS 5	SQ YD	56.00	\$25.00	\$1,400.00	
18	CONCRETE CURB AND GUTTER, B618	LIN FT	310.00	\$12.00	\$3,720.00	
19	BITUMINOUS TRAIL	SQ YD	0.00	\$12.00	\$0.00	
20	F&I SIGN PANELS TYPE C	SQ FT	50.00	\$50.00	\$2,500.00	
21	F&I STREET NAME SIGN ASSEMBLY	EACH	1.00	\$350.00	\$350.00	
22	4" SOLID LINE WHITE - PAINT	LIN FT	0.00	\$0.20	\$0.00	
23	4" SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
24	4" BROKEN LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
25	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.25	\$0.00	
26	STREET LIGHTING	LIN FT	155.00	\$60.00	\$9,300.00	
27	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$157,237.50</b>



RUM RIVER HILLS GOLF COMMUNITY  
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\* ASSUMPTIONS FOR ESTIMATE INCLUDE 32' CONC CURB B-B STREET FOR AREA A, 30' STREET FOR AREAS B-D  
 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "D"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>SANITARY SEWER</b>						
28	DEWATERING	LUMP SUM	1.00	\$15,000.00	\$15,000.00	
29	10" PVC SANITARY SEWER, SDR35	LIN FT		\$38.00	\$0.00	
30	8" PVC SANITARY SEWER, SDR35	LIN FT	1,150.00	\$38.50	\$44,275.00	
31	JET CLEAN & TELEWISE FINISHED SANITARY SEWE	LIN FT	1,150.00	\$1.25	\$1,437.50	
32	8" OUTSIDE DROP	LIN FT	10.00	\$400.00	\$4,000.00	
33	4" PVC SANITARY SERVICE SDR26, (OPEN CUT)	LIN FT	1,125.00	\$27.50	\$30,937.50	
34	SANITARY MANHOLE (0-10')	EACH	5.00	\$3,100.00	\$15,500.00	
35	EXTRA DEPTH MANHOLE	LIN FT	30.00	\$125.00	\$3,750.00	
36	SANITARY SEWER CASTING	EACH	5.00	\$500.00	\$2,500.00	
37	CHIMNEY SEAL	EACH	5.00	\$250.00	\$1,250.00	
38	CONNECT TO EXISTING SANITARY SEWER	EACH	1.00	\$3,000.00	\$3,000.00	
39	8" X 4" PVC WYE & BEND, SDR 26	EACH	10.00	\$275.00	\$2,750.00	<b>\$124,400.00</b>
<b>WATER MAIN</b>						
40	8" WATER MAIN - PVC	LIN FT	2,905.00	\$35.00	\$101,675.00	
41	6" WATER MAIN - PVC	LIN FT	110.00	\$26.00	\$2,860.00	
42	HYDRANT	EACH	9.00	\$4,000.00	\$36,000.00	
43	8" GATE VALVE AND BOX	EACH	14.00	\$1,675.00	\$23,450.00	
44	6" GATE VALVE AND BOX	EACH	10.00	\$1,250.00	\$12,500.00	
45	10" x 8" WET TAP AND BOX	EACH	1.00	\$4,000.00	\$4,000.00	
46	CONNECT TO EXISTING WATER MAIN	EACH	1.00	\$2,000.00	\$2,000.00	
47	1" CORPORATION STOP	EACH	45.00	\$200.00	\$9,000.00	
48	1" CURB STOP AND BOX	EACH	45.00	\$275.00	\$12,375.00	
49	1" TYPE K COPPER PIPE	LIN FT	2,125.00	\$22.00	\$46,750.00	
50	3" INSULATION	SQ YD	300.00	\$30.00	\$9,000.00	
51	WATER MAIN FITTINGS	POUND	2,910.00	\$6.25	\$18,187.50	<b>\$277,797.50</b>



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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "D"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>STORM SEWER</b>						
52	INLET PROTECTION, MAINTAINED	EACH	10.00	\$200.00	\$2,000.00	
53	18" RC PIPE APRON W/TRASH GUARD	EACH	4.00	\$1,500.00	\$6,000.00	
54	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	120.00	\$30.00	\$3,600.00	
55	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	72.00	\$33.00	\$2,376.00	
56	CONST DRAINAGE STRUCTURE DES H	EACH	4.00	\$1,750.00	\$7,000.00	
57	CONST DRAINAGE STRUCTURE DESIGN 60-4020	EACH	0.00	\$4,125.00	\$0.00	
58	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	4.00	\$2,400.00	\$9,600.00	<b>\$30,576.00</b>
<b>TURF RESTORATION</b>						
59	SCREENED TOPSOIL BORROW (LV)	CU YD	1,920.00	\$14.00	\$26,880.00	
60	SEEDING WITH BONDED FIBER MATRIX	ACRE	4.75	\$2,000.00	\$9,500.00	
61	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	4.75	\$1,000.00	\$4,750.00	
62	FERTILIZER	POUND	1,665.00	\$1.50	\$2,497.50	
63	SILT FENCE, MAINTAINED	LIN FT	500.00	\$1.50	\$750.00	
64	BIOROLL	LIN FT	100.00	\$4.00	\$400.00	<b>\$44,777.50</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$695,100.00</b>	<b>\$695,100.75</b>
CONTINGENCY (15%)					\$104,300.00	
DESIGN ENGINEERING (8.5%)					\$67,900.00	
CONSTRUCTION ENGINEERING (10%)					\$79,900.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$16,000.00	
<b>GRAND TOTAL</b>					<b>\$963,200.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, private development mass grading, or easement acquisition

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\* ASSUMPTIONS FOR ESTIMATE INCLUDE 32' CONC CURB B-B STREET FOR AREA A, 30' STREET FOR AREAS B-D  
 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "E"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$25,000.00	\$25,000.00	
2	TRAFFIC CONTROL	LUMP SUM	1.00	\$1,000.00	\$1,000.00	
3	ROCK CONSTRUCTION ENTRANCE	EACH	1.00	\$600.00	\$600.00	
4	CLEARING	ACRE	1.00	\$5,000.00	\$5,000.00	
5	GRUBBING	ACRE	1.00	\$3,500.00	\$3,500.00	
6	SAWING BITUMINOUS PAVEMENT	LIN FT	20.00	\$2.75	\$55.00	
7	REMOVE BITUMINOUS SURFACE	SQ YD	511.00	\$1.75	\$894.25	
8	REMOVE PIPE CULVERT	LIN FT	0.00	\$5.00	\$0.00	<b>\$36,049.25</b>
<b>STREET</b>						
9	SUBGRADE EXCAVATION (P)	CU YD	0.00	\$7.00	\$0.00	
10	COMMON EXCAVATION (P)	CU YD	20,000.00	\$7.00	\$140,000.00	
11	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	453.00	\$26.00	\$11,778.00	
12	SELECT GRANULAR BORROW (LV)	CU YD	0.00	\$12.00	\$0.00	
13	WEARING COURSE MIXTURE	TON	360.00	\$70.00	\$25,200.00	
14	NON WEARING COURSE MIXTURE	TON	480.00	\$68.00	\$32,640.00	
15	BITUMINOUS MATERIAL FOR TACK COAT	GAL	193.00	\$2.50	\$482.50	
16	4" CONCRETE SIDEWALK W/ SAND BEDDING	SQ FT	0.00	\$5.75	\$0.00	
17	BITUMINOUS DRIVEWAY PAVEMENT W/ CLASS 5	SQ YD	100.00	\$25.00	\$2,500.00	
18	CONCRETE CURB AND GUTTER, B618	LIN FT	2,000.00	\$12.00	\$24,000.00	
19	BITUMINOUS TRAIL	SQ YD	0.00	\$12.00	\$0.00	
20	F&I SIGN PANELS TYPE C	SQ FT	50.00	\$50.00	\$2,500.00	
21	F&I STREET NAME SIGN ASSEMBLY	EACH	3.00	\$350.00	\$1,050.00	
22	4" SOLID LINE WHITE - PAINT	LIN FT	0.00	\$0.20	\$0.00	
23	4" SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
24	4" BROKEN LINE YELLOW - PAINT	LIN FT	0.00	\$0.20	\$0.00	
25	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	0.00	\$0.25	\$0.00	
26	STREET LIGHTING	LIN FT	1,000.00	\$60.00	\$60,000.00	
27	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$300,775.50</b>



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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "E"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>SANITARY SEWER</b>						
28	DEWATERING	LUMP SUM	1.00	\$15,000.00	\$15,000.00	
29	2" HDPE FORCEMAIN PIPE DIRECTIONALLY DRILLED	LIN FT	2,150.00	\$25.00	\$53,750.00	
30	8" PVC SANITARY SEWER, SDR35	LIN FT	800.00	\$38.50	\$30,800.00	
31	JET CLEAN & TELEVISION FINISHED SANITARY SEWER	LIN FT	2,950.00	\$1.25	\$3,687.50	
32	DUPLEX GRINDER STATION	EACH	1.00	\$40,000.00	\$40,000.00	
33	4" PVC SANITARY SERVICE SDR26, (OPEN CUT)	LIN FT	425.00	\$27.50	\$11,687.50	
34	SANITARY MANHOLE (0-10')	EACH	6.00	\$3,100.00	\$18,600.00	
35	EXTRA DEPTH MANHOLE	LIN FT	25.00	\$125.00	\$3,125.00	
36	SANITARY SEWER CASTING	EACH	6.00	\$500.00	\$3,000.00	
37	CHIMNEY SEAL	EACH	6.00	\$250.00	\$1,500.00	
38	CONNECT TO EXISTING SANITARY SEWER	EACH	1.00	\$3,000.00	\$3,000.00	
39	8" X 4" PVC WYE & BEND, SDR 26	EACH	17.00	\$275.00	\$4,675.00	<b>\$188,825.00</b>
<b>WATER MAIN</b>						
40	8" WATER MAIN - PVC	LIN FT	1,000.00	\$35.00	\$35,000.00	
41	6" WATER MAIN - PVC	LIN FT	50.00	\$26.00	\$1,300.00	
42	HYDRANT	EACH	3.00	\$4,000.00	\$12,000.00	
43	8" GATE VALVE AND BOX	EACH	1.00	\$1,675.00	\$1,675.00	
44	6" GATE VALVE AND BOX	EACH	3.00	\$1,250.00	\$3,750.00	
45	10" x 8" WET TAP AND BOX	EACH	0.00	\$4,000.00	\$0.00	
46	CONNECT TO EXISTING WATER MAIN	EACH	1.00	\$2,000.00	\$2,000.00	
47	1" CORPORATION STOP	EACH	17.00	\$200.00	\$3,400.00	
48	1" CURB STOP AND BOX	EACH	17.00	\$275.00	\$4,675.00	
49	1" TYPE K COPPER PIPE	LIN FT	425.00	\$22.00	\$9,350.00	
50	3" INSULATION	SQ YD	10.00	\$30.00	\$300.00	
51	WATER MAIN FITTINGS	POUND	500.00	\$6.25	\$3,125.00	<b>\$76,575.00</b>



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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - AREA "E"**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>STORM SEWER</b>						
52	INLET PROTECTION, MAINTAINED	EACH	10.00	\$200.00	\$2,000.00	
53	18" RC PIPE APRON W/TRASH GUARD	EACH	4.00	\$1,500.00	\$6,000.00	
54	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT	120.00	\$30.00	\$3,600.00	
55	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	72.00	\$33.00	\$2,376.00	
56	CONST DRAINAGE STRUCTURE DES H	EACH	4.00	\$1,750.00	\$7,000.00	
57	CONST DRAINAGE STRUCTURE DESIGN 60-4020	EACH	0.00	\$4,125.00	\$0.00	
58	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	4.00	\$2,400.00	\$9,600.00	<b>\$30,576.00</b>
<b>TURF RESTORATION</b>						
59	SCREENED TOPSOIL BORROW (LV)	CU YD	1,140.00	\$14.00	\$15,960.00	
60	SEEDING WITH BONDED FIBER MATRIX	ACRE	2.85	\$2,000.00	\$5,700.00	
61	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	2.85	\$1,000.00	\$2,850.00	
62	FERTILIZER	POUND	1,000.00	\$1.50	\$1,500.00	
63	SILT FENCE, MAINTAINED	LIN FT	500.00	\$1.50	\$750.00	
64	BIOROLL	LIN FT	100.00	\$4.00	\$400.00	<b>\$27,160.00</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$660,000.00</b>	<b>\$659,960.75</b>
CONTINGENCY (15%)					\$99,000.00	
DESIGN ENGINEERING (8.5%)					\$64,500.00	
CONSTRUCTION ENGINEERING (10%)					\$75,900.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$15,200.00	
<b>GRAND TOTAL</b>					<b>\$914,600.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, private development mass grading, or easement acquisition

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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - TRAIL 1**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$5,000.00	\$5,000.00	
2	CLEARING	ACRE	0.10	\$5,000.00	\$500.00	
3	GRUBBING	ACRE	0.10	\$3,500.00	\$350.00	
4	SAWING BITUMINOUS PAVEMENT	LIN FT	140.00	\$2.75	\$385.00	
5	REMOVE BITUMINOUS SURFACE	SQ YD	55.00	\$1.75	\$96.25	<b>\$6,331.25</b>
<b>STREET</b>						
6	COMMON EXCAVATION (P)	CU YD	500.00	\$7.00	\$3,500.00	
7	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	280.00	\$26.00	\$7,280.00	
8	WEARING COURSE MIXTURE	TON	262.00	\$70.00	\$18,340.00	
9	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$29,745.00</b>
<b>TURF RESTORATION</b>						
10	SCREENED TOPSOIL BORROW (LV)	CU YD	175.00	\$14.00	\$2,450.00	
11	SEEDING WITH BONDED FIBER MATRIX	ACRE	0.45	\$2,000.00	\$900.00	
12	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	0.45	\$1,000.00	\$450.00	
13	FERTILIZER	POUND	170.00	\$1.50	\$255.00	
14	SILT FENCE, MAINTAINED	LIN FT	200.00	\$1.50	\$300.00	
15	BIOROLL	LIN FT	10.00	\$4.00	\$40.00	<b>\$4,395.00</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$40,500.00</b>	<b>\$40,471.25</b>
CONTINGENCY (15%)					\$6,100.00	
DESIGN ENGINEERING (8.5%)					\$4,000.00	
CONSTRUCTION ENGINEERING (10%)					\$4,700.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$900.00	
<b>GRAND TOTAL</b>					<b>\$56,200.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, or easement acquisition

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 5' CONCRETE SIDEWALK PER STR-5, ASSUME 3" SALVAGABLE TOPSOIL, 3" BORROW  
 LOCAL BACKYARD SIDEWALKS NOT INCLUDED IN ESTIMATES

**OPINION OF PROBABLE COST - TRAIL 2**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST	TOTAL
<b>GENERAL</b>						
1	MOBILIZATION	LUMP SUM	1.00	\$5,000.00	\$5,000.00	
2	CLEARING	ACRE	0.60	\$5,000.00	\$3,000.00	
3	GRUBBING	ACRE	0.60	\$3,500.00	\$2,100.00	
4	SAWING BITUMINOUS PAVEMENT	LIN FT	20.00	\$2.75	\$55.00	
5	REMOVE BITUMINOUS SURFACE	SQ YD	100.00	\$1.75	\$175.00	<b>\$10,330.00</b>
<b>STREET</b>						
6	COMMON EXCAVATION (P)	CU YD	420.00	\$7.00	\$2,940.00	
7	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	235.00	\$26.00	\$6,110.00	
8	WEARING COURSE MIXTURE	TON	221.00	\$70.00	\$15,470.00	
9	STREET SWEEPING TYPE WET PICKUP	HOUR	5.00	\$125.00	\$625.00	<b>\$25,145.00</b>
<b>STORM SEWER</b>						
10	INLET PROTECTION, MAINTAINED	EACH	0.00	\$100.00	\$0.00	
11	18" RC PIPE APRON W/TRASH GUARD	EACH	0.00	\$1,250.00	\$0.00	
12	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	0.00	\$31.00	\$0.00	
13	CONST DRAINAGE STRUCTURE DESIGN H	EACH	0.00	\$1,500.00	\$0.00	
14	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	0.00	\$2,000.00	\$0.00	<b>\$0.00</b>
<b>TURF RESTORATION</b>						
15	SCREENED TOPSOIL BORROW (LV)	CU YD	150.00	\$14.00	\$2,100.00	
16	SEEDING WITH BONDED FIBER MATRIX	ACRE	0.37	\$2,000.00	\$740.00	
17	SEEDING WITH HYDROMULCH (TEMPORARY)	ACRE	0.37	\$1,000.00	\$370.00	
18	FERTILIZER	POUND	130.00	\$1.50	\$195.00	
19	SILT FENCE, MAINTAINED	LIN FT	1,250.00	\$1.50	\$1,875.00	
20	BIOROLL	LIN FT	100.00	\$4.00	\$400.00	<b>\$5,680.00</b>
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$41,200.00</b>	<b>\$41,155.00</b>
CONTINGENCY (15%)					\$6,200.00	
DESIGN ENGINEERING (8.5%)					\$4,000.00	
CONSTRUCTION ENGINEERING (10%)					\$4,700.00	
LEGAL, ADMINISTRATIVE, FISCAL (2%)					\$900.00	
<b>GRAND TOTAL</b>					<b>\$57,000.00</b>	

Note: Estimate does not include any costs related to wetland permitting, wetland mitigation, or easement acquisition

P:\PT\R\RUMRI\134982\2-proj-mgmt\25-cost-est\Estimate.xlsx\SUMMARY



RUM RIVER HILLS GOLF COMMUNITY  
 RUMRI COST ESTIMATE  
 SEH NCRUMRI 134982

4/18/2016

\* ASSUMPTIONS FOR ESTIMATE INCLUDE 12ft wide by 10ft tall box culvert  
 4ft of cover over top inside of box (bottom of tunnel is 14ft below centerline of the road)  
 trail connections not included in this estimate

**OPINION OF PROBABLE COST - BOX CULVERT**

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASUREMENT	APPROXIMATE QUANTITY	UNIT PRICE	COST
1	MOBILIZATION	LUMP SUM	1.00	\$15,000.00	\$15,000.00
2	SAWING BITUMINOUS PAVEMENT	LIN FT	140.00	\$4.00	\$560.00
3	REMOVE BITUMINOUS SURFACE	SQ YD	511.00	\$2.00	\$1,022.00
4	COMMON EXCAVATION (P)	CU YD	4,500.00	\$7.00	\$31,500.00
5	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	300.00	\$26.00	\$7,800.00
6	RETAINING WALL	SQ FT	1,500.00	\$50.00	\$75,000.00
7	GUARD RAIL	LIN FT	400.00	\$25.00	\$10,000.00
8	GUARD RAIL END TERMINALS	EACH	2.00	\$3,000.00	\$6,000.00
9	WEARING COURSE MIXTURE	TON	250.00	\$90.00	\$22,500.00
10	BITUMINOUS PATCH HWY SPECIAL	SQ YD	600.00	\$60.00	\$36,000.00
11	STREET SWEEPING TYPE WET PICKUP	hour	5.00	\$125.00	\$625.00
12	12' X 10' BOX CULVERT	LIN FT	70.00	\$1,000.00	\$70,000.00
13	BOX CULVERT END SECTIONS	EACH	2.00	\$25,000.00	\$50,000.00
14	INLET PROTECTION, MAINTAINED	EACH	4.00	\$100.00	\$400.00
15	18" RC PIPE APRON W/TRASH GUARD	EACH	1.00	\$1,250.00	\$1,250.00
16	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT	480.00	\$32.00	\$15,360.00
17	CONST DRAINAGE STRUCTURE DESIGN H	EACH	2.00	\$1,500.00	\$3,000.00
18	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	2.00	\$2,000.00	\$4,000.00
19	SCREENED TOPSOIL BORROW (LV)	CU YD	500.00	\$20.00	\$10,000.00
20	SEEDING WITH BONDED FIBER MATRIX	ACRE	2.85	\$2,000.00	\$5,700.00
21	TRAFFIC CONTROL	LUMP SUM	1.00	\$15,000.00	\$15,000.00
22	LANDSCAPING	LUMP SUM	1.00	\$30,000.00	\$30,000.00
<b>SUBTOTAL - CONSTRUCTION</b>					<b>\$410,700.00</b>
CONTINGENCY (10%)					\$41,100.00
TOPO/PRELIMINARY DESIGN					\$20,000.00
FINAL DESIGN					\$25,000.00
CONSTRUCTION ADMINISTRATION					\$50,000.00
<b>GRAND TOTAL</b>					<b>\$546,800.00</b>

Note: Estimate does not include any costs related to permitting or easements

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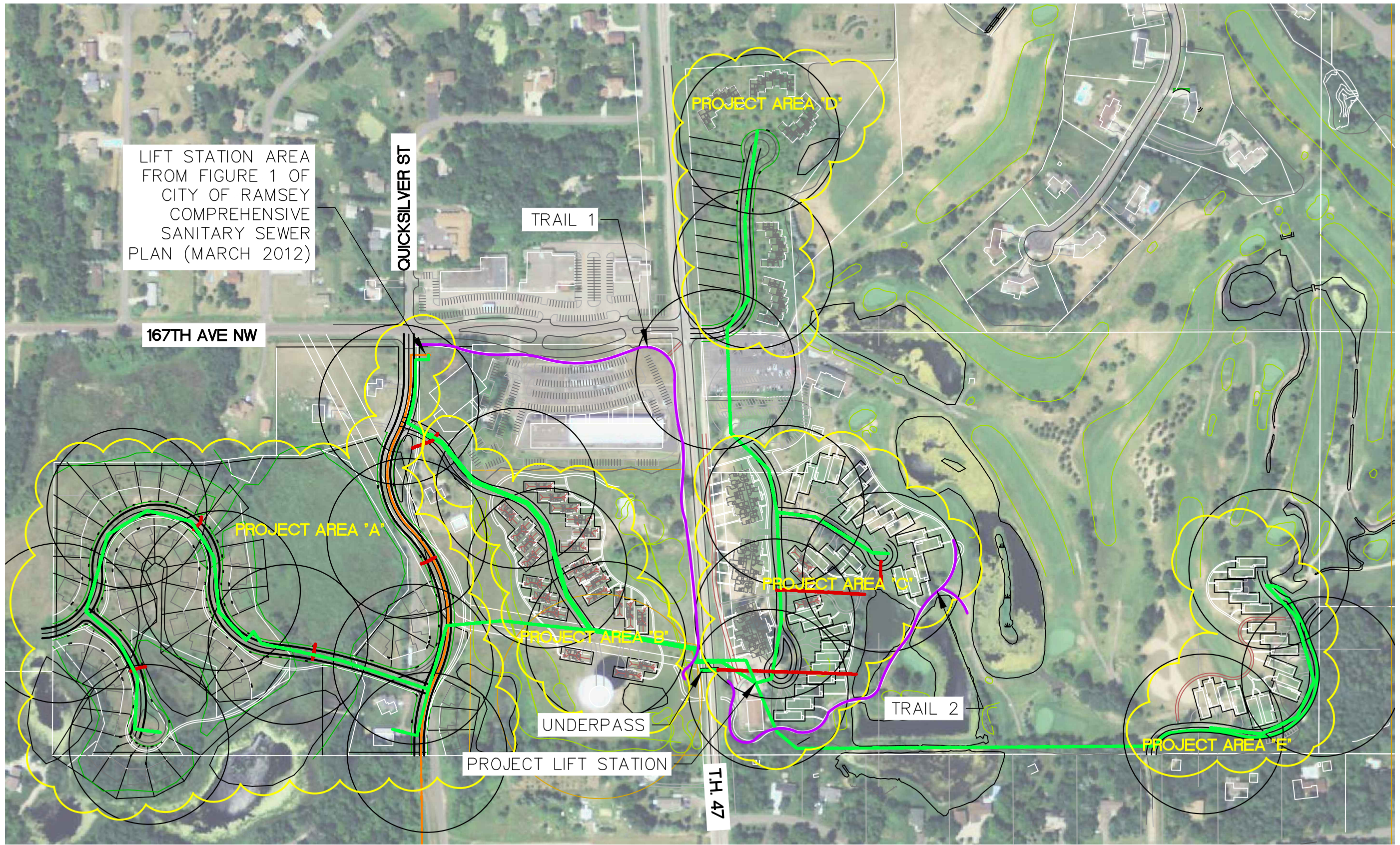
**SEH**  
 PHONE: 320.229.4300  
 1200 25TH AVENUE SOUTH  
 P.O. BOX 1717  
 ST. CLOUD, MN 56302-1717  
 www.sehinc.com

FILE NO.  
RUMRI 134982  
 DATE:  
04/13/2016

**PROJECT SUBAREAS**  
**RUM RIVER HILLS GOLF COMMUNITY**  
**RAMSEY, MINNESOTA**

**EXHIBIT**  
**NO. 1**

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LIFT STATION AREA  
FROM FIGURE 1 OF  
CITY OF RAMSEY  
COMPREHENSIVE  
SANITARY SEWER  
PLAN (MARCH 2012)

QUICKSILVER ST

TRAIL 1

167TH AVE NW

PROJECT AREA "A"

PROJECT AREA "D"

PROJECT AREA "B"

PROJECT AREA "C"

UNDERPASS

TRAIL 2

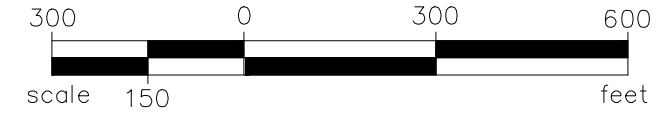
PROJECT AREA "E"


PROJECT LIFT STATION

T.H. 47



- FORCEMAIN FROM CITY OF RAMSEY COMPREHENSIVE SANITARY SEWER STUDY DATED MARCH 2012 (FIG 1)
- DEVELOPMENT SANITARY SEWER
- DEVELOPMENT STORM SEWER



	PHONE: 320.229.4300 1200 25TH AVENUE SOUTH P.O. BOX 1717 ST. CLOUD, MN 56302-1717 www.sehinc.com	FILE NO. RUMRI 134982	<b>UTILITY LAYOUT</b> <b>RUM RIVER HILLS GOLF COMMUNITY</b> <b>RAMSEY, MINNESOTA</b>	<b>EXHIBIT</b> <b>NO. 2</b>
		DATE: 04/13/2016		



RUM RIVER HILLS GOLF COMMUNITY  
 RUMRI COST ESTIMATE  
 SEH NC RUMRI 134982

\* ASSUMPTIONS FOR ESTIMATE INCLUDE 12ft wide by 10ft tall box culvert  
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**OPINION OF PROBABLE COST - BOX CULVERT**

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<b>GRAND TOTAL</b>					<b>\$546,800.00</b>

Note: Estimate does not include any costs related to permitting or easements

City of Ramsey

**STATEMENT OF GOALS:  
167TH AVENUE AND TRUNK HIGHWAY 47 RETAIL NODE**

**BACKGROUND**

The retail node located at 167th Avenue and Trunk Highway 47 has been a topic of discussion with City Councils and EDA boards for several years (“167/47 Node”). The 167/47 Node has struggled to become economically viable for some time, is experiencing high vacancy rates, an increase of blighted building conditions and escalating crime.

The City has received a significant number of inquiries from property and business owners located in the 167/47 Node from 2012 to 2013 requesting assistance to address concerns. Additionally, the City of Ramsey owns an inventory of real property located adjacent to the 167/47 Node totaling 16.52 acres. Said property was identified as surplus City owned land in 2012 and is available for sale.

The EDA, Planning Commission and City Council have expressed interest in addressing the 167/47 Node.

**PURPOSE**

Guide City participation in the redevelopment of the 167/47 Node; and, specifically identify a common goal, vision, working parameters and garner public input.

The desired outcome of this document is to develop a clear, consistent, transparent and fair process the City, prospective developers, property owners and Staff can rely on as proposals are received. The Ramsey Economic Development Authority (EDA) shall act as first point of contact for City in relation to the 167/47 Node by utilizing this Statement of Goals.

Note: The City Council makes all final policy decisions; which may deviate from this document. This document is not a legally binding agreement.

**GOAL**

To improve and/or remove blight from *properties-of-concern* and encourage sustainable market-driven redevelopment of the 167/47 Node that will benefit the entire City of Ramsey.

Please reference Appendix A: Primary Area of Concern.

**VISION**

A mixture of residential and retail uses. Residential users may include single family residential, townhomes, or senior living units as directed by the market. Retail will include a market driven neighborhood commercial node. Redevelopment of the 167/47 Node should include a connection to Elmcrest Park and/or nearby trails where feasible.

## **PARAMETERS**

Listed below are a number of parameters intended to develop a clear, consistent, transparent and fair process the City, prospective developers, property owners and Staff can rely on as proposals and inquiries are received.

- A. CITY LAND ACQUISITION: The City does not support purchasing property to redevelop the 167/47 retail node.
  
- B. MARKETING: The Ramsey EDA does support facilitating a professional marketing package for the 167/47 retail node to entice redevelopment/investment; which would include:
  - I. Information matrix: asking prices, County valuations, tax information, utility information, ownership buy-in, maps, current zoning information, future land use information, etc.
  
  - II. An inventory of what City and State financial assistance options exist for a potential redevelopment project.
  
  - III. List of desirable uses (i.e. retail and wide range of residential); and, other allowable uses (i.e. compatible to surrounding residential)
  
  - IV. Professional material developed in partnership with the City and proactively marketed by a third party broker. Broker will be chosen by ownership group.
  
  - V. Marketing material shall be paid for by the ownership group. The Ramsey EDA is willing to considering financially contributing to this effort.
  
- C. ZONING:
  - I. The City would support a Comprehensive Plan and Zoning Amendment to allow retail or residential (of the appropriate density that balances compatibility of the surrounding area and market viability) land uses at 167/47 Node.
  
  - II. The Planning Commission will review requests for additional Permitted or Conditional Uses.
  
- D. CITY FINANCIAL ASSISTANCE:
  - I. AVAILABLE TOOLS:  
The City has a number of financial assistance programs potentially available for qualified projects; including
    - 1.Redevlopment Tax Increment Financing District (TIF)
    - 2.Tax Abatement
    - 3.EDA Revolving Loan Fund (RLF)
    - 4.Anoka County HRA Account
    - 5.State Redevelopment Grant and Loan Program
    - 6.Land Write Down (City Owned Parcels)

The City will consider all financial assistance programs listed above only for projects that directly address existing blighted properties; see Appendix A: Primary Area of Concern.

Utilization of financial assistance requires completion and approval of a Business Subsidy Application by the Ramsey EDA and City Council. Consideration will be based on the merits of an individual project and community benefit.

*II. EDA REVOLVING LOAN FUND (RLF)*

Upon adoption of this Statement of Goals, the Ramsey EDA will review alternatives to utilize the City's existing Revolving Loan Fund (RLF) to stimulate cleanup and revitalization of the 167/47 Node. This *may* include, but is not limited to the following:

- i. Storefront Matching grants to help encourage/spark the 'clean-up' or improved 'curb-appeal' of properties. For example, a matching grant with a \$10,000 maximum City contribution.
- ii. Revitalization Loan Program: low interest loans that are tied to revitalizing properties to a marketable condition.

NOTE: the City has about \$275,000 available for these types of programs. This effort would require the creation and adoption of new program policies.

*III. PEDESTRIAN UNDERPASS*

It has been requested, for the City to consider funding a pedestrian underpass to connect the east and west side of MN trunk Highway 47. A pedestrian underpass would increase public safety, enhance connectivity to and from Elmcrest Park and increase foot traffic to retail businesses.

At this point, the City will not pre-commit a specific funding source, or specific dollar amount, to a pedestrian underpass. The City would react to this specific request at the time of future development; and, would base their response on the merits of a project—and the value it will bring to the community. Examples of potential funding solutions below:

- i. Cost Share Agreement with developer (most desired)
- ii. Redevelopment TIF District proceeds
- iii. Grant Programs (various)
- iv. Park/Trail Dedication Fees (from 167/47 area, new development)
- v. Land Write Down Contribution (city owned parcels)
- vi. Anoka County HRA Account

NOTE: When future development occurs, the City will consider methods beyond a pedestrian underpass for increasing safety at the 167/47 intersection.

*IV. SEWER TRUNK FUND*

The 167/47 Node is not currently connected to City sanitary sewer service. Extending sanitary sewer service to this node will make properties more attractive for future development and will provide existing property owners with an alternative to the use of septic tanks.

Presently, the City of Ramsey is not willing to *fully* fund a special sanitary sewer service line to the 167/47 Node. However, if a property owner (or developer) was willing to share the cost of extending sewer service, the City would be willing to discuss an agreement.

**NOTES:**

The cost of extending a special 8” force main sanitary sewer line to the 167/47 Node is estimated to be \$1.5M. It is estimated, at full build out, the special 167/47 Node sewer trunk line would recapture \$500,000-\$750,000 in sewer trunk fees (based on 2012 adopted sewer trunk fees). Therefore, a shortfall of \$750,000-\$1M in funding would occur.

Additionally, extending an undersized, special, sanitary sewer line to the 167/47 node may result in extra costs (in the long run) if the City ever decided to serve the north east portion of the Ramsey with sanitary sewer service.

Today, the City does have sufficient trunk fund dollars to pay for the 167/47 Node special sanitary sewer line. However, the City is planning for sanitary sewer service in three other future growth locations in Ramsey. Unlike the 167/47 Node, said areas do have sufficient forecasted development capacity to fully recapture the cost of proposed future sanitary sewer trunk lines.

**PUBLIC INPUT:**

Two levels of public input were critical to this Statement of Goals: (A) Primary Property Owners; and (B) Surrounding Property Owners.

**A. Primary Property Owners:**

Primary property owners are outlined in Appendix B.

The City does support facilitating an ownership meeting group to brainstorm options, share information and to investigate opportunities for redevelopment and additional uses that are compatible with the surrounding residential area. This effort will be led by the Economic Development Authority (EDA).

The City desires a consistent, collaborative approach with a single voice amongst all property owners. Several separate messages per individual property owner is not a desired nor effective approach.

The City has received direction from surrounding property owners to market the entire 167/47 Node as an opportunity to developers—rather than only marketing properties individually. Through the EDA, the City will explore options to support a joint marketing effort for the 167/47 Node.

**B. Surrounding Property Owners:**

On September 26, 2013, the City of Ramsey hosted a collaborative public process with residents to discuss opportunities and barriers for redevelopment of the 167/47 Node. The intent of this process was to garner general public input before specific development proposals were crafted and reviewed by the City; and, before this Statement of Goals was adopted. The planning and facilitation of this public input process was led by the Planning Commission. 232 nearby property owners were invited via direct mailing, 26 participants registered and staff estimates over 30 people attended.

The following summarized public input was received:

**I. PUBLIC UN-DESIRED USES**

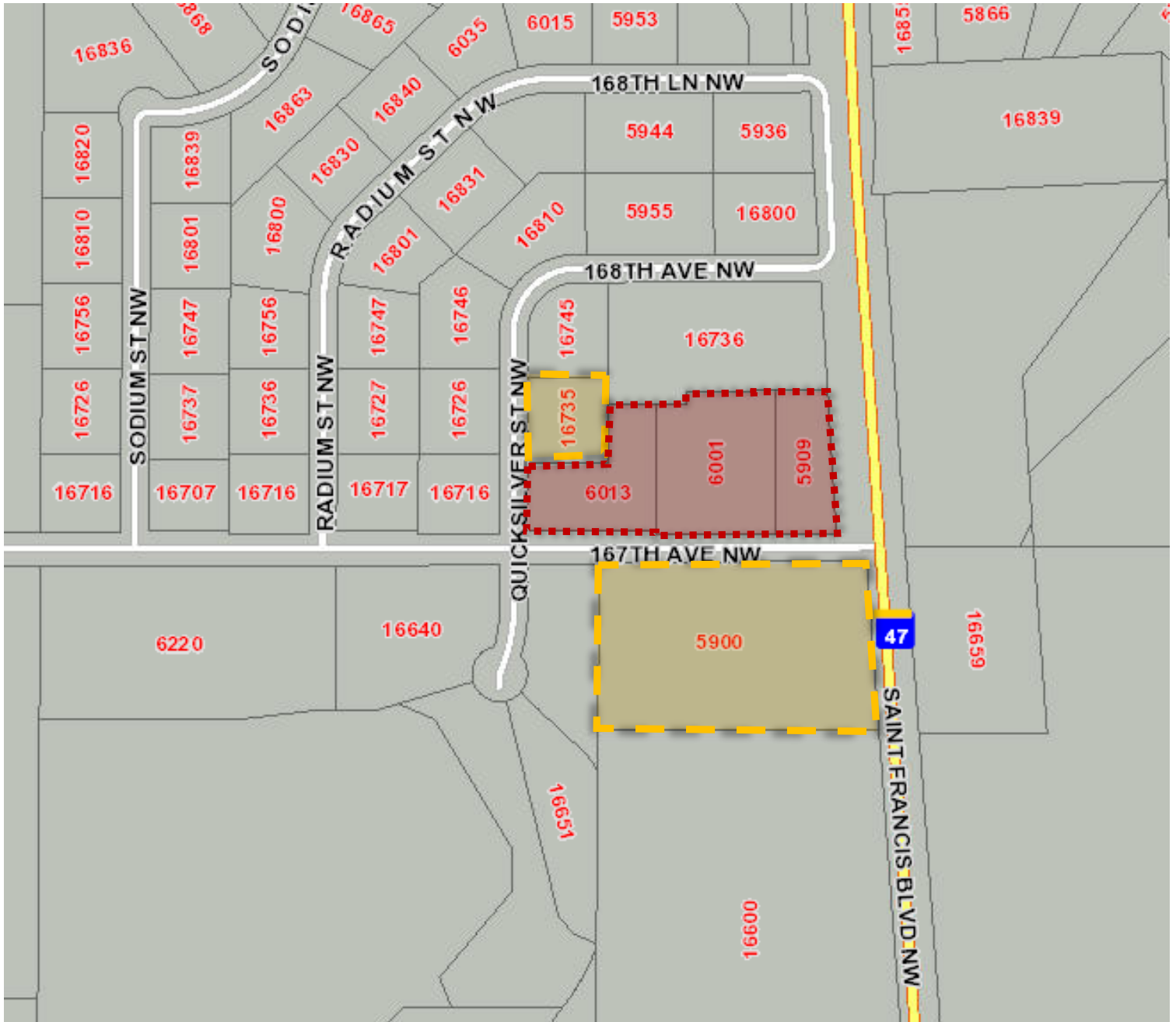
- Manufacturing
- Warehousing (in most cases)
- High density housing

**II. PUBLIC DESIRED USES/IMPROVEMENTS**

- Grocery store, coffee shop, convenience store, gun range, bar/lounge, hardware store, restaurant
- Anchor businesses
- Single family homes, retirement homes
- Townhomes are acceptable (in most cases)
- City support, light at intersection, address septic/sewer
- More rooftops and population needed

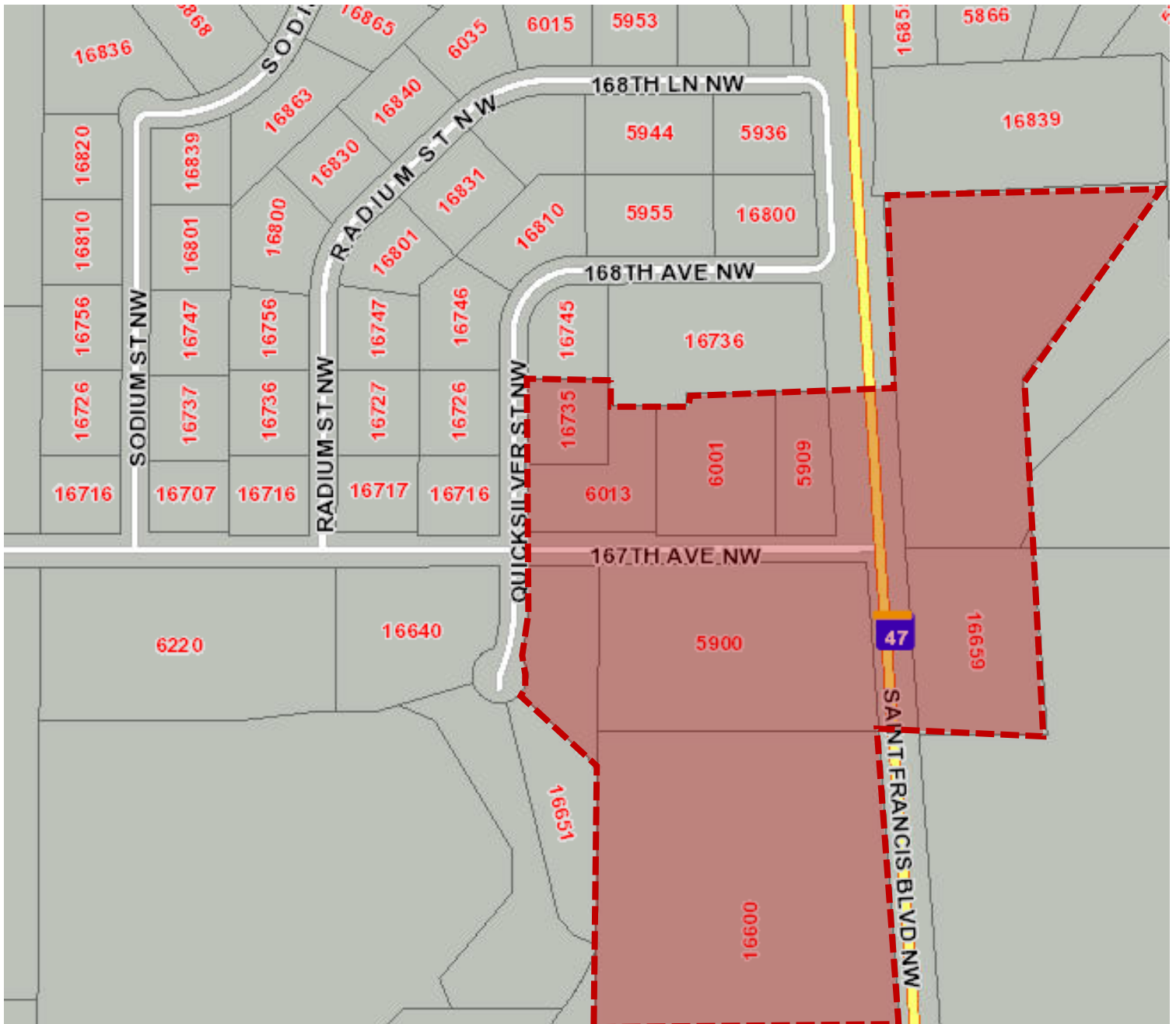
### APPENDIX A

RED [Sort Dash]: Primary Area of Concern  
YELLOW [Long Dash]: Secondary Area of Concern



### APPENDIX B

RED [Sort Dash]: Primary Property Owners



**M E M O**

Date: February 8, 2017

To: Pat Brama-City of Ramsey

From: Brian Pankratz, CBRE

Subject: City of Ramsey-Rum River Hills

cc: \_\_\_\_\_

**Patrick**

The extension of utilities, land swap, and economic incentives for the expansion of the Rum River Hills Golf Community would bring additional residential options to the City of Ramsey along with an improved golf course. The additional housing would bring in development fees and increased tax base.

The extension of utilities may help improve the adjacent retail with additional traffic and nearby residential density improving the underperforming facility. Without further study there may be additional parcels that become available for development with the extension of utilities increasing the amount of development and fees generated.

Without the extension of utilities, it might be a while until Parcel 11 is developed outside of an estate lot. The variety of housing units will provide options to the residents of Ramsey and surrounding communities but do not believe there would be a market for vertical condo's.

CBRE has not been involved or met with the principals of Rum River Hills and based on the economic incentives involved would suggest additional vetting including the following:

1. Financial statement review of company and executives
2. Proof of funds for construction

The fees generated from the development and future property taxes will bring in revenue to the City to offset the economic incentives plus provide for additional development with the extension of utilities.

It would be helpful to understand the phasing or timing of the different components including who will be the developer and/or builder for the proposed housing units.

Meeting Date: 02/14/2017

---

### Information

**Title:**

Review Preliminary Assessments for Improvement Project #17-00, Sunwood Drive Reconstruction - 6:40 - 6:55 - 15 Minutes

**Purpose/Background:**

**Purpose:**

The purpose of this case is to review the preliminary assessments currently proposed with Improvement Project #17-00, Sunwood Drive Reconstruction.

**Background:**

City Improvement Project 17-00 proposes to reconstruct the segment of Sunwood Drive between Ramsey Boulevard/County State Aid Highway (CSAH) 56 and Bunker Lake Boulevard /County Road 116 which is approximately 3,050 linear feet (0.58 miles) in length. A map showing the scope of the proposed improvements is included as *Figure 1* in *Appendix A* of the attached Feasibility Report.

A Public Hearing for this project is included on the regular City Council agenda this evening. However, staff is recommending to postpone the hearing until February 28, 2017 to allow staff time to work with the owners of the 7 properties fronting this segment of Sunwood Drive who are proposed to be assessed for 25% of the eligible project costs.

Attached are copies of the City's adopted Special Assessments Policy and the Feasibility Report for Improvement Project #17-00 that was preliminarily accepted by Council on January 24th when the public hearing was called for. Also attached are copies of a revised assessment map and revised assessment roll which differ from the map and roll included in the attached Feasibility Report.

Below is information copied from the public hearing case on the regular agenda which provides detail on estimated project costs and the use and calculation of special assessments to help pay for a portion of eligible project costs. Staff will summarize this information during the work session and will request Council input to help finalize proposed preliminary assessments in advance of the public hearing, and for staff's use in discussing proposed assessments with assessable property owners before the hearing.

Estimated Costs

The engineer's opinion of probable costs for completing the proposed improvements on Sunwood Drive as outlined in the Feasibility Report is \$607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in *Appendix B* of the Feasibility Report.

Funding Sources

The improvements are proposed to be funded using a combination of Street Reconstruction and Overlay Program (SROP) bond funds, stormwater utility funds, and special assessments to benefiting properties. The majority of the proposed improvements will be funded using SROP bond funds, which will be paid back over a 10 year term using the general fund. This cost is estimated at \$447,950 in the Feasibility Report. Stormwater utility funds will pay for required storm sewer improvements estimated to cost \$7,300. Special assessments are proposed to fund 25% of eligible construction costs totaling \$151,750 as per the City's adopted Special Assessments Policy. A total of 9 parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary Assessment Map and Roll in *Appendix C* of the Feasibility Report.

## Special Assessments

When special assessments are proposed to pay for all or a portion of the cost of an improvement, the objective is to choose an assessment method which will result in a reasonable, fair and equitable assessment that is uniform upon the same class of property within the assessed area. Per the City's adopted Special Assessments Policy, staff recommends using special assessments be pay for 25% of eligible improvement costs which totals \$151,750. This amount must then be distributed across the 9 parcels which staff has identified as benefiting properties. In doing so, it is important to recall that the test for determining the validity of a special assessment is whether the improvement for which the assessment was levied has increased the market value of the property against which the assessment was levied in at least the amount of the assessment.

The Special Assessments Policy identifies three optional methods for assigning assessments. The 9 identified benefiting properties are zoned industrial (E1 or E2). Only two assessment methods are recommended for assessing industrial parcels, these being the "adjusted front footage" and "area" methods. Staff completed a cursory review of both methods as they would be applied in their current context within the policy which showed that the adjusted front footage method results in less variance between assessments (\$9K - \$40K), whereas applying the area method results in assessments that are more variable (\$3K - \$42K). Based on the geometry of the assessable parcels, including significant differences in lot depth, staff recommends applying the area method so assessments are more equitable to the benefit received.

Staff then reviewed all assessable parcels to determine what appreciable differences existed between parcels that would impact the benefit received from the proposed improvements. Staff determined there are two significant differences that should be accounted for when calculating assessments; whether a parcel has direct access onto an improved street, and whether the parcel abuts other City streets requiring future improvements whose costs will be assessed to the parcel. Staff therefore developed and applied the following adjustments to the area method of assessment.

- Properties abutting Sunwood Drive only with access onto Sunwood Drive are proposed to be assessed for 100% of their property area.
- Properties abutting Sunwood Drive and other City streets, with access onto Sunwood Drive, are proposed to be assessed for 75% of their property area.
- Properties abutting Sunwood Drive with no access onto Sunwood Drive are proposed to be assessed for 50% of their property area.

These adjustments are relatively similar to adjustments found in other cities assessment policies which adjust assessment calculations to allow industrial properties with multiple accesses and/or frontages to be assessed between 150% and 200% for improvements completed to all abutting streets. Based on the proposed percentages above, B&F Fastener Supply will pay assessments for 150% of their property area for mill and overlay and reconstruction improvements on Sunwood Drive and Jasper Street, both of which they directly abut and have access onto. Vision Ease will pay assessments based on 200% of their property area for improvements made to Sunwood Drive, 143rd Avenue, and Jasper Street since they abut all three and have access onto Sunwood Drive and 143rd Avenue (75% each), but no access onto Jasper Street (50%). Lastly, Altron, Inc. and the small City parcel on the east end of Sunwood Drive are both proposed to be assessed for 50% of their property areas since neither has direct access onto Sunwood Drive. This analysis strictly considers existing conditions. If a property that is assessed for 50% of the property area based on not having access onto an improved street requests an access onto an improved street in the future, the assessment amount they forgiven could be collected through the permitting process. Staff will consider available methods to capture such funds, and will report our findings and recommendations to Council at an upcoming work session. The Special Assessments Policy can then be amended to include such language, as well as to address any assessment calculation adjustments approved by Council.

A revised assessment map and assessment roll are attached which reflect the proposed property area percentage adjustments outlined above. In addition, the property area for (Anderson Dahlen) was corrected to include all of their property. The assessment map and roll in the draft Feasibility Report accepted by Council on January 24<sup>h</sup> inadvertently omitted a significant portion of their benefiting property area because the parcel data in the City's GIS system that was used to create the assessment map and roll for the Feasibility Report had not yet been updated with

the new parcel data based on the recent replat associated with their current building expansion project.

All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, which meets current State Aid standards, and since the existing and proposed pavement sections both meet 10-ton design standards and are therefore equivalent sections.

Staff recommends ordering a benefit appraisal consultation report for this project to verify that the proposed assessment amounts will not exceed the amount of benefit to any assessable properties. If the report concludes that the benefit to any property is less than the proposed assessment, Staff will propose to lower the assessment accordingly at the Assessment Hearing scheduled for October 10, 2017. However, if the benefit appraisal consultation report finds that the benefit exceeds the proposed assessment for any property, Staff will propose to adopt the final assessment using the assessment preliminarily proposed within the Feasibility Report. Attached to this case in a copy of the City's Special Assessments Policy adopted in December 2014 and amended January 2015. Based on input received from the firm that conducts our benefit appraisal consultations at the time the policy was developed, language was included in Section 6.10, "Benefit Appraisals", stating "As a general rule, 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." Since none of the proposed assessments comes close to approaching \$20,000 per acre, Staff is confident the benefit appraisal consultation report will find that the proposed assessments are defensible.

### Public Input

At the time this case was published, Staff had met with owners of 5 of the 7 identified assessable properties. Below is a very general summary of comments received from these property owners.

- Altron, Inc. – Does not generally oppose the proposed improvements or their proposed assessment based on the revised assessment roll, but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing.
- B & F Fastener Supply – Does not generally oppose the proposed improvements or their proposed assessment based on the revised assessment roll, and they do not plan to attend the public hearing.
- Class C Components – Does not generally oppose the proposed improvements but supports postponing the public hearing to allow more time to review their proposed assessment with City staff before the public hearing.
- Connexus Energy – Does not generally oppose the proposed improvements but supports postponing the public hearing to allow more time to review their proposed assessment internally and with City staff before the public hearing. However, they question whether adjustments should be made to assessments based on whether a property is developed or undeveloped; in general they are asking whether their assessment should be reduced since it is an undeveloped parcel.
- In'Tech, Industries – Does not generally oppose the proposed improvements or their proposed assessment based on the revised assessment roll, and does not object to postponing the public hearing.

Staff was unable to meet with owners of the Anderson Dahlen and Vision Ease parcels before this case was published. If Staff meets with one or both of these property owners before the Council meeting, results of the meeting(s) will be presented to Council in summary format.

Based upon the short amount of time that assessable property owners have had to consider the project and their proposed assessments, and considering that three of the assessable property owners requested or support postponing the public hearing to allow more time to discuss their assessments with City staff, staff recommends postponing the public hearing until February 28, 2017. This should allow staff enough time to make any necessary adjustments to the assessment map and roll based on specific Council direction, and to share new information with the assessable property owners. However, a two week delay should not negatively impact bids or prevent the project from being completed in 2017.

### **Timeframe:**

Staff estimates this case will take 15 minutes or less to present and receive Council input.

**Funding Source:**

**Responsible Party(ies):**

Presentation by City Engineer Westby.

**Outcome:**

Council direction is requested to allow staff to finalize proposed preliminary assessments for Improvement Project #17-00. This will allow Staff to discuss the proposed assessments with assessable property owners in advance of the public hearing that staff will request be postponed until February 28, 2017.

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**Attachments**

[IP1700 Feasibility Report](#)

[Spec Assessments Policy](#)

[IP1700 Revised Assessment Map](#)

[IP1700 Revised Assessment Roll](#)

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 02/09/2017

**Reviewed By**

Kurt Ulrich

**Date**

02/09/2017 03:26 PM

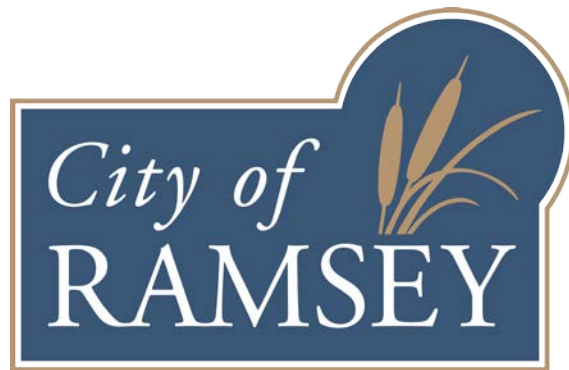
Started On: 02/02/2017 12:23 PM

# FEASIBILITY REPORT

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## SUNWOOD DRIVE RECONSTRUCTION

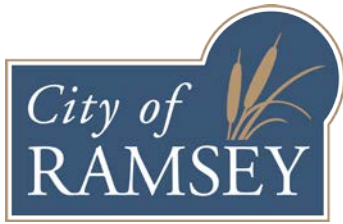
### CITY IMPROVEMENT PROJECT NO. 17-00



**January 19, 2017**

**Prepared By:**

**City of Ramsey  
Engineering Department  
7550 Sunwood Drive  
Ramsey, MN 55303  
763-433-9820  
763-433-9848 (Fax)**



January 19, 2017

Honorable Mayor and City Council  
City of Ramsey  
7550 Sunwood Drive  
Ramsey, MN 55303

Re: Feasibility Report - City of Ramsey Improvement Project #17-00  
Sunwood Drive Reconstruction

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Sunwood Drive Reconstruction project between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CSAH 116 which examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

This Feasibility Report examines the scope of the proposed improvements, explores estimated costs and available funding sources, defines a preliminary project schedule, and determines the necessity, feasibility and general cost-effectiveness of the proposed improvements, including any alternate designs, as well as whether the improvements would best be completed separately or in conjunction with another project.

I would be happy to discuss this report with you at your convenience. Please feel free to contact me at 763-433-9825 or [bwestby@cityoframsey.com](mailto:bwestby@cityoframsey.com) with any questions.

Sincerely,

*City of Ramsey*

A handwritten signature in blue ink that reads "Bruce Westby".

Bruce Westby, PE  
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator  
Diana Lund, Finance Director  
Grant Reimer, Public Works Superintendent  
Leonard Linton, Civil Engineer IV

## CERTIFICATION

---

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

---

Bruce Westby, PE

Date: January 19, 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: January 19, 2017

License No. 21112

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**LETTER OF TRANSMITTAL**

**CERTIFICATION SHEET**

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### **Appendix A**

Figure 1 – Project Scope  
Figure 2 – Typical Section  
Project Site Pictures

### **Appendix B**

Opinion of Probable Costs

### **Appendix C**

Preliminary Assessment Map  
Preliminary Assessment Roll

### **Appendix D**

Geotechnical Exploration and Engineering Review (NTI – 30 pages)  
Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)

## 1. EXECUTIVE SUMMARY

City Improvement Project 17-00 proposes to reconstruct Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length. A map showing the location and scope of the proposed improvements is included as *Figure 1* in *Appendix A*.

This segment of Sunwood Drive was constructed in 1996 with 3.5 inches bituminous pavement, 5 inches class 5 aggregate base, B618 concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide right-of-way. The storm sewer system consists of numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

City staff evaluates and rates the condition of pavement sections on all city streets on an annual basis using the Pavement and Surface Evaluation Rating (PASER) system. In the fall of 2016, this segment of Sunwood Drive was rated with PASER ratings of 3 and 4, depending on location, which indicates this street is past the point of applying mill and overlay improvements. The current condition of this street requires City staff to patch the street at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of this street segment are located in *Appendix A*.

Proposed improvements include removing and replacing all damaged concrete curb and gutter sections, and reconstructing the existing bituminous pavement section using a process called Stabilized Full Depth Reclamation, or SFDR. For this project, the SFDR process would involve milling the top 3 inches of existing bituminous pavement and disposing of the millings off site. The remaining 1-plus inch of existing bituminous pavement would then be ground up and mixed with 2 inches of the existing aggregate base. This reclaim material would then be placed on top of the reshaped and compacted subgrade, after which an asphalt emulsion stabilizer would be injected and mixed into the reclaim material. This stabilized reclaim material would be placed and compacted on top of the subgrade, then 4 inches of new bituminous pavement would be placed on top. This would result in a 10-ton pavement design meeting current State Aid pavement design standards.

The existing storm sewer system is in good condition and based on preliminary review appears to meet all applicable current State Aid design standards so no improvements are proposed.

An off-street 10 foot bituminous bike trail exists along the north side of Sunwood Drive and is in relatively good condition so no improvements are proposed with this project.

The engineer's opinion of probable costs for completing the proposed improvements on Sunwood Drive as outlined in this report is \$607,000. Estimated costs include 23% indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in *Appendix B*.

A total of 9 parcels have been identified as receiving special benefit from the improvements. These parcels are identified in the preliminary Assessment Map and Roll which are attached in *Appendix C*.

A total of four pavement corings were completed by WSB and Associates (WSB) to assist with the preparation of this report. In addition, eleven soil borings were completed by Northern Technologies, Inc. (NTI). Both firms offered pavement design recommendations which were considered and incorporated to varying degrees while preparing this report. Copies of WSB's and NTI's reports are attached in *Appendix D*.

This improvement project, which is listed in the City's current Capital Improvement Program, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and stormwater utility funds.

Staff recommends using special assessments to pay for 25% of eligible improvement costs, which totals \$151,750 and will be applied across 9 assessable properties using the "area" method of assessment. All costs for this project are eligible for special assessments since the street is proposed to be reconstructed at its existing width, which meets current State Aid standards, and since the existing and proposed pavement sections both meet 10-ton design standards meaning they are equivalent sections. This project does not include any ineligible project costs related to the use of special assessments.

Staff recommends ordering a special benefit consultation report for this project to verify that the proposed assessment amounts will not exceed the amount of benefit to any of these properties. If the report concludes that the benefit to any property is less than the proposed preliminary assessment rate, Staff would propose to lower the assessment rate accordingly for the Assessment Hearing scheduled for October 10, 2017. However, if the special benefit consultation report verifies that the assessment rates as proposed are justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed herein.

Staff has not yet had an opportunity to discuss the proposed improvements or the use of special assessments to pay for a portion of the improvements with impacted property owners. However, upon Council acceptance of this report Staff will immediately contact impacted property owners for the purpose of explaining the proposed improvements, how special assessments are proposed to be applied, and to request a meeting to discuss the proposed improvements in more detail and to gather their input on the project, including any information that should be explored in more detail during development of plans and specifications. Staff will then present this information to Council during the Public Hearing on February 14th.

This project would best be constructed as a stand-alone project and is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

## **2. INTRODUCTION**

### **2.1 Authorization**

The preparation of this report was authorized by the Ramsey City Council on August 8th, 2016. This project has been designated as City Improvement Project No. 17-00.

### **2.2 Program Overview**

In support of the City's long-term Street Maintenance Program, the existing bituminous pavement section is proposed to be reconstructed using a stabilized full-depth reclamation (SFDR) process, all damaged concrete curb and gutter sections will be removed and replaced, and other appurtenant work will be completed as outlined in this report.

The City's pavement evaluation process involves a visual evaluation of each street's pavement surface based on the type, extent and severity of each pavement distress observed. Numerous types of pavement distresses may exist within a pavement section including, but not limited to, alligator cracking, block cracking, longitudinal cracking, transverse cracking, rutting, raveling, shoving, potholes and patches. This field data is then used to rate the pavement condition.

The City uses the Pavement and Surface Evaluation Rating (PASER) system to rate pavement condition. A PASER rating is a numerical index between 1 and 10 indicating the condition of a pavement based on the various pavement distresses recorded during visual observations. A PASER rating of 10 represents brand new pavement, while a PASER rating of 1 represents a pavement section that has fallen into complete disrepair requiring full reconstruction.

In the fall of 2016, this segment of Sunwood Drive was rated with PASER ratings of 3 and 4, depending on location.

### **2.3 Scope**

City of Ramsey Improvement Project 17-00 proposes to reconstruct the existing bituminous pavement, to remove and replace damaged concrete curb and gutter sections, and to complete other appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 which totals approximately 3,050 linear feet (0.58 miles) in length.

The existing bituminous pavement is proposed to be reconstructed using a Stabilized Full Depth Reclamation, or SFDR, process. This process would involve milling the top 3 inches of existing bituminous pavement and disposing of the millings off site. The remaining inch or so of existing bituminous pavement would then be ground up and mixed with 2 inches of existing aggregate base. This reclaim material would then be placed on top of the reshaped and compacted subgrade, and an asphalt emulsion stabilizer would then be injected and mixed into the reclaim material. This stabilized reclaim material would be placed and compacted on top of the subgrade, and then 4 inches of new bituminous pavement would be placed on top. This would result in a 10-ton pavement design meeting current State Aid pavement design standards.

A map showing the location and scope of the proposed improvements is included as *Figure 1* in *Appendix A*.

### **3. EXISTING CONDITIONS**

#### **3.1 Existing Pavement and Soil Conditions**

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 was constructed in 1996 with 3.5 inches bituminous pavement, 5 inches class 5 aggregate base, B618 concrete curb and gutter, and concrete storm sewer. The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide right-of-way. Delineated parking lanes exist along both sides of the street. The existing posted speed is 35 mph along this entire segment of Sunwood Drive. The storm sewer system consists of numerous catch basins which drain runoff from the street to adjacent low-lying areas using concrete storm sewer pipes.

In 2002 the pavement was cracksealed and sealcoated, and spot patching has been applied on an as-needed basis since. In 2016 Staff observed a Pavement and Surface Evaluation Rating (PASER) of 3 to 4, depending on location.

In 2015, the City recorded a traffic volume of 3,500 average annual daily traffic (AADT). While truck counts are not available, Staff believes it is reasonable to assume between 5 and 10 percent of vehicles using this street segment can be classified as truck traffic, and that the percentage of trucks using this corridor could increase over time due to current business expansion projects and since several undeveloped but developable parcels exist along the corridor.

Northern Technologies, Inc. (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, including eleven (11) soil borings spaced approximately 200 feet apart along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in *Appendix D*.

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subsurface soil conditions, existing ground water elevations, and potential issues that may be encountered during construction. All soil borings terminated at a nominal depth of 11 feet below the existing ground surface. Groundwater was observed in all soil borings at depths ranging between 7 and 9.5 feet below the existing ground surface. Based on the work proposed and the recorded water level depths, groundwater is not anticipated to be an issue for work completed with this proposed project.

The soil borings generally indicate that existing bituminous pavement thicknesses range between 4.3 to 8.3 inches, with an average thickness of around 5 inches. Apparent aggregate base was not observed in any of the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), are present at depths ranging from 2.0 to 7.0 feet below the top of the pavement. Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) generally extend to the bottom of the borings.

WSB and Associates (WSB) was employed to complete a total of four pavement corings. Their results showed an average bituminous pavement thickness of 4 inches, which was constructed over a class 5 aggregate base.

## **3.2 Watermain**

Watermain was installed in 1996 under the pavement along this segment of Sunwood Drive. Staff believes the existing watermain is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, staff proposes to hire a leak detection expert to ensure there are no detectable leaks. If leaks are detected, repairs would be made under separate contract before work commences on this project. Leak detection testing is estimated to cost \$500.

## **3.3 Sanitary Sewer**

Sanitary sewer was installed in 1996 under the pavement along the entire segment of Sunwood Drive. Staff believes the existing sanitary sewer is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, staff proposes to hire a firm to televise the sewer to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If any issues are detected, repairs would be made under separate contract before work commences on this project. Sewer televising for this project is estimated to cost \$3,300.

## **3.4 Storm Sewer/Drainage**

Storm sewer exists along the entire segment of Sunwood Drive. Based on design calculations completed by City staff, no modifications will be required to the existing storm sewer system to meet current State Aid standards. Stormwater runoff is currently conveyed within the concrete curb and gutter along the outside edges of Sunwood Drive, where it is then collected in concrete catch basins and routed through concrete storm sewer pipes to existing wetlands, stormwater drainage ditches, and ponding facilities.

## **3.5 Streets**

### ***3.5.1 Existing Typical Sections***

The street was constructed to a width of 40 feet from face-of-curb to face-of-curb, and is centered within an 80 foot wide City-owned right-of-way. Eight-foot parking lanes are delineated along both sides using striping.

### ***3.5.2 Maintenance History***

In 2002 the pavement was cracksealed and sealcoated. Spot patching has been applied on an as-needed basis since.

## **3.6 Land Use**

Properties abutting this segment of Sunwood Drive are all zoned E1 or E2, with the exception of Cottonwood Park which is undevelopable.

## **4. PROPOSED IMPROVEMENTS**

### **4.1 Street and Stormwater Improvements**

The segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard/CR 116 is part of the City's Municipal State Aid System (MSAS). Any proposed improvements must therefore be designed and constructed in accordance with current Minnesota Department of Transportation (MnDOT) State Aid standards, which are generally based on the street's functional classification, projected traffic volume, design speed, lane designations and widths, and proposed pedestrian facilities.

Based on the proposed design, Sunwood Drive must be reconstructed in accordance with State Aid Rule 8820.9936 or 8820.9946. This will depend on the percentage of damaged curb and gutter that needs to be removed and replaced, which will be determined during final design.

The scope of the proposed surface improvements is shown in *Figure 1 in Appendix A*.

#### ***4.1.1 Street Improvements***

Sunwood Drive is proposed to be reconstructed at a width matching the existing width which permits on-street parking along both sides of Sunwood Drive. This design will meet current State Aid standards. All damaged B618 concrete curb and gutter is proposed to be removed and replaced in kind. A typical section for the proposed pavement reconstruction improvements is shown in *Figure 2 in Appendix A*.

The proposed reconstructed bituminous pavement design must accommodate a 10-ton design in accordance with State Aid design standards. City staff is proposing a pavement section design of 2 inches bituminous wear course, 2 inches bituminous base course, and 5 inches of base composed of stabilized full depth reclamation material. This pavement section would be constructed over the existing subgrade after reshaping and compacting.

The proposed pavement design should result in a minimum pavement life of 30 years, assuming that proactive, regular pavement maintenance treatments are performed during the life of the pavement. While a 60-year design life would typically be targeted for a reconstructed street, this project is not proposing a full reconstruction due to the good condition of the majority of existing 20 year old curb and gutter. Therefore, only the aggregate base and bituminous are proposed to be reconstructed at this time as it may make sense to replace the pavement section at the time the rest of the existing curb and gutter is replaced, which may be 30 or more years in the future.

#### ***4.1.2 Stormsewer Improvements***

The existing storm sewer system is in good condition and appears to meet all current State Aid design standards and is therefore not proposed to be improved. The only proposed storm sewer improvements include repairing catch basin castings as needed. No stormwater quality treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

### **4.1.3 Geotechnical Considerations**

Northern Technologies, Inc. (NTI) completed a Geotechnical Exploration and Engineering Review including eleven (11) soil borings spaced at approximate 200 foot intervals along Sunwood Drive. The locations of the borings are shown in the Boring Location Diagram in Appendix C of NTI's report, attached in **Appendix D**. NTI recommends completing a full reconstruction with subgrade corrections and the removal and replacement of all concrete curb and gutter. This work would result in project costs approximately twice as much as the current estimate included in this report, and would result in significant site access and traffic impacts during construction.

WSB completed four (4) pavement cores along Sunwood Drive as shown in their Pavement Evaluations and Recommendations report, attached in **Appendix D**. WSB recommends leaving all intact existing curb and gutter in place, which staff estimates accounts for over 80% of the existing curb and gutter, which is only 20 years old. WSB also recommends reconstructing only the aggregate base and bituminous pavement by incorporating additional strength in the aggregate base using a Stabilized Full Depth Reclamation process. In total, this work is estimated to cost half as much as a total reconstruction yet would result in a pavement design life of 30-plus years. In considering that the remaining curb and gutter will likely need to be replaced in 30 to 40 years, a total reconstruction could be evaluated at that time. Another benefit to this design is that it would result in minimal impacts to site access and traffic during construction.

### **4.1.4 Other Considerations**

#### Driveways:

Existing driveways will need to be reconstructed to varying degrees. The limits of construction will vary with each driveway based on the elevations of the street and the parking lot, as well as the driveway pavement type. During design, staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects the exact limits of construction will be determined in the field during construction. Right-of-entry forms would be obtained from private property owners if work is required outside City right-of-ways and easements.

#### Irrigation Systems:

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur where the existing curb and gutter is being replaced. On past street reconstruction projects, the City repaired private irrigation systems that were damaged as part of the project. Staff recommends foregoing this practice on future projects. Instead, staff recommends notifying property owners in writing of the pending construction as far in advance of construction as possible to allow them to move their irrigation systems out of the construction area, and then replace it once work is complete.

#### Parking Restrictions:

Parking is currently provided along both sides of the streets and is not currently restricted except for overnight parking per City code. During this project, parking is proposed to be restricted during allowable working hours also.

## **4.2 Stormwater Treatment**

Stormwater retention and/or treatment improvements are not required for this project.

## **4.3 Water Main Improvements**

No watermain improvements are proposed with this project.

## **4.4 Sanitary Sewer Improvements**

No sanitary sewer improvements are proposed with this project.

## **4.5 Construction Methods**

The existing bituminous pavement section will be reconstructed using the SFDR process outlined within this report. See WSB and Associates Pavement Evaluations and Recommendations report in *Appendix D* for additional details on the SFDR process.

## **4.6 Private Utilities**

Staff has not yet met with the telephone, gas, power and cable utilities regarding this project. During preparation of plans and specifications, staff will meet with the private utility companies to discuss the proposed improvements as noted in the project schedule within this report. The alignment and footprint of the streets will be considered to minimize impacts to private utilities. No impacts to power poles or street lights are anticipated with this project.

Should any utility company indicate they wish to upgrade, replace and/or otherwise modify their services during this project, any such upgrades, replacements and/or modifications will be at the sole discretion and cost of the utility company.

## **4.7 Permits**

Permits that are anticipated to be required as part of the proposed improvements include:

- MPCA General Stormwater Permit (NPDES)..... Grading and Storm Water

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project.

## **4.8 Right-of-Ways/Easements**

It is anticipated that all improvements will occur within existing City right-of-ways and/or easements, with the possible exception of tying into private driveways and yards. It is therefore not anticipated that the City will need to acquire additional permanent right-of-way or easements for this project. As such, costs for right-of-way or easement acquisitions are not included in the probable project costs.

City staff will obtain any required right of entries.

## 5. FINANCING

### 5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in *Appendix B* of this report. The opinion of probable costs incorporates anticipated 2017 construction costs for the proposed improvements plus 23% indirect costs for administrative, engineering, financing and legal costs. Construction contingency costs are not included in the estimated costs.

City staff prepared the Feasibility Report in-house as part of staff's normal duties.

NTI prepared the Geotechnical Exploration and Engineering Review, included in *Appendix D*, at a cost of \$4,400. WSB and Associates, Inc. prepared the Pavement Evaluations and Recommendations included in *Appendix D*, at a not-to-exceed cost of \$2,687.50.

### 5.2 Funding

#### 5.2.1 Assessments

The City's adopted Special Assessments Policy allows special assessments in an amount not to exceed 25% of eligible street reconstruction project costs to be levied against benefiting properties. Eligible project costs include costs required to reconstruct the street at its current width, and to reconstruct the pavement without increasing its structural capacity. Benefiting properties are considered to be any developable parcel that has, or has the ability to create, one or more direct accesses onto the segment of Sunwood Drive being reconstructed. A total of 9 benefiting properties have been identified for this project, including two City-owned parcels. The Preliminary Assessment Map and Roll are included in *Appendix C*.

The engineer's opinion of probable costs for eligible assessment costs totals \$607,000. Assessable industrial parcels are preliminarily proposed to be assessed for 25 percent of eligible project costs, which totals \$151,750. Assessment terms are proposed at ten years. Interest rates are proposed at two percent above the bond interest rate.

The "area" method of assessment identified in the City of Ramsey's Special Assessments Policy is proposed to be used to calculate assessments for this project. Properties which obtain sole access off Sunwood Drive are proposed to be assessed for 100% of the properties area. Two properties have existing or potential access onto other streets so their assessable area was reduced by 40% as shown in the Assessment Roll. This is intended to offset future assessments when the other streets they access are improved.

Special assessments have not been utilized widely in recent years for street reconstruction projects in Ramsey, and special assessments for industrial properties have never been applied using the new Special Assessments Policy. In addition, State Statute and the City Charter do not allow for assessments to exceed the benefit to the property. Therefore, Staff wants to ensure that all assessments applied with this project will not exceed the benefit to assessed properties and will therefore request Council authorization to order a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

### 5.2.2 City Contribution

The City contribution to the project will include all funding in excess of the amount collected through special assessments to benefiting properties which equals 75 percent of eligible project costs. No funds have been budgeted for this project.

The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Special assessments are proposed to pay back a portion of these costs based on the final assessments adopted by Council at the end of the project.

*Table 1* illustrates the proposed project funding based on the proposed design outlined within this report. This funding program assumes construction will occur in 2017.

**TABLE 1  
Proposed Project Funding**

	ASSESSMENTS	CITY FUNDS	TOTAL
<b>Estimated Costs</b>	<b>\$151,750</b>	<b>\$455,250</b>	<b>\$607,000</b>

<b>Total Estimated Project Cost</b>		<b>\$607,000</b>
Less Special Assessments (25%)	-	\$151,750
<b>Subtotal</b>	<b>=</b>	<b>\$455,250</b>
Less City Bonding Funds	-	\$447,950
<b>Subtotal</b>	<b>=</b>	<b>\$7,300</b>
Less Stormwater Utility Funds	-	\$7,300
<b>Total Remaining Cost</b>	<b>=</b>	<b>\$0</b>

**6. PROJECT SCHEDULE**

The proposed project schedule is as follows:

Council Orders Feasibility Report .....	August 9, 2016
Council Accepts Feasibility Report/Orders Public Hearing .....	January 24, 2017
Staff Publishes Notice of Public Hearing .....	January 27 & February 3, 2017
Public Input Meetings .....	January 27 – February 13, 2017
Council Conducts Public Hearing/Authorizes Plans and Specifications .....	February 14, 2017
Staff Conducts Private Utility Coordination Meeting .....	February/March, 2017
Council Approves Plans and Specifications/Authorizes Ad for Bids.....	April 11, 2017
Staff Advertises for Bids.....	April 14 & 21, 2017
Staff Receives Bids .....	May 15, 2017
Council Awards Contract .....	May 23, 2017
Contractor Begins Construction .....	June 2017
Contractor Completes Construction .....	September 8, 2017
Council Orders Assessment Roll/Hearing .....	September 12, 2017
Council Conducts Assessment Hearing .....	October 10, 2017

## 7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project 17-00 proposes to reconstruct the bituminous pavement section, to remove and replace damaged concrete curb and gutter, and to complete miscellaneous appurtenant work on Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116. This street segment measures approximately 3,050 linear feet (0.58 miles).

It is the recommendation of City staff that City Project No. 17-00 is feasible, necessary, and cost-effective from an engineering standpoint, and that this project would best be constructed as a stand-alone project as proposed herein.

The following Staff recommendations related to the proposed project are presented for Council consideration and concurrence:

1. Staff recommends reconstructing the segment of Sunwood Drive between Ramsey Boulevard/CSAH 56 and Bunker Lake Boulevard /CSAH 116 as proposed herein in 2017 thereby meeting current State Aid design standards and allowing all project costs to be eligible for the use of special assessments per the City's Special Assessments Policy.
2. Staff recommends ordering an assessment appraisal consultation report to ensure that the preliminary special assessments proposed herein will not exceed the benefit received as a result of the improvements in accordance with the City's Special Assessments Policy.
3. Staff recommends reconstructing the off-road bike trail along the north side of Sunwood Drive at a later date pending adoption of the City's Trail Maintenance Policy/Program.
4. Staff recommends excluding private irrigation system work from this project, and from all future City Improvement Projects, and instead recommends notifying property owners of pending construction as far in advance as possible and instructing them to relocate the irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.
5. Staff recommends meeting with all owners of assessable properties, and all area business owners, to inform them of the proposed improvements, the proposed use of special assessments, and to gather their input prior to conducting the Public Hearing and requesting Council authorization to prepare plans and specifications on February 14th.

The City Council is asked to act on the following items related to the proposed project:

1. Accept the preliminary industrial special assessment rates proposed herein.
2. Adopt Resolution #17-01-028 accepting this Feasibility Report and ordering a Public Hearing for February 14, 2017.

## **APPENDIX A**

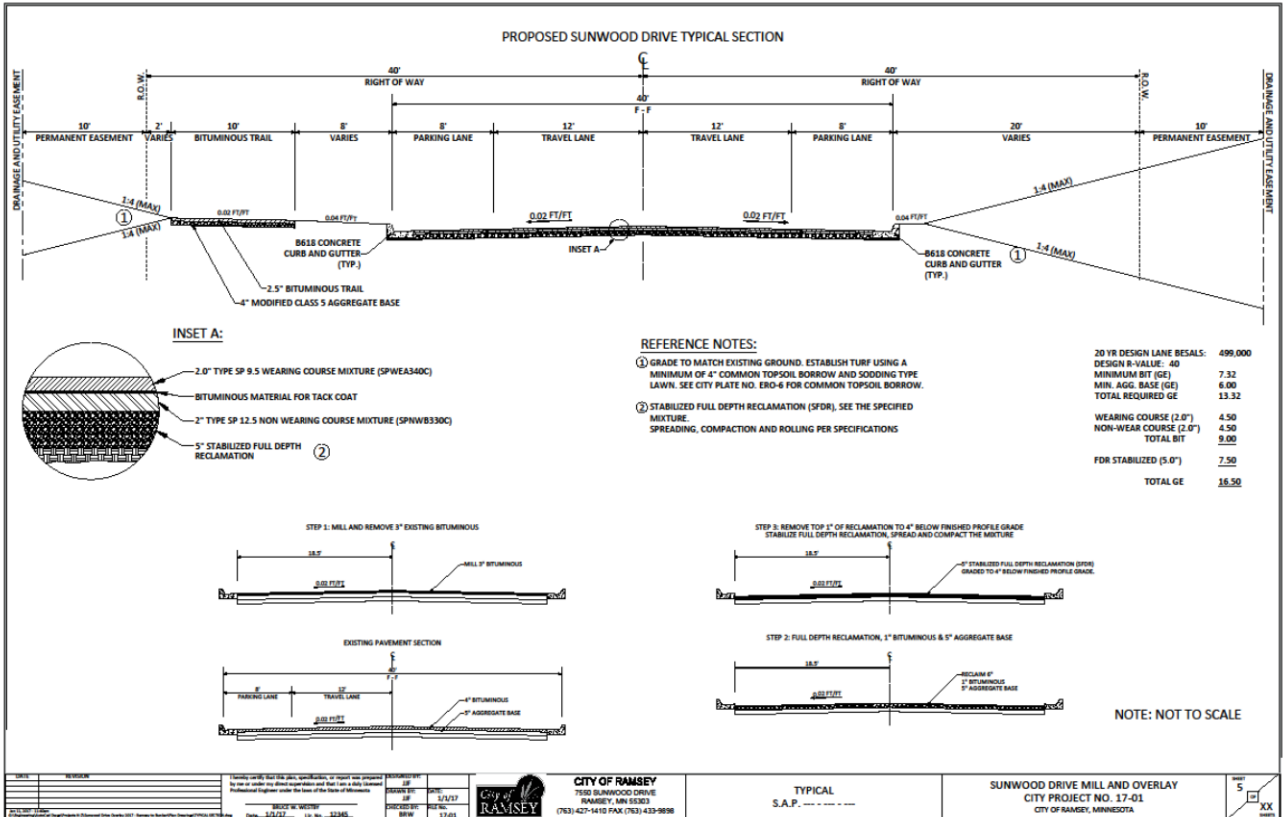
**Figure 1 – Project Scope**  
**Figure 2 – Typical Section**  
**Project Site Pictures**

# 2017 Sunwood Drive Reconstruction



**FIGURE 1**

**FIGURE 1  
PROJECT SCOPE**



**FIGURE 2  
TYPICAL SECTION**

## **PROJECT SITE PICTURES**







## **APPENDIX B**

### **Opinion of Probable Costs**

**17-00 SUNWOOD DRIVE RECONSTRUCTION: RAMSEY BLVD. to BUNKER LAKE BLVD.**

**ENGINEER ESTIMATE**

1/11/2017

ITEM No.	MNDOT No.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	COST ESTENSION
1	2021.501	MOBILIZATION (10%)	LS	1	\$ 44,841.03	\$ 45,000.00
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	1100	\$ 6.00	\$ 6,600.00
3	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	317	\$ 4.50	\$ 1,426.50
4	2104.505	REMOVE CONCRET VALLEY GUTTER	SY	179	\$ 20.00	\$ 3,580.00
5	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	200	\$ 8.50	\$ 1,700.00
6	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	564	\$ 5.30	\$ 3,102.00
7	2130.501	WATER	MGAL	30	\$ 32.50	\$ 1,625.00
8	2232.501	MILL BITUMINOUS PAVEMENT (1.5" DEPTH X 2' WIDTH)	SY	62	\$ 15.00	\$ 930.00
9	2232.501	MILL BITUMINOUS PAVEMENT (3.0" DEPTH)	SY	12707	\$ 1.25	\$ 15,883.75
10	2215.501	STABILIZED FULL DEPTH RECLAMATION (6" DEPTH)	SY	12707	\$ 3.50	\$ 44,474.50
11	2331.607	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	459	\$ 10.00	\$ 4,590.00
12	2331.609	BITUMINOUS MATERIAL FOR MIXTURE	TON	133	\$ 600.00	\$ 79,800.00
13	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	896	\$ 2.36	\$ 2,114.56
14	2360.502	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.0")	TON	1719	\$ 65.00	\$ 111,735.00
15	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	1689	\$ 61.00	\$ 103,029.00
16	2506.602	GROUT CATCH BASIN	EA	11	\$ 300.00	\$ 3,300.00
17	2506.602	ADJUST CATCH BASIN CASTING	EA	4	\$ 1,000.00	\$ 4,000.00
18	2531.501	CONCRETE CURB & GUTTER DESIGN B618 (ESTIMATED 20% REPLACE)	LF	1100	\$ 13.00	\$ 14,300.00
19	2504.602	ADJUST VALVE BOX	EA	6	\$ 250.00	\$ 1,500.00
20	2506.522	ADJUST FRAME AND RING CASTING (SANITARY MH IN STREET)	EA	9	\$ 550.00	\$ 4,950.00
21	2531.604	7" CONCRETE VALLEY GUTTER	SY	179	\$ 85.00	\$ 15,215.00
22	2563.601	TRAFFIC CONTROL	LS	1	\$ 10,000.00	\$ 10,000.00
23	2573.503	SILT FENCE	LF	100	\$ 3.00	\$ 300.00
24	2573.530	STORM DRAIN INLET PROTECTION	EA	17	\$ 200.00	\$ 3,400.00
25	2575.525	COMMON TOPSOIL BORROW (LV)	CY	35	\$ 30.00	\$ 1,050.00
26	2575.505	SODDING TYPE LAWN	SY	262	\$ 7.00	\$ 1,834.00
27	2582.501	PAVT MSSG (LT ARROW) EPOXY	EA	2	\$ 135.00	\$ 270.00
28	2582.501	PAVT MSSG (RT-THRU ARROW) EPOXY	EA	1	\$ 200.00	\$ 200.00
29	2582.502	24" SOLID LINE WHITE - EPOXY	LF	29	\$ 10.00	\$ 290.00
30	2582.502	24" SOLID LINE YELLOW - EPOXY	LF	52	\$ 10.00	\$ 520.00
31	2582.502	4" DOUBLE SOLID LINE YELLOW - EPOXY	LF	3182	\$ 1.00	\$ 3,182.00
32	2582.502	4" SOLID LINE WHITE - EPOXY	LF	3038	\$ 0.50	\$ 1,519.00
33	2582.503	CROSSWALK MARKING - EPOXY	SF	198	\$ 5.00	\$ 990.00
					<b>TOTAL CONSTRUCTION COST</b>	<b>\$ 493,410.31</b>
					<b>23% INDIRECT COST</b>	<b>\$ 113,484.37</b>
					<b>TOTAL PROJECT COST</b>	<b>\$ 606,894.68</b>

**APPENDIX C**

**Preliminary Assessment Map  
Preliminary Assessment Roll**

# SUNWOOD DRIVE ASSESSABLE PROPERTIES IP #17-00



PRELIMINARY ASSESSMENT MAP

PRELIMINARY ASSESSMENT MAP

Preliminary Assessment Roll - IP #17-00 (Area Method)									
PID No.	Property Owner	Total Area [Sq Ft]	Benefiting Area [Sq Ft]	Assessment per Sq Ft	Property Address	City	State	Zip	Assessment
273225310004	NORTH SUBURBAN MANAGEMENT LLC	104,686.35	104,686.35	\$0.062869106	6825 SUNWOOD DR NW	RAMSEY	MN	55303	\$6,381.34
273225310009	RAMSEY CITY OF	128,427.56	128,427.56	\$0.062869106			MN		\$8,074.13
273225310011	VISION EASE LP	766,840.76	460,104.46	\$0.062869106	7000 SUNWOOD DR NW	RAMSEY	MN	55303	\$28,926.36
273225310013	KNOLL PROPERTIES LLC	294,026.97	294,026.97	\$0.062869106	6830 SUNWOOD DR NW	RAMSEY	MN	55303	\$18,483.21
273225320008	CONNEXUS ENERGY	764,757.09	764,757.09	\$0.062869106			MN		\$48,079.59
273225320012	RMR CAPITAL LLC	145,873.29	87,523.97	\$0.062869106	7180 SUNWOOD DR NW	RAMSEY	MN	55303	\$5,302.53
273225320013	OBRIEN PROP OF MINNESOTA LLC	145,877.17	145,877.17	\$0.062869106	7100 SUNWOOD DR NW	RAMSEY	MN	55303	\$9,171.17
273225420005	RAMSEY CITY OF	58,568.39	58,568.39	\$0.062869106			MN		\$3,682.14
273225420006	PHILLIPS ALAN C & D V TRUSTEES	369,773.19	369,773.19	\$0.062869106			MN		\$23,247.31
<b>TOTALS</b>		<b>2,778,830.77</b>	<b>2,413,745.15</b>						<b>\$151,750.00</b>

## PRELIMINARY ASSESSMENT ROLL

## APPENDIX D

**Geotechnical Exploration and Engineering Review (NTI – 30 pages)**  
**Pavement Evaluations and Recommendations (WSB & Associates – 8 pages)**



**NTI**<sup>™</sup>  
NORTHERN  
TECHNOLOGIES, LLC

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[www.NTIgeo.com](http://www.NTIgeo.com)

Unearthing confidence<sup>™</sup>

November 23, 2016

City of Ramsey  
Attention: Mr. Bruce Westby, P.E.  
7550 Sunwood Drive NW  
Ramsey, Minnesota 55303

Subject: Geotechnical Exploration and Engineering Review  
**Sunwood Drive – Street Improvements**  
Ramsey, Minnesota  
NTI Project No. 16.61770.100

Northern Technologies, LLC (NTI) has completed a total of eleven (11) borings for the Sunwood Drive project area in the City of Ramsey, Minnesota.

The scope of services included determining existing bituminous and aggregate base thicknesses, and subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, depths of unsuitable soils to be removed, groundwater management, potential difficulties during construction, utility installation, and pavement design.

Our services were performed in accordance with our proposal dated October 25, 2016.

### PROJECT AND SITE DESCRIPTION

The project includes street and possibly utility improvements to a section of Sunwood Drive between Ramsey Boulevard and Bunker Lake Boulevard in Ramsey, Minnesota.

The pavement sections are proposed to be designed using the average annual daily traffic (AADT) information and based on a 20-year design pavement life. The AADT information noted on the Mn/DOT Traffic Data webpage indicates an AADT of 3500 for the project section of Sunwood Drive. NTI was not aware of invert elevations or other design details of the proposed utilities at the time this report was prepared.

Precision · Expertise · Geotechnical · Materials



## **SUBSURFACE EXPLORATION SUMMARY**

NTI performed the subsurface exploration program on November 8, 2016 with a two-person crew using a truck-mounted CME-55 drill rig. Samples were generally collected in accordance with ASTM D 1586 “Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils.”

The boring locations and depths were determined by a representative with the City of Ramsey. The boring locations were staked in the field by NTI. The borings terminated at nominal depths 11.0 feet below the existing pavement surface. .

Elevations were not provided to NTI, therefore, NTI has assumed a ground surface elevation of 100.0 feet for each of the boring locations. Please refer to the Boring Location Diagram, the Boring Logs in Appendix C, and the Pavement Core Photographs in Appendix D.

### **Sunwood Drive - (Borings S-1 through S-11)**

Bituminous pavement thickness in this project area ranged from approximately 4.3 to 8.3 inches at the boring locations. Apparent aggregate base was not observed at the boring locations. Previously placed fill soils, generally consisting of poorly graded sand with silt (SP-SM), were encountered extending to depths ranging from approximately 2.0 to 7.0 feet below the top of pavement.

Native alluvial soils consisting of poorly graded sand (SP), silty sand (SM), and poorly graded sand with silt (SP-SM) were generally observed extending to the boring termination depths. Varying amounts of gravel were encountered throughout the boring locations.

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling. Table 1 summarizes the encountered subsurface conditions for these project areas.



**Table 1: Pavement and Subgrade Summary<sup>1</sup>**  
**Sunwood Drive**

Boring No.	Bituminous Pavement Thickness <sup>2</sup> (inches)	Apparent Aggregate Base Thickness <sup>3</sup> (inches)	Fill Subgrade Material <sup>4</sup>	Native Subgrade Material
S-1	8.3	None	SP-SM	SP-SM
S-2	4.5	None	SP-SM	SP, SP-SM
S-3	4.5	None	SP-SM	SM, SP, SP-SM
S-4	4.5	None	SP-SM	SP-SM
S-5	4.8	None	SP-SM	SP-SM
S-6	4.8	None	SP-SM	SP-SM
S-7	4.3	None	SP-SM	SP, SP-SM
S-8	5.8	None	SP-SM	SP-SM
S-9	4.5	None	SP-SM	SP, SP-SM
S-10	5.0	None	SP-SM	SP, SP-SM
S-11	4.8	None	SP-SM	SP, SP-SM

1. Table summary is a generalization of subsurface conditions at the individual soil boring locations only. They may not reflect variations in subsurface strata occurring on site between boring locations. The general geologic origin of retained soil samples is listed on the boring logs.
2. Measured thickness of the pavement core.
3. Apparent aggregate base thickness, at time of our fieldwork, by visual inspection only and is not mean to confer conformance with DOT specifications.
4. Undocumented fill soils.

## GROUNDWATER AND GROUNDWATER CONTROL

Groundwater was observed in the boreholes at depths ranging from approximately 7.0 to 9.5 feet below the top of pavement at the time of drilling.

Depending upon elevations of underground utilities, groundwater may be an issue during construction. It should be noted that if excavations are proposed below the groundwater level, the granular nature of the majority of the on-site soils will likely result in significant volumes of water entering the excavations unless proper dewatering measures are implemented. Well points embedded into the underlying sands will likely be the most suitable method for controlling excess water in deeper excavations. If dewatering is needed during construction, we recommend that the groundwater be maintained a minimum of 2 feet below the bottom of the excavation.

## LABORATORY TEST PROGRAM

Our analysis and recommendations of this report are based upon our interpretation of the standard penetration test resistance determined while sampling soils, laboratory test results and experience with similar soils from other sites near the project. The results of such tests are summarized on the boring logs or attached laboratory test reports.



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## UTILITY LINE CONSTRUCTION

The native sand soils observed in soil borings were generally suitable for utility support and utility backfill. Due to the encountered groundwater levels and depending on the installation depth of the utilities, temporary dewatering may be required during the utility trench excavations. Stabilization of the trench subgrade may be required in order to provide a stable platform for construction. Stabilization could consist of a one half to one foot layer of crushed rock or sand with a maximum 5 percent material passing the No. 200 sieve and 50 percent passing the No. 40 sieve.

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted to no less than 95 percent standard Proctor maximum dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

The on-site non-organic soils are anticipated to be suitable for reuse if properly moisture conditioned and compacted. Replacement backfill required in utility trenches should consist of non-organic material similar to the surrounding soil. All import fill should be approved by NTI or the City's representative.

It is especially important that trench backfill for utility construction within paved areas be thoroughly compacted to minimize future pavement damage. We recommend that such soils be compacted in accordance with the recommendations noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

The stability of embankments along utility excavations is dependent on soil strength, site geometry, moisture content, and any surcharge load for excavated soils and equipment. We present cautionary remarks concerning stability of excavation sideslopes in the "Excavation Stability" section of this report.

The Contractor is solely responsible for assessing the stability of and executing underground utility and project excavations using safe methods. The contractor is also responsible for naming the "competent individual" as per Subpart P of 29 CFR 1926.6 (Federal Register - OSHA).

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that conditions are similar to those encountered in the borings, and that adequate bearing support is provided by the exposed soils.

### Excavation Stability

Excavation depth and sidewall inclination should not exceed those specified in local, state or federal regulations. Excavations may need to be widened and sloped, or temporarily braced, to maintain or develop a safe work environment. Contractors must comply with local, state, and federal safety regulations including current OSHA excavation and trench safety standards. Temporary shoring must be designed in accordance with applicable regulatory requirements.

Excavations that penetrate the groundwater surface will require dewatering with sand points or wells. We recommend that the groundwater surface be maintained a minimum of 2 feet below the bottom of the exposed excavation.



## Engineered Fill and Winter Construction

The silty sand soils on this site will be susceptible to frost action if not provided adequate drainage, insulation or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended period of time, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

If frost penetrates the soil prior to paving, soils must be thawed, scarified, and re-compacted as recommended in this report. Subgrade soils should be inspected prior to paving to verify frozen conditions are not present.

## PAVEMENT RECOMMENDATIONS

### Mill and Overlay Recommendations

Consideration could be made to milling and overlaying the existing pavement. The roadway sections appear to have a sufficiently thick in place pavement section, over a majority of the project alignment, which would lend itself to rehabilitation via mill and overlay techniques.

In general, pavement sections consisting of 3 inches or less of bituminous asphalt can be difficult to effectively mill and overlay as often times the entire pavement section is reclaimed during the attempted partial section milling process. Additionally, in locations where the existing pavement thickness is less than the recommended thickness, a mill and overlay would not be recommended unless a structural overlay were applied to increase the overall thickness.

### Pavement Reconstruction

If the pavement section is to be removed and replaced in its entirety, the most conservative method of subgrade preparation would be remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the most costly method of construction and would be relatively atypical method of subgrade preparation for improvements to existing municipal roadways.

If the City is willing to accept some risk in potential long term detrimental performance for the significant upfront savings, the roadway can be reconstructed over the existing fill. NTI recommends that prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas. The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth.



If imported fill is required in paved areas it should consist of debris free, non-organic, mineral soil similar in composition to the subgrade soils encountered in the surrounding areas. If sand is imported into areas that are underlain by relatively impervious fine grained soils the sand layer must be drained with drain tile in order to prevent frost heave from water trapped within the imported sand layer during freezing temperatures. Individual lifts of engineered fill should be tempered for moisture content, placed and compacted as noted in the “Placement and Compaction of Engineered Fill” section in Appendix B of this report.

The performance of stabilometer or similar tests, were beyond the scope of this report; however, they may be performed, upon request, for an additional fee. Based on the encountered soil conditions, we estimate that a properly prepared poorly graded sand with silt (SP-SM) soils will have an average stabilometer R-Value of 40.

For a 20-year design pavement life, Table 3 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value for the existing subgrade soils, the assumed AADT volumes, and the City of Ramsey’s typical pavement section for the respective project area.

**Table 3: Flexible Pavement Thickness Design<sup>1</sup>  
 Sunwood Drive**

<b>Pavement Section</b>	<b>Calculated Required Pavement Section</b>	<b>City’s Typical Pavement Section<sup>2</sup></b>
Bituminous Wear Course (inches)	1.5	1.5
Bituminous Base Course (inches)	2.0	2.0
Class 5 or 7 Aggregate Base (inches)	6.0	4.0

1. Assumed AADT volume of 3500 and an estimated R-value of 40.
2. The calculated required section was greater than the City’s typical section for residential streets, thus NTI recommends that the Calculated Required Pavement Section be implemented.

Pavement recommendations assume the subgrade soils and aggregate section below paved surfaces will drain to subsurface piping for eventual discharge into storm sewer, or above grade to ditching, or similar acceptable systems. Lack of surface and subsurface drainage will significantly reduce the capacity and longevity of the pavement systems indicated above.

We recommend pavements receive annual maintenance, as a minimum, to correct damages to the pavement structure, clean and infill cracks which develop, and repair or resurface areas which exhibit reduced subgrade performance. The lack of maintenance can lead to moisture infiltration of the pavement structure and softening of the subgrade soils. This, in turn, can degrade the performance of the pavement system and result in poorly performing pavements with shortened life expectancy.



**CLOSURE**

As the widely spaced, small diameter borings provide only a limited amount of data regarding the existing fill, the existing fill may contain soft zones, debris or significantly greater amounts of unsuitable materials than could be reasonably inferred from the boring information. Unsuitable materials may not be discovered during construction and may remain buried within the fill below the slabs and pavements, resulting in greater than anticipated settlements of the slabs and pavements. These risks cannot be eliminated without completely removing the fill, but can be reduced by thorough exploration and testing during site preparation and construction.

Our conclusions and recommendations are predicated on observation and testing of the earthwork directed by Geotechnical Engineer of Record. Our opinions are based on data assumed representative of the site. However, the area coverage of borings in relation to the entire project is very small. For this and other reasons, we do not warrant conditions below the depth of our borings, or that the strata logged from our borings are necessarily typical of the site. Deviations from our recommendations by plans, written specifications, or field applications shall relieve us of responsibility unless our written concurrence with such deviations has been established.

The scope of services for this project does not include either specifically or by implication any environmental or biological assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of The City of Ramsey and its agents for specific application to the proposed Sunwood Drive – Street Improvements project in the City of Ramsey, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

**Northern Technologies, LLC**

Debra A. Schroeder, P.E.  
Senior Engineer

Steven D. Gerber, P.E.  
Senior Engineer

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a Duly Licensed Professional Engineer under the Laws of the State of Minnesota.

Debra A. Schroeder  
Date: 11/23/2016 Reg. No. 52743

**Attachments**

- Appendix A - General Notes
- Appendix B - Groundwater Issues, Compaction and Placement of Fill
- Appendix C - Attachments: Boring Location Diagram (1), Soil Boring Logs (11)
- Appendix D - Photographs (11 cores)



## APPENDIX A

**GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES**

**FIELD EXPLORATION PROCEDURES**

**GENERAL NOTES**

**WATER LEVEL SYMBOL**

**DESCRIPTIVE TERMINOLOGY**

**RELATIVE PROPORTIONS**

**PARTICLE SIZES**

**CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES**

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## GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

We visually examined recovered soil samples to estimate distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We then classified the soils according using the Unified Soil Classification System (ASTM D2488). A chart describing this classification system and general notes explaining soil sampling procedures are presented within appendices attachments.

The stratification depth lines between soil types on the logs are estimated based on the available data. In-situ, the transition between type(s) may be distinct or gradual in either the horizontal or vertical directions. The soil conditions have been established at our specific boring locations only. Variations in the soil stratigraphy may occur between and around the borings, with the nature and extent of such change not readily evident until exposed by excavation. These variations must be properly assessed when utilizing information presented on the boring logs.

We request that you, your design team or contractors contact NTI immediately if local conditions differ from those assumed by this report, as we would need to review how such changes impact our recommendations. Such contact would also allow us to revise our recommendations as necessary to account for the changed site conditions.

## FIELD EXPLORATION PROCEDURES

### ***Soil Sampling – Standard Penetration Boring:***

Soil sampling was performed according to the procedures described by ASTM D-1586. Using this procedure, a 2 inch O.D. split barrel sampler is driven into the soil by a 140 pound weight falling 30 inches. After an initial set of six inches, the number of blows required to drive the sampler an additional 12 inches is recorded (known as the penetration resistance (i.e. “N-value”) of the soil at the point of sampling. The N-value is an index of the relative density of cohesionless soils and an approximation of the consistency of cohesive soils.

### ***Soil Sampling – Power Auger Boring:***

The boring(s) was/were advanced with a 6 inch nominal diameter continuous flight auger. As a result, samples recovered from the boring are disturbed, and our determination of the depth, extend of various stratum and layers, and relative density or consistency of the soils is approximate.

### ***Soil Classification:***

Soil samples were visually and manually classified in general conformance with ASTM D-2488 as they were removed from the sampler(s). Representative fractions of soil samples were then sealed within respective containers and returned to the laboratory for further examination and verification of the field classification. In addition, select samples were submitted for laboratory tests. Individual sample information, identification of sampling methods, method of advancement of the samples and other pertinent information concerning the soil samples are presented on boring logs and related report attachments.

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## GENERAL NOTES

<i>DRILLING and SAMPLING SYMBOLS</i>		<i>LABORATORY TEST SYMBOLS</i>	
<b>SYMBOL</b>	<b>DEFINITION</b>	<b>SYMBOL</b>	<b>DEFINITION</b>
C.S.	Continuous Sampling	W	Moisture content-percent of dry weight
P.D.	2-3/8" Pipe Drill	D	Dry Density-pounds per cubic foot
C.O.	Cleanout Tube	LL, PL	Liquid and plastic limits determined in accordance with ASTM D 423 and D 424
3 HSA	3 ¼" I.D. Hollow Stem Auger	Q <sub>U</sub>	Unconfined compressive strength-pounds per square foot in accordance with ASTM D 2166-66
4 FA	4" Diameter Flight Auger		
6 FA	6" Diameter Flight Auger		
2 ½ C	2 ½" Casing		
4 C	4" Casing		
D.M.	Drilling Mud	Pq	Penetrometer reading-tons/square foot
J.W.	Jet Water	S	Torvane reading-tons/square foot
H.A.	Hand Auger	G	Specific Gravity – ASTM D 854-58
NXC	Size NX Casing	SL	Shrinkage limit – ASTM 427-61
BXC	Size BX Casing	Ph	Hydrogen ion content-meter method
AXC	Size AX casing	O	Organic content-combustion method
SS	2" O.D. Split Spoon Sample	M.A.	Grain size analysis
2T	2" Thin Wall Tube Sample	C*	One dimensional consolidation
3T	3" Thin Wall Tube Sample	Q <sub>C</sub>	Triaxial Compression
* See attached data Sheet and/or graph			

## WATER LEVEL SYMBOL

Water levels shown on the boring logs were determined at the time and under the conditions indicated. In sand, the indicated levels can be considered relatively reliable for most site conditions. In clay soils, it is not possible to determine the ground water level within the normal scope of a test boring investigation, except where lenses or layers of more pervious water bearing soil are present; and then a long period of time may be necessary to reach equilibrium. Therefore, the position of the water level symbol for cohesive or mixed soils may not indicate the true level of the ground water table. The available water level information is given at the bottom of the log sheet.

## DESCRIPTIVE TERMINOLOGY

<i>RELATIVE DENSITY</i>		<i>CONSISTENCY</i>	
<b>TERM</b>	<b>N<sub>60</sub> Value (corrected)</b>	<b>TERM</b>	<b>N<sub>60</sub> Value (corrected)</b>
Very Loose	0 – 4	Soft	0 – 4
Loose	5 – 8	Medium	5 – 8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

## RELATIVE PROPORTIONS

<b>TERMS</b>	<b>RANGE</b>
Trace	0 – 5%
A little	5 – 15%
Some	15 – 30%

## PARTICLE SIZES

<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>U.S. SIEVE SIZE</b>
Boulders		Over 3"
Gravel	Coarse	3" to ¾"
	Medium	¾" to #4
Sand	Coarse	#4 to #10
	Medium	#10 to #40
	Fine	#40 to #200
Silt and Clay	Determined by Hydrometer Test	



## CLASSIFICATION of SOILS for ENGINEERING PURPOSES

ASTM Designation D-2487 and D2488 (Unified Soil Classification System)

Major Divisions	Group Symbol	Typical Name	Classification Criteria				
<b>Course Grained Soils</b> More than 50% retained on No. 200 sieve *	Gravels	Clean Gravels	<b>GW</b> Well-graded gravels and gravel-sand mixtures, little or no fines. <b>GP</b> Poorly graded gravels and gravel-sand mixtures, little or no fines. <b>GM</b> Silty gravels, gravel-sand-silt mixtures. <b>GC</b> Clayey gravels, gravel-sand-clay mixtures.	$C_u = D_{60} / D_{10}$ greater than 4. $C_z = (D_{30})^2 / (D_{10} \times D_{60})$ between 1 & 3.  Not meeting both criteria for GW materials.			
		Sands	Clean Sands	<b>SW</b> Well-graded sands and gravelly sands, little or no fines. <b>SP</b> Poorly-graded sands and gravelly sands, little or no fines.	$C_u = D_{60} / D_{10}$ greater than 4. $C_z = (D_{30})^2 / (D_{10} \times D_{60})$ between 1 & 3.  Not meeting both criteria for SW materials.		
			Gravels with Fines	<b>SM</b> Silty sands, sand-silt mixtures. <b>SC</b> Clayey sands, sand-clay mixtures.	Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. greater than 7.		
				Sands with Fines	<b>GM</b> Silty sands, sand-silt mixtures. <b>GC</b> Clayey sands, sand-clay mixtures.	Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. > 7.	
			<b>Classification on basis of percentage of fines.</b> Less than 5% passing No. 200 Sieve: GW, GP, SW, SP More than 12% passing No. 200 Sieve: GM, GC, SM, SC From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of dual symbols.			Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. > 7.	
	<b>Fine Grained Soils</b> More than 50% passes No. 200 sieve *		Silts and Clays	Liquid Limit of 50% or less	<b>ML</b> Inorganic silts, very fine sands, rock flour, silty or clayey fine sands. <b>CL</b> Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays. <b>OL</b> Organic silts and organic silty clays of low plasticity.	<b>Plasticity Index Chart</b> 	
		Liquid Limit greater than 50%.		<b>MH</b> Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts. <b>CH</b> Inorganic clays of high plasticity, fat clays. <b>OH</b> Organic clays of medium to high plasticity.			
				<b>Pt</b> Peat, muck and other highly organic soils.			
		Highly Organic Soils					



## APPENDIX B

### GROUNDWATER ISSUES

### PLACEMENT and COMPACTION OF ENGINEERED FILL

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## GROUNDWATER ISSUES

***The following presents additional comment and soil specific issues related to measurement of groundwater conditions at your project site.***

Note that our groundwater measurements, or lack thereof, will vary depending on the time allowed for equilibrium to occur in the borings. Extended observation time was not available during the scope of the field exploration program and, therefore, groundwater measurements as noted on the borings logs may or may not accurately reflect actual conditions at your site.

Seasonal and yearly fluctuations of the ground water level, if any, occur. Perched groundwater may be present within sand and silt lenses bedded within cohesive soil formations. Groundwater typically exists at depth within cohesive and cohesionless soils.

We anticipate that a system of sump pits and pumps located outside of the excavation areas would be suitable for control if groundwater were to be encountered. However, a well point system would be more suitable for control of groundwater if excavations were to be advanced into the ground water table at depth in free draining granular soils. Additionally, we caution such seepage from such formations and any water entry from excavations below the groundwater table may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project. The groundwater surface should be maintained a minimum of 2 feet below the bottom of the excavation at all times.

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## PLACEMENT and COMPACTION OF ENGINEERED FILL

***Unless otherwise superseded within the body of the Geotechnical Exploration Report, the following criteria shall be utilized for placement of engineered fill on project. This includes, but is not limited to earthen fill placement to improve site grades, fill placed below structural footings, fill placed interior of structure, and fill placed as backfill of foundations.***

Engineered fill placed for construction, if necessary should consist of natural, non-organic, competent soils native to the project area. Such soils may include, but are not limited to gravel, sand, or clays with Unified Soil Classification System (ASTM D2488) classifications of GW, SP, or SM. Use of silt or clayey silt as project fill will require additional review and approval of project Geotechnical Engineer of Record. Such soils have USCS classifications of ML, MH, ML-CL, MH-CH. Use of topsoil, marl, peat, other organic soils construction debris and/or other unsuitable materials as fill is not allowed. Such soils have USCS classifications of OL, OH, Pt.

Engineered fill, classified as clay, should be tempered such that the moisture content at the time of placement is equal to and no more than 3 percent above the optimum content for as defined by the appropriate proctor test. Likewise, engineered fill classified as gravel or sand should be tempered such that the moisture content at the time of placement is within 3 percent of the optimum content.

All engineered fill for construction should be placed in individual 8 inch maximum depth lifts. Each lift of fill should be compacted by large vibratory equipment until the in-place soil density is equal to or greater than the criteria established within the following tabulation.

Type of Construction	Compaction Criteria (% respective Proctor) <sup>1</sup>	
	Clay	Sand or Gravel
General Embankment Fill	Min. 95	Min. 95
Engineered Fill below Foundations	NA	Min. 98
Engineered Fill below Floor Slabs	NA	Min. 98
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100
Engineered Fill placed to within 3 feet of pavement aggregate base	Min. 95	Min. 95
Engineered Fill placed within 3 feet of pavement aggregate base	Min. 100	Min. 100

<sup>1</sup> Unless otherwise required, compaction shall be based on the Standard Proctor Test (ASTM D698).

Density tests should be taken during engineered fill placement to document earthwork has achieved necessary compaction of the material(s). Recommendations for interior fill placement and backfill of foundation walls are presented within other sections of this report.

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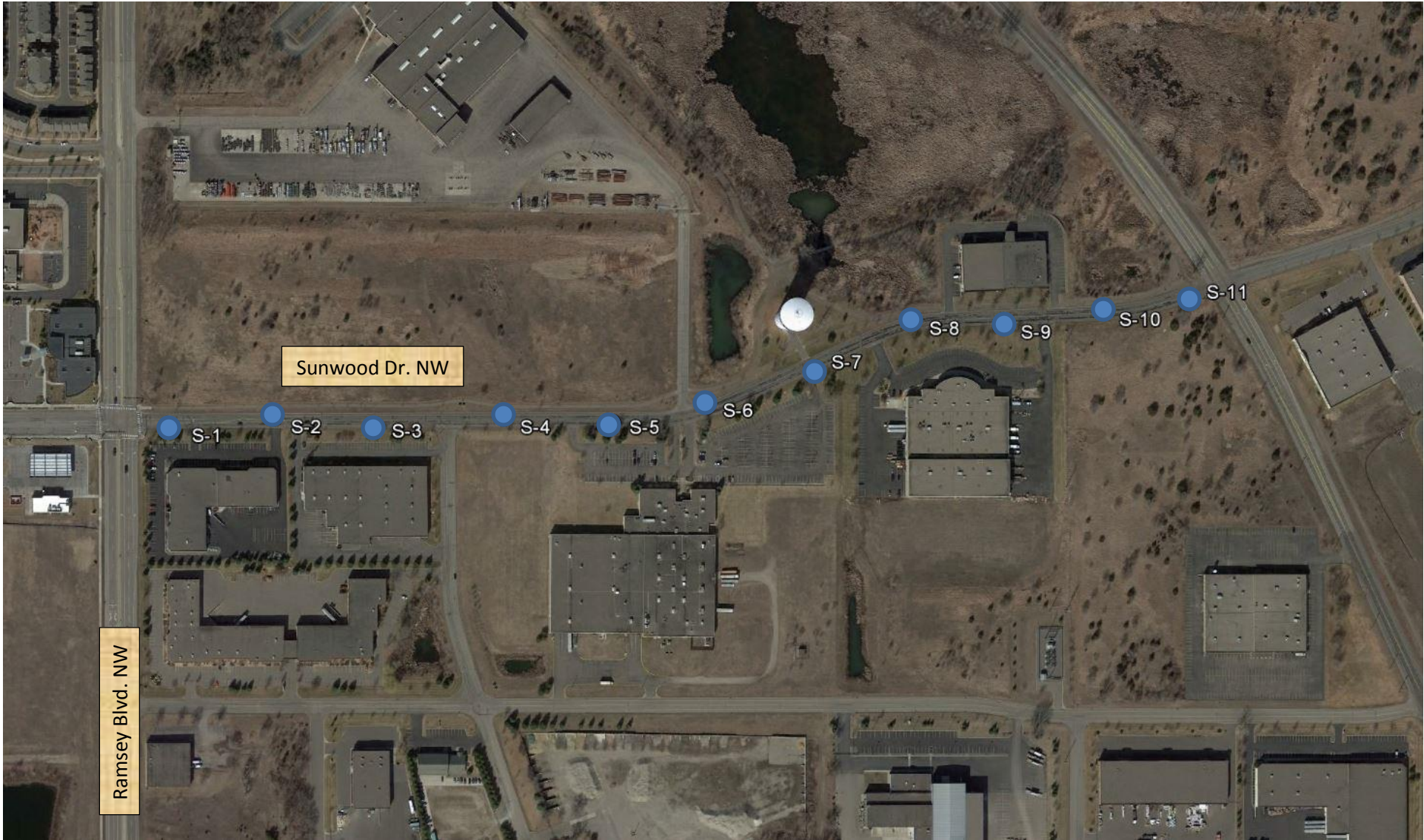


## APPENDIX C

**BORING LOCATION DIAGRAM**

**SOIL BORING LOGS**

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Boring Location Diagram  
Alpine and Sunwood Drive – Street Improvements – Sunwood Drive  
Ramsey, Minnesota  
NTI Project #: 16.61770.100

Completed Soil Borings: ●

NOTE: Boring locations are approximate.





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**BORING NUMBER S-1**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** --- **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0												
0.7		BITUMINOUS PAVEMENT (8.3 Inches)	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown below 2.0 feet.	SS 2	100	7-8-9 (17)			9				
4.5												
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)	SS 3	89	6-7-6 (13)							
			SS 4	94	3-2-3 (5)							
			SS 5	89	4-6-5 (11)							
11.0												

Bottom of borehole at 11.0 feet.





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**BORING NUMBER S-3**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A  **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** 3.5 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		BITUMINOUS PAVEMENT (4.5 Inches)	AU 1									
0.4												
2.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, little gravel (Fill)	SS 2	94	4-5-4 (9)			9				16
4.5		SILTY SAND, (SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	SS 3	94	5-6-7 (13)							
9.5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)	SS 4	89	3-4-3 (7)							
11.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 5	83	3-3-4 (7)							

Bottom of borehole at 11.0 feet.



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**BORING NUMBER S-4**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A  **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** --- **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	AU 1									
2.0		POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	94	5-6-7 (13)			8				9
4.5		POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel (Fill)	SS 3	89	5-6-6 (12)							
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, medium dense to loose, trace gravel (Alluvial)	SS 4	83	3-4-3 (7)							
			SS 5	89	3-3-4 (7)							
11.0		89.0										

Bottom of borehole at 11.0 feet.







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**BORING NUMBER S-7**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A  **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** 3.5 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		BITUMINOUS PAVEMENT (4.3 Inches)	AU 1									
0.4		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	89	4-5-5 (10)			4				
4.5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)	SS 3	83	4-4-4 (8)							
7.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, medium dense, trace gravel (Alluvial)	SS 4	89	3-4-5 (9)							
89.0			SS 5	100	3-5-6 (11)							

Bottom of borehole at 11.0 feet.



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**BORING NUMBER S-8**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A **AT TIME OF DRILLING** 7.00 ft / Elev 93.00 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** 4 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0												
0.5		BITUMINOUS PAVEMENT (5.8 Inches)	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill) NOTE: Brown to dark brown with occasional bituminous debris below 2.0 feet.	SS 2	78	7-8-7 (15)			5				
4.5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist to saturated, loose, trace gravel ▽ (Alluvial)	SS 3	83	3-4-4 (8)							
			SS 4	94	4-3-4 (7)							
11.0			SS 5	89	3-4-3 (7)							

Bottom of borehole at 11.0 feet.



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**BORING NUMBER S-9**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A  **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** 4 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		0.4 BITUMINOUS PAVEMENT (4.5 Inches)	AU 1					6				8
2.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	89	6-10-8 (18)							
4.5		POORLY GRADED SAND WITH SILT, (SP-SM) orange brown, fine to medium grained, moist, trace gravel (Fill)	SS 3	100	5-6-5 (11)							
7.0		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	SS 4	89	3-4-4 (8)							
11.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist to saturated, loose to medium dense, trace gravel (Alluvial)	SS 5	89	3-4-5 (9)							

Bottom of borehole at 11.0 feet.



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**BORING NUMBER S-10**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A  **AT TIME OF DRILLING** 7.50 ft / Elev 92.50 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** 5 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0		0.4 BITUMINOUS PAVEMENT (5.0 Inches) 99.6	AU 1									
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel, occasional bituminous debris (Fill)	SS 2	100	16-7-8 (15)			4				
5		4.5 POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, loose, trace gravel (Alluvial) 95.5	SS 3	100	3-4-4 (8)							
		7.0 <input checked="" type="checkbox"/> POORLY GRADED SAND WITH SILT, (SP-SM) gray, fine to medium grained, moist to saturated, loose, trace gravel (Alluvial) 93.0	SS 4	100	2-2-3 (5)							
10		11.0 <input checked="" type="checkbox"/> 89.0	SS 5	89	5-4-4 (8)							

Bottom of borehole at 11.0 feet.



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**BORING NUMBER S-11**

**CLIENT** City of Ramsey **PROJECT NAME** Alpine and Sunwood Drive - Street Improvements  
**PROJECT NUMBER** 16.61770.100 **PROJECT LOCATION** Ramsey, MN  
**DATE STARTED** 11/8/16 **COMPLETED** 11/8/16 **GROUND ELEVATION** 100 ft **HOLE SIZE** 6 1/2 in.  
**DRILLING CONTRACTOR** NTI **GROUND WATER LEVELS:**  
**DRILLING METHOD** 3 1/4 in H.S.A  **AT TIME OF DRILLING** 9.50 ft / Elev 90.50 ft  
**LOGGED BY** Robert Hawkins **CHECKED BY** DAS **AT END OF DRILLING** ---  
**CAVE IN (ft)** 4 **FROST DEPTH (ft)** --- **AFTER DRILLING** ---  
**NOTES** Elevation assumed 100.0 Feet.

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DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS			FINES
									LIQUID LIMIT	PLASTIC LIMIT	PLASTICITY INDEX	
0												
0.4		BITUMINOUS PAVEMENT (4.8 Inches)	AU 1									
2.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel (Fill)	SS 2	89	3-4-5 (9)							
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense to very loose, trace gravel (Alluvial)	SS 3	94	3-3-3 (6)		5					4
9.5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 4	83	2-2-2 (4)							
11.0		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, saturated, loose, trace gravel (Alluvial)	SS 5	78	3-3-4 (7)							
Bottom of borehole at 11.0 feet.												



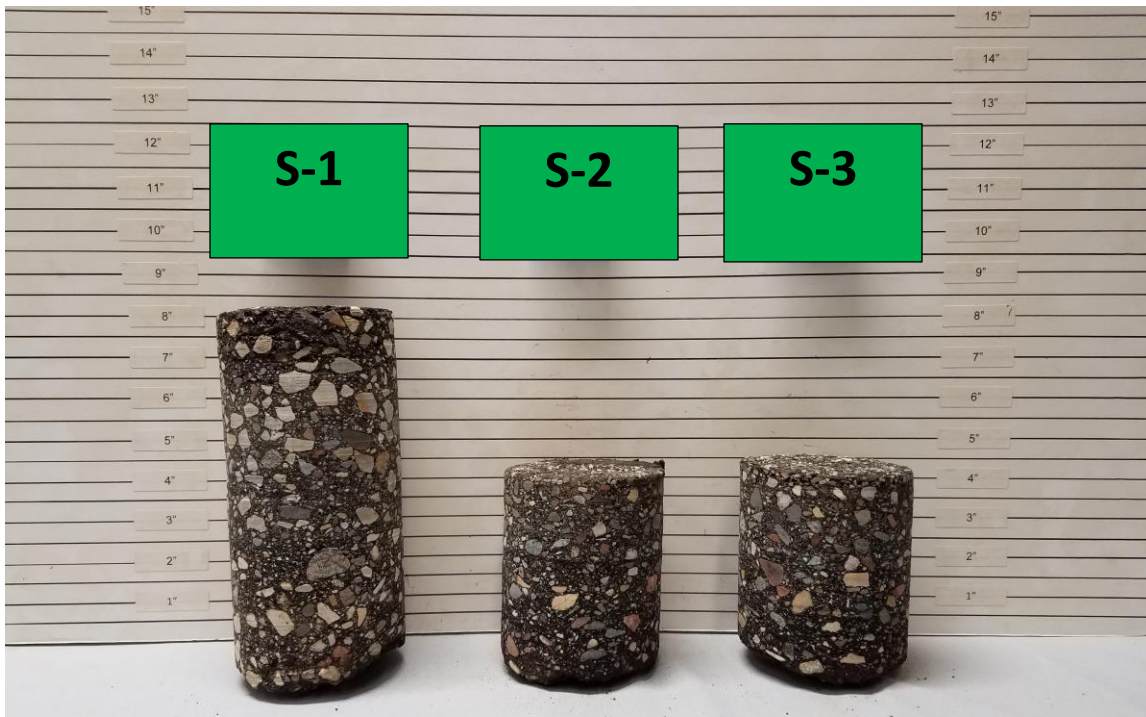
## APPENDIX D

### PAVEMENT CORE PHOTOGRAPHS

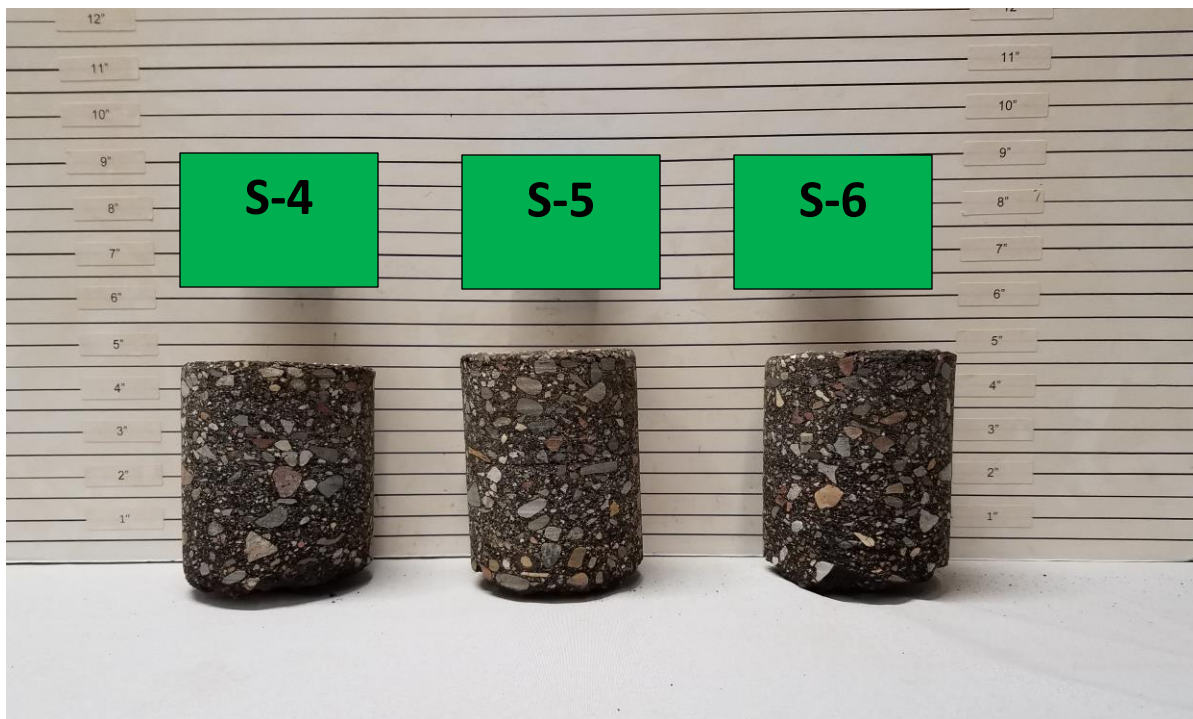
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Bituminous Pavement Cores, S-1: 8 ¼ Inches, S-2: 4 ½ Inches, S-3: 4 ½ Inches.



Bituminous Pavement Cores, S-4: 4 ½ Inches, S-5: 4 ¾ Inches, S-6: 4 ¾ Inches.





Bituminous Pavement Cores, S-7: 4 ¼ Inches, S-8: 5 ¾ Inches, S-9: 4 ½ Inches.



Bituminous Pavement Cores, S-10: 5 Inches, S-11: 4 ¾ Inches.





December 27, 2016

Mr. Bruce Westby P.E.  
City Engineer  
7550 Sunwood Drive NW.  
Ramsey, MN 55303

Re: Pavement Evaluations and Recommendations for City of Ramsey Improvement Project #17-00  
2017 Sunwood Drive Reconstruction

**Observation:** On December 20, 2016 WSB & Associates cored Sunwood Drive from Ramsey Blvd. to Bunker Lake Blvd in Ramsey, MN, to verify the thickness of the Hot Mix Asphalt (HMA) and to determine what type of granular base was under the HMA. The pavement is in a light industrial park area and was constructed in 1980s. The main observed distress was cracking caused by aging of the HMA. Some fatigue cracks were observed in the wheel paths which are to be expected as a pavement meets its design life. One other observation was that the some of the warehouses were expanding their building which leads me to believe the truck traffic will only increase over the next 20 years. The cores measured 4 inches thick with a granular base material that appears to be Class 5.

**Recommendations:** Based on the information above our first recommendation would be to mill off 3 inches of the HMA and then do a 6 inch Stabilized Full Depth Reclamation (SFDR) using asphalt emulsion. The concept of doing SFDR over removing and repaving is that we can increase the structural capacity of the pavement by building down deeper into the pavement structure. This option would completely break up the existing crack pattern. Properly designed and constructed SFDR should yield gravel equivalencies of 1.5 to 2.0 with 1.8 being a good design value to use. Then repave the last 3 inches using SPWEB440C Super Pave. MnDOT gives this option the same value as a complete reconstruction at approximately 40 to 60 percent of the cost.

Option 2 would be to remove all the HMA and re-compact the base and repave. This option should be less expensive than Option 1. The one issue that we have with this option is the belief that truck traffic on Sunwood is only going to increase and that this option may fail prematurely compared to the existing pavement. If this option is chosen we would recommend using 4 inches of the same HMA as spelled out above.

Please let me know if you have any other questions of comments regarding this report.

Sincerely,

**WSB & Associates, Inc.**

Thomas J. Wood  
Project Manager

Mr. Bruce Westby, P.E.  
December 27, 2016

## **Appendix A**

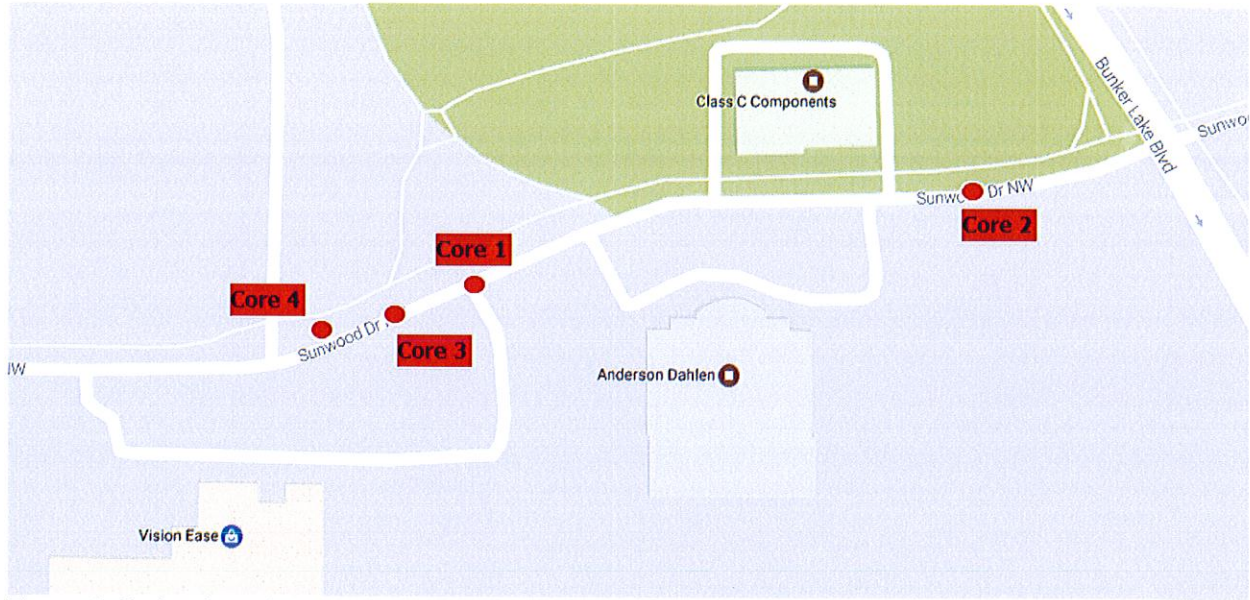


Figure 1: Coring Locations

Mr. Bruce Westby, P.E.  
December 27, 2016

## Appendix B

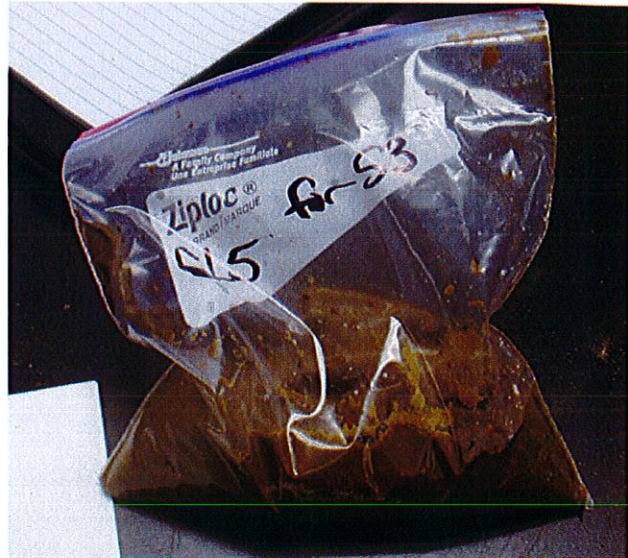
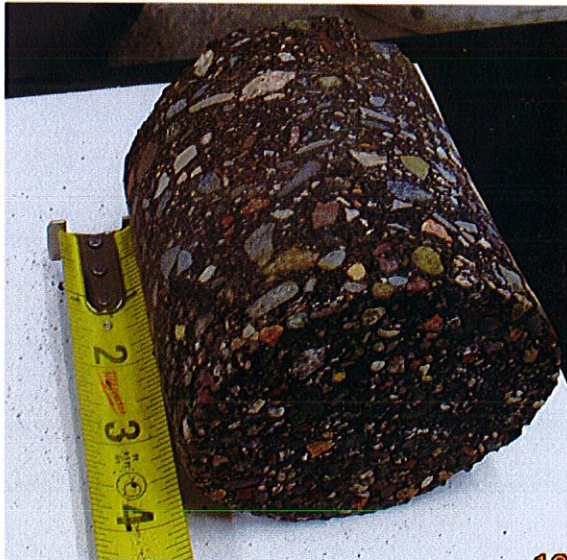
## Core 1



## Core 2



### Core 3



## Core 4





## **SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS**

- SECTION 1. General Policy Statement.
- SECTION 2. Improvements and Maintenance Costs Eligible for Special Assessment.
- SECTION 3. Initiation of Public Improvement Projects.
- SECTION 4. Public Improvement Procedures.
- SECTION 5. Financing of Public Improvements.
- SECTION 6. General Assessment Policies.
- SECTION 7. Methods of Assessment.
- SECTION 8. Standards for Public Improvement Projects.
- SECTION 9. Policies of Reassessment.
- SECTION 10. Assessment Computations.
- SECTION 11. Deferment of Assessments.

### **SECTION 1. GENERAL POLICY STATEMENT.**

The purpose of this policy is to establish a fair and equitable manner of assessing the increase in market value (special benefit) associated with public improvements. The procedures used by the City for levying special assessments are those specified by the City Charter and Minnesota Statutes Chapter 429, which provide that all or a part of the cost of improvements may be assessed against benefiting properties.

Three basic criteria must be satisfied before a particular parcel can be assessed. The criteria are as follows:

1. The land must have received special benefit from the improvement.
2. The amount of the assessment must not exceed the special benefit.
3. The assessment must be uniform in relation to the same class of property within the assessment area.

It is important to recognize that the actual cost of extending an improvement past or through a particular parcel is not the controlling factor in determining the amount to be assessed. However, in many cases the method for assigning the value of the benefit received by the improvement, and therefore the amount to be assessed, will focus on calculating the proportionate cost of providing the improvement, provided the cost does not exceed the increase in property market value resulting from the improvement. The entire project shall be considered as a whole for the purpose of calculating and computing an assessment rate. In the event City staff has doubt as to whether the costs of the project may exceed the special benefits to the property, the City Council may obtain such appraisals as may be necessary to support the proposed assessment.

The assessment policy is intended to serve as a guide for a systematic assessment process in the City. There may be exceptions to the policy or unique circumstances or situations that may require special consideration and discretion by City staff and the City Council.

## **SECTION 2. IMPROVEMENTS AND MAINTENANCE COSTS ELIGIBLE FOR SPECIAL ASSESSMENT.**

**Subd. 1.** Public improvements, and related acquisition, construction, extension, and maintenance of such improvements, authorized by Minnesota Statutes, Sections 429.021 and 459.14, subd. 7, that are eligible for special assessment within the City include the following:

1. Streets, sidewalks, pavement, curbs and gutters, including the beautification thereof.
2. Parking lots.
3. Water works systems and appurtenances, within and without the corporate limits.
4. Sanitary sewer and storm sewer systems including appurtenances, within and without the corporate limits.
5. Street boulevard trees.
6. Street lights, street lighting systems and special lighting systems.
7. Steam heating mains.
8. Parks, playgrounds, and recreational facilities, including the purchase of equipment, within or without the corporate limits.
9. Abatement of nuisances, including but not limited to, draining and filling swamps, marshes, and ponds on public and private property.
10. Dikes and other flood control works.
11. Retaining walls and area walls.
12. A pedestrian skyway system upon a petition pursuant to section 429.031, subdivision 3.
13. Underground pedestrian concourses.
14. Public malls, plazas or courtyards.
15. District heating systems.
16. Fire protection systems in existing buildings upon a petition pursuant to section 429.031, subdivision 3.
17. Highway sound barriers.
18. Gas and electric distribution facilities.

**Subd. 2.** The City is also authorized by ordinance adopted pursuant to Minnesota Statutes Section 429.101 to recover, through special assessment, certain costs, including the following:

1. Snow, ice, or rubbish removal from sidewalks.
2. Weed elimination from streets or private property.
3. Removal or elimination of public health or safety hazards from private property excluding any structure included under the provisions of Minnesota Statutes, sections 463.15 to 463.26.
4. Installation or repair of water service lines, street sprinkling, sweeping, or other dust treatment of streets.
5. The trimming and care of trees and the removal of unsound trees from any street.
6. The treatment and removal of insect infested or diseased trees on private property.
7. The repair of sidewalks and alleys.
8. The operation of a street lighting system.
9. The operation and maintenance of a fire protection or a pedestrian skyway system.

### **SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.**

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.
2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.
3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

### **SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.**

The following is the general procedure followed by the City Council for all public improvement projects from initiation of such a project through certification of the assessment roll to the County Auditor. Formats for the various reports and resolutions referenced in this section are made a part of the policies and procedures of the City. **Applicable state law and City Charter provisions take precedence over the following general procedure.**

1. Staff reviews the petition or Developer's request for submission to Council.
2. Council accepts or rejects the petition or request. If based upon a petition, the Council adopts a resolution declaring whether the required percentage of property owners signed the petition. If the petition or request is accepted, Council orders the preparation of a feasibility report.
3. Staff prepares the feasibility report. The report shall preliminarily evaluate whether the proposed improvement is necessary, cost-effective, and feasible and whether it should be made as proposed or in conjunction with another project. The report shall include an estimate of the cost of the improvement as proposed. Council may refer the report to the Planning and Zoning Commission.
4. Council accepts or rejects the feasibility report. If accepted, Council orders a public hearing on the improvements.
5. Staff posts and publishes the hearing notice and mails notices to affected property owners as provided in Minn. Stat. § 429.031(a).
6. Council conducts a public hearing.
7. Within six (6) months of the hearing date, but no sooner than sixty (60) days after per City Charter § 8.4.1, Council adopts or rejects a resolution ordering the improvement to be constructed and advertisement of bids. If adopted, staff prepares final plans, advertises for and opens bids as provided in Minn. Stat. § 429.041, prepares a bid tabulation, makes a recommendation to City Council for award, and prepares a proposed assessment roll. Bonds to finance project costs may be issued at any time after the improvements are ordered.

8. Council reviews the proposed assessment roll and orders an assessment hearing.
9. Staff publishes a hearing notice and mails notice of the hearing date and proposed assessments to the affected property owners as provided in Minn. Stat. § 429.061.
10. Council conducts the assessment hearing and adopts, revises, or rejects the resolution determining the amount of the total expense the City will pay, if any, and establishing the assessment roll. If adopted, Council authorizes certification of the assessment to the County Auditor.
11. Council awards contracts based on the bids received.
12. Staff certifies the assessment roll to the County Auditor.
13. Staff supervises construction and prepares payments.

## **SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.**

The City encourages public improvement projects when the area benefiting and needing such improvements develop. Examples of this policy can be seen through the subdivision regulations, zoning ordinance, and building codes. Developers are required to provide the needed improvements and services before development occurs, thereby avoiding unexpected hardships on the property owners purchasing such property and the general public. However, it is recognized that certain areas of the City have developed without all needed public improvements (e.g. parks, water, sewer, and street improvements) and that methods must be found to provide these improvements without causing undue hardships on the general public or the individual property owners.

Special assessments are generally accepted as a means by which areas can obtain improvements or services; however, the method of financing assessment is a critical factor to both the City and the property owner. Full project costs spread over a very short term can cause an undue hardship on the property owner and, likewise, city costs and systems costs spread over a long period of time can cause an undue hardship on the City.

It is the policy of the City to not defer assessments except in cases where hardship to senior citizens 65 years of age or older, or persons retired by virtue of a permanent and total disability, would result. Also, the City Council may elect to defer assessments on undeveloped land for a specified length of time or until the lands are developed. Terms and conditions of any such deferral will be established in the resolution adopting the assessments.

## **SECTION 6. GENERAL ASSESSMENT POLICIES APPLICABLE TO ALL TYPES OF IMPROVEMENTS.**

The cost of any improvement shall be assessed based upon benefits received. The following general principles shall be used as a basis of the City's assessment policy:

1. **Project Cost.** The "project cost" of an improvement includes the costs of all necessary construction work required to accomplish the improvement (direct costs), plus engineering, legal, administrative, financing and other contingent costs, including acquisition of right-of-way and other property (indirect costs). The finance charges include all costs of financing the project. These costs include, but are not limited to, financial consultant's fees, bond rating agency fee, bond attorney's fees, and capitalized interest. The interest charged to the project shall be included as financing charges.

2. **City Cost.** The “city cost” of an improvement is the amount of the total improvement expense the City will pay as determined by Council resolution. Where the project cost of an improvement is not entirely attributed to the need for service to the area served by the improvement, or where unusual conditions beyond the control of the owners of the property in the area served by the improvement would result in an inequitable distribution of special assessments, or for any other reason determined by the City, the City, through the use of other funds, may pay such “city cost.”
3. **Assessable Cost.** The “assessable cost” of an improvement is equal to the “project cost” minus the “city cost.”
4. **Interest.** The City will charge interest on special assessments at a rate specified in the resolution approving the assessment roll. If bonds were sold to finance the improvement project, the interest rate shall be equal to the interest rate of the bonds plus 2% (2% above bond rate), rounded to the nearest quarter of a percent. If no bonds were sold, the interest rate shall be set at the U.S. Treasury rate (10-year for 10 year assessment; 15-Year for 15 year assessment) plus 2 percentage points.
5. **Prepayment.** Property owners may pay their assessments in full, interest free, for a period of 30 days after the assessment hearing. After such period interest shall be computed from the date specified in the assessment resolution. The City will transmit a certified duplicate of the assessment roll with each installment, including interest, to the County Auditor, or in lieu of such certification, annually certify to the County Auditor by November 30 in each year, the total amount of installments of and interest on assessments on each parcel that are to become due in the following year.
6. **Extensions.** Where an improvement is designed for service of an area beyond that receiving the initial benefit, the City may pay for increased project costs due to such provisions for future service extensions. The City will levy assessments to cover this cost when a new improvement is installed as an extension of the existing improvement upon identification of such additional amount in the notice of hearing for the extensions or new improvements. As an alternative, the City may assess these costs to the area of future extension immediately based on the value of benefit received.
7. **Project Assistance.** If the City receives financial assistance from the Federal Government, the State of Minnesota, the County, or from any other source to defray a portion of the costs of a given improvement, such aid will be used first to reduce the “city cost” of the improvement. If the financial assistance received is greater than the “city cost,” the remainder of the aid will be placed in the Public Improvement Revolving Fund to be applied towards other City projects.
8. **Assessable Property.** Property owned by the City and other political subdivisions including municipal building sites, parks and playgrounds, but not including public streets, alleys, and right-of-way, shall be regarded as being assessable on the same basis as if such property was privately owned. Private right-of-way shall be assessable.
9. **Individual Benefits.** The City may construct improvements specifically designed for or shown to be of benefit solely to one or more properties. The costs for these improvements will be assessed directly to such properties, and not included in the assessments for the remainder of the project. An example would be utility service lines running from the main lines to the property.
10. **Benefit Appraisals.** In the event that City staff has doubt as to whether the proposed assessments exceed the special benefits to the property(ies) in question, the City Council may order benefit appraisals or benefit appraisal consultations as deemed necessary to support the proposed assessments. As a general rule, benefit appraisals or benefit appraisal consultations may be ordered when the proposed assessment exceeds \$5,000 for a standard city street

reconstruction project on a residential lot, or \$20,000 per acre for commercial or industrial property.

11. **Condemnation Awards.** A property owner may elect to offset special assessments against condemnation awards. In such case, the property owner must execute an agreement (Net Assessment Agreement) with the City.
12. **Subgrade Corrections.** All costs relative to subgrade soil corrections deemed necessary to construct or reconstruct City streets will be considered a “city cost” and will not be assessed.
13. **Rural to Urban Conversion.** All costs relative to converting an existing rural street section to an urban street section by filling roadside drainage ditches and adding curb and gutter and storm sewer will be considered a “city cost” and will not be assessed.
14. **Oversizing.** All costs relative to oversizing an existing City street by increasing the width of the street and/or the load carrying capacity of the pavement section will be considered a “city cost” and will not be assessed.

## **SECTION 7. METHODS OF ASSESSMENT.**

**Subd. 1. General Statement.** There are three different methods of assessment: adjusted front footage, area, and per lot. The feasibility report will recommend one or a combination of these methods for each project, based upon which method would best reflect the benefit received for the area to be assessed. The City Council will select the preferred method of calculating the assessments along with other applicable assessment criteria.

**Subd. 2. Policy Statement.** The following methods of assessment, as described and defined below, are hereby established as the preferred methods of assessment in the City.

### ***A. “Adjusted Front Footage” Method of Assessment.***

The “adjusted front footage” method of assessment is based on the quotient of the “assessable cost” divided by the total assessable frontage benefiting from the improvement. This method is typically applied to commercial, industrial, and multi-family residential properties. For the purpose of determining the “assessable frontage,” all properties, including those owned by governmental entities, shall have their frontages included in such calculation.

The actual physical dimensions of a parcel abutting an improvement (i.e., street, sewer, water, etc.) shall not be construed as the frontage utilized to calculate the assessment for a particular parcel. Rather, an “adjusted front footage” will be determined. The purpose of this method is to equalize assessment calculations for lots of similar size. Individual parcels by their very nature differ considerably in shape and area. The following procedures will apply when calculating adjusted front footage. The selection of the appropriate procedure will be determined by the specified configuration of the parcel. All measurements will be scaled from available plat and section maps and will be rounded down to the nearest foot dimension with any excess fraction deleted.

1. ***Rectangular Interior Lots.*** The rectangular lot is defined as having no more than 2 feet of difference between the front and rear lot lines. The adjusted front footage is the actual front footage of the lot. For rectangular lots whose frontage is greater than its depth, the “odd shaped lot” method shall be used.

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the “odd shaped lot” method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.
3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.
4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the “corner lot adjustment”.
5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

***B. “Area” Method of Assessment.***

The “area” method of assessment is based on the number of square feet or acres within the boundaries of the appropriate property lines of the parcels benefiting from the project. This method is most often applied to commercial and industrial lots. The assessment rate (i.e., cost per square foot) shall be calculated by dividing the total assessable cost by the total assessable area. On large lots, the City Engineer may determine that only a portion of the lots receives the benefit and may select a lot depth for the calculations equal to the benefit received.

All properties included in the benefited area, including those owned by governmental entities, churches, etc., shall be assessable. The following items may not be included in area calculations: public right-of-ways, and natural waterways, swamps and lakes and other wetlands designated by the Minnesota Department of Natural Resources or the City. The City Engineer will make a recommendation on the boundaries or parameters of the benefited area in the feasibility report.

***C. “Per Lot” Method of Assessment.***

The “per lot” method of assessment is based on equal assessment of all lots within the benefited area. This method is typically applied to single-family residential lots with similar sizes and configurations. The “assessment per lot” shall be the quotient of the “assessable cost” divided by the total assessable lots or parcels benefiting from the improvement. For the purpose of determining the “lots” or “parcels” all parcels, including those owned by governmental entities, shall be included in such calculations.

**SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.**

The following standards are hereby established by the City to provide a uniform guide for improvements within the City.

## **A. Surface Improvements**

Surface improvements shall normally include all improvements visible on or above the ground within the right-of-way, and include, but are not limited to, trees, lighting, sidewalks, trails, signing, street and accessory improvements such as drainage ponds and facilities, parking lots, parks and playgrounds. Surface improvements shall also normally include aggregate or granular base materials for bituminous and concrete pavements.

***Policy Statement.*** Prior to construction or completion of surface improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

When practicable, no surface improvements to less than both sides of a full block of street shall be approved except as necessary to complete partially completed improvements initiated previously. Concrete or bituminous curbing, or concrete curb and gutter, shall be installed at the same time as street surfacing.

## **B. Sub-Surface Improvements**

Sub-surface improvements shall normally include such items as water distribution, sanitary sewer and storm sewer lines and appurtenant infrastructure, and electric and gas utilities.

Main lines are the publicly owned and maintained lines or facilities such as trunk lines, interceptors, mains, and laterals. Service lines are those privately owned lines or facilities extending from the main line to the property line.

***Policy Statement.*** Sub-surface improvements shall be made to serve current and projected land use. All installations shall conform to applicable standards established by local, state and/or federal agencies of competent jurisdiction. All installations shall also comply, to the maximum extent feasible, with nationally recognized standards such as those of the American Insurance Association.

Service lines from the lateral or trunk utility to the property line of all planned service locations such as residences or buildings on properties whose owner has requested service shall be installed in conjunction with the construction of the mains.

## **C. Subgrade Improvements**

Subgrade improvements shall normally include such items as subgrade corrections (removing layers/pockets of unsuitable soils and replacing them with aggregate base, select granular material, or other more suitable soils) and installation of geotextile fabrics.

***Policy Statement.*** Prior to construction or completion of subgrade improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

## SECTION 9. POLICIES OF REASSESSMENT.

The City shall design public improvements to last for a definite period. The life expectancy or service life shall be as stated in the policy statement of this section, or if different, shall be as stated in the resolution ordering improvement and preparation of plans.

### Policy Statement

The following are the “life expectancies” or “service lives” of public improvements except as may be otherwise stated in the resolution ordering improvement and preparation of plans.

1. Sidewalks and Trails – 30 years.
2. Street improvements, including surfacing and curb and gutter – 60 years.
3. Ornamental street lighting – 30 years.
4. Water Mains – 60 years.
5. Sanitary Sewers – 60 years.
6. Storm Sewers – 60 years.

## SECTION 10. ASSESSMENT COMPUTATIONS.

The following is the typical city assessment for various specified improvements. The City Council reserves the right to vary from the following computations when conditions warrant. All computations are subject to the criteria set forth in Section 1.

### A. Street and Curb and Gutter Improvements

1. **New Construction.** New streets are assessed 100% to the abutting benefited properties. Street and curb and gutter improvements will normally be assessed by the adjusted front footage method for commercial, industrial and multi-family residential properties, or by the per lot method for single-family residential properties, however other methods including the area method may be utilized if conditions warrant. Cost of construction of streets shall be assessed based on the minimum design of 7-ton axle load in residential areas and 9-ton axle load in commercial and industrial areas. Oversizing costs that are incurred in excess of the above may be paid by: (1) State funds, (2) larger assessment rates to other benefited properties, (3) general obligation funds, or (4) any other method or combination of methods authorized by the City Council.
2. **Reconstruction and Overlays.** Street reconstructions and overlays, including the associated removal and replacement of curb and gutter, are assessed 25% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
3. **Gravel Streets.** Upgrading existing gravel streets by adding pavement, curb and gutter, and storm sewer are assessed 50% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
4. **Seal Coats.** Sealcoats are not assessed.
5. **Alleys.** Upgrading existing gravel alleys by adding pavement is assessed 50% to all lots abutting on the alley in the block being improved or as otherwise determined by Council ordered benefit appraisals. Reconstructing existing paved alleys is 25% assessed to all lots abutting on the alley or as otherwise determined by Council ordered benefit appraisals.

## **B. Sidewalks and Trails**

1. ***New Construction.*** New sidewalks and trails are not assessed to the abutting property on which the sidewalk is located, but rather are funded 100% by the City. In new subdivisions, the City will require the developer to finance sidewalk and trail improvements rather than assessing the cost.
2. ***Reconstruction.*** Replacement sidewalks are assessed 25% to the abutting property owner and 75% City funded.

## **C. Storm Sewer Improvements**

Storm sewers are assessed on a project-by-project basis. Storm sewers in new subdivisions are considered an assessable improvement on an area basis.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area storm sewer charges are levied to all unplatted property at the time of platting, to re-plats that have not been charged trunk area charges when the land was originally platted, and to re-plats that have been charged trunk area charges when the land was originally platted but where the use is increasing (only the cost difference based on current and prior use is charged). The charges will be set in the annual fee schedule approved by the City Council.

Normally, storm sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing storm sewers is paid for entirely through the Stormwater Utility Fund.

## **D. Sanitary Sewer Assessments**

Assessments for sanitary sewer in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for sanitary sewers in commercial and industrial areas are based upon a standard size of 12-inch mains. Sanitary sewer assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances will be paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area sanitary sewer charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Normally, sanitary sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

Lateral benefit from major trunk sewers or interceptors is assessed to the properties benefited by the sewer. Any oversizing cost is assessed as described above.

The replacement of existing sewers is funded entirely by the City through the sewer enterprise funds.

Individual sanitary sewer service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private sanitary services, but do not have mainline sewers adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new mainline sanitary sewer, and 100% of the cost associated with replacing the service lines.

Any existing sanitary sewer service lines found to be defective as part of a project are replaced as part of the project and are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City sewer during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City sewer if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council. Connecting to City sewer requires a City water connection.

#### **E. Watermain Assessments**

Assessments for watermains in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for watermains in commercial and industrial areas are based upon the standard size of 12-inch mains. Watermain assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area water charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties shall be fully assessed to the benefiting property.

Normally, watermains are assessed on a per lot basis, but in certain situations the area or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing watermains is funded entirely by the City through the water enterprise funds.

Lateral benefit from major trunk watermains is assessed to properties benefited by the watermain. Lateral watermain assessments are based on the costs for an equivalent 8-inch diameter watermain for residential properties and for an equivalent 12-inch diameter watermain for commercial/industrial properties.

Individual water service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private water services, but do not have

mainline watermains adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new watermain but 100% of the cost associated with replacing their service lines.

Any existing water service lines found to be defective as part of the project, are replaced as part of the project and are assessed directly to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City water during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City water if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council.

#### **F. Street Boulevard Trees**

All street boulevard trees installed as part of new street constructions or in reconstructing existing streets shall be included as part of the overall project costs included in the assessment calculations.

#### **G. Street Lights**

All costs for new streetlights installed as part of constructing new streets or streetlights relocated as part of reconstructing streets are included in the overall project costs and included in the assessment calculations, unless otherwise directed by the City Council. In new subdivisions, the City will require the developer to finance street light improvements rather than assessing the cost.

#### **H. Other Improvements**

Based on the City Council's determination, any other eligible improvements may be fully assessed or assessed in part.

### **SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.**

**Subd. 1.** The Council may defer the payment of any special assessment on homestead property owned by a person who is 65 years of age or older, or who is retired by virtue of permanent and total disability, and the City Clerk is hereby authorized to record the deferment of special assessments where all of the following conditions are met:

1. The applicant must apply for the deferment not later than 90 days after the assessment is adopted by the City Council.
2. The applicant must be 65 years of age or older or retired by virtue of permanent and total disability at the time the assessment is adopted.
3. The applicant must be the owner of the property.
4. The applicant must occupy the property as his or her principal place of residence.
5. The average annual payment for assessments levied against the subject property exceed one percent of the adjusted gross income of the applicant as evidenced by the applicant's most recent federal income tax return. The average annual payment of an assessment shall be the total cost of the assessment divided by the number of years over which it is spread.

**Subd. 2.** The deferment shall be granted for as long a period of time as the hardship exists and the conditions in subdivision 1 remain true. It shall be the duty of the applicant to notify the City Clerk of any change in his or her status that would affect eligibility for deferment.

**Subd. 3.** The entire amount of deferred special assessments shall be due within sixty days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Clerk shall add thereto interest accruing from the first date the applicant loses eligibility at the rate as defined in section 6.4 and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the Council, that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

**Subd. 4.** The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following:

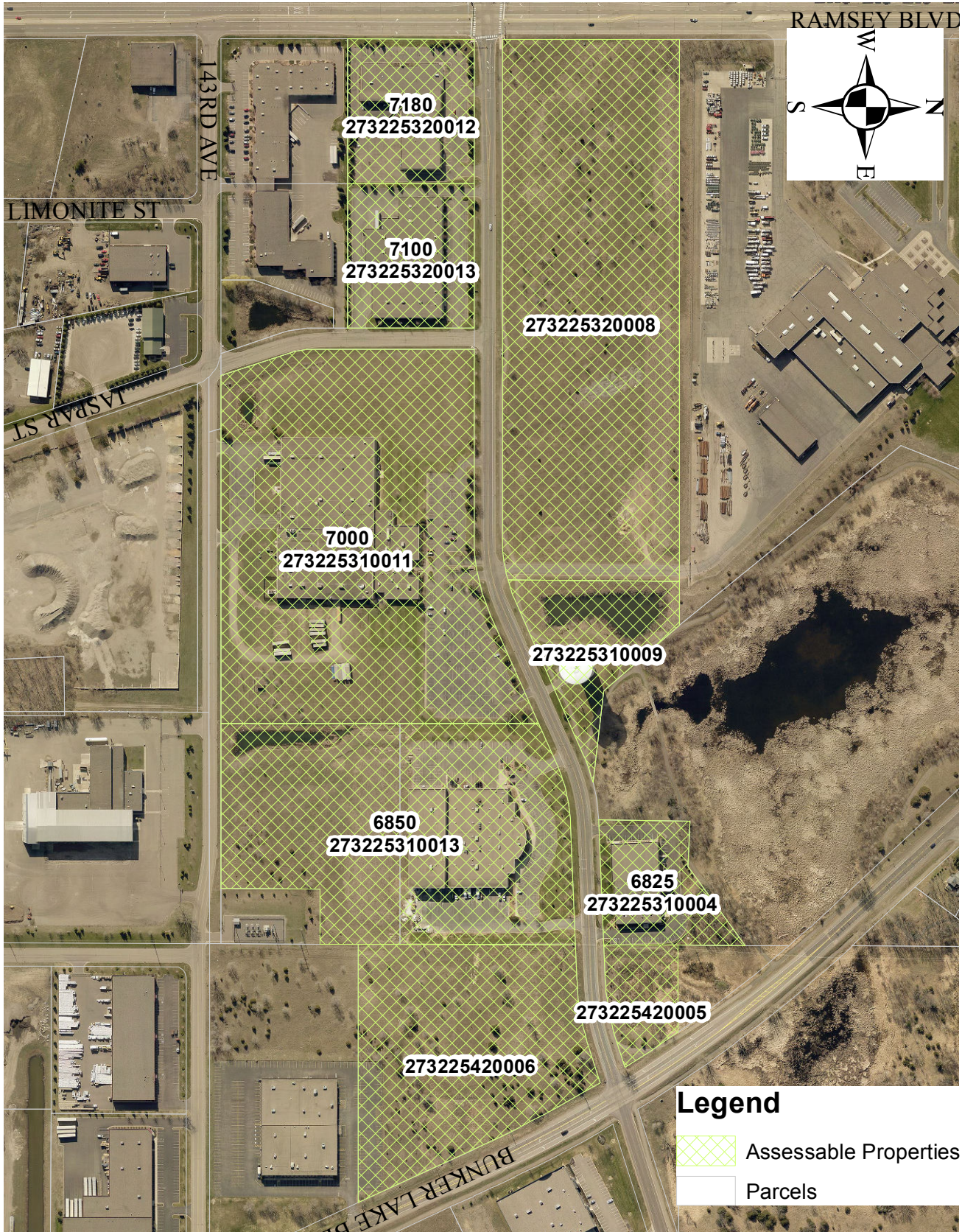
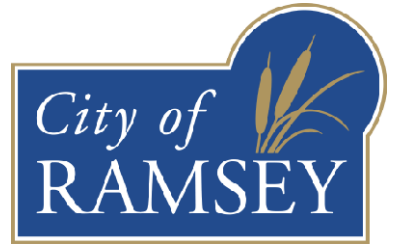
1. The death of the owner when there is no spouse who is eligible for deferment.
2. The sale, transfer or subdivision of all or any part of the property.
3. Loss of homestead status on the property.
4. Determination by the Council for any reason that immediate or partial payment would impose no hardship.

State Law References(s): Minn. Stat. § 435.193, Senior Citizens or retired & disabled persons hardship special assessment deferral.

\*Original Adoption: 12/9/14 by Resolution #14-12-250

\*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

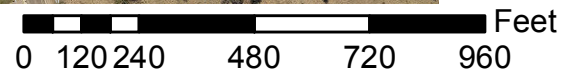
# SUNWOOD DRIVE ASSESSABLE PROPERTIES IP #17-00



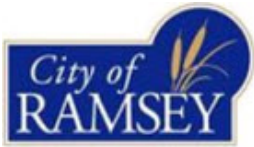
### Legend

- Assessable Properties
- Parcels

PRELIMINARY ASSESSMENT MAP







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

**CC Work Session**

**3. 1.**

**Meeting Date:** 02/14/2017

**Submitted For:** Kurt Ulrich, Administrative Services

**By:** Jo Thieling, Administrative Services

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**Information**

**Title:**

Review Future Topics/Calendar

**Purpose/Background:**

Attached is the current list of future topics for work session discussion. Items are drawn from Council requests at meetings, or are related to topics that have been identified in the City's strategic plan. Dates will be assigned in the future.

**Recommendation:**

N/A

**Action:**

For Council review - no formal action necessary.

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**Attachments**

Future Topics

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Jo Thieling

Final Approval Date: 02/09/2017

**Reviewed By**

Kurt Ulrich

**Date**

02/09/2017 04:25 PM

Started On: 02/09/2017 09:25 AM

**City Council Future Topics – Work Session**  
*(Draft)*

<b>Date</b>	<b>Topics for Discussion – Council Action</b>
Future	Review Bidding Process for Towing Contract ( <i>Katers</i> )
Future	Discuss Ordinance Governing Unmanned Aerial Vehicle Use ( <i>Katers</i> )
Future	Review and Potentially Adopt Ramsey’s Portion of Previous Highway 47 Study ( <i>Westby</i> )
Future	Cost Share a Corridor Study for Nowthen ( <i>Westby</i> )
Future	ICE Reports for Spot Improvements on Armstrong ( <i>Westby</i> )
Future	Website Design and Website Services Update ( <i>Fredrickson</i> )
February 28 or March 14	McDonald’s Discussion ( <i>Brama</i> )
February	Discussion re the 2016 All-Staff Survey and Work Plan ( <i>Lasher</i> )
<b>Date</b>	<b>Topics for Discussion – Regulatory</b>
Future	Commercial Signage Standards and Community Sign Plan( <i>Gladhill</i> )
Future	Property Maintenance Code (Maintenance of Buildings and Structures) ( <i>Gladhill</i> )
<b>Date</b>	<b>Topics for Discussion – Policy</b>
Future	Future Business Park Policy ( <i>Brama</i> )
Future	Public Facilities Naming Policy ( <i>Riverblood</i> )
Future	Trail Maintenance Policy ( <i>Westby</i> )
Future	Stormwater Pond Maintenance Policy ( <i>Westby</i> )
Future	Citizen Volunteer and Recognition Program ( <i>Ulrich</i> )
Future	Newsletter Policy ( <i>Brama</i> )
February	Discussion re Updating the City’s Personnel Policy ( <i>Lasher</i> )
<b>Date</b>	<b>Topics for Discussion – Planning and Budget</b>
Future	Summary of Compensation/Development Plan for Employees ( <i>Lasher</i> )
Future	Review Comprehensive Plan for Long-Term Water Supply ( <i>Westby</i> )
Future	Review Corridor Improvement Initiatives ( <i>Ulrich</i> )
<b>Date</b>	<b>Topics for Discussion – Information</b>
Future	Follow Up Discussions with ARAA ( <i>Riverblood</i> ) <ul style="list-style-type: none"> <li>• Special Use Permits</li> <li>• What improvements can we make</li> <li>• Communication – in General</li> </ul>
Future	Review Area Recreation Opportunity Assessment ( <i>Riverblood</i> )
Future	Joint Meeting with Environmental Policy Board ( <i>Gladhill</i> )